

BOARD OF SUPERVISORS MEETING

January 16, 2007

The regular meeting of the Campbell County Board of Supervisors was held on the 16th day of January 2007 in the Board of Supervisors meeting room of the Walter J. Haberer Building, Rustburg, Virginia. The members present were:

J. D. Puckett, Chairman, Presiding	Brookneal Election District
Rick Boyer	Sunburst Election District
Calvin P. Carter	Altavista Election District
Charles W. Falwell	Timberlake Election District
Eddie Gunter, Jr.	Concord Election District
Hugh T. Pendleton, Jr.	Rustburg Election District
Hugh W. Rosser	Seneca Election District

R. David Laurrell, County Administrator
Clifton M. Tweedy, Deputy County Administrator

The meeting was called to order at 1:00 p.m., and Supervisor Gunter gave the invocation.

// INTRODUCTION OF NEW EMPLOYEES

Shameka Wright, Human Resources Generalist, introduced several new employees:

Jesse Ratcliffe – Recreation	Jill Guiliano – Social Services
Frank Poindexter – Public Works	Nathan McMurray – Public Safety
Timothy Farrar – Public Safety	

// PUBLIC HEARING - REASSESSMENT – LIMIT TERM OF BOARD OF EQUALIZATION

The public hearing was opened at 1:02 p.m.

Administrator Laurrell explained a public hearing was advertised to adopt an ordinance to establish the dates for the Board of Equalization. The real estate tickets would be mailed out to citizens on March 2, 2007 and would include the information mandated by the State such as the preceding assessed valuation along with the percentage of change between the last assessment and the new assessment. Applications concerning reassessments shall be submitted to the Board of Equalization no earlier than April 2, 2007 and not later than April 30, 2007, and that final disposition of all applications for the general reassessment effective January 1, 2007 shall be completed by the Board of Equalization no later than June 30, 2007.

Additionally, the Board needs to recommend three members for the Board of Equalization to the Circuit Court for appointment. The three individuals who served on the Board in 2003 were willing to serve again for the 2007 process, namely, William Lowell Milton, Josephine Overbey and William (Bill) Anderson.

No one spoke in opposition to the proposed rezoning. The public hearing was closed at 1:08 p.m.

On motion of Supervisor Gunter, it was resolved the Board of Supervisors recommends the appointment of William Lowell Milton, Josephine Overbey and William (Bill) Anderson to the Board of Equalization, and **BE IT ORDAINED** that the following Ordinance be, and the same hereby is, adopted:

Sec. 9-1.03. Applications for equalization of real estate assessments; deadlines for application; final disposition by Board of Equalization; notice requirement re deadline; subsequent reassessments at four-year intervals.

(a) All applications for equalization of real estate assessments following the general

reassessment effective January 1, 2007, should be submitted to the Board of Equalization of Real Estate Assessments for the County of Campbell appointed by Order of the Campbell County Circuit Court, commencing on April 2, 2007.

(b) All applications for equalization of real estate assessments shall be submitted to the Board of Equalization not earlier than April 2, 2007, and not later than April 30, 2007.

(c) Final disposition of all applications submitted to the Board of Equalization shall be completed not later than June 30, 2007.

(d) Notice of the foregoing deadlines shall be clearly stated on the Notice of Assessment to be sent by the Reassessment Appraiser performing the general reassessment of real estate in Campbell County effective January 1, 2007.

(e) This ordinance shall not be codified in the Campbell County Code of 1988, but shall be described and referenced therein by an editor's note and shall be effective upon passage.

(f) Pursuant to VA. CODE ANN. §58.1-3252 (Repl. Vol. 2004), subsequent general reassessments of real estate in Campbell County shall be at four-year intervals.

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser
Nay: None

// VIRGINIA DEPARTMENT OF TRANSPORTATION MATTERS

Runaway Bay Subdivision

All the work has been completed in Runaway Bay Subdivision, and the following roads were eligible for acceptance into the secondary system of highways.

On motion of Supervisor Carter, the following resolution was adopted:

WHEREAS, the street(s) described on the attached Additions Form SR-S(A), fully incorporated herein by reference, are shown on plats recorded in the Clerks Office of the Circuit Court of Campbell County, and

WHEREAS, the Residency Administrator for the Virginia Department of Transportation has advised this Board the streets meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation.

NOW THEREFORE, BE IT RESOLVED, this Board request the Virginia Department of Transportation to add the streets described on the attached Additions Form SR-S(A) to the secondary system of state highways pursuant to Section 33.1-229, Code of Virginia, and the Department's Subdivision Street Requirements, and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right of way, as described, and any necessary easements for cuts, fills and drainage, and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Residency Administrator for the Virginia Department of Transportation.

SR-S(A) Proposed Additions to the Secondary System of State Highways

Jeremiah Run – Beginning at a point on Route 1170 (Runaway Bay Road) and running south for a distance of 0.52 mile to a cul-de-sac.

Total Length – 0.52 Mile

Right of Way – 50 Feet

Plat Recorded – Cabinet “B”, Slide 217, Page 971-978

Pennisula Pointe – Beginning at a point on Jeremiah Run and running south for a distance of 0.41 mile to a cul-de-sac.

Total Length – 0.41 Mile
Right of Way – 50 Feet
Plat Recorded – Cabinet “B”, Slide 217, Page 971-978

Indigo Run – Beginning at a point on Route 1170 (Runaway Bay Road) and running southwest for a distance of 0.23 mile to a cul-de-sac.

Total Length – 0.23 Mile
Right of Way – 50 Feet
Plat Recorded – Cabinet “B”, Slide 215, Page 959-960

Jacobs Hollow – Beginning at a point on Route 1170 (Runaway Bay Road) and running northeast for a distance of 0.14 mile to a cul-de-sac.

Total Length – 0.14 Mile
Right of Way – 50 Feet
Plat Recorded – Cabinet “B”, Slide 215, Page 959-960

Thomas Court – Beginning at the intersection of Route 1172 (Hidden Court) and running southeast for a distance of 0.24 mile to a cul-de-sac.

Total Length – 0.24 Mile
Right of Way – 50 Feet
Plat Recorded – Cabinet “B”, Slide 217, Page 971-978

Hidden Cove Lane – Beginning at the intersection of Route 1173 (Acres Court) and running southeast for a distance of 0.09 mile to a cul-de-sac.

Total Length – 0.09 Mile
Right of Way – 50 Feet
Plat Recorded – Cabinet “B”, Slide 217, Page 971-978

Dalton Lane – Beginning at a point on Route 1173 (Acres Court) and running southeast for a distance of 0.14 mile to a cul-de-sac.

Total Length – 0.14 Mile
Right of Way – 50 Feet
Plat Recorded – Cabinet “B”, Slide 215, Page 959-960

Bay View Road – Beginning at a point on Route 1172 (Hidden Cove Lane) and running north for a distance of 0.57 mile to a cul-de-sac.

Total Length – 0.57 Mile
Right of Way – 50 Feet
Plat Recorded – Cabinet “B”, Slide 256, Page 1361-1363

Clear Pointe Road – Beginning at a point on Bay View Road and running east for a distance of 1.71 miles to a cul-de-sac.

Total Length – 1.71 Miles
Right of Way – 50 Feet
Plat Recorded – Cabinet “B”, Slide 217, Page 971-978

Water Way Court – Beginning at a point on Bay View Road and running east for a distance of 0.17 mile to a cul-de-sac.

Total Length – 0.17 Mile
Right of Way – 50 Feet
Plat Recorded – Cabinet “B”, Slide 256, Page 1361-1363

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser

Nay: None

- The traffic signal at the intersection of Route 29 and Route 738 (English Tavern Road) was complete.
- A notice of willingness to hold a public hearing on the project to replace the existing bridge over Suck Creek on Route 501 was advertised. The work was scheduled for summer of 2008.
- VDOT would follow up with the Sheriff's Department on the wording of the speed enforcement signs on Sherbrooke Drive.

// FISCAL YEAR 2006 AUDIT REPORT

Norman Yoder of Brown, Edwards & Company, reviewed the Fiscal Year 2006 audit report. Campbell County was given a clean, unqualified opinion – the highest level of assurance. One material weakness was listed concerning the Industrial Development Authority, and this was addressed with the staff. Three weaknesses listed in last year's report have been corrected. This was the second year Brown, Edwards & Company performed the audit, and the process went smoothly.

The Board commended the staff for their work with the auditors and meeting audit standards. The following motion was offered:

On motion of Supervisor Rosser, it was resolved the Board of Supervisors accepts the Fiscal Year 2006 audit report as presented.

**The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser
Nay: None**

// IDA BANK QUALIFIED INDUSTRIAL REVENUE BONDS

Each year localities in Virginia may issue \$10 million in Bank Qualified Industrial Revenue Bonds to governmental entities or 501 type tax-exempt status corporations. The County would not be liable for any of the funds if issued.

Central Health has requested the County authorize \$7.5 million in bank qualified industrial revenue bonds to fund Centra Health's Cancer Center at the intersection of Atherholt Road and Langhorne Road in Lynchburg. The Industrial Development Authority held a public hearing, as required, on December 21, 2006 and approved Centra Health's request to use these funds. The IDA would charge Centra Health the customary fee for bonds issued, at an annual rate of 1/8th of 1 percent of the outstanding balance, revenue that could be used for other economic development purposes. The Campbell County Utilities and Service Authority, Schools and Public Safety have no planned need for these funds in 2007.

On motion of Supervisor Carter, it was resolved the Board of Supervisors adopts the following Resolution:

**RESOLUTION
OF THE BOARD OF SUPERVISORS OF THE
COUNTY OF CAMPBELL, VIRGINIA**

The Industrial Development Authority of the County of Campbell, Virginia ("Authority"), has considered the application and plan of finance of Centra Health Inc. e ("Centra"), requesting the issuance of the Authority's revenue bonds in an amount not to exceed \$7,500,000 ("Bonds") to assist Centra financing or refinancing the construction, renovation and equipping of various facilities ("Project"), including the construction and equipping of a regional cancer center located at 2216 Langhorne Road, Lynchburg, Virginia 24501, and has held a public hearing on December 21, 2006. The Authority issues its bonds on behalf of the County of Campbell, Virginia ("County"). Centra and Authority have represented that the principal amount of the bonds, to be issued on or before February 28, 2006 ("Bonds") will not be greater than \$7,500,000.

Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), provides that the governmental unit having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of the bonds, which approval requires that a public hearing be held by the governmental unit or its appointee. Accordingly, the issuance of the Bonds must be approved by the Authority, the County, and the City of Lynchburg ("City") as the jurisdiction in which the Project is located. Section 147(f) of the Code further requires the approval of the highest elected governmental units in the County and the City. The Board of Supervisors of the County ("Board") constitutes the highest elected governmental unit of the County, and the City Council of the City ("Council") constitutes the highest elected governmental unit of the City.

Section 15.2-4905 of the Code of Virginia of 1950, as amended ("Virginia Code"), provides that if a locality has created an industrial development authority, no industrial development authority created by a second locality may finance a facility located in the first locality unless the governing body of such first locality concurs with the inducement resolution adopted by the industrial development authority created by the second locality.

The Authority has held a public hearing on the financing on December 21, 2006, and has recommended that the City and Board approve the plan of financing and the issuance of the Bonds.

A copy of the Authority's resolution approving the issuance of the Bonds pursuant to the plan of financing, subject to the terms to be agreed upon, a certificate of the public hearing and a Fiscal Impact Statement have been filed with the County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF CAMPBELL, VIRGINIA:

1. The Board approves the issuance of the Bonds by the Authority for the benefit of Centra as required by Section 147(f) of the Code and Section 15.2-4906 of the Virginia Code, to permit the Authority to assist Centra in its plan of financing.

2. The approval of the plan of financing and the issuance of the Bonds do not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Project or Centra.

3. The Bonds shall provide that they shall not be deemed to constitute a debt or pledge of the faith or credit or taxing power of the Commonwealth of Virginia or any political subdivision thereof, including the Authority, the County and the City and neither the Authority nor any political subdivision shall be obligated to pay the principal of, premium, if any, or interest on the Bonds or other costs incident thereto, except from the revenues and monies pledged therefore, and neither the faith and credit nor the taxing power of the Commonwealth of Virginia, or any political subdivision thereof including the Authority, the County and the City, is pledged for the payment of principal or premium, if any, or interest on the Bonds or other costs incident thereto.

4. The Board designates the amount of the Bonds actually issued as "qualified tax-exempt obligations" eligible for the exception from the disallowance of the deduction of interest by financial institutions allocable to the cost of carrying the tax-exempt obligations in accordance with the provisions of Section 265(b)(3) of the Code. The Board does not reasonably anticipate having more than \$10,000,000 in qualified tax-exempt obligations during calendar year 2007, and the Council will not designate more than \$10,000,000 of qualified tax-exempt obligations pursuant to such Section 265(b)(3) in such year.

5. This resolution shall take effect immediately upon its adoption.

Adopted by the Board of Supervisors of Campbell County, Virginia this 16th day of January, 2007.

Clerk, Board of Supervisors of Campbell County,
Virginia

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser
Nay: None

// PAYROLL TIME RECORDING AND PAYROLL PROCESSING

Alan Lane, Director of Management Services, presented a staff recommendation to purchase a payroll time recording and management system and contract payroll services to an outside payroll service provider. There would be a one-time implementation cost of \$25,000 to be budgeted in Fiscal Year 2008 with an implementation date in the fall of 2007. Mr. Lane indicated there would be significant cost savings of approximately \$12,500 annually to the County by eliminating one full-time position in Management Services. Additionally, it would reduce costs for Information Technology and Human Resources in staffing time dedicated to payroll duties. If approved, a Request for Proposals would be sent out for different payroll service providers.

Supervisor Rosser thought this was a good idea for the County to move to contract payroll services. One employee would lose his job, but he was sure the County would try to place him somewhere else in the organization.

On motion of Supervisor Rosser, it was resolved the Board of Supervisors authorizes staff to proceed with a Request for Proposals to contract payroll services and approves the purchase of a payroll time recording and management system in the amount of \$25,000.

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser

Nay: None

// PHASE 1 MASTER PLAN DESIGN CONTRACT

Clifton M. Tweedy, Deputy County Administrator, presented for approval a contract for design services for Phase 1 of the Master Plan. The Master Plan includes construction and renovation work for the Courthouse, a new Commissioner/Treasurer Building, and a new Maintenance/Agricultural Services Building. Also, work to renovate the existing Agricultural Services Building for storage and Haberer Building interior upgrades were planned. Bids were scheduled to be awarded in February 2008 with construction to begin shortly thereafter with completion planned for December 2009. In order to prepare the bidding documents, a contract for Architectural/Engineering services must be obtained to allow the design work to start next month for bidding this fall.

A request for proposals was issued last fall with responses from four firms. The proposals were evaluated, and the committee recommended Dewberry & Davis as the top ranked firm. Also requested for approval was a transfer of appropriation for \$400,000 to cover the architectural & engineering (A & E) fees for the Phase 1 Master Plan Courthouse design that could be reimbursed from the loan funds in Fiscal Year 2010. This preliminary design would be used to create the final design plan and would provide a better estimate of the overall project costs.

Administrator Laurell recalled information provided to the Board last year that additional revenue from either a tax increase and/or an increase from reassessment would be necessary to fund the debt service for this project as well as Concord Elementary School. The Board previously committed \$1.5 million from the reassessment toward the debt service.

At the last meeting Supervisor Rosser indicated he and Supervisor Boyer had in the past asked staff to provide alternate options to renovating the Courthouse such as a separate building for the Juvenile and Domestic Relations District Court. The last specific Board action in the spring of 2005 was to proceed with the Phase 1 Master Plan which included the renovation of the Courthouse and other County projects. The vote on the motion was 7-0. The Board also voted in January 2006 to move forward with Phase 1 as part of the annual Priorities and Initiatives process and included proposed funding in the Capital Improvement Plan for FY 2009 in February and May.

Supervisor Rosser and Supervisor Boyer would still like to explore other options to renovating the Courthouse and building a new building for the Commissioner of the Revenue and Treasurer. Supervisor Rosser indicated he was on the Board when the Courthouse was

constructed and while it had some problems it was overall a good facility. Two of the Judges have indicated they had sufficient space, and Supervisor Rosser questioned why we were building a new building for the Commissioner of the Revenue and Treasurer. Supervisor Rosser estimated the County would receive more than \$1 million in new revenue next year reducing the need for a tax increase. He did not see the population of the County growing that fast and he could not sit there and raise the citizens' taxes for these projects. He believed the County had enough on its plate, and he could not support this project. Supervisor Boyer and Supervisor Carter had similar concerns.

Administrator Laurrell reminded the Board that numerous space studies have been conducted. In the Courthouse the Circuit Court Clerk's Office and the Commonwealth's Attorney had dire space needs. The new Commissioner/Treasurer Building would also house the Community Development Department. He added that the project over the next 30 years included renovations to the Social Services Department, expansion of the Sheriff's Department and relocating Public Safety to a new building across the road.

Supervisor Pendleton offered a motion to accept staff's recommendation.

On motion of Supervisor Pendleton, it was resolved the Board of Supervisors approves Dewberry & Davis as the top ranked firm, authorizes staff to finalize a contract for design services for the Phase 1 Master Plan; authorizes the County Administrator to execute said contract; and approves a transfer of appropriation in the Capital Improvement Fund, deleting \$400,000 from Reserve for Future Commitments and appropriating the same to Master Plan Courthouse Complex Phase 1 to cover the architectural and engineering fees (A & E) for the Phase 1 design.

Supervisor Carter suggested holding approval of this contract until the budget process was completed and the Board had a better idea of the County's financial picture. There were many citizens that were struggling financially. He offered the following substitute motion:

On motion of Supervisor Carter, it was resolved the Board of Supervisors authorizes staff to bring approval of the Phase 1 Master Plan Design Contract back to the Board after the Fiscal Year 2008 budget was complete.

Chairman Puckett commented the Juvenile Court was in dire need of additional space. Supervisor Gunter added the Board has been discussing this project for a number of years and the needs were growing. Mr. Tweedy also mentioned that costs were continually rising, and it was not going to get any cheaper to delay the project.

The vote on the substitute motion was:

**The vote was: Aye: Boyer, Carter, Rosser
Nay: Falwell, Gunter, Pendleton, Puckett**

Because the substitute motion failed, a vote was taken on the original motion.

**The vote was: Aye: Falwell, Gunter, Pendleton, Puckett
Nay: Boyer, Carter, Rosser**

The original motion passed.

// Richard Verilla, Director of Campbell County Social Services, presented the Fiscal Year 2006 Annual Report as required by the Code of Virginia. The new format was significantly abbreviated as compared to previous annual reports and was favored by the Social Services Board.

Mr. Verilla reviewed the statistics and expenditures in all major areas of food assistance, energy assistance, adoption/foster care, child care services, and Medicaid. Expenses and number of individuals served were increased in several areas due to plant shutdowns and the poor getting poorer. Campbell County received more than 7,000 requests for food and energy assistance during the reporting period. In addition more County citizens utilized Medicaid services for a total expenditure of \$32.7 million.

One of the areas Mr. Verilla was most proud was volunteerism. Through volunteers and private contributions, Social Services was able to provide baskets for children and the elderly at Easter, food baskets for the elderly at Thanksgiving, back to school supplies for needy children and gifts for children and families at Christmas. Volunteers also keep the food pantry stocked for those families that come in for assistance and do not have any food at home. Mr. Verilla also thanked the Board for its continued support.

Supervisor Boyer left the meeting room at 2:25 p.m.

On motion of Supervisor Falwell, it was resolved the Board of Supervisors accepts the Fiscal Year 2006 Annual Report of the Campbell County Social Services Department.

The vote was: Aye: Carter, Falwell, Gunter, Pendleton, Puckett, Rosser

Nay: None

Absent: Boyer

// AGENDA PROCESS

At the Board's regular meeting of January 2nd, Supervisor Rosser asked the Board to review its current practice of placing items on the agenda and providing for public comment. The practice of the Board for some time has generally been to request individuals and groups wishing to be on the Board's agenda to submit a written request with background information to be included in the Administrator's Report. This process allowed the Board and staff to review the background and supporting information for the agenda request as well as time to gather information the Board might need to address the issue as needed. In order to make it on the Administrator's Report requests for agenda submissions needed to be received in the County Administrator's Office ten (10) days prior to the advertised Board meeting date.

Occasionally an item comes up that needs to be an add-on item to the regular agenda, but that was typically only for emergencies or items that had time deadlines or constraints. Additionally, items could be brought up by individual Board members under Matters from the Board. At the discretion of the Board Chairman, members of the audience could address the Board on issues as deemed appropriate.

Supervisor Falwell was in agreement with this organized approach particularly for large groups as long as the Chairman had the privilege of allowing members of the audience to address the Board as appropriate. Supervisor Gunter agreed adding this approach would give staff an opportunity to consider meeting location if a large group was planning to attend.

After having an opportunity to think about the agenda process, Supervisor Rosser was in agreement with the current agenda process.

Supervisor Boyer returned to the meeting room at 2:29 p.m.

On motion of Supervisor Gunter, it was resolved the Board of Supervisors adopts an agenda process policy whereby requests to be included on the Board's agenda should be submitted in writing to the County Administrator's Office at least ten (10) days prior to the advertised meeting date.

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser

Nay: None

// UPDATE ON LAND APPLICATION OF SEWAGE SLUDGE

At the Board's regular meeting on January 2nd several citizens spoke regarding the permit modification by Nutri-Blend for the land application of sewage sludge in the County. Since then an information packet was provided to the media, interested citizens and included in the Board's packet for this meeting. The packet included previous discussions and actions concerning biosolids by the Board in 2004, proposed legislation to be considered during the 2007 General Assembly session, letters of support to our area legislators, and follow-up letters to Jennifer England of the Citizens Against Toxic Sludge (CATS).

Also provided was a timeline of expected actions/activities over the next several months. On Friday, January 19, Administrator Laurrell, Chairman Puckett and Supervisor Falwell would be meeting with members of the CATS group. They would be encouraged to attend the hearings scheduled before a Committee of the General Assembly on January 23rd. The Health Department was expected to schedule a public information meeting possibly at Rustburg High School in early March. Then there would be a 30-day comment period following the public meeting, so it would be the middle to end of April before the Health Department would consider the permit modification. Following the close of the General Assembly session, the Board would be provided relevant information on the ordinance submitted by the CATS group or another ordinance, and a decision could be made whether or not to advertise an ordinance.

Administrator Laurrell advised a link for biosolids information has been added to the County's webpage for the convenience of citizens. The County Attorney's opinion on the proposed ordinance submitted by CATS as well as the 2002 opinion of the Attorney General on the enforcement of biosolids ordinances was provided to the Board at this meeting and included on the website.

// FISCAL YEAR 2008 PRIORITIES AND INITIATIVES

Administrator Laurrell presented the 2008 Priorities and Initiatives for approval. To answer some questions from the discussion at the January 2nd meeting, staff has estimated the County would need 70 new employees over the next ten (10) years, and a detailed staffing report would be provided to the Board. For the next fiscal year new employees were included in the priorities and initiatives for the Sheriff's Department, Virginia Cooperative Extension, a part-time Fire Marshall, and a project planner for Economic Development Department. The requests for additional Social Services positions were removed since that agency has opted not to participate in the County's pay and classification system.

Supervisor Pendleton offered a motion to adopt the priorities and initiatives as presented adding that while he was not supportive of every initiative, other Board members might be, and it was useful as a planning tool.

On motion of Supervisor Pendleton, it was resolved the Board of Supervisors adopts the Fiscal Year 2008 Priorities and Initiatives, as follows:

**PRIORITY INITIATIVES AND ONGOING RESPONSIBILITIES - FY 2008
ADOPTED 1/16/2007**

ADMINISTRATION – 2008

PRIORITY 1 INITIATIVES – Administration -

- Work toward implementation of a salary increase for County, school and state supported local employees based on the consumer price index for 2007 – estimated currently at 3%. (MOE)(07/07)(Laurrell/Board).
- Work with Public Safety on implementation of the communications system and upgrade the emergency radio system in accordance with adopted Capital Improvement Plan. (INFRA)(06/08)(Cheatham).
- Work with Public Works Director and finalize master plan and construction for Phase I of the County building facilities improvements. This includes renovations and additions to the Courthouse, construction of a new Commissioner of the Revenue/Treasurer Building, new agricultural building, long term storage facilities in the existing agricultural building, and renovations to the Haberer Building. (INFRA)(12/09)(Tweedy).
- **Implement Front Line Supervisor training for all supervisors in Campbell County.** (OD)(12/07)(Wright/Laurrell/Verilla).
- Work with the Recreation Director to update Phase I park development funding schedule. (QOL)(12/07)(Pascale).
- MODIFIED - Work with Community Development and implement major revisions in the subdivision and zoning ordinances over the modified schedule adopted by the Board. (QOL)(06/08)(Yates/Harvey).
- MODIFIED - Work with Economic Development, Public Works and CCUSA to master plan sewer service along the U.S. 29 Corridor. Phase I will include the sewer system along the

- current forced main and Fishing Creek Interceptor from the Treatment Plant to Yellow Branch. Also in Phase I is evaluation of Tomahawk Creek and Dreaming Creek Interceptors. Phase I is expected to be completed in FY-07. Phase II to be completed in FY-08 will Master Plan sewer service for the remainder of the county in non-rural areas and include extension of service to the Seneca Commerce Park, and alternatives for providing service south of Yellowbranch to Altavista. (INFRA)(06/08)(Tweedy/Damron/Davidson/Laurrell)
- MODIFIED - Work with Public Works and CCUSA to design, bid and construct a public water main to the Concord Community system from Rustburg and on to Appomattox if they commit funding for their part. (INFRA)(08/09)(Damron/Tweedy/Laurrell).

PRIORITY 2 INITIATIVES – Administration –

- Work with YACS Director to develop a citizen survey concerning satisfaction with local services and the quality of life in Campbell County. (MEAS)(07/08)(Daly/Laurrell).

COMMUNITY DEVELOPMENT – 2008

PRIORITY 1 INITIATIVES – Community Development -

- MODIFIED - Plan for the phased rezoning of the County and adoption of revised Zoning and Subdivision Ordinances in accordance with the revised schedule and direction provided by the Board of Supervisors. (QOL)(06/08)(Harvey/Yates).
- NEW – Evaluate the effectiveness and utilization of the online GIS system implementation and make recommendations for modifications and/or improvements. (TECH)(12/07)(Woods/Harvey).
- NEW – Evaluate the status of the land application of bio-solids in the County and determine whether changes in process or additional staffing are necessary to support the activity in this area. (OD)(12/07)(Harvey/Laurrell).

PRIORITY 2 INITIATIVES – Community Development -

- Review and update the Campbell County Comprehensive Plan. (QOL)(06/09)(Harvey/Yates)
- Evaluate Community Development staff responsibilities, workload and training. Re-assign duties and/or add positions as needed with Board approval. Priority consideration should be given to county wide planning. (OD)(01/09)(Harvey).
- NEW – Initiate and oversee a comprehensive review of development activities within the County by County departments and outside interests to determine gaps or inconsistencies in development concepts among the groups. Review plans to see if they are consistent with the Comprehensive Plan and consistent with Board policy and direction. (QOL)(06/09)(Harvey)

ECONOMIC DEVELOPMENT – 2008

PRIORITY 1 INITIATIVES – Economic Development -

- Master plan the remainder of Phase II of Dearing Ford Business & Manufacturing Center, to include planning the location of internal access road, and constructing the first portion of an access road off Dearing Ford Road into the park. (INFRA)(12/07)(Davidson/Schwarz).
- Print and distribute a Campbell County Tourism Brochure. (QOL)(12/07)(Davidson/Schwarz).
- Evaluate timbering Seneca Commerce Park, if decision is to timber property, develop and release a RFP for the project; plan development of pad sites for lots. (INFRA)(03/08)(Davidson/Schwarz).
- Promote Campbell County’s agriculture sector by establishing stakeholder groups, meeting to identify goals, and work with Planning Commission during agricultural zoning ordinance updates. (QOL)(06/08)(Davidson/Reiter/Schwarz/CCEDC).
- MODIFIED - Evaluate the Brookneal 501 Corridor Wireless Broadband Internet system’s effectiveness and the potential to expand Wireless Broadband into the underserved areas of Campbell County. (TECH)(06/08)(Davidson/Blair/Schwarz).
- MODIFIED - Work with Public Works and CCUSA to master plan sewer service along the U.S. 29 Corridor. Phase I will include the sewer system along the current forced main and Fishing Creek Interceptor from the Treatment Plant to Yellow Branch. Also in Phase I is evaluation of Tomahawk Creek and Dreaming Creek Interceptors. Phase I is expected to be completed in FY-07. Phase II to be completed in FY-08 will Master Plan sewer service for the remainder of the county in non-rural areas and include extension of service to the Seneca Commerce Park, and alternatives for providing service south of Yellowbranch to Altavista. (INFRA)(06/08)(Tweedy/Damron/Davidson/Laurrell)

- MODIFIED- Review and update the Comprehensive Economic Development Strategy and produce a current document and updated goals. (QOL)(07/07)(Davidson/ Schwarz/ CCEDC).
- NEW- Hire project manager responsible for marketing industrial properties, working with existing businesses, and managing special projects. (OD)(09/07)(Davidson).

PRIORITY 2 INITIATIVES – Economic Development -

- Finalize plans for providing sewer to the Seneca Commerce Park based on outcome of sewer study master plan. (INFRA)(06/09)(Davidson/Tweedy/Damron).
- MODIFIED-Seek grant funding opportunities to design and implement a Business Development Center/Incubator. (QOL)(09/08)(Davidson/Schwarz).

INFORMATION TECHNOLOGY – 2008

PRIORITY 1 INITIATIVES – Information Technology –

- Add final network engineer staff position in accordance with the Board approved staffing plan of January 2005. (OD)(09/2007)(Blair/Wright).
- In conjunction with Economic Development Evaluate the Brookneal 501 Corridor Wireless Broadband Internet system’s effectiveness and the potential to expand Wireless Broadband into the underserved areas of Campbell County. (TECH)(06/08)(Davidson/Blair/Schwarz).
- NEW – Research available Broadband access solutions to enhance County Services including Building Inspections, Public Safety and Sheriff’s Department. (TECH)(06/08)(Blair).
- Implement remote access services for Animal Shelter, CCUSA, towns and Blue Ridge Regional Jail as determined by research. (TECH)(06/08)(Network Engineer/Crews).
- Research need for Interactive Forms. (TECH)(06/08)(Smith/Baker).
- Research need for secure electronic signatures. (TECH)(06/08)(Smith/Baker).
- Research need for Contact Management Software as requested by Economic Development. Determine need to provide on a Departmental basis or to all network users. (TECH)(12/07)(Smith/Byrd).
- Investigate and implement electronic recordkeeping (on microfiche or scanned DVD’s) for employee files where employee is no longer employed by the County. This will reduce the amount of paperwork and storage requirements. (TECH)(Wright/Lane/Blair)(06/08).
- Implement online vendor forms for Accounts Payable purposes for the convenience of new vendors and to reduce paper shuffling and paper records storage. (TECH)(06/08)(Goggins/Vance/Elliott/Baker).
- MODIFIED - Oversee development of AP check forms to be designed for use with the AIG Forms Printing Solution. (TECH)(12/07)(Smith/Goggins/Elliott).
- MODIFIED - Research/design Disaster Recovery Plan. (TECH)(06/08)(Blair/Consultant).
- MODIFIED - Implement BAI.NET features relating to tax inquiry and payments. (TECH)(06/08)(Smith/Baker/Byrd).
- MODIFIED - Ensure implementation of IT Plan Phases 5-8. (TECH)(06/08)(Blair).
- MODIFIED - Review hosting services for Manatron Reassessment data to determine moving to internal hosting. (TECH)(01/08)(Byrd/Baker/Blair/Lawler/Phillips).
- MODIFIED - Research need for Voice Over IP Technology. (TECH)(01/08)(Blair/Ingram/Lane/Consultant).
- NEW – Develop Career Ladders for PC Technician and Programmer Analyst job descriptions. (OD)(12/07)(Blair/Wright).
- NEW – Research need and benefits of purchasing a Network Area Storage system and other alternatives to help ensure adequate storage is available for electronic data. (06/08)(Crews/Network Engineer).
- NEW – Complete phase 1 – 2 of Implementation Plan on the mainframe hardware and accompanying third-party software. (TECH)(06/08)(Blair/Smith/Byrd)
- NEW – Investigate online employment applications for candidates seeking employment with the County eliminating considerable amount of paperwork and reduce storage requirements. Also offer added convenience to candidates seeking employment. Implement if this has a sound cost/benefit result. (TECH)(06/08)(Wright/Baker).
- NEW – Subject to final review and Board approval, implement outsourcing of payroll and purchase payroll time recording and labor management system. RFP to be done spring of calendar year 2007 with full implementation in the fall of calendar year 2007. Implementation cost to be included in FY08 budget request. (OD)(10/07)(Goggins/Blair/Wright/Lane/Outside Vendor).

- DELETE - Research/design/implement automatic transfer/supplemental appropriation program. (TECH)(12/06)(BAI/IT Staff/Lane/Goggins).
- DELETE - Research scope of a Common System Development Methodology including Process for Project Initiation, Requirements & Analysis, Execution and Transition Support needed to ensure consistency in Information Technology processes. (TECH)(12/06)(Blair/Consultant).

PRIORITY 2 INITIATIVES – Information Technology –

- Establish common platform for electronic imaging and reproduction. (TECH)(10/08)(Blair/Smith/Consultant).
- Implement secure electronic signatures as determined by research. (TECH)(06/09)(Smith/Baker).
- Implement Interactive Forms. (TECH)(06/09)(Smith/Baker).
- MODIFIED - Research to determine the need and develop a plan for implementation and purchase of CASS software for Personal Property and Real Estate mailings in order to reduce mailing costs. (TECH)(11/08)(Smith/Jefferson).
- MODIFIED – Research and develop plan for the purchase of an Uninterruptible Power Supply Solution at the County’s Public Safety Building to resolve existing voltage surges that occur to computer equipment. (TECH)(06/09)(Blair/Cheatham).
- NEW – Research need and benefits of purchasing enhanced Spam and Spyware hardware and software solutions. (TECH)(06/08)(Crews/Byrd/Smith).
- NEW – Implement invoice scanning and e-invoicing in Accounts Payable and post them on our intranet so that all departments can view this information. Reduce paper shuffling, paper records storage, and reduce inquiries from departments to Accounts Payable. (TECH)(06/09)(Goggins/Vance/Elliott/Blair).

LIBRARY – 2008

PRIORITY 1 INITIATIVES – Library -

- Replace the 1998 Ford Econoline van used for transporting materials between branches. (OD)(12/07)(Owen/Roakes/Eby).
- MODIFIED – Finalize wireless Internet access for the Campbell County Public Library’s WAN system with Conterra Ultrabroadband as part of the county school project. Connect the Library’s network to the county Intranet. (TECH)(10/07)(Owen/ Blair/Hawley).
- MODIFIED – Recruit individuals to serve on the Board of Directors for the Campbell County Public Library Foundation as qualified and interested individuals are suggested. (OD)(12/07)(Tuck/Owen).
- NEW – Hire a fundraising consultant to guide and direct a capital campaign for the Timbrook Library/Recreation Center dependent on the outcome of the Philanthropic Planning Study. (OD)(06/07)(Harding/Tuck/Professional Consultant).
- NEW – Begin the first stage of the Capital Campaign for the Timbrook Library/Recreation Center depending upon the findings of the Philanthropic Planning Study. (OD)(12/07)(Tuck/Harding/Pascale).
- NEW – Hire a part time Literacy Program Coordinator to assist Literacy Program Manager with data entry. This position is funded with matching grant money. (OD)(07/07)(Cothran/Owen/HR).
- NEW – Revise the Library Organizational Chart to include an Administrative Aide position as a promotional level for Administrative Clerks who have incorporated additional duties and/or obtained additional education. (OD)(07/07)(Owen/Library Board/HR).

PRIORITY 2 INITIATIVES – Library -

- Convert an existing part-time position into a full time position at Staunton River Memorial Library to support additional children’s programs and activities, based on a demonstrated need. (OD)(09/08)(Owen/HR).
- MODIFIED - Engage an architectural firm to design plans for a Timbrook Library/Recreation Center contingent on pledged funding through the capital campaign. (INFRA)(12/08)(Tweedy/Owen/Harding).

MANAGEMENT SERVICES – 2008

PRIORITY 1 INITIATIVES – Management Services –

- Investigate direct online open enrollment of employees for health insurance eliminating considerable amount of paperwork and reducing storage requirements. Implement if this has a sound cost/benefit result. (TECH)(Wright/Lane)(06/08).
- Investigate and implement electronic recordkeeping (on microfiche or scanned DVD's) for employee files where employee is no longer employed by the County. This will reduce the amount of paperwork and storage requirements. (TECH)(Wright/Lane/Blair)(06/08).
- Implement online vendor forms for Accounts Payable purposes for the convenience of new vendors and to reduce paper shuffling and paper records storage. (TECH)(06/08)(Goggins/Vance/Elliott/Baker).
- Implement Front Line Supervisor training for all supervisors in Campbell County. (OD)(12/07)(Wright/Laurrell/Verilla).
- MODIFIED - Oversee development of AP check forms to be designed for use with the AIG Forms Printing Solution. (TECH)(12/07)(Smith/Goggins/Elliott).
- MODIFIED – Research need for Voice Over IP Technology. (TECH)(01/08)(Blair/Ingram/Lane/Consultant)
- NEW – Investigate online employment applications for candidates seeking employment with the County eliminating considerable amount of paperwork and reduce storage requirements. Also offer added convenience to candidates seeking employment. Implement if this has a sound cost/benefit result. (TECH)(06/08)(Wright/Baker).
- NEW – Work with Schools and VML/VACO Finance Program Pool to line up financing for additions and renovations to Concord Elementary and for Phase I of Master Plan for County complex. Monies to be received in May 2008. (OD)(11/07)(Lane/Shively).
- NEW – Continue process of developing real estate data needed for computer modeling of the reassessment process. Complete review of first 8,900 parcels by “knocking on doors.” (TECH)(06/08)(Lawler/Lane).
- NEW – Subject to final review and Board approval, implement outsourcing of payroll and purchase payroll time recording and labor management system. RFP to be done spring of calendar year 2007 with full implementation in the fall of calendar year 2007. Implementation cost to be included in FY08 budget request. (OD)(10/07)(Goggins/Blair/Wright/Lane/Outside Vendor).
- NEW – Research and make recommendations for (1) changes in handling background checks for prospective new employees; (2) drug testing options; (3) employment interview testing. (OD)(09/07)(Wright/Lane/Laurrell).
- NEW – Research windows based versions of BAI accounting software and make a recommendation if sound cost/benefit relationship exists. (OD)(06/08)(Goggins/Vance/Blair).
- NEW – Research invoice scanning and e-invoicing in Accounts Payable for posting them on our intranet so that all departments can view this information. Reduce paper shuffling, paper records storage, and reduce inquiries from departments to Accounts Payable. (TECH)(06/08)(Goggins/Vance/Elliott/Byrd).

PRIORITY 1 INITIATIVES – General Registrar’s Office –

- Research and evaluate support initiatives, required maintenance and training associated with implementation of electronic voting equipment. (TECH)(06/08)(Danos/Marshall).
- Evaluate ongoing electronic voting equipment life-cycle cost. (TECH)(06/08)(Danos).
- Study the possibility of upgrading electronic voting equipment software. (TECH)(06/08)(Danos/Lane/Laurrell).
- MODIFIED - Continue process of obtaining certification for General Registrar Phase II. (OD)(09/07)(Danos).
- NEW – New Assistant Registrar to start certification process. (OD)(06/08)(Danos/Marshall).

PRIORITY 2 INITIATIVES – Management Services –

- Conduct salary study and make recommendations to the Board as to salary increases for those positions impacted by the results of the study. Resulting salary increases to be effective January 1, 2009. (OD)(12/08)(Wright/Lane)
- NEW - Continue process of developing real estate data needed for computer modeling of the reassessment process. Complete review of second 8,900 parcels by “knocking on doors.” (TECH)(06/09)(Lawler/Lane).
- NEW – Research and make recommendations related to utilizing BAI electronic purchasing requisitions module. (TECH)(06/09)(Roakes/Blair/Lane).
- NEW – Implement invoice scanning and e-invoicing in Accounts Payable and post them on our intranet so that all departments can view this information. Reduce paper shuffling, paper

records storage, and reduce inquiries from departments to Accounts Payable.
(TECH)(06/09)(Goggins/Vance/Elliott/Smith).

- DELETE - Redo survey of Board of Supervisors, County Administrator and department heads as to their needs for management information not available to them. Prioritize the requests resulting from their responses and implement those with the highest priorities.
(TECH)(06/08)(Lane/Goggins).

PRIORITY 2 INITIATIVES – Commissioner of the Revenue –

- DELETE - Develop and implement web page for Commissioner's office.
(QOL)(06/08)(COR office/Massie/IT).
- DELETE - Develop a comprehensive ordinance regarding solicitation in Campbell County.(QOL)(06/08)(Massie/BOS/Shreve)

PRIORITY 2 INITIATIVES – General Registrar's Office –

- NEW – Convert paper poll books to electronic poll books as required by the State Board of Elections. Request funding for FY08 CIP. (TECH)(06/09)(Danos/Blair).

PUBLIC SAFETY – 2008

PRIORITY 1 INITIATIVES – Public Safety -

- MODIFIED - Develop and implement Radio Study Recommendations over the next fiscal year, utilizing CIP Funding. This is to include upgrade of microwave systems and installation of new repeater sites. The process of evaluating the need for and obtaining and installing in-car repeaters should continue. (INFRA)(06/08)(Cheatham/Fairchild).
- MODIFIED – Complete plans and construct an alternate PSAP/EOC at the Brookneal Volunteer Rescue Squad building. (INFRA)(12/07)(Cheatham/Fairchild/Tweedy).
- MODIFIED – Develop and implement a program for needs based CIP for Fire and Rescue vehicle purchase beginning in FY 11. (OD)(06/08)(Cheatham/Lawson/Stroud).
- MODIFIED – Complete purchasing and installing public access automatic defibrillators in all County buildings. (QOL)(06/08)(Stroud).
- NEW – Complete plans for the funding and purchase of an aerial firefighting platform to be located at Lyn-Dan Heights Volunteer Fire Department. Plan for Fire Station modifications and improvements to allow for the housing of the apparatus.
(OD)(06/08)(Lawson/Cheatham/Laurrell).
- NEW – Continue to monitor National Incident Management System (NIMS) requirements as they are mandated. Complete a plan to insure compliance with FY 07 and FY 08 requirements. (OD)(06/08)(Lawson/Stroud/Briggs).
- NEW – Acquire network clock technology for the E911 system to insure the various components of the system are synchronized for proper reporting of response benchmarks.
(TECH)(06/08)(Fairchild).
- NEW – Add two full time Communications Officer positions to the E911 center staff to facilitate migration to a 12 hour shift schedule that will be competitive in the marketplace. Positions were recommended by the Public Safety Committee at their November 2006 meeting. (OD)(07/07)(Fairchild/Cheatham).
- NEW – Add one part-time position to Public Safety staff to perform Fire Marshal inspections and review building and development plans. Position was recommended by the Public Safety Committee at their November 2006 meeting. (OD)(07/07)(Lawson/Cheatham).
- NEW – Lease a new call recorder for the E911 Center to replace the currently leased Freedom recorder (company is phasing out maintenance and support of the Freedom product) when the lease runs out in February 2008. (TECH)(12/07)(Fairchild).
- DELETE – (will continue to do so where opportunities exist, but the climate for implementation is not currently present in either of the Commissions) Continue to develop and write standard operating guidance for Fire and Rescue services.
(OD)(06/07)(Cheatham/Lawson).

PRIORITY 2 INITIATIVES – Public Safety -

- MODIFIED - Explore the development of central purchasing and storage of regularly used EMS supplies. (OD)(06/09)(Stroud).
- NEW – Upgrade the part time Fire Marshal inspections position to full time as community growth continues to demand a need for inspections and plans review services. Potential upgrade was recommended by the Public Safety Committee at their November 2006 meeting.
(OD)(07/08)(Lawson/Cheatham).

- NEW – Attempt to obtain Homeland Security grant funding for the purchase and installation of WEB EOC software to better manage and document emergency management incidents. (TECH)(06/09)(Cheatham/Briggs).
- NEW – Work with Public Works to complete planned HVAC improvements at the Animal Care and Control Facility. (INFRA)(06/09)(David/Tweedy).

PUBLIC WORKS – 2008

PRIORITY 1 – INITIATIVES – Public Works –

- Work with VDOT, H&P and the contractor to complete the construction of the new streets and parking lot repaving across from Courthouse Lane (INFRA)(10/07) (Tweedy).
- Finalize master plan and construction for Phase I of the County building facilities improvements. This includes renovations and additions to the Courthouse, construction of a new Commissioner of the Revenue/Treasurer Building, new agricultural building, long term storage facilities in the existing agricultural building, and renovations to the Haberer Building. (INFRA)(12/09)(Tweedy).
- Bid out and complete replacement of the HVAC units at the School Administration/Library Building. (INFRA)(9/08)(Tweedy/Alston)
- Complete construction of relocated sewer line from under the Recreation Building and between lawyer's offices. (INFRA)(11/07)(Damron/Tweedy).
- Investigate building firing range/training center and secure impound lot for thirty vehicles, on County property adjoining the landfill. (INFRA)(06/08)(Hutcherson/Schmitt/Tweedy).
- MODIFIED - Work with CCUSA and Economic Development to master plan sewer service along the U.S. 29 Corridor. Phase I will include the sewer system along the current forced main and Fishing Creek Interceptor from the Treatment Plant to Yellow Branch. Also in Phase I is evaluation of Tomahawk Creek and Dreaming Creek Interceptors. Phase I is expected to be completed in FY-07. Phase II to be completed in FY-08 will Master Plan sewer service for the remainder of the county in non-rural areas and include extension of service to the Seneca Commerce Park, and alternatives for providing service south of Yellowbranch to Altavista. (INFRA)(06/08)(Tweedy/Damron/Davidson/Laurrell)
- MODIFIED - Work with CCUSA to design, bid and construct a public water main to the Concord Community system from Rustburg and on to Appomattox if they commit funding for their part. (INFRA)(08/09)(Damron/Tweedy/Laurrell).
- MODIFIED - Work with Community Development, the Regional Commission, VDOT and others to complete the design and construct the sidewalk projects in Rustburg and Concord. (INFRA)(12/07) (Tweedy/Harvey). (NOTE: First two phases are complete. The only remaining section is the one from Red House Road to the High School which is funded and scheduled for next year.)
- MODIFIED - Work with the CCUSA and the Schools to complete the design work and begin construction for a sewage treatment facility for Concord Elementary School. (INFRA)(04/08) (Damron/Tweedy).
- MODIFIED - Complete implementation of the regional solid waste plan as approved by the Board of Supervisors to begin operation in July 2008. (INFRA)(7/08) (Tweedy).
- MODIFIED - Complete construction of an alternate PSAP/EOC at the Brookneal Volunteer Rescue Squad building. (INFRA)(12/07)(Cheatham/Fairchild/Tweedy).
- NEW - Bid out and replace the HVAC units on the second floor of the Historic Courthouse. (INFRA)(9/08)(Tweedy/Alston)
- NEW – Evaluate the option to form an in-house construction group (two current Landfill employees) to construct ballfields and other small construction projects. (INFRA)(12/07)(Tweedy/Pribble).
- NEW – Provide new signage to enhance appearance and add gates at all appropriate sites to control traffic similar to the Altavista Transfer Site. All sites will receive signage in FY 2008 and four will be gated in FY 2008 with four more in FY 2009. (INFRA)(7/09)(Tweedy/Pribble/Amiss).
- NEW – Provide new roof for Haberer Building due to leaks. (INFRA)(12/07)(Tweedy/Guthrie).
- NEW - Investigate sealing brick on various buildings that are leaking. (INFRA)(12/07)(Tweedy/Guthrie).
- NEW - Investigate new gas pump and recorder system to replace outdated and failing system. (INFRA)(12/07)(Tweedy/Guthrie).
- NEW – Develop plan to manage and improve transfer sites operations after transition to the Regional Landfill system. (INFRA)(12/07)(Tweedy/Pribble).

- NEW – Work with Recreation to plan and prioritize park development and future maintenance needs. (QOL)(02/08)(Pascale/Tweedy/Guthrie).
- DELETE - Work with the supervisor in the area to co-construct and operate a transfer site in the Leesville area by purchasing property for the site or pursue Campbell County only ownership and operation if Bedford County is not interested. (QOL)(12/07)(Tweedy/Carter)

PRIORITY 2 – INITIATIVES – Public Works -

- Preliminary design work for HVAC improvements to the County buildings next in line for improvements. Bring projects forward as systems fail or need major repair as noted in the 5-year HVAC upgrade plan. (INFRA)(3/08)(Tweedy).
- NEW – Prepare specifications, bid and install brick sealant. (INFRA)(12/08)(Tweedy/Guthrie).
- NEW - Prepare specifications, bid and install new gas pump and recorder system. (INFRA)(12/08)(Tweedy/Guthrie).
- NEW – Develop plans for park projects as approved by the Board with required resources to construct and maintain them. (INFRA)(12/08)(Tweedy/Pascale).
- NEW – Complete construction of the sewage treatment plant at Concord Elementary and coordinate construction with the Schools Work with Public Works Director and finalize master plan and construction for Phase I of the County building facilities improvements. This includes renovations and additions to the Courthouse, construction of a new Commissioner of the Revenue/Treasurer Building, new agricultural building, long term storage facilities in the existing agricultural building, and renovations to the Haberer Building. (INFRA)(12/09)(Tweedy).
- DELETE - Plan and construct new transfer sites after land is purchased for the Leesville area. (INFRA)(12/09)(Tweedy/Pribble).
- DELETE - Begin planning for grading of recreation fields at the Rustburg/Concord Area Park. (INFRA)(3/07)(Tweedy/Reynolds).

RECREATION – 2008

PRIORITY 1 INITIATIVES – Recreation

- Update Phase I park development funding schedule. (QOL)(12/07)(Pascale).
- Increase awareness of programs and advocacy for senior issues. (QOL)(04/08)(Becton).
- Develop system to accept credit or debit cards, on-line registration and payment of fees with the implementation of the RecWare program updating as needed. (TECH)(01/07)(Pascale).
- MODIFIED – Contact GIS for physical addresses list, merge with purchased list from Clarke Communications to remove duplicates and non-mailable addresses, and use master list for mailing of Chronicles. (COMM)(08/07)(Worth/Admin. Assistant).
- MODIFIED – Expand present Special Events Committee to include at least seven more individuals (community leaders, County staff, business owners, and representatives from civic organizations) to be included on this team. This group would advise and assist with Tractor Festival, Art Shows, Fairs, Concerts, etc. (COMM)(12/07) (Harding, Worth, Rec. staff).
- MODIFIED – Repair and resurface tennis courts at William Campbell High School. (QOL)(06/08)(Pascale).
- MODIFIED – Master plan and obtain Special Use permits for Rustburg/Concord Property and Altavista Property. (QOL)(06/08)(Reynolds/Pascale).
- NEW – Study the perceived recreational needs of the baby boomer generation; develop a senior recreation program based on findings. Share findings with YACS and Library. (QOL)(11/07)(Becton).
- NEW – Offer a Summer Concert Series in Courthouse Square; work with the Special Events Committee to plan these events. (QOL)(08/07)(Harding/Worth).
- NEW – Plan and implement an after school program for middle school age children at Rustburg Middle School; cooperate with YACS to develop program. (QOL)(09/07)(Harding/Daly/Pascale).
- NEW – Plan and implement a procedure for selling and storing theme park tickets in-house which will increase security and streamline the handling process. (OD)(02/08)(Clark/Long).

PRIORITY 2 INITIATIVES – Recreation

- MODIFIED – Investigate the possible options for Countywide park construction, as determined by the completed master plan; in accordance with the Board adopted schedule to complete first cycle construction. (INFRA)(07/08)(Pascale).
- MODIFIED – Investigate the possible options for construction of English Park in Altavista as determined by completed master plan; in accordance with Board adopted schedule to complete first cycle construction. (INFRA)(07/08)(Pascale).
- MODIFIED – Investigate the possible options for construction of Concord/Rustburg Park as determined by completed master plan; in accordance with Board adopted schedule to complete first cycle construction. (INFRA)(07/08)(Pascale).
- MODIFIED – Increase number of fee based fine art, music and drama offerings for local children based on identified need. (QOL)(09/08)(Harding/Worth).
- NEW – Re-adjust staff responsibilities to coincide with the newly adopted organizational chart and job descriptions; maintain a list of staff training needs and recommend trainings to fit needs. (OD)(07/08)(Clark).
- NEW – Expand self-funded senior citizens trip offerings to meet seniors’ requests for over-night trips and week long trips. Include one week long trip every two years and three over night trips a year. (QOL)(05/08)(Becton).
- NEW – Partner with the Central Virginia Crimson Cardinals Football league to construct a walking trail at Community Park for the purpose of organizing a Halloween event, which will lead participants on a "haunted" trail. Trail development will be conducted by the football league, and assistance will be provided by Recreation as needed. The program will be led cooperatively by the Crimson Cardinals and the Recreation Department. Target participation – 5,000 children and adults. (QOL)(09/08)(Harding/Worth/Pascale).
- NEW - Investigate the possible development of a senior softball league at Timbrook Park and/or William Campbell Community Park. (QOL)(06/08)(Athletic Programmer/Becton).
- NEW – Research potential development of Phase II at the Central Park using public/private partnerships, (i.e. partnership with the Central Virginia Cardinals) which requires no local government funding. (QOL)(06/08)(Pascale/CWP).
- NEW – Evaluate and create an overall plan for the three buildings at the Timbrook Park Property; work with the Timbrook Park committee on this project. (QOL)(06/08)(Pascale/Harding).
- NEW – Create RFP for the design work for the Master Plan for Abbott Duncan Recreation Fields; work with Ron Reynolds as consultant. (QOL)(06/08)(Pascale).
- NEW - Explore the options of expanding the age groups for the Summer Playground Program. (QOL)(09/08)(Pascale/Athletic Programmer/Harding).
- NEW – Identify grants and funding resources to further develop parks and programs; apply for at least two. (QOL)(10/08)(Clark).

SCHOOLS

PRIORITY 1 INITIATIVES – Schools –

- Continue self-funded hospitalization insurance program to provide such coverage at a reasonable cost for the employer and employees.
- Provide funds for county share of competitive salary increases.
- Prepare working drawings for Concord Elementary School renovations and additions.
 - * Working drawings – Spring, 2007
 - * Bid project - November, 2007
 - * VML/VACo Loan Pool Program – Spring, 2008 - \$15,600,000
 - * Start construction - Spring, 2008
 - * Occupy building - Fall, 2009
- Complete construction of wireless broadband system for both the schools’ and County’s use
- Increase the number of on-line courses for schools, homebound students, and teachers.
- Increase the number of buses purchased to eight from seven.

PRIORITY 2 INITIATIVES – Schools -

- Complete renovations and additions to Concord Elementary School at appropriate cost – estimated in 2005 to be \$15,600,000. Scheduled completion date – 9/2009.
- NEW - Continue to work toward competitive pay scales for school employees.

PRIORITY 1 INITIATIVES- Sheriff –

- Work with the Board of Supervisors to remain competitive in salary with Lynchburg and other adjoining jurisdictions in order to retain and recruit the best qualified Deputies possible (Gaddy/ Laurrell)
- Maintain the new Narcotics Division of Investigations to attack the drug problem within the county (Guthrie)
- Investigate building firing range/training center and secure impound lot for thirty vehicles, on County property adjoining the landfill. (INFRA)(06/08)(Hutcherson/Schmitt/Tweedy).
- MODIFIED - Fully implement the patrol rifle program for all personnel (OD)(75% complete) (Schmitt)
- NEW - Work with the Board of Supervisors to increase the department by five county funded positions to keep up with increased number of calls for service due to growth in the county. One of the positions would supplement the Narcotics Division and the other four would increase the four shifts in the Field Division by one position (OD)(12/07)(Gaddy/Laurrell)

PRIORITY 2 INITIATIVES –Sheriff –

- Implement a recruitment brochure and TV commercial (COMM)(Caldwell)
- Identify funding sources and investigate wireless local area network for the Sheriff’s Office and laptop computers for all of the patrol vehicles (TECH)(25% complete)(Gaddy/Hutcherson/IT)

YOUTH, ADULT AND COMMUNITY SERVICES – 2008

PRIORITY 1 INITIATIVES – Y.A.C.S -

- MODIFIED - Evaluate options for providing Outreach Detention services in a more cost effective manner. (OD)(10/07)(Daly/Holt-CSU).
- MODIFIED – Participate in regional planning to establish a regional VJCCA plan. (OD)(9/07)(Daly/Holt-CSU).
- NEW – Research and apply for a grant dealing with child abuse prevention. (QOL)(04/08)(Daly).
- NEW – Work with Central Virginia Area Agency on Aging to determine if there is sufficient demand in the County for a limited public transportation system. (QOL)(1/08)(Daly).
- NEW – Assist the Recreation Department in establishing an after school program at Rustburg Middle School. (QOL)(1/08)(Daly/Harding).

PRIORITY 1 INITIATIVES – Social Services -

- NEW – Evaluate space sharing among staff as a way to negate the need for additional office space for additional staff. (QOL)(07/07)(Verilla/Linthicum).

PRIORITY 1 INITIATIVES – Virginia Cooperative Extension

- NEW – Re-establish a Family Consumer Science position with the local Virginia Cooperative Extension office for the purpose of expanding educational and prevention services in Campbell County in the areas of financial planning and early intervention – local cost approximately \$15,000. (OD)(07/07)(Reiter/Daly).

PRIORITY 2 INITIATIVES – Y.A.C.S –

- Develop a citizen survey concerning satisfaction with local services and the quality of life in Campbell County. (MEAS)(07/08)(Daly/Laurrell).
- NEW – Investigate feasibility and cost benefit of establishing a Utilization Management staff position locally or regionally to monitor CSA funded services. (OD)(8/08)(Daly).
- NEW – Investigate feasibility of establishing a part time coordinator position for Project Destini contingent on grant funding. (OD)(8/08)(Daly).
- NEW – Evaluate need to expand early childhood education and quality day care programs and services in Campbell County. (OD)(9/08)(Daly).
- DELETE - Investigate feasibility and cost benefit of employing a full time grant writer. (OD)(9/06)(Daly).
- DELETE - Investigate feasibility of implementing a Court Restitution program for county youth. (OD)(12/06)(Daly).

Supervisor Rosser and Supervisor Boyer indicated there were a number of initiatives that they would like to see deleted such as the plan to continue reviewing zoning designations, a

public transportation service, and after school care for middle school children. Supervisor Falwell added there were several things he did not support, but considered the list merely as a guide. Supervisor Boyer believed any initiatives the Board did not support should be removed now so that staff would not waste any time on them. Supervisor Carter was concerned that sometimes if items were included in the priorities and initiatives, staff had the tendency to “run with it.” Administrator Laurrell responded that everything on the list has been initiated by a Board member or discussed in a Board Committee.

The vote was: Aye: Carter, Falwell, Gunter, Pendleton, Puckett
Nay: Boyer, Rosser

// MONACAN PARKWAY RESOLUTION

The Amherst County Board of Supervisors and Delegate Shannon Valentine requested the Campbell County Board of Supervisors support their request to the Commonwealth Transportation Board to name the Madison Heights bypass the Monacan Parkway in recognition of the Monacan Indian Tribe.

On motion of Supervisor Boyer, it was resolved the Board of Supervisors adopts the following resolution:

IN RE: ROUTE 29 BYPASS DESIGNATION AS MONACAN PARKWAY

The Campbell County Board of Supervisors supports the designation by the Commonwealth of Virginia of the Route 29 Bypass from the intersection with Route 460 in Campbell County to the northern terminus at the Town of Amherst as the Monacan Parkway. This designation will recognize the historic connection of the County to the Monacan Indian Tribe and will boost tourism efforts for the entire region.

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser
Nay: None

// CONSENT AGENDA

Abstract of Votes

On motion of Supervisor Boyer, it was resolved the Board of Supervisors records the Abstract of Votes from the November 7, 2006 General Election in the minutes of the January 16, 2007 meeting as required by Section 24.2-675 of the Code of Virginia:

Member, United States Senate

George F. Allen – R	11,802
James H. “Jim” Webb, Jr. – D	5,497
Glenda Gail Parker – IG	188
Total Write-In Votes	8

Member, House of Representatives

Virgil H. Goode, Jr. – R	12,372
Al C. Weed II – D	4,751
Joseph P. Oddo – IG	185
Total Write-In Votes	4

Member, Town Council, Town of Altavista

William F. “Bill” Ferguson	711
Michael E. “Mike” Mattox	765
Tim J. Thacker	376
Rayetta M. Webb	458
Total Write-In Votes	13

The following persons received the greatest number of votes for the above office in said election:

Michael E. "Mike" Mattox, William F. "Bill" Ferguson, Rayetta M. Webb

Mayor, Town of Brookneal

Phyllis L. Campbell County	224
Total Write-In Votes	7

Member, Town Council, Town of Brookneal

G. R. "Bob" Jean, Jr.	170
Kenneth J. Jennings	137
Tracy J. Meisenbach	89
Total Write-In Votes	96
Invalid Write-Ins	13
Valid Write-Ins - Lorenzo Rouff	83

The following persons received the greatest number of votes for the above office in said election:

G. R. "Bob" Jean, Jr., Kenneth J. Jennings, Tracy J. Meisenbach

Proposed Constitutional Amendments

QUESTION 1. Shall Article I (the Bill of Rights) of the Constitution of Virginia be amended to state:

"That only a union between one man and one woman may be a marriage valid in or recognized by this Commonwealth and its political subdivisions.

This Commonwealth and its political subdivisions shall not create or recognize a legal status for relationships of unmarried individuals that intends to approximate the design, qualities, significance, or effects of marriage. Nor shall this Commonwealth or its political subdivisions create or recognize another union, partnership, or other legal status to which is assigned the rights, benefits, obligations, qualities, or effects of marriage."?

YES	12,508
NO	4,559

QUESTION 2: Shall Section 14 of Article IV of the Constitution of Virginia be amended by deleting the provision that prohibits the incorporation of churches, a provision that was ruled to be unconstitutional and therefore now is obsolete?

YES	10,152
NO	5,792

QUESTION 3: Shall Section 6 of Article X of the Constitution of Virginia be amended to authorize legislation to permit localities to provide a partial exemption from real property taxes for real estate with new structures and improvements in conservation, redevelopment, or rehabilitation areas?

YES	11,018
NO	5,184

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser
Nay: None

Appropriations

On motion of Supervisor Carter, it was resolved the Board of Supervisors approves the following appropriations under the Consent Agenda:

- (1) Capital Improvement Fund, appropriating \$15,961 to Fire Program Funds; and raises estimated revenue, Distribution of Fire Programs Fund, by \$7,422; and lowers the Reserve for Future Improvements, by \$8,539, to use for capital improvements to the County fire service;
- (2) General Fund, Regional Grant, appropriating \$2,712 to COMP – Overtime, \$229.50 to Employee Cost – FICA and \$58.50 to Workers Compensation; and raises estimated revenue, Regional Grant, by \$3,000, additional federal pass through grant funds awarded to Sheriff's Department from Department of Motor Vehicles for DUI checkpoints;
- (3) General Fund, Violence Against Women Grant, appropriating \$28,968.68 to COMP – P/T Help, \$2,451.44 to Employer Cost – FICA and \$624.88 to Workers Comp; and raises estimated revenue, VSTOP Violence Against Women Grant, by \$32,045, continuation of the federal grant to fund a part-time investigator who will be investigating domestic violence calls (against women); and
- (4) School Donations Fund, Miscellaneous Donations, appropriating \$1,250 to Misc. Donation WCHS, \$1,250 to Misc. Donation AHS, \$1,250 to Misc. Donation RHS, \$1,250 to Misc. Donation BHS; and raises estimated revenue Misc. Donation WCMS/HS by \$1,250, raises estimated revenue Misc. Donation AHS by \$1,250, raises estimated revenue Misc. Donation RHS by \$1,250 and raises estimated revenue Misc. Donation BHS by \$1,250; \$5,000 donation from Genworth Financial for four scholarships at each of the high schools.

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser
 Nay: None

Microsoft Content Management Server Software

On motion of Supervisor Pendleton, it was resolved the Board of Supervisors approves the purchase of Microsoft SharePoint Server 2007 Edition software from PC Mall, the State Contract vendor, for a total cost of \$29,546.67 in accordance with the Strategic Information Technology Plan to enhance the County's web site and provide citizens access for tax payments, program registration, and on-line submission of employment applications.

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser
 Nay: None

// MATTERS FROM THE BOARD

Supervisor Pendleton advised that the Virginia Association of Counties would be holding a regional meeting on Thursday, March 29, 2007, from 3 p.m. to 5 p.m. at the Pittsylvania County General District Courtroom in Chatham. All Boards of Supervisors and area legislators would be invited to attend.

// CLOSED MEETING

On motion of Supervisor Gunter, it was resolved the Board of Supervisors enters into a closed meeting at 2:50 p.m. to discuss the Staff Attorney position vacancy, in accordance with §2.2-3711 (A)(1) of the Code of Virginia of 1950, as amended; to discuss matters related to the acquisition or disposal of real property for public purposes related to access to the Campbell County Landfill, in accordance with §2.2-3711 (A)(3) of the Code of Virginia, as amended; and to discuss legal issues surrounding the proposed biosolids ordinance, in accordance with §2.2-3711 (A)(7) of the Code of Virginia, as amended.

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser
 Nay: None

// The Campbell County Board of Supervisors entered into a closed meeting on this 16th day of January 2007 at 2:50 p.m. to discuss the Staff Attorney position vacancy, in accordance with §2.2-3711 (A)(1) of the Code of Virginia of 1950, as amended; to discuss matters related to the acquisition or disposal of real property for public purposes related to access to the Campbell

County Landfill, in accordance with §2.2-3711 (A)(3) of the Code of Virginia, as amended; and to discuss legal issues surrounding the proposed biosolids ordinance, in accordance with §2.2-3711 (A)(7) of the Code of Virginia, as amended.

// On motion of Supervisor Boyer, it was resolved the meeting return to open session at 3:30 p.m.

The vote was: Aye: Boyer, Carter, Falwell, Gunter, Pendleton, Puckett, Rosser
Nay: None

// On motion of Supervisor Pendleton, the following resolution was adopted:

CERTIFICATE OF CLOSED MEETING

WHEREAS, the Campbell County Board of Supervisors had convened a closed meeting on the 16th day of January, 2007 pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, §2.2-3711 of the Code of Virginia requires a certification by the Campbell County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Campbell County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Campbell County Board of Supervisors.

The roll call vote was: Aye: Boyer
 Aye: Carter
 Aye: Falwell
 Aye: Gunter
 Aye: Pendleton
 Aye: Puckett
 Aye: Rosser
 Nay: None
Absent During Meeting: None
Absent During Vote: None

// RECESS TO WORK SESSION

The Board recessed at 3:31 p.m. and reconvened in the Historic Courthouse Conference Room. This was announced as a joint work session with the Campbell County Planning Commission to discuss pending residential zoning and subdivision ordinance amendments. A public hearing was held on the amendments on October 2, 2006, and a vote was delayed until the Board and Planning Commission could discuss some issues further.

Present from the Planning Commission were:

William E. Calohan, III, Chairman
Thomas Morris
Doris C. Rode
Dennis P. Rosser
Patrick H. Tweedy

Also present were:

Mike Damron, Administrator, CCUSA
Wilson Dickerson, Jr., CCUSA
Robert Merryman, CCUSA

The work session was called to order at 3:37 p.m. by Chairman Puckett and Chairman Calohan.

Paul Harvey, Director of Community Development, gave a background of the process to develop the proposed amendments, and the current status.

Following a discussion concerning requirements for higher and lower density residential subdivisions with the idea of keeping affordable housing in the County, it was the consensus to approve the following:

Lot size 30,000 s.f.
125' road frontage

Lot size 10,000 s.f.
75' road frontage
Public water and sewer
Underground utilities
Curb and gutter
Other amenities – optional

Lot size 6,000 s.f.
60' road frontage
Public water and sewer
Underground utilities
Curb & gutter
Sidewalks
Street lights
Street trees – not required, but would allow in accordance with VDOT standards

A second issue on the table was the requirement of interior roads for more than one subdivided lot. No consensus was reached on this subject and would require further discussion.

The work session was recessed at 4:55 p.m. for a 5 p.m. Combined Annual Secondary Road Hearing in the Board of Supervisors Meeting Room with the Virginia Department of Transportation.

J. D. PUCKETT, CHAIRMAN

Approved: _____