



Agenda
Page County Board of Supervisors
Regular Meeting
Shenandoah Elementary School
529 Fourth Street, Shenandoah, VA 22849
May 17, 2016 – 7:00 p.m.

Call to Order

- Pledge of Allegiance
- Invocation (Reverend Carter Dean)

Adoption of Agenda

Public Comments on Agenda Items

Action Matters

EMS Week Proclamation

Amity Moler (p. 2)

Resolution with Intent to Reimburse

Amity Moler (p. 3)

Budget Changes

Ben Blevins (p. 6)

Consent Agenda (p. 13)

- Approval of Financial Reports
- Approval of Accounts Payable
- Approval of Minutes – April 5, 2016, April 7, 2016,
April 19, 2016, April 21, 2016
- Coyote Claims

Old Business

ECC Personnel Request

Sheriff Chad Cubbage (p. 53)

New Business

Open Public Comments

Administrator's Report

Amity Moler

Supervisors Time

Adjourn

#2016-05
EMS WEEK PROCLAMATION
To Designate the Week of May 15-21, 2016
As
Emergency Medical Services Week

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, emergency medical dispatchers, police officers, paramedics, firefighters, educators, administrators and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

NOW, THEREFORE, the Page County Board of Supervisors in recognition of this event does hereby proclaim the week of May 15-21, 2016 as **EMERGENCY MEDICAL SERVICES WEEK**, with the theme, EMS Strong: Called to Care. We encourage the community to observe this week with appropriate programs, ceremonies and activities.

This Proclamation was adopted by the Page County Board of Supervisors this 17th day of May, 2016.

Johnny Woodward, Chairman

Amity Moler, Clerk

CERTIFICATE

The undersigned Clerk (the "Clerk") of the Board of Supervisors of Page County, Virginia (the "Board"), hereby certifies that:

1. A meeting of the Board was duly called and held on May ____, 2016 (the "Meeting").

2 Attached hereto is a true, correct and complete copy of a resolution (the "Resolution") of the Board entitled "Resolution of the Board of Supervisors of Page County, Virginia, Authorizing to Proceed with Application to, and Coordination with, VML/VACo Finance for the Issuance of Certain Indebtedness, and the Official Intent Therewith," as recorded in full in the minutes of the Meeting and duly adopted by a majority of the members of the Board present and voting during the Meeting.

3. A summary of the members of the Board present or absent at the Meeting, and the recorded vote with respect to the Resolution, is set forth below:

Member Name	Voting				
	Present	Absent	Yes	No	Abstaining
Johnny Woodward, Chairman	_____	_____	_____	_____	_____
D Keith Guzy, Jr.	_____	_____	_____	_____	_____
David Wiatrowski	_____	_____	_____	_____	_____
Mark Stroupe	_____	_____	_____	_____	_____
Larry Foltz	_____	_____	_____	_____	_____
Dorothy F. Pendley	_____	_____	_____	_____	_____

4. The Resolution has not been repealed, revoked, rescinded or amended, and is in full force and effect on the date hereof.

WITNESS my signature and the seal of Page County, Virginia, dated _____, 2016.

Clerk, Board of Supervisors, Page County, Virginia

(SEAL)

RESOLUTION OF THE BOARD OF SUPERVISORS OF PAGE COUNTY, VIRGINIA, AUTHORIZING TO PROCEED WITH APPLICATION TO, AND COORDINATION WITH, VML/VACO FINANCE FOR THE ISSUANCE OF CERTAIN INDEBTEDNESS, AND THE OFFICIAL INTENT THEREWITH

WHEREAS, the Board of Supervisors (the “Board”) of Page County, Virginia (the “County”) intends to finance certain capital infrastructure projects of the County including design, expansion, and construction, for a new solid waste disposal cell at the Battle Creek Landfill of the County and related site work and equipping, all together with administrative and financing costs and all for use by Page County in furtherance of its governmental purposes (collectively, the “Project”);

WHEREAS, the County seeks to issue indebtedness to finance costs of all or a portion of the Project (including, if necessary or desirable, capitalized interest to the extent permitted by federal and state law), through one or more bonds, on a tax-exempt or taxable basis as deemed necessary or in the best interests of thereof, in an amount to be determined to accomplish such funding but nevertheless in an amount not to exceed \$3,000,000; and

WHEREAS, the County has previously received advice and analysis by the Virginia Local Government Finance Corporation, a Virginia nonstock, nonprofit corporation, (serving as Program Administrator for VML/VACo Finance) indicating its ability and interest to assist with the financing;

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF PAGE COUNTY, VIRGINIA:

1. Application for Issuance of Bond. The Board of Supervisors (the “Board”) hereby authorizes and directs the County staff to submit an application for the assistance of VML/VACo Finance in order to complete the issuance and sale of one or more bonds to fund all or a portion of the Project as set forth in the recitals above.

2. Authorization of Solicitation of Bond Purchase. The Board hereby authorizes VML/VACo Finance, after its review of the application and in coordination with the County Administrator, to develop financing options, including soliciting competitive bids for the financing. In preparation of the solicitation, the Board authorizes and approves the County Administrator to work with Spotts Fain PC, as bond counsel. The County will need to set a date for final approval and authorization of any sale of such bond or bonds.

3. Non-binding Solicitation. The Board understands that the solicitation is non-binding and that the County will have final approval prior to the issuance of any such bond or bonds, but the Board expresses its intent to utilize the services of the VML/VACo Finance program to complete the financing.

4. Official Intent. To the extent necessary, this Resolution shall constitute a declaration of intent under Treas. Reg. §1.150-2 (the “Reimbursement Regulations”) promulgated under the Internal Revenue Code of 1986, as amended, for the Project, and each of the County

Administrator and the Chairman of the Board, acting singly, is hereby authorized to take any additional action with respect to this declaration of official intent to assure compliance with the Reimbursement Regulations.

5. Other Actions. All other actions of officials of the County in conformity with the purposes and intent of this Resolution are ratified, approved and confirmed. The officials of the County are authorized and directed to execute and deliver on behalf of the County such application and other information, documents or certificates necessary or appropriate to carry out the transactions authorized by this Resolution, and all of the foregoing, previously done or performed by such officers of the County, are in all respects approved, ratified and confirmed.

6. Effective Date. This Resolution shall take effect immediately.

Adopted: May ____, 2016.

Chairman of the Board, Board of Supervisors
Page County, Virginia

ATTEST:

Clerk, Board of Supervisors, Page County, Virginia



COUNTY OF PAGE

103 South Court Street, Suite F
Luray, Virginia 22835
(540) 743-4142
Fax: (540) 743-4533

Board of Supervisors:

Johnny Woodward – Chairman – At- Large
D. Keith Guzy, Jr. – District 1
David Wiatrowski – District 2
Mark Stroupe – District 3
Larry Foltz – District 4
Dorothy F. Pendley – District 5

County Administrator:

Amity Moler

TO: Chairman Woodward and Board of Supervisors
THRU: Amity Moler, County Administrator
FROM: Ben Blevins, Budget Officer
SUBJECT: FY 16 Budget Changes
DATE: May 17, 2016

SUMMARY:

The Page County Sheriff's Office is requesting carryover funds from the 2014 Attorney General Federal Asset Forfeiture Grant that is used to strengthen law enforcement training and response. Secondly, the Page County School Board is requesting appropriation of funds from the Chesapeake Bay Trust Grant to be approved for 150 students to take an educational field trip to the Chesapeake Bay. Lastly, the Page County School Board is requesting a transfer and an additional appropriation for current funding categories.

RECOMMENDATIONS:

1. Staff recommends appropriation of carryover funds from the 2014 Attorney General Federal Asset Forfeiture Grant in the amount of \$16,024 to strengthen law enforcement training and response.
 2. Staff recommends appropriation of funds to the Page County School Board for the Chesapeake Bay Trust Grant in the amount of \$1,945 to be used for 150 students to take an educational field trip to the Chesapeake Bay.
 3. Staff recommends appropriation of funds to the Page County School Board for health insurance premiums from retirees in the amount of \$16,660. Additionally, the Page County School Board requests the transfer of funds for the category of Transportation in the amount of \$200,000 due to increased cost for personnel and benefits plus materials and supplies for vehicles. The Other Uses of Funds category will be increased by \$61,294 for additional expenditures for retiree health insurance.
-

BACKGROUND:

1. **2014 Attorney General Federal Asset Forfeiture** – The Page County Sheriff’s Office is requesting FY 15 carryover funds the amount of \$16,024. This grant was a one-time asset forfeiture grant to strengthen law enforcement training and response.
2. **Chesapeake Bay Trust Grant** –The Page County School Board is requesting funds in the amount of \$1,945 from the Chesapeake Bay. These funds are to be used for 150 students to take an educational field trip to the Chesapeake Bay. Events include a canoe trip, participating in “Trout in the Classroom,” and an opportunity to present findings on the health of the watershed to local officials.
3. **Transfer and Additional Funding for FY 16** - The Page County School Board is requesting funding for health insurance premiums from retirees in the amount of \$16,660. Additionally, the Page County School Board requests the transfer of funds for the category of Transportation in the amount of \$200,000 due to increased cost for personnel and benefits plus materials and supplies for vehicles. The Other Uses of Funds category will be increased by \$61,294 for additional expenditures for retiree health insurance.

ISSUES:

None.

ALTERNATIVES:

None.

FISCAL IMPACT:

This appropriation will increase the budget in the amount of \$34,629.

This transfer will increase or decrease the categories specified in the Page County School Board’s Resolution in the amount of \$244,634.

MOTION(S)

1. I move to approve the 2014 Attorney General Federal Asset Forfeiture Grant, Chesapeake Bay Trust Grant, and Page County Schools Health Insurance Premiums from Retirees funding requests by appropriating the amount of \$34,629.
2. I move to approve the transfer in the amount of \$244,634 to the categories specified in the Page County School Board’s resolution.

ATTACHMENTS:

1. Letter of request for the 2014 Attorney General Federal Asset Forfeiture Grant appropriation.
2. Letter of request for the Chesapeake Bay Trust Grant appropriation.
3. Letter of request for Transfer and Additional Funding from the Page County School Board.

Motion: I move to budget and appropriate the requested amounts as detailed in the attachments to this agenda item.

Or

Alternate Motion: I move to transfer or budget and appropriate the requested amounts as detailed in the attachments to this agenda item except for item(s) ____ .

AGENDA BOARD OF SUPERVISORS May 17, 2016

SUBJECT: 15/16 Budget Changes

RECOMMENDATION:

FISCAL IMPLICATIONS: The budget and appropriation requests total \$34,629.

DISCUSSION: None

TIMING: Routine

POLICY IMPLICATIONS: Increase FY 16 budget by \$34,629.

STAFF: _____
Finance Department

Attachments: Requests for Budget Changes spreadsheet and supporting documentation

SUPPLEMENTAL APPROPRIATIONS REQUESTS:

<i>Item #</i>	<i>Department</i>	<i>Description/Reason</i>	<i>Revenue Source</i>	<i>Expenditure</i>	<i>Requested Amt.</i>
A	Page County Sheriff's Office	Additional Funding	Federal Government	Page County Sheriff's Office	\$16,024
B	Page County School Board	Additional Funding	Non-Profit	Page County School Board	\$1,945
C	Page County School Board	Additional Funding	Local Government	Page County School Board	\$16,660
D					
E					
TOTAL REQUESTS:					<u><u>\$34,629</u></u>

BUDGET TRANSFER REQUESTS:

<i>Item #</i>	<i>Department</i>	<i>Description/Reason</i>	<i>Transfer From</i>	<i>Transfer to</i>	<i>Requested Amt.</i>
A	Page County School Board	Overuse of funds	Instruction Operations & Maintenance	Transportation Other Uses of Funds	\$ 244,634
TOTAL REQUESTS:					<u><u>\$244,634</u></u>



Accredited Law Enforcement Agency



PAGE COUNTY SHERIFF'S OFFICE

CHAD W. CUBBAGE, SHERIFF • JOHN P. BAKER, MAJOR

TO: Chairman Woodward and Board of Supervisors

FROM: Sheriff Chad W. Cabbage

THRU: Ben Blevins

DATE: April 8, 2016

SUMMARY:

The Page County Sheriff's Office has been awarded a 2014 Attorney General Federal Asset Forfeiture Grant to strengthen law enforcement training and response. The funds need to be budget appropriated to the Sheriff Budget 101-3120-431-5984.

RECOMMENDATIONS:

1. Staff recommends approval to carry over grant funds from the 2014-2015 budget of \$16,023.95. This carryover of funds will allow us to continue to meet the grant conditions and to complete the project.
-

BACKGROUND:

This grant was a one-time asset forfeiture grant to strengthen law enforcement training and response.

ALTERNATIVES:

The only alternative would be not to utilize the funds to complete the project.

FISCAL IMPACT:

The grant doesn't require a match.

MOTION(S):

I move to approve the budget appropriation to the Sheriff Budget 101-3120-431-5984 of \$16,023.95 for the carryover of the Attorney General Federal Asset Forfeiture Grant. This budget appropriation will allow us to continue to meet the grant conditions and to complete the project.

ATTACHMENT(S):

none

**RESOLUTION REQUESTING ADJUSTMENT
OF 2015-2016 BUDGET
FOR ADDITIONAL GRANT FUNDS**

CHESAPEAKE BAY TRUST GRANT #13356

WHEREAS, The Page County School Board has received approval and authorization during 2015-2016 on a new grant within an existing state program; and

WHEREAS, the anticipated funds in this new grant will exceed the original estimated budget for 2015-2016; and

WHEREAS, the Page County School Board will receive the additional funds, channeled through the Chesapeake Bay Trust; and

NOW, THEREFORE, BE IT RESOLVED, that the Page County School Board, for audit and record keeping purposes to keep the 2015-2016 budget in balance, with no increase or decrease of local appropriation involved, respectfully requests the Page County Board of Supervisors to appropriate additional funds in the Chesapeake Bay Trust grant in the amount of \$1,945. These funds are to be used for 150 students to attend several field trips in their watershed, including a Chesapeake Bay Foundation canoe trip, participate in 'Trout in the Classroom,' and present findings on the health of the watershed to local officials. With this resolution, the Page County School Board is requesting that the additional funds in the amount of \$1,945 for the Chesapeake Bay Trust Grant be added to the 2015-2016 fiscal year budget total.

EXPENDITURES:

FUNCTION	BUDGETED AMOUNT	SUPPLEMENTAL APPROPRIATION	REVISED BUDGET
61 INSTRUCTION	\$25,400,452.60	\$1,945.00	\$25,402,397.60
62 ADMIN,ATTND,HEALTH	1,713,733.00	0	1,713,733.00
63 TRANSPORTATION	1,867,793.00	0	1,867,793.00
64 OPER & MAINT	3,906,363.00	0	3,906,363.00
66 FACILITIES	65,000.00	0	65,000.00
67 DEBT SERVICE	4,007,371.00	0	4,007,371.00
67 COBRA/RETIREE INS	228,462.00	0	228,462.00
68 TECHNOLOGY	937,165.00	0	937,165.00
TOTAL	\$38,126,339.60	\$1,945.00	\$38,128,284.60

REVENUE:

SOURCE	BUDGETED AMOUNT	SUPPLEMENTAL APPROPRIATION	REVISED BUDGET
SALES TAX	\$ 3,651,016.00	0	\$ 3,651,016.00
STATE	17,249,168.60	0	17,249,168.60
FEDERAL	1,838,429.00	0	1,838,429.00
RECOVERED COSTS	1,671,509.00	\$1,945.00	1,673,454.00
LOCAL OPERATIONS MATCH	9,603,346.00	0	9,603,346.00
LOCAL OPERATIONS CARRY-OVER	106,000.00	0	106,000.00
LOCAL DEBT SERVICE	4,006,871.00	0	4,006,871.00
TOTAL	\$38,126,339.60	\$1,945.00	\$38,128,284.60

This is to certify that the foregoing resolution was authorized by the Page County School Board during its regular session on April 25, 2016.

Dr. Morgan Phenix, Chairman

ATTEST: _____

Linda Breeden-Wallace, Clerk

**RESOLUTION TO
THE PAGE COUNTY BOARD OF SUPERVISORS
FOR RE-APPROPRIATION OF FY 2016 FUNDS**

WHEREAS, the Board of Supervisors approved on April 23, 2015 with resolution #2015-05 the categorical funding of the school budget for fiscal year 2015-2016;

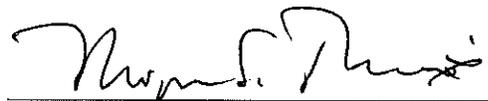
WHEREAS, the Page County School Board will exceed the approved budget in the category of Transportation in the amount of \$200,000 due to increased cost for personnel and benefits plus materials and supplies for vehicle repairs, and in Other Uses of Funds in the amount of \$61,294 for additional expenditures for retiree health insurance;

WHEREAS, the Page County School Board will receive additional funding in the amount of \$16,660.00 from retirees for health insurance premiums for the fiscal year;

NOW, THEREFORE BE IT RESOLVED, that the Page County School Board does hereby request that the Page County Board of Supervisors re-appropriate the following monies in the fiscal year 2015-2016 budget:

<u>Category</u>	<u>Approved Appropriation</u>	<u>Requested Reduction/Addition</u>	<u>Re-appropriation Amount</u>
Instruction	\$25,350,688	(\$100,000)	\$25,250,688
Operations & Maintenance	\$ 3,720,773	(\$144,634)	\$ 3,576,139
Transportation	\$ 1,867,793	\$200,000	\$ 2,067,793
Other Uses of Funds	\$ 228,462	\$ 61,294	\$ 289,756
Other Revenue	\$ 270,000	\$ 16,660	\$ 286,660

This is to certify that the foregoing resolution was authorized by the Page County School Board during its regular meeting on Monday, May 9, 2016.



Morgan Phenix, Chairman
Page County School Board

ATTEST: 

Linda Breeden-Wallace, Clerk
Page County School Board



COUNTY OF PAGE

103 South Court Street, Suite F
Luray, Virginia 22835
(540) 743-4142
Fax: (540) 743-4533

Board of Supervisors:

Johnny Woodward – Chairman – At- Large
D. Keith Guzy, Jr. – District 1
David Wiatrowski – District 2
Mark Stroupe – District 3
Larry Foltz – District 4
Dorothy F. Pendley – District 5

County Administrator:

Amity Moler

TO: Chairman Woodward and Board of Supervisors

FROM: Amity Moler, County Administrator

SUBJECT: Consent Agenda

DATE: May 13, 2016

SUMMARY:

The Consent Agenda is a part of the Board's regular meeting agenda, which includes the financial reports, accounts payable and payroll, the meeting minutes for the prior month, and any other items, which would not require discussion.

RECOMMENDATION:

Approval of the Consent Agenda.

BACKGROUND:

The purpose of the Consent Agenda is to provide a method for the expeditious handling of items, which will not require discussion by the Board. The Code of Virginia requires the Board of Supervisors to approve accounts payable and payroll checks as well as payroll related electronic fund transfers. According to the Board's Rules of Procedure, all warrants must be presented to the Board of Supervisors for action as a consent agenda item at their regular meeting.

FISCAL IMPACT:

The accounts payable checks, payroll checks, payroll direct deposit, and payroll tax electronic fund transfers totaled \$1,632,774.41 for the month of April. Eleven coyote claims totaling \$550. If these coyote claims are approved, the remaining balance to pay coyote bounties will be \$350.

MOTION(S):

I move to approve the Consent Agenda as follows:

- Financial reports for the period of April 1-30, 2016;
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$1,632,774.41 for the month of April 2016;
- Minutes of April 5, 2016, April 7, 2016, April 19, 2016, and April 21, 2016;
- Eleven coyote claims totaling \$550.

ATTACHMENT(S):

1. Financial Reports for April 1-30, 2016 (provided separately)
2. Warrant Report for April 1-30, 2015
3. Payroll Warrant Report, dated April 8, 2016
4. Payroll Warrant Report, dated April 22, 2016
5. Board of Supervisors Minutes for April 5, 2016, April 7, 2016, April 19, 2016, and April 21, 2016
6. Coyote Claims

MOTION: I move to accept the Financial Reports for the period April 1 – April 30, 2016.

AGENDA **BOARD OF SUPERVISORS** **May 17, 2016**

SUBJECT: Financial Reports

ISSUE: Approval by the Board of Supervisors of monthly Financial Reports in accordance with county policy and the Code of Virginia.

RECOMMENDATION: Approval

FISCAL IMPLICATIONS: These are summaries of all fiscal activity for the month.

TIMING: Routine

POLICY IMPLICATIONS: None

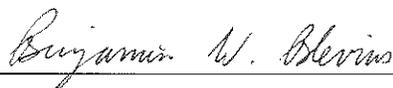
DISCUSSION: The County's budget ended the month with an unencumbered balance of \$14,244,660.70. The general fund accounts for \$4,352,548.45 of the unencumbered amount.

The county's cash and investment portfolio equaled \$4,345,701.01 at the end of the month.

*Numbers were submitted based on reports generated by the computer and by a study of reports submitted in prior months by the Budget Officer.

STAFF:





ATTACHMENTS: Summary of Revenue and Expenditures
Balance Sheet
Departmental Expenditures

MOTION: I move to approve accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic funds transfers, which total \$1,632,774.41 as detailed in the discussion section and the supporting warrant lists.

AGENDA BOARD OF SUPERVISORS May 17, 2016

SUBJECT: Warrant Lists

ISSUES: State law requires the Board of Supervisors to approve accounts payable and payroll checks as well as payroll related electronic funds transfers.

RECOMMENDATION: Approval.

FISCAL IMPLICATIONS: This action is necessary to fulfill the County’s financial obligations to vendors and employees.

TIMING: Routine.

POLICY IMPLICATIONS: This action complies with the policy that was set by the Board of Supervisors as to the payment of invoices, payroll, etc.

DISCUSSION:

	Beginning Check #	Ending Check #	Amount
Payroll Checks dated April 8, 2016	231389	231417	15,714.36
Direct Deposits			151,814.01
Tax Electronic Transfers			55,828.04
Payroll Checks dated April 22, 2016	231418	231444	17,268.44
Direct Deposits			155,844.00
Tax Electronic Transfers			57,670.52
Accounts Payable - 4/1/16 through 4/30/16	186706	186854	762,695.83
Electronic Transfers	91542	91549	415,939.21
TOTAL			\$1,632,774.41

Benjamin W. Blevins

Christine Jay

ATTACHMENTS: Warrant Lists, Check Registers, Direct Deposit Registers, and Payroll Register summary pages, which details the Tax Electronic Transfer.

Warrant Report
April 1, 2016
through
April 30, 2016

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
04/06/2016	91542	TREASURER OF VA. - VRS	256	14,773.28
04/06/2016	91543	SUNTRUST BANK	1761	305,000.00
04/13/2016	91544	SUNTRUST BANK	3632	26,954.93
04/13/2016	91545	USDA RURAL DEVELOPMENT	2751	10,430.00
04/13/2016	91546	USDA RURAL DEVELOPMENT	2751	39,870.00
04/13/2016	91547	USDA RURAL DEVELOPMENT	2751	11,585.00
04/13/2016	91548	USDA RURAL DEVELOPMENT	2751	3,663.00
04/13/2016	91549	USDA RURAL DEVELOPMENT	2751	3,663.00
04/06/2016	186706	ALLIED PORTABLE TOILETS	2988	150.00
04/06/2016	186707	AMERICAN FAMILY LIFE ASSURANCE	270	1,141.63
04/06/2016	186708	AMERIGAS	3494	280.43
04/06/2016	186709	ANTHEM BLUE CROSS BLUE SHIELD	276	69,158.50
04/06/2016	186710	AUTOZONE INC.	2703	13.97
04/06/2016	186711	HERBERT L. BESKIN, TRUSTEE	4412	280.00
04/06/2016	186712	BEST UNIFORMS OF GALLS	4330	115.25
04/06/2016	186713	CARTER MACHINERY CO., INC.	2346	290.90
04/06/2016	186714	CENTURYLINK	3616	6,857.11
04/06/2016	186715	CLEAR COMMUNICATIONS & ELECTRO	27	2,040.00
04/06/2016	186716	COMCAST	2892	133.37
04/06/2016	186717	BETH W. COMER	4272	575.00
04/06/2016	186718	CORRECTIONAL PEACE OFFICERS FO	2605	7.50
04/06/2016	186719	DOMINION VIRGINIA POWER	255	34.95
04/06/2016	186720	DRAPER ADEN ASSOCIATES	1664	6,966.99
04/06/2016	186721	EMERGENCY MEDICAL SUPPLY	2593	799.09
04/06/2016	186722	FLOWERS BAKING CO. OF LYNCHBUR	59	154.00
04/06/2016	186723	FORM NETWORKS LLC	4242	575.00
04/06/2016	186724	GERALD SHOWALTER, PSY. D., PC	4481	2,542.50
04/06/2016	186725	HOLTZMAN OIL CORP	1167	2,083.59
04/06/2016	186726	HUGHESNET	4286	105.93
04/06/2016	186727	JANNEY & JANNEY	1756	120.00
04/06/2016	186728	KANAWHA STONE COMPANY, INC.	4420	430,327.58
04/06/2016	186729	JESSICA KARNES	4269	1,358.00
04/06/2016	186730	LANCASTER ENTERPRISES	139	86.45
04/06/2016	186731	LARRY'S AUTO REPAIR	3996	461.00
04/06/2016	186732	LDBE INSURANCE & FINANCIAL SER	4135	788.29
04/06/2016	186733	KIMBERLY M. LUCAS	4458	1,582.00
04/06/2016	186734	LURAY COPY SERVICE, INC.	145	116.30
04/06/2016	186735	DR. WALLACE B LUTZ	2352	120.00
04/06/2016	186736	MARY K. MENEPEE	2924	350.00
04/06/2016	186737	MILLER, EARLE & SHANKS, PLLC	2647	12,833.20
04/06/2016	186738	MINNESOTA LIFE	257	186.20
04/06/2016	186739	MUNDY STONE COMPANY	3855	1,682.00
04/06/2016	186740	NATIONWIDE RETIREMENT SOLUTION	824	25.00
04/06/2016	186741	NORTH SPRING BEHAVIORAL HEALTH	2784	4,605.30
04/06/2016	186742	NORTHWEST VA REGIONAL DRUG TAS	160	2,856.91
04/06/2016	186743	DANIELLE D. NUTTER	4472	1,806.00
04/06/2016	186744	PAGE CO-OP FARM BUREAU, INC.	175	374.75
04/06/2016	186745	PAGE COUNTY SHERIFF, PETTY CASH	404	16.00
04/06/2016	186746	PAGE NEWS & COURIER	185	676.53
04/06/2016	186747	PAINTERS GARAGE TOWING & RECOV	3613	902.44
04/06/2016	186748	PERFORMANCE FOODSERVICE-VIRGIN	4480	2,157.75

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
04/06/2016	186749	PIFER OFFICE SUPPLY, INC.	187	1,242.38
04/06/2016	186750	PIONEER BANK	4471	332.85
04/06/2016	186751	QUILL CORPORATION	188	1,119.99
04/06/2016	186752	RACER'S FIRE EXTINGUISHER SERV	493	90.00
04/06/2016	186753	RAPPAHANNOCK CREATIVE HEALTH C	2887	3,598.00
04/06/2016	186754	KAREN L. RHINEHART	3598	2,716.00
04/06/2016	186755	RICOH USA INC	3999	20.00
04/06/2016	186756	RICOH USA INC	3973	2,524.56
04/06/2016	186757	SCHINDLER ELEVATOR CORPORATION	4323	2,225.52
04/06/2016	186758	MELISSA E. SEAL	4402	3,098.00
04/06/2016	186759	SHENANDOAH VALLEY ELECTRIC COO	3703	8,173.11
04/06/2016	186760	MELODY L. SNIDER	4434	3,164.00
04/06/2016	186761	SPIRIT SERVICES, INC	4485	161.10
04/06/2016	186762	STAPLES ADVANTAGE, DEPT DC	3997	.46
04/06/2016	186763	SUNTRUST BANK	1274	5,269.79
04/06/2016	186764	TOWN OF LURAY	147	2,375.45
04/06/2016	186765	TOWN OF STANLEY	237	171.92
04/06/2016	186766	TREASURER OF VIRGINIA	412	120.00
04/06/2016	186767	TREASURER OF VIRGINIA	4411	119.52
04/06/2016	186768	TREASURER OF VIRGINIA	4446	184.59
04/06/2016	186769	TREASURER OF VIRGINIA (DCSE)	4484	509.92
04/06/2016	186770	UNITED WAY OF PAGE COUNTY	1556	1.00
04/06/2016	186771	VACO RISK MANAGEMENT PROGRAMS	880	178.22
04/06/2016	186772	VALIC	1231	412.50
04/06/2016	186773	VALLEY EYE CLINIC	1094	168.00
04/06/2016	186774	VECTOR SECURITY	2926	26.00
04/06/2016	186775	VERIZON	1645	27.00
04/06/2016	186776	VIRGINIA CREDIT UNION	385	300.00
04/06/2016	186777	TREASURER OF VIRGINIA	867	210.43
04/06/2016	186778	VIRGINIA INTERACTIVE	4241	95.00
04/06/2016	186779	WEST CENTRAL COMM OF REVENUE A	1987	20.00
04/06/2016	186780	PAMELA S. WIGHTMAN	4254	1,806.00
04/06/2016	186781	AFTON COMMUNICATIONS CORP	3912	9.97
04/13/2016	186782	AUGUSTA HEALTH CARE, INC.	2801	45.00
04/13/2016	186783	BUSINESS CARD	258	5,672.49
04/13/2016	186784	BEST UNIFORMS OF GALLS	4330	86.61
04/13/2016	186785	BLUE MOUNTAIN ANIMAL CLINIC	15	796.28
04/13/2016	186786	BURNER ELECTRICAL SERVICE, INC	21	1,396.50
04/13/2016	186787	CAROLINA SOFTWARE INC.	2484	300.00
04/13/2016	186788	CATERPILLAR FINANCIAL SERVICES	2346	16,722.04
04/13/2016	186789	CELLEBRITE USA, INC.	4076	5,561.89
04/13/2016	186790	CHIEF SUPPLY CORPORATION	4036	3,098.99
04/13/2016	186791	CLEAR COMMUNICATIONS & ELECTRO	1232	54.41
04/13/2016	186792	COMCAST	27	24.00
04/13/2016	186793	CONTRACT PHARMACY SERVICES INC	2892	130.30
04/13/2016	186794	CORRISOFT, LLC	4126	3,855.63
04/13/2016	186795	LURAY EARTH DAY ON THE GREENWA	4221	1,302.00
04/13/2016	186796	ENDLESS POSSIBILITIES THERAPEU	4486	1,000.00
04/13/2016	186797	FISHER AUTO PARTS, INC.	4380	1,033.00
04/13/2016	186798	FLOWERS BAKING CO. OF LYNCHBUR	454	20.15
04/13/2016	186799		59	135.52

CHECK NUMBER	CHECK DATE	VENDOR NAME	VENDOR #	BANK CODE	CHECK AMOUNT
186800	04/13/2016	FORM NETWORKS LLC	4242		8,274.86
186801	04/13/2016	HOLTZMAN OIL CORP	1167		774.00
186802	04/13/2016	HOLTZMAN OIL CORPORATION	1872		1,573.70
186803	04/13/2016	HOMER'S AUTOMOTIVE LLC	4487		190.00
186804	04/13/2016	J & M AUTO PARTS, INC	4307		278.00
186805	04/13/2016	KPD, INC. POST-A-JOHN	3357		15.71
186806	04/13/2016	STEPHANIE LILLARD	4177		28.21
186807	04/13/2016	LORD FAIRPAX EMS COUNCIL	141		22.00
186808	04/13/2016	LURAY COPY SERVICE, INC.	145		252.00
186809	04/13/2016	MARLOW FORD	1777		517.54
186810	04/13/2016	MUNDY STONE COMPANY	3855		1,103.33
186811	04/13/2016	ORKIN PEST CONTROL	2382		78.51
186812	04/13/2016	PAGE CO-OP FARM BUREAU, INC.	175		221.69
186813	04/13/2016	PAGE VALLEY VETERINARY CLINIC	802		218.50
186814	04/13/2016	PERFORMANCE FOODSERVICE-VIRGIN	4480		3,212.31
186815	04/13/2016	PIPER OFFICE SUPPLY, INC.	187		962.11
186816	04/13/2016	QUARLES ENERGY SERVICES	4039		74.25
186817	04/13/2016	REDWOOD TOXICOLOGY LABORATORY	3915		1,221.28
186818	04/13/2016	RICOH USA INC	3973		636.82
186819	04/13/2016	ROCKINGHAM RADIOLOGISTS, LTD	1338		33.00
186820	04/13/2016	SHENANDOAH VALLEY ELECTRIC COO	3703		.00
186821	04/13/2016	SHENANDOAH VALLEY PARTNERSHIP	3022		5,145.75
186822	04/13/2016	SHENANDOAH VALLEY S.O.T.P.	2745		630.00
186823	04/13/2016	SHENANDOAH VALLEY WATER CO.	2284		.00
186824	04/13/2016	SHOWALTER SIGNS & SILKSCREENIN	568		60.00
186825	04/13/2016	STONEWALL TECHNOLOGIES, INC.	507		250.00
186826	04/13/2016	THYSSENKUPP ELEVATOR CORPORAT	648		628.61
186827	04/13/2016	TOM'S AUTO REPAIR	2677		356.98
186828	04/13/2016	UNITED STATES TREASURY	1011		1,519.59
186829	04/13/2016	CHERYL P. VILE	992		128.19
186830	04/13/2016	WHSV	114		330.00
186831	04/13/2016	WILLIAM "BILL" KIBLER MEM LIBR	3836		10,000.00
186832	04/13/2016	ZEE MEDICAL INC.	4045		57.70
186833	04/20/2016	AMERICAN FAMILY LIFE ASSURANCE	270		1,141.63
186834	04/20/2016	ANTHEM BLUE CROSS BLUE SHIELD	276		69,583.00
186835	04/20/2016	HERBERT L. BESKIN, TRUSTEE	4412		280.00
186836	04/20/2016	CENTURYLINK	3616		391.83
186837	04/20/2016	CORRECTIONAL PEACE OFFICERS FO	2605		7.50
186838	04/20/2016	HOLTZMAN OIL CORPORATION	1872		5,535.18
186839	04/20/2016	LE&B INSURANCE & FINANCIAL SER	4135		712.29
186840	04/20/2016	MINNESOTA LIFE	257		186.20
186841	04/20/2016	MONGERS WELDING SERVICE	1061		1,440.00
186842	04/20/2016	NATIONWIDE RETIREMENT SOLUTION	824		25.00
186843	04/20/2016	PIONEER BANK	4471		201.21
186844	04/20/2016	SHELL	2037		492.58
186845	04/20/2016	SHENANDOAH VALLEY ELECTRIC COO	3703		2,371.69
186846	04/20/2016	RONALD L. SHENK	1653		130.00
186847	04/20/2016	TREASURER OF VIRGINIA	4411		119.52
186848	04/20/2016	TREASURER OF VIRGINIA	4446		184.59
186849	04/20/2016	TREASURER OF VIRGINIA (DCSE)	4484		509.92
186850	04/20/2016	UNITED WAY OF PAGE COUNTY	1556		1.00

PREPARED 05/10/2016, 9:50:33
PROGRAM: GM350L
COUNTY OF PAGE

A/P CHECKS BY PERIOD AND YEAR
FROM 04/01/2016 TO 04/30/2016

PAGE 4

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	BANK CODE	CHECK AMOUNT
04/20/2016	186851	VACO RISK MANAGEMENT PROGRAMS	880		172.15
04/20/2016	186852	VALIC	1231		412.50
04/20/2016	186853	VIRGINIA CREDIT UNION	385		300.00
04/20/2016	186854	HELEN WATERS	2411		160.00

DATE RANGE TOTAL * 1,178,635.04 *

**Payroll Warrant Report
Checks Dated April 8, 2016**

		Gross Pay	With Hold	Net Pay	Advance Out	Paid Back	Dir Dep	Check Amount
****	Grand Totals ***	248752.82	81224.45	167528.37	.00	.00	151814.01	15714.36
HR\$	OTHER PAY		2271.94	62.00	COMP TIME EARNED			
HR\$	20.00 COMP TIME PREMIUM			119.25	COMP TIME TAKEN		2534.38	
HR\$	14.00 OVERTIME PREMIUM		144.13	4324.75	REGULAR PAY		72036.62	
HR\$	RETRO PAY		607.32		SALARY ADJUSTMENT		165070.28	
HR\$	79.00 SICK LEAVE		1650.52	202.75	VACATION		4396.41	248711.60 HR\$
ADD	SUPPLEMENTAL HEALTH		41.22					41.22 ADD
ABT	APLAC		735.23		VRS DEFINED BENEFIT		1188.09	
ABT	DEFERRED COMPENSATION		25.00		FLEXIBLE SPENDING ACCT		712.29	
ABT	HEALTH SINGLE W/ COMP		1006.50		HEALTH DUAL W/ COMP		4344.00	
ABT	HEALTH FAMILY W/ COMP		9522.00		HEALTH/KEY ADV 500/DUAL		457.50	
ABT	HEALTH/KEY ADV 500/FAMILY		445.00		SUPP LIFE EMPLOYEE (TEMP)		186.20	
ABT	VALIC		412.50		VRS DEFINED CONT ICMA		297.04	
ABT	VRS		10233.51					29564.86 ABT
TAX	FEDERAL WITHHOLDING		22112.78		MEDICARE		3195.29	
TAX	FICA		13662.34		VIRGINIA WITHHOLDING		10547.40	49517.81 TAX
DED	AFLAC		406.40		VA. CREDIT UNION		300.00	
DED	CHILD SUPPORT		119.52		CHILD SUPPORT		184.59	
DED	CHILD SUPPORT		509.92		GARNISHMENT		280.00	
DED	GARNISHMENT		332.85		CORR PEACE OFFICERS FOUN		7.50	
DED	UNITED WAY OF PAGE COUNTY		1.00					2141.78 DED
BEN	GROUP LIFE INSURANCE		2818.35		HEALTH INS. DUAL		10152.00	
BEN	HEALTH INS. FAMILY		22212.00		HEALTH INSURANCE		18910.00	
BEN	HEALTH/KEY ADV 500/DUAL		1069.50		HEALTH/KEY ADV 500/FAMILY		1040.00	
BEN	VRS ICMA-RC		297.04		MEDICARE		3195.29	
BEN	VRS RETIREMENT EE		24990.33		HYBRID DISABILITY		178.22	
BEN	SOCIAL SECURITY		13662.34		VRS HYBRID ER		3329.66	101854.73 BEN
	IMPUTED INCOME		437.31					
201 Employees	201 Checks							
	201 Regular checks amount -		15,714.36					
	0 Supplemental checks amount -		.00					
	0 Advance checks amount -		.00					
	0 Deduction checks amount -		.00					
	85 Females paid							
	141 Full time employees paid							
	60 Part time employees paid							

**Payroll Warrant Report
Checks Dated April 22, 2016**

		Gross Pay	With Hold	Net Pay	Advance Out	Paid Back	Dir Dep	Check Amount
*****	Grand Totals ***	255148.82	82574.91	172573.91	.00	.00	155844.00	16729.91
HR\$	OTHER PAY		1839.80	104.50	COMP TIME EARNED			
HR\$	31.00 COMP TIME PREMIUM			80.25	COMP TIME TAKEN		1800.84	
HR\$	11.75 OVERTIME PREMIUM		99.11	4698.75	REGULAR PAY		77713.33	
HR\$	RETRO PAY		3698.77		SALARY ADJUSTMENT		166141.72	
HR\$	125.50 SICK LEAVE		2994.22	28.25	VACATION		819.81	255107.60 HR\$
ADD	SUPPLEMENTAL HEALTH		41.22					41.22 ADD
ABT	AFLAC		735.23		VRS DEFINED BENEFIT		1147.60	
ABT	DEFERRED COMPENSATION		25.00		FLEXIBLE SPENDING ACCT		712.29	
ABT	HEALTH SINGLE W/ COMP		1072.50		HEALTH DUAL W/ COMP		4344.00	
ABT	HEALTH FAMILY W/ COMP		9257.50		HEALTH/KEY ADV 500/DUAL		457.50	
ABT	HEALTH/KEY ADV 500/FAMILY		445.00		SUPP LIFE EMPLOYEE (TEMP)		186.20	
ABT	VALIC		412.50		VRS DEFINED CONT ICMA		286.92	
ABT	VRS		10233.51					29315.75 ABT
TAX	FEDERAL WITHHOLDING		22940.04		MEDICARE		3291.50	
TAX	FICA		14073.74		VIRGINIA WITHHOLDING		10943.74	51249.02 TAX
DED	AFLAC		406.40		VA. CREDIT UNION		300.00	
DED	CHILD SUPPORT		119.52		CHILD SUPPORT		184.59	
DED	CHILD SUPPORT		509.92		GARNISHMENT		280.00	
DED	GARNISHMENT		201.21		CORR PEACE OFFICERS FOUN		7.50	
DED	UNITED WAY OF PAGE COUNTY		1.00					2010.14 DED
BEN	GROUP LIFE INSURANCE		2805.95		HEALTH INS. DUAL		10152.00	
BEN	HEALTH INS. FAMILY		21595.00		HEALTH INSURANCE		20150.00	
BEN	HEALTH/KEY ADV 500/DUAL		1069.50		HEALTH/KEY ADV 500/FAMILY		1040.00	
BEN	VRS ICMA-RC		286.92		MEDICARE		3291.50	
BEN	VRS RETIREMENT EE		24990.33		HYBRID DISABILITY		172.15	
BEN	SOCIAL SECURITY		14073.74		VRS HYBRID ER		3216.19	102843.28 BEN
	IMPUTED INCOME		437.31					
195 Employees	195 Checks							
	195 Regular checks amount -		16,729.91					
	0 Supplemental checks amount -		.00					
	0 Advance checks amount -		.00					
	0 Deduction checks amount -		.00					
	84 Females paid							
	145 Full time employees paid							
	50 Part time employees paid							

Minutes
Board of Supervisors
Work Session
April 5, 2016

Members Present: Johnny Woodward, Chairman At-Large
D. Keith Guzy, Jr., District 1
David Wiatrowski, District 2
Mark Stroupe, District 3
Larry Foltz, District 4
Dorothy F. Pendley, District 5

Staff Present: Amity Moler, County Administrator
Regina Miller, Assistant to the County Administrator
Nathan Miller, County Attorney

Call to Order:

Chairman Johnny Woodward called to order the work session of the Page County Board of Supervisors on April 5, 2016, at 7:00 p.m. in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray. The Call to Order was followed by the *Pledge of Allegiance* and Invocation given by Supervisor Stroupe.

Quarterly Update for the Chamber of Commerce:

Gina Hilliard, President of the Luray-Page County Chamber of Commerce, reviewed the office staff, board members, and volunteers of the Chamber. She talked about the changes made to the newsletter and the guide to Page County. She said that the Chamber is asking businesses to bring in their brochures in order to get ready for the tourist season. The Chamber has received a grant from the VTC (Virginia Tourism Corporation) in the amount of \$25,000. She said the membership outreach is going really well, with 16 new members since January, which brings the total membership to 393. She showed the social media stats, the amount of calls the Chamber has received and the walk-ins broken down by tourist or locals. She explained the bulk mailing and the volunteer hours for the quarter. The website break down as well as the three main pages that are visited are lodging, cabins and events. She continued outlining the monthly events, ribbon cuttings and upcoming events.

EMS Revenue Recovery Discussion:

Jeff Hensley, Fire-EMS Coordinator, explained that when the EMS revenue recovery was put in place it was to help with the steady increase of the cost for providing emergency medical response in the County. The revenue generated was to be used to assist each of the volunteer rescue agencies and to help support the Page County EMS Department. The revenue recovery has not been adjusted since it began in 2009, however, in FY2014 the rates were changed to match those of the surrounding areas. As the cost for services increase and the need to fill the gaps in service become more frequent, the revenue recovery should be adjusted to help offset the expenses the County is incurring. Mr. Hensley said, currently, the County responds to all emergency medical calls when a

volunteer agency does not have the staffing. Due to our current location on South Court Street, it causes a delay in response to the southern end of the County. Mr. Hensley said there are two options for the central location of a building. One is to renovate the open space where the former Family Dollar store was located in Stanley and the second is to construct a butler style metal building across from the Page County Technical Center. A cost analysis will have to be completed in order to see which option would be most cost effective.

Supervisor Stroupe suggested getting all the departments together for a round table meeting to discuss the best avenue to fix the staffing issues and to discuss a central location for EMS. Supervisor Guzy asked to be provided with some hard numbers, on staffing and the purchase of a four wheel drive ambulance and what it will take to convert the space at the Stanley Plaza in Stanley for EMS use.

Spring/Fall Clean-Up Days:

Supervisor Guzy said he would like to see the County designate a Spring and Fall cleanup day. This would not apply to commercial trash and citizens would only be allowed one or two pick-up loads on those designated days. He felt that this would be a good opportunity to do something positive for the community.

Lynda Minke, Landfill Director, said in May of 2012 citizens were allowed to bring in bulky trash and were limited to 1,500 lbs. within a 30 day period. If they exceeded the limit, then they were billed for the entire tonnage. The Board, at that time, decided to have them pay for the bulky items because the landfill's software system cannot split loads; customers weigh in and weigh out and if over the 1500 lbs they were charged. In doing so, the landfill has brought in about \$200,000 in revenue annually. Mrs. Minke also reminded the Board that when the towns do their clean up days, they pay for it. Also, Saturday will probably be the day of choice for the clean-up days, but it is the busiest day of the week at the landfill. She suggested deciding on the date and to advertise and set guidelines as to what will be taken. She said that it would need to be set up in a different location so the normal trash loads could be taken and this would mean working extra staff on those days. Mrs. Minke presented a voucher that could be used for citizens to complete to present to the staff to help in making sure only household trash was brought in.

Motion: Supervisor Guzy moved to approve scheduling a spring clean-up day, with the date to be determined by the County Administrator, which will best suit the schedule of the landfill and staff. One pick-up truck load of waste will be accepted, free of charge on the date, not to exceed 1,500 lbs. Tires and paint cans will not be accepted. Waste will not be accepted after 1:00 p.m. The clean-up day will be advertised on the County website and in the local newspaper. It will later be evaluated if a fall clean-up day will be scheduled. Supervisor Foltz seconded and the motion failed by a vote of 3-3. Aye: Woodward, Guzy, Foltz. Nay: Wiatrowski, Stroupe, Pendley.

School Board Liaison Committee:

Chairman Woodward said it was recommended by Dr. Phenix, Chairman of the School Board, to form a liaison committee made up of two School Board members and two

Supervisors to work together on school matters. Chairman Woodward added he liked the recent joint meeting with the School Board and would like both Boards to be able to work together; he would like to see another joint meeting in June.

Supervisor Foltz asked Donna Whitley Smith, School Superintendent, if she thought it was a good idea for both Boards to meet. Mrs. Whitley-Smith said yes and clarified that she thought that Dr. Phenix's suggestion was based on not having so much information given in one meeting and to disburse it as it becomes available. He would like to see a schedule and structure for communication between the Boards.

The Board was in consensus for both Boards to meet three times a year. Chairman Woodward said he would speak with Dr. Phenix and Mrs. Whitley-Smith will also reach out to the School Board as well. A schedule will be set at a later date.

Adjourn: 8:59 p.m.

With no further business, Chairman Woodward adjourned the meeting.

Johnny Woodward, Chairman

Amity Moler, County Administrator

Minutes
Board of Supervisors
Budget Work Session
April 7, 2016

Members Present: Johnny Woodward, Chairman At-Large
David Wiatrowski, District 2
Mark Stroupe, District 3
Larry Foltz, District 4

Members Present
Electronically: Keith Guzy, Jr. District 1

Members Absent: Dorothy Pendley, District 5

Staff Present: Amity Moler, County Administrator
Regina Miller, Assistant to the County Administrator

Call to Order:

Chairman Johnny Woodward called to order the budget work session of the Page County Board of Supervisors on April 7, 2016, at 7:00 p.m., in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray VA. The Call to Order was followed by the *Pledge of Allegiance* and the Invocation given by Chairman Woodward. A quorum of the Board was present.

Electronic Participation in Meeting:

Chairman Woodward indicated that Supervisor Guzy notified him that he would be unable to physically attend the Board meeting. Supervisor Guzy had said that he would be in San Antonio, Texas, on business relating to his employment and that he wished to participate in the meeting, through telephonic communications. Supervisor Guzy called in to participate in the meeting and his voice could be heard by all persons at the central meeting location.

Motion: Supervisor Wiatrowski moved to approve that Supervisor Keith Guzy be allowed to participate electronically in the April 7, 2016 meeting. Supervisor Foltz seconded and the motion carried by a vote of 5-0. Aye: Woodward, Guzy, Wiatrowski, Stroupe, Foltz. Nay: None. Absent: Pendley.

Budget Review & Discussion:

Mrs. Moler reviewed the departmental requests outlining her recommendations for reductions. The Board made several further reductions to the requests.

Clerks note: Supervisor Guzy left the meeting at 7:39 p.m.

Adjourn 9:09 p.m.
Chairman Woodward adjourned the meeting.

Johnny Woodward, Chairman

Amity Moler, County Administrator

DRAFT

Minutes
Board of Supervisors
Regular Meeting
April 19, 2016

Members Present: Johnny Woodward, Chairman At-Large
D. Keith Guzy, Jr., District 1
David Wiatrowski, District 2
Mark Stroupe, District 3
Larry Foltz, District 4
Dorothy Pendley, District 5

Staff Present: Amity Moler, County Administrator
Regina Miller, Assistant to the County Administrator
Nathan Miller, County Attorney

Call to Order:

Chairman Johnny Woodward called to order the regular meeting of the Page County Board of Supervisors on April 19, 2016, at 7:00 p.m., in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray. The Call to Order was followed by the *Pledge of Allegiance* and the Invocation given by Supervisor Pendley.

Adoption of the Agenda:

Motion: Supervisor Guzy moved to adopt the agenda. Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Woodward, Guzy, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None.

Public Hearing – Budget Amendment:

Chairman Woodward opened the public hearing on the Budget Amendment at 7:05 p.m.

Ben Blevins, Budget Officer, read the hearing notice as follows:

Notice of Public Hearing
Budget Amendment
Page County Board of Supervisors

On April 19, 2016, at 7:00 p.m., the Page County Board of Supervisors will conduct a public hearing at the Page County Administration Building, 103 South Court St., Luray, VA 22835, for the purpose of considering an amendment to the fiscal year 2016 budget. The aggregate amount of the amendments exceed one percent of the fiscal year 2016 budget and the public hearing is required by Section 15.2-2507 of the Code of Virginia.

REVENUE:	State Funds	\$1,014,584
	Federal Funds	18,200
	Local Funds	600,002

	Other Funds	177,174
EXPENDITURE:	Page County Public Schools	\$ 213,355
	General Fund	1,596,605

Public Comments:

With no public speakers, Chairman Woodward closed the hearing at 7:06 p.m.

Motion: Supervisor Guzy moved to approve the budget amendment for fiscal year 2016. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None.

Public Comments on Agenda Items:

There were no speakers during the Public Comments on Agenda Items.

Action Matters:

Budget Changes:

Mr. Blevins explained the three budget changes. One is the appropriation of State Asset Forfeiture carryover funds from FY 15 to the Page County Sheriff's Office in the amount of \$927 for the use of supplies in Investigations. The second is the appropriation of state funds to the Page County School Board for the Virginia Cyber Camp 2016 Program Grant in the amount of \$22,000 to be used for cybersecurity awareness. The third is the appropriation of state and local funds (totaling \$886,652) to the Page County CSA Department for the use of purchasing state mandated services by FAPT and CPMT.

Department	Description	Revenue Source	Expenditure	Amount
Page County Sheriff's Office	additional funding	State Government	Page County Sheriff's Office	\$927
Page County School Board	additional funding	State Government	Page County School Board	\$22,000
CSA	additional funding	State Government & Page County Government	CSA	\$886,652
Total				\$909,579

Motion: Supervisor Guzy moved to approve the State Asset Forfeiture, Virginia Cyber Camp 2016 Program Grant, and CSA funding requests by appropriating the amount of \$909,579. Supervisor Pendley seconded and the motion carried by a vote of 6-0. Aye: Wiatrowski, Stroupe, Foltz, Pendley, Woodward, Guzy. Nay: None.

Board and Commission Appointments:

Regina Miller, Assistant to the County Administrator, said appointments need to be made to the following Boards:

Broadband Authority:

The terms of Bill Shuler (District 5) and Patrick Embry (At-Large) expired on April 1, 2016. Mr. Embry does not wish to be reappointed. Mr. Shuler is eligible for reappointment and would like to continue serving.

Motion: Supervisor Pendley moved to appoint Bill Shuler to the Broadband Authority for a four year term from April 2, 2016 through April 1, 2020. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Stroupe, Foltz, Pendley, Woodward, Guzy, Wiatrowski. Nay: None.

Northwestern Regional Juvenile Detention Center Commission:

Sheriff Chad Cabbage and Major Phillip Baker need to be appointed to the Northwestern Regional Juvenile Detention Center Commission as the County's representatives. They have both agreed to serve.

Motion: Supervisor Stroupe moved to appoint Sheriff Chad Cabbage and Major Phillip Baker to the Northwestern Regional Juvenile Detention Center Commission. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Foltz, Pendley, Woodward, Guzy, Wiatrowski, Stroupe. Nay: None.

Celebrate Shenandoah:

Several years ago, the 75th Anniversary Committee of the Shenandoah National Park further developed into a Celebrate Shenandoah Committee to continue the effort of working together to strengthen the ties with the Park. The Committee includes representatives of the Park, each of the jurisdictions that border the Park, various conservation and partner associations, and outlying jurisdictions impacted by the Park. In 2013, the Board had appointed Rod Graves and Robert Griffith to serve on the Committee representing the County, neither of which has been attending meetings. The Committee Chairman has indicated that Gina Hilliard and Stephanie Lillard have been attending meetings and asked that the Board consider formally appointing them to the Committee or two other individuals to insure there is participation from Page County. According to their by-laws, at least one of the appointees should represent the jurisdiction or tourism.

Motion: Supervisor Guzy moved to appoint Gina Hilliard and Stephanie Lillard to the Celebrate Shenandoah Committee. Supervisor Pendley second and the motion carried by a vote of 6-0. Aye: Pendley, Woodward, Guzy, Wiatrowski, Stroupe, Foltz. Nay: None.

Community Policy and Management Team – CPMT:

The request for Brenda E. Showalter to replace Jason Lichti as the private provider representative and to appoint Kellie Purdham to serve as parent representative on the CPMT.

Motion: Supervisor Pendley moved to appoint Brenda Showalter and Kellie Purdham to the Community Policy and Management Team for an unexpired term through June 30, 2017. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Woodward, Guzy, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None.

Consent Agenda:

Motion: Supervisor Pendley moved to approve the Consent Agenda as follows:

- Financial reports for the period of March 1-31, 2016.
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$1,696,866.68 for the month of March 2016.
- Minutes of March 1, 2016, March 7, 2016, March 10, 2016, March 15, 2016, March 21, 2016, March 23, 2016, March 24, 2016, and March 31, 2016.
- Two coyote claims to Bryan Nelson (both dated January 7, 2016) totaling \$100.

Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None.

Old Business:

There was no old business to discuss.

New Business:

There was no new business to discuss.

Open Public Comments:

There were no speakers during the Open Public Comments.

Administrator's Report:

Mrs. Moler said Jeff Hensley returned to work on Monday and he asked Mrs. Moler to express his sincere thanks for all the cards, visits and flowers he received. Mrs. Moler also said that this past week was National Public Safety Telecommunicator's Week. She indicated that staff should be recognized on these special days; therefore, she purchased lunch for the ECC staff to show appreciation for their service. She added that they were excited to be recognized and she wants to continue to recognize staff on these special days.

Supervisors Time:

All Board members thanked everyone for attending the meeting.

Chairman Woodward noted that the budget and tax rate hearings will be held on Thursday, April 21, 2016. He also mentioned Shenandoah's parade will be held in several weeks and any Board members who are interested in riding with him need to let him know.

Recess: The Board took a brief recess at 7:40 p.m.

Reconvene: Chairman Woodward reconvened the meeting at 7:45 p.m.

County Attorney Annual Report:

County Attorney Miller presented an annual report to the Board and said the other jurisdictions he represents require him to give an annual report. Although Page County does not require it, he felt that it would be good for the Board to see the projects he has worked on throughout the year. He realizes the struggles the County is going through with

the budget process. He feels there is no need to increase budget items for legal fees for next year. He provided the Board Members with a copy of his written report.

Old Business – Spring Clean-up Day:

Chairman Woodward said an item that has been voted down has been asked to be brought back up so he would like to return to old business.

Supervisor Wiatrowski said he has received phone calls on the proposed spring clean-up day at the landfill. He said he did not vote for it at the last meeting because he did not like how it was going to be organized. He would like for Mrs. Minke to speak as to how it can be organized and he may change his vote.

Lynda Minke, Landfill Director, said she is not against the clean-up, but she is in favor of an organized cleanup. She counted the vehicles that came to the landfill this past Saturday, which was between 200 and 250. She would like to see vouchers issued to citizens who will be taking advantage of the clean-up day, in order to keep a handle on the type of trash being brought in and to maintain the flow of traffic and then she would be able to determine how much staff she needs to have working that day. Mrs. Minke also said she would like to put the clean-up day trash in a completely different area. She said there will still be several things that would not be allowed such as tires and paint. With no weight limit they will not have to go through the scales which will help with the flow of traffic.

Supervisor Guzy asked Treasurer Penny Gray if she would be able to add a flyer in the tax bills to help advertise the clean-up day and she agreed to do so.

Chairman Woodward added that because it was a tie vote (3-3) last time one of the Supervisors who voted no to the vote has to bring the motion to the floor again to be voted on.

Supervisor Stroupe said he thinks it's a great idea, but voted no because he felt the Board was not taking Mrs. Minke's needs into consideration.

Motion: Supervisor Wiatrowski moved to have a free spring clean-up day at the landfill, with the date to be determined by County Administrator and Landfill Director, and that the day will be open to all Page County citizens. Supervisor Guzy seconded and the motion carried by vote of 6-0. Aye: Wiatrowski, Stroupe, Foltz, Pendley, Woodward, Guzy. Nay: None.

Budget Work Session:

Chairman Woodward said that the budget work session would be starting by revisiting the Sheriff's budget. It was a consensus with the Board for Mrs. Moler to plug in the new numbers that both she and Sheriff Cabbage has changed and revisit at the April 21, 2016 meeting. The Board then reviewed departmental budgets.

Chairman Woodward said that at the next meeting on Thursday March 21, 2016 will start with the School budget.

Adjourn: 10:20 p.m.

With no further business, Chairman Woodward adjourned the meeting.

Johnny Woodward, Chairman

Amity Moler, County Administrator

DRAFT

Minutes
Board of Supervisors
Budget Work Session
April 21, 2016

Members Present: Johnny Woodward, Chairman At-Large
D. Keith Guzy, District 1
David Wiatrowski, District 2
Mark Stroupe, District 3
Larry Foltz, District 4
Dorothy Pendley, District 5

Staff Present: Amity Moler, County Administrator
Regina Miller, Assistant to the County Administrator
Nathan Miller, County Attorney

Call to Order:

Chairman Johnny Woodward called to order the budget work session of the Page County Board of Supervisors on April 21, 2016, at 6:00 p.m., in the County Administration Conference Room located in the Page County Government Center, 103 South Court Street, Luray VA. A quorum of the Board was present.

Closed Session: 6:00 p.m.

Motion: Supervisor Wiatrowski moved that the Page County Board of Supervisors convene in closed session under the Virginia Freedom of Information Act to discuss personnel matters relating to a County employee for the purpose of considering such person's assignment, performance, salary, disciplining, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia and to discuss the award of a public contract involving the expenditure of public funds and to discuss the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Section 2.2-3711(A)(29) of the Code of Virginia. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Woodward, Guzy, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None.

Exit Closed Session: 6:45 p.m.

Motion: Supervisor Wiatrowski moved the closed meeting be adjourned and the Page County Board of Supervisors reconvene in open session. Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None.

Recess: The Board took a recess at 6:46 p.m.

Reconvene: Chairman Woodward reconvened the meeting at 7:02 p.m. in the Board of Supervisors Room.

Certification of Closed Meeting:

To the best of my knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711(A) of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting.

Recorded Roll Call Vote:	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
D. Keith Guzy, Jr.	X			
David Wiatrowski	X			
Mark Stroupe	X			
Larry Foltz	X			
Dorothy Pendley	X			
Johnny Woodward	X			

No action was taken as a result of Closed Session.

The Board then recited the *Pledge of Allegiance* and the Invocation given by Mr. Dave Guzy.

Budget Review and Discussion:

Mrs. Moler reviewed the revised expenditure request sheet and outlined her recommended reductions as well as the reductions the Board proposed at the April 7th budget session. Supervisor Guzy recommended to keep the reductions as proposed. Mrs. Moler pointed out that the County portion of the proposed budget has been reduced by approximately \$700,000 from the current year's budget.

Donna Whitley-Smith, School Superintendent, explained that included in the school's budget request is an increase for 2% salary increases for all employees (\$412,084), VRS rate increase for professional staff (\$96,000), and an increase in the health insurance benefit per enrollee (\$336,000). Overall, the local share of the school budget request is for an increase of \$326,618. Supervisor Guzy pointed out that a \$0.175 real estate tax rate increase would be needed just to cover the requested local share increase for the school system. Chairman Woodward noted that a 1¢ increase on the rate equals \$200,000. He said that in order to fund the \$326,618 additional for the schools and \$160,000 additional for the County, the rate would need to be increased by 2.5¢. The Board either needs to find more cuts or increase taxes. Supervisor Guzy indicated that he would not support a 2.5¢ tax rate increase. He suggested the Board look at the County budget and school budget to find more cuts. He noted that he would like to provide the funding to complete the Vo-Tech Center Health Sciences Building request. In addition, he would like the Board to consider the school's request to establish a CIP fund from their remaining funds at the end of the year.

Supervisor Foltz suggested that the schools budget be reduced by \$50,000 and the Sheriff's budget reduced by \$50,000. This would equate to half a cent on the real estate

rate. Supervisor Guzy suggested reducing the schools budget request for local share by \$165,000 and agreed to reduce the Sheriff's budget request by an additional \$50,000.

The budget and tax rate public hearing was advertised as follows:

**PAGE COUNTY
SYNOPSIS OF THE BUDGET
FOR INFORMATION AND FISCAL PLANNING
PURPOSES ONLY
FISCAL YEAR JULY 1, 2016 through JUNE 30, 2017**

Pursuant to the Code of Virginia Section 15.2-2503 and 15.2-2506, notice is hereby given that the Board of Supervisors will conduct a public hearing in the Page County Board of Supervisors Room, 103 South Court Street, Luray, VA 22835, at 7:00 PM on April 21, 2016, at which meeting any citizen of the County shall have the right to attend and state their written or oral views of the proposed budget for the fiscal year July 1, 2016 through June 30, 2017. The proposed budget will not be approved, adopted, or ratified by the Board of Supervisors until at least seven days following this public hearing.

REVENUE ESTIMATES	Adopted Revenue Budget Year Ending <u>June 30, 2016</u>	Proposed Revenue Budget Year Ending <u>June 30, 2017</u>
General Fund	17,565,739	18,559,278
VPA	2,767,150	2,636,600
Comprehensive Services	825,660	1,428,105
Capital Improvement	1,415,277	105,491
School Operating	37,890,985	38,073,870
School Cafeteria	1,776,375	1,842,486
VJCCCA	30,076	30,076
CVWP	61,565	61,341
School Health Fund	637,000	
Parks and Recreation	25,000	25,000
Airport Hangars	91,000	91,000
TOTAL REVENUE	\$63,085,827	\$62,853,247

EXPENDITURE ESTIMATES	Adopted Expenditure Budget Year Ending <u>June 30, 2016</u>	Proposed Expenditure Budget Year Ending <u>June 30, 2017</u>
General Fund	17,565,739	18,559,278
VPA	2,767,150	2,636,600
Comprehensive Services	825,660	1,428,105
Capital Improvement	1,415,277	105,491
School Operating	37,890,985	38,073,870
School Cafeteria	1,776,375	1,842,486

VJCCCA	30,076	30,076
CVWP	61,565	61,341
School Health Fund	637,000	
Parks and Recreation	25,000	25,000
Airport Hangars	<u>91,000</u>	<u>91,000</u>
TOTAL EXPENDITURES	\$63,085,827	\$62,853,247

County of Page Calendar Year 2016
Tax Classifications and Proposed Levies

Year	<u>Real Estate & Mobile Homes</u>	<u>Personal Property</u>	<u>Machinery & Tools</u>	<u>Motor Carrier</u>	<u>Aircraft</u>
2015 Levy	\$0.64	\$4.64	\$2.00	\$2.00	\$0.50
2016 Proposed Levy	\$0.67	\$4.64	\$2.00	\$2.00	\$0.50

All levies are per one hundred dollars of assessed valuation at fair market value.

Public Hearing – Tax Rates:

Chairman Woodward opened the public hearing on the tax rates at 8:05 p.m.

Public Speakers:

Charles Yates commented regarding the personal property tax rate. He said that at \$4.64, it is the highest rate in the Valley, except for Fauquier County. The rate, he said, may be acceptable for cars, but not for recreational vehicles (RV). He indicated that he owns an RV and he pays \$2,971 in taxes; however, he pays \$1,300 for his house. He stated that some counties have a separate tax rate for boats and recreational vehicles and he requested that the Board consider adopting a special rate for those.

Dan Coughlin read the Board's mission statement out loud and commented that the Board has not been good stewards of taxpayer money. He was opposed to any tax rate increase.

With no further speakers, Chairman Woodward closed the hearing at 8:20 p.m.

Public Hearing – FY 2016-2017 Budget:

Chairman Woodward opened the public hearing on the budget at 8:21 p.m.

Public Speakers:

Jim Schaberl asked the Board to think about the future and put the money where the priorities are such as education and landfill.

Lynda Minke commented that the County has made tremendous strides over the past several years and it is in the best position now than it has been in for a long time.

With no further speakers, Chairman Woodward closed the hearing at 8:28 p.m.

Board Discussion:

Supervisor Stroupe indicated that there is more money going out than coming in. The Board has the County's best interest in mind and the focus needs to be on economic development. He said there has to be a tax increase.

Supervisor Pendley commented that the cost of everything is rising and she did not see how the Board could keep going year after year and not increase taxes.

Motion: Supervisor Pendley moved to increase the real estate tax rate by \$0.02 from \$0.64 to \$0.66 for 2016. Supervisor Wiatrowski seconded and the motion carried by a vote of 4-2. Aye: Wiatrowski, Stroupe, Foltz, Pendley. Nay: Guzy, Woodward.

Setting the PPTRA Percentage for 2016:

Rebecca Smith, Commissioner of the Revenue, explained the Personal Property Tax Relief Act and Page County's reimbursement amount that is available is \$1,640,790.80. She said that all of this amount needs to be used or at least as much as possible. Therefore, based on the PPTRA, as of January 1, 2016, she recommended that the rate be set at 29% for tax year 2016.

Motion: Supervisor Guzy moved to adopt the 2016 PPTRA rate at 29%. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None.

Adjourn 8:55 p.m.

With no further business, Chairman Woodward adjourned the meeting.

Johnny Woodward, Chairman

Amity Moler, County Administrator

APPLICATION FOR BOUNTY ON COYOTES

Applicant Information	
Name of Applicant:	Roy A. Wood Phone: 540-5906
Address of Applicant:	1884 Beahm LN, Rileyville Va, 22650
Coyote Information	
Is the animal for which the bounty is being claimed a coyote?	<input checked="" type="radio"/> Yes No
Physical description of animal killed: (photo to be attached)	Male - Large
Was the coyote killed within 72 hours before the application was made for the bounty?	<input checked="" type="radio"/> Yes No
Was the coyote killed in Page County?	<input checked="" type="radio"/> Yes No
Date killed:	2-03-16 Time killed: 3:30 PM
Property Information	
Was the coyote killed on applicants own property? (if no, please continue)	Yes <input checked="" type="radio"/> No
Was the coyote killed on property in which the applicant is the lawful tenant in possession?	Yes <input checked="" type="radio"/> No
Was the coyote killed on property in which the applicant has written permission to kill coyote?	Yes <input checked="" type="radio"/> No
Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant in possession's property?	<input checked="" type="radio"/> Yes No
Name of Property Owner on which the coyote was killed: (if different than applicant)	
Name:	Janez Prutz Rileyville Va.
Address:	340 N.
Phone Number:	743-5424
Applicant Certification	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: Roy A. Wood Date: 2-03-16	
Land Owner's or Tenant's Certification (if not applicant)	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: Date:	
Animal Control Officer / Deputy Certification	
I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote.	
Signature of Animal Control Officer/Deputy:	William Davis Date: 1-3-16
Board of Supervisors Approval	
Approved: Yes No	
Signature of Board of Supervisor's Chairman:	Date:

2/2/2015

W9 on File

APPLICATION FOR BOUNTY ON COYOTES

Applicant Information	
Name of Applicant: <u>Bryan M Nelson</u>	Phone: <u>540-435-4849</u>
Address of Applicant:	
Coyote Information	
Is the animal for which the bounty is being claimed a coyote? <input checked="" type="checkbox"/> Yes No	
Physical description of animal killed: (photo to be attached) <u>Male</u>	
Was the coyote killed within 72 hours before the application was made for the bounty? <input checked="" type="checkbox"/> Yes No	
Was the coyote killed in Page County? <input checked="" type="checkbox"/> Yes No	
Date killed: <u>JAN 16</u> Time killed: <u>10:30</u>	
Property Information	
Was the coyote killed on applicants own property? (if no, please continue) Yes <input checked="" type="checkbox"/> No	
Was the coyote killed on property in which the applicant is the lawful tenant in possession? Yes <input checked="" type="checkbox"/> No	
Was the coyote killed on property in which the applicant has written permission to kill coyote? <input checked="" type="checkbox"/> Yes No	
Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant in possession's property? <input checked="" type="checkbox"/> Yes No	
Name of Property Owner on which the coyote was killed: (if different than applicant) Name: <u>Paul Foltz JR</u> Address: <u>482 Top Rd Shenandoah VA 22849</u> <u>540-244-9596</u> Phone Number: <u>540-244-9596</u>	
Applicant Certification	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: <u>[Signature]</u> Date: <u>8 JAN 16</u>	
Land Owner's or Tenant's Certification (if not applicant)	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: _____ Date: _____	
Animal Control Officer / Deputy Certification	
I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote. Signature of Animal Control Officer / Deputy: <u>Rick Frymeyer</u> Date: <u>1/8/16</u>	
Board of Supervisors Approval	
Approved: Yes No Signature of Board of Supervisor's Chairman: _____ Date: _____	

APPLICATION FOR BOUNTY ON COYOTES

Applicant Information	
Name of Applicant: <u>Bryan M Nelson</u>	Phone: <u>540-435-4849</u>
Address of Applicant: <u>105 Second St Shenandoah VA 22849</u>	
Coyote Information	
Is the animal for which the bounty is being claimed a coyote? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Physical description of animal killed: (photo to be attached) <u>Female</u>	
Was the coyote killed within 72 hours before the application was made for the bounty? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Was the coyote killed in Page County? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Date killed: <u>14 Jan 16</u> Time killed: <u>10:30</u>	
Property Information	
Was the coyote killed on applicants own property? (if no, please continue) Yes <input type="radio"/> No <input checked="" type="radio"/>	
Was the coyote killed on property in which the applicant is the lawful tenant in possession? Yes <input type="radio"/> No <input checked="" type="radio"/>	
Was the coyote killed on property in which the applicant has written permission to kill coyote? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant in possession's property? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Name of Property Owner on which the coyote was killed: (if different than applicant) Name: <u>IBR</u> Address: <u>Po Box 687 Luray VA 22835</u> Phone Number: <u>540-743-2929</u>	
Applicant Certification	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: <u>[Signature]</u> Date: <u>14 Jan 16</u>	
Land Owner's or Tenant's Certification (if not applicant)	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: _____ Date: _____	
Animal Control Officer / Deputy Certification	
I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote. Signature of Animal Control Officer / Deputy: <u>[Signature]</u> Date: <u>1/14/16</u>	
Board of Supervisors Approval	
Approved: Yes <input type="radio"/> No <input type="radio"/> Signature of Board of Supervisor's Chairman: _____ Date: _____	

APPLICATION FOR BOUNTY ON COYOTES

Applicant Information	
Name of Applicant: <u>ROY A. WOOD</u>	Phone: <u>590-743-5906</u>
Address of Applicant: <u>18874 Beahm Ln.</u>	
Coyote Information	
Is the animal for which the bounty is being claimed a coyote? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Physical description of animal killed: (photo to be attached) <u>1 Male</u> <u>1 Female</u>	
Was the coyote killed within 72 hours before the application was made for the bounty? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Was the coyote killed in Page County? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Date killed: <u>1-22-16</u> Time killed: <u>10:00 AM</u>	
Property Information	
Was the coyote killed on applicants own property? (if no, please continue) Yes <input type="radio"/> No <input checked="" type="radio"/>	
Was the coyote killed on property in which the applicant is the lawful tenant in possession? Yes <input type="radio"/> No <input checked="" type="radio"/>	
Was the coyote killed on property in which the applicant has written permission to kill coyote? Yes <input type="radio"/> No <input type="radio"/>	
Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant in possession's property? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Name of Property Owner on which the coyote was killed; (if different than applicant) Name: <u>Robert Mins (Bobby)</u> Address: Phone Number:	
Applicant Certification	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: <u>ROY A WOOD</u> Date: <u>1-22-16</u>	
Land Owner's or Tenant's Certification (if not applicant)	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: _____ Date: _____	
Animal Control Officer / Deputy Certification	
I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote. Signature of Animal Control Officer / Deputy: <u>Deputy Attorney General</u> Date: <u>1/22/16</u>	
Board of Supervisors Approval	
Approved: Yes <input type="checkbox"/> No <input type="checkbox"/> Signature of Board of Supervisor's Chairman: _____ Date: _____	

2/2/2015

APPLICATION FOR BOUNTY ON COYOTES

Applicant Information	
Name of Applicant: <u>Chuck B Holsinger Jr</u>	Phone: <u>540 743 1301</u>
Address of Applicant: <u>729 Lavy Rd</u>	
Coyote Information	
Is the animal for which the bounty is being claimed a coyote? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Physical description of animal killed: (photo to be attached)	
Was the coyote killed within 72 hours before the application was made for the bounty? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Was the coyote killed in Page County? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Date killed: <u>2-2-16</u> Time killed: <u>7:30</u>	
Property Information	
Was the coyote killed on applicants own property? (if no, please continue) <input checked="" type="radio"/> Yes <input type="radio"/> No	
Was the coyote killed on property in which the applicant is the lawful tenant in possession? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Was the coyote killed on property in which the applicant has written permission to kill coyote? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant in possession's property? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Name of Property Owner on which the coyote was killed: (if different than applicant)	
Name: <u>Mimi</u>	
Address:	
Phone Number:	
Applicant Certification	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: <u>[Signature]</u> Date: <u>2-2-16</u>	
Land Owner's or Tenant's Certification (if not applicant)	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: _____ Date: _____	
Animal Control Officer / Deputy Certification	
I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote.	
Signature of Animal Control Officer / Deputy: <u>[Signature]</u> Date: <u>2/2/16</u>	
Board of Supervisors Approval	
Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Signature of Board of Supervisor's Chairman: _____ Date: _____	

2/2/2015

W9 on file

RECEIVED
2/12/2016

APPLICATION FOR BOUNTY ON COYOTES

Applicant Information

Name of Applicant: Bryan M Nelson Phone: 540-435-4849
Address of Applicant: 105 Second St, Shenandoah VA 22849

Coyote Information

Is the animal for which the bounty is being claimed a coyote? Yes No

Physical description of animal killed: (photo to be attached)

Male

Was the coyote killed within 72 hours before the application was made for the bounty? Yes No

Was the coyote killed in Page County? Yes No

Date killed: 10 Feb 16 Time killed: 12:30

Property Information

Was the coyote killed on applicants own property? (if no, please continue) Yes No

Was the coyote killed on property in which the applicant is the lawful tenant in possession? Yes No

Was the coyote killed on property in which the applicant has written permission to kill coyote? Yes No

Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant

in possession's property? Yes No

Name of Property Owner on which the coyote was killed: (if different than applicant)

Name: IBR Corp
Address: Po Box 687 Luray VA 22835
Phone Number: 540-743-2929

Applicant Certification

I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: [Signature] Date: 11 Feb 16

Land Owner's or Tenant's Certification (if not applicant)

I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: _____ Date: _____

Animal Control Officer / Deputy Certification

I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote.

Signature of Animal Control Officer / Deputy: [Signature] Date: 2/11/16

Board of Supervisors Approval

Approved: Yes No

Signature of Board of Supervisor's Chairman: _____

Date: _____

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2/2/2015

APPLICATION FOR BOUNTY ON COYOTES

Applicant Information

Name of Applicant: Bryan M Nelson Phone: 540-435-4849
Address of Applicant: 105 Second St Shenandoah VA 22849

Coyote Information

Is the animal for which the bounty is being claimed a coyote? Yes No

Physical description of animal killed: (photo to be attached)
Male

Was the coyote killed within 72 hours before the application was made for the bounty? Yes No

Was the coyote killed in Page County? Yes No

Date killed: 11 Feb 16 Time killed: 11:30

Property Information

Was the coyote killed on applicants own property? (if no, please continue) Yes No

Was the coyote killed on property in which the applicant is the lawful tenant in possession? Yes No

Was the coyote killed on property in which the applicant has written permission to kill coyote? Yes No

Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant in possession's property? Yes No

Name of Property Owner on which the coyote was killed: (if different than applicant)

Name: Julian Price
Address: 2150 Mill Creek Crossroads Way VA 22835
Phone Number: 540-778-2567

Applicant Certification

I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: [Signature] Date: 11 Feb 16

Land Owner's or Tenant's Certification (if not applicant)

I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: _____ Date: _____

Animal Control Officer / Deputy Certification

I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote.

Signature of Animal Control Officer / Deputy: Rich Frymeyer 511 Date: 2/11/16

Board of Supervisors Approval

Approved: Yes No
Signature of Board of Supervisor's Chairman: _____ Date: _____

2

W9 on File

APPLICATION FOR BOUNTY ON COYOTES

RECEIVED
2/12/2016

Applicant Information	
Name of Applicant: <u>Bryan M Nelson</u>	Phone: <u>540-435-4849</u>
Address of Applicant: <u>105 Second St Shenandoah VA 22849</u>	
Coyote Information	
Is the animal for which the bounty is being claimed a coyote? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Physical description of animal killed: (photo to be attached) <u>Male</u>	
Was the coyote killed within 72 hours before the application was made for the bounty? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Was the coyote killed in Page County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Date killed: <u>9 Feb 16</u> Time killed: <u>11:15</u>	
Property Information	
Was the coyote killed on applicants own property? (if no, please continue) Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Was the coyote killed on property in which the applicant is the lawful tenant in possession? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Was the coyote killed on property in which the applicant has written permission to kill coyote? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant in possession's property? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Name of Property Owner on which the coyote was killed: (if different than applicant) Name: <u>Julian Price</u> Address: <u>2450 Mill Creek Crossroads Way VA 22835</u> Phone Number: <u>540-778-2567</u>	
Applicant Certification	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: <u>[Signature]</u> Date: <u>9 Feb 16</u>	
Land Owner's or Tenant's Certification (if not applicant)	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: _____ Date: _____	
Animal Control Officer / Deputy Certification	
I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote. Signature of Animal Control Officer / Deputy: <u>[Signature]</u> Date: <u>2/9/2016</u>	
Board of Supervisors Approval	
Approved: Yes <input type="checkbox"/> No <input type="checkbox"/> Signature of Board of Supervisor's Chairman: _____ Date: _____	

2/2/2015

W9 on File

APPLICATION FOR BOUNTY ON COYOTES

RECEIVED
2/18/2016 4:59

Applicant Information	
Name of Applicant: <u>Bryan M Nelson</u>	Phone: <u>540-433-4849</u>
Address of Applicant: <u>105 Second St Shenandoah VA 22849</u>	
Coyote Information	
Is the animal for which the bounty is being claimed a coyote? <input checked="" type="checkbox"/> Yes No	
Physical description of animal killed: (photo to be attached) <u>Male</u>	
Was the coyote killed within 72 hours before the application was made for the bounty? <input checked="" type="checkbox"/> Yes No	
Was the coyote killed in Page County? <input checked="" type="checkbox"/> Yes No	
Date killed: <u>18 Feb 16</u> Time killed: <u>13:30</u>	
Property Information	
Was the coyote killed on applicants own property? (if no, please continue) Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Was the coyote killed on property in which the applicant is the lawful tenant in possession? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Was the coyote killed on property in which the applicant has written permission to kill coyote? <input checked="" type="checkbox"/> Yes No	
Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant in possession's property? <input checked="" type="checkbox"/> Yes No	
Name of Property Owner on which the coyote was killed: (if different than applicant) Name: <u>IBR Corp</u> Address: <u>Po Box 687 Lway VA 22835</u> Phone Number: <u>540-743-2929</u>	
Applicant Certification	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: <u>[Signature]</u> Date: <u>18 Feb 16</u>	
Land Owner's or Tenant's Certification (if not applicant)	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: <u>[Signature]</u> Date: <u>2/18/16</u>	
Animal Control Officer / Deputy Certification	
I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote. Signature of Animal Control Officer / Deputy: <u>[Signature]</u> Date: <u>2/18/16</u>	
Board of Supervisors Approval	
Approved: Yes No Signature of Board of Supervisor's Chairman: _____ Date: _____	

2/2/2015

W9 on F.6

APPLICATION FOR BOUNTY ON COYOTES



Applicant Information	
Name of Applicant: <u>Bryan M Nelson</u>	Phone: <u>540-435-4849</u>
Address of Applicant: <u>105 Second St Summersville VA 22847</u>	
Coyote Information	
Is the animal for which the bounty is being claimed a coyote? <input checked="" type="checkbox"/> Yes No	
Physical description of animal killed: (photo to be attached) <u>Felake</u>	
Was the coyote killed within 72 hours before the application was made for the bounty? <input checked="" type="checkbox"/> Yes No	
Was the coyote killed in Page County? <input checked="" type="checkbox"/> Yes No	
Date killed: <u>18 Feb 16</u> Time killed: <u>13:45</u>	
Property Information	
Was the coyote killed on applicants own property? (if no, please continue) Yes <input checked="" type="checkbox"/> No	
Was the coyote killed on property in which the applicant is the lawful tenant in possession? Yes <input checked="" type="checkbox"/> No	
Was the coyote killed on property in which the applicant has written permission to kill coyote? <input checked="" type="checkbox"/> Yes No	
Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant in possession's property? <input checked="" type="checkbox"/> Yes No	
Name of Property Owner on which the coyote was killed: (if different than applicant) Name: <u>IBR Corp</u> Address: <u>PO Box 687 way VA 22835</u> Phone Number: <u>540-743-2929</u>	
Applicant Certification	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: <u>[Signature]</u> Date: <u>13 Feb 16</u>	
Land Owner's or Tenant's Certification (if not applicant)	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: <u>[Signature]</u> Date: <u>2/18/16</u>	
Animal Control Officer / Deputy Certification	
I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote. Signature of Animal Control Officer / Deputy: <u>[Signature]</u> 404 Date: <u>2/18/16</u>	
Board of Supervisors Approval	
Approved: Yes No Signature of Board of Supervisor's Chairman: _____ Date: _____	

2/2/2015

APPLICATION FOR BOUNTY ON COYOTES



Applicant Information	
Name of Applicant: <u>Jason E Wilkins</u>	Phone: <u>334 707 2405</u>
Address of Applicant: <u>219 June Bug Lane Luray VA 22835</u>	
Coyote Information	
Is the animal for which the bounty is being claimed a coyote? <input checked="" type="radio"/> Yes No	
Physical description of animal killed: (photo to be attached)	
Was the coyote killed within 72 hours before the application was made for the bounty? <input checked="" type="radio"/> Yes No	
Was the coyote killed in Page County? <input checked="" type="radio"/> Yes No	
Date killed: <u>Feb 27, 2016</u> Time killed: <u>7:30 AM</u>	
Property Information	
Was the coyote killed on applicants own property? (if no, please continue) <input checked="" type="radio"/> Yes No	
Was the coyote killed on property in which the applicant is the lawful tenant in possession? Yes No	
Was the coyote killed on property in which the applicant has written permission to kill coyote? Yes No	
Was the coyote killed on property in which the applicant has written acknowledgement of the owner or lawful tenant in possession, that coyote was killed on such owner's or tenant in possession's property? Yes No	
Name of Property Owner on which the coyote was killed: (if different than applicant)	
Name:	
Address:	
Phone Number:	
Applicant Certification	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Applicant: <u>Jason E Wilkins</u> Date: <u>2-27-2016</u>	
Land Owner's or Tenant's Certification (if not applicant)	
I certify and swear that the information given on this form and to the Animal Control Officer is true and accurate. Signature of Land Owner or Tenant: Date:	
Animal Control Officer / Deputy Certification	
I certify and swear that according to my findings the applicant did kill a coyote within the boundaries of Page County. Applicant did kill such coyote on his/her own property, on property in which he/she is the lawful tenant in possession, or on property in which he/she has the written permission of the owner or the lawful tenant in possession of the property to kill such coyote.	
Signature of Animal Control Officer / Deputy: <u>Sgt. K. T. Jones</u> Date: <u>2/27/16</u>	
Board of Supervisors Approval	
Approved: Yes No	
Signature of Board of Supervisor's Chairman: Date:	

2/2/2015

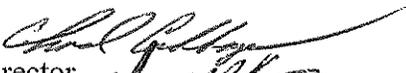
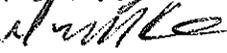


Page County Sheriff's Office Emergency Communications Center



103 S. Court Street • Luray, Virginia 22835
Phone: (540) 843-0911 • Fax: (540) 843-0922

To: Page County Board of Supervisors

From: Sheriff Chad Cabbage 
Darris Ritenour ECC Director 

Subject: Change in budget request

Date: May 10 2016

Enclosed you will find several items of interest to you in your discussion making. We have enclosed an Itemized list of salaries, A Short list of responsibilities as well as an action plan for implementation of our request

Currently we do not have the manpower to cover all the leave that has been acquired from the previous administration, and/or the leave we are generating. With the current part time positions we are only able to cover about 50% of the current time. Since 5 of the 6 trained dispatchers work the same shift in other jurisdictions. Two are only available on weekends. Listed below is the current leave posted:

500.14 Hrs. Comp
862 Hrs. Holliday
1581 Hrs. Annual

Currently we are acquiring 4 hours of Comp per week to be covered. This is a minimum of 6 hours per person per shift. This equates to two full shifts per month.

Currently acquiring 1200 hours of annual leave

Total hours of possible coverage of over 5000 hours

Action Plan for Implementation

Proposal to alleviate this issue without costing the County any more budgetary expense:

Move \$85000.00 from the Part time budget to the Full time budget should give our department sufficient coverage to maintain our minimum staffing of two. By hiring 2 fulltime dispatchers at the current salary gives you ample time to cover your current leave as well as covering accrued leave as it becomes available. The part time personnel will be limited to two shifts per month to coincide with our current policy requirements. With the two new full time dispatchers and the part time dispatchers we should be able to cover 5888 hours of leave per year.

The new full time positions would not receive the allotted 2% raise until after they are trained and off the 6 month probation period.

Once comp time and overages are back under control normal leave would be 2736 hrs. Not including any sick leave and be able provide more service with the same money

This is how we accomplish this goal:

- Shift Supervisors are in floating positions working current 12 hour shifts that overlaps shifts
- Two 8 hour shift employees will give you the ability to cover the long week shift meaning every other week the Full time personnel acquire 48 hours on their long week and 36 hours on their short week giving you a total of 4 hours of comp time every two weeks. The floating Supervisors and the 8 hour day employees will be scheduled to compensate this time.
- In the event an employee calls in sick or goes on leave there will be immediate modifications to duties or schedule or full time employees moved to cover this time with schedule modifications.
- The remaining part time budget will still be needed to assist with covering the remaining time off request. Current policy is two shifts per month and will only take up \$20592.00 of part time money giving us a buffer of \$8100.00 for emergency call in.
- Each Day would be covered with a minimum of two dispatchers working Coverage of 24 hours per day 365 days a year

Weekdays normal staffing would be as follows:

- One dispatcher assigned to- Priority of Dispatching as needed, Covers administrative position in civil process warrant entry and administration 07:00 to 1500 8 Hrs. day
- One dispatcher assigned to- Priority of Dispatching as needed, Covers Information Technology as needed department wide Working 1400 to 2200 8 Hrs. day
- Two supervisors would work a 12 hour shift to supervise each shift and provide coverage to both day and night of respective shifts Working 12 hour day shifts at 0800 to 2000
- Eight dispatchers would cover respective 12 hour shifts beginning and ending at 0600 and 1800

With the work load and projected work load on the dispatchers you will find this will make the office more efficient and better time management.

Again this plan takes no additional money from the county budget.

Current Salaries	New 2% increase	
Darris	\$ 42,000.00	\$ 42,898.24
Dannielle	\$ 27,540.00	\$ 28,090.80
Rebbeca	\$ 27,540.00	\$ 28,090.80
Steve	\$ 32,000.00	\$ 32,640.00
Ann	\$ 39,500.00	\$ 40,290.00
Eugene	\$ 38,647.00	\$ 39,419.94
Jamie	\$ 29,800.00	\$ 30,396.00
Britney	\$ 28,544.00	\$ 29,114.88
Patrick	\$ 27,540.00	\$ 28,090.80
Jason	\$ 27,540.00	\$ 28,090.80
Krystal	\$ 30,992.00	\$ 31,611.84
Full Time Salaries	\$ 351,643.00	\$ 358,734.10
Part Time Salaries	\$ 113,962.00	\$ 113,692.00
Total Salaries	\$ 465,605.00	\$ 472,426.10
2016 increase provided to salaries		\$ 7,091.10

Proposed Salaries	
Full Time	\$ 358,734.00
From Part time	\$ 85,000.00
New Total	\$ 443,734.00
Part Time	\$ 113,962.00
Subtract	\$ 85,000.00
New Total	\$ 28,962.00

	Start	6 month	FICA	VRS	Health	Group Life
Position 1 Start	\$ 27,540.00	\$ 28,090.80	\$ 2,107.00	\$ 3,357.00	\$ 7,440.00	\$ 328.00
Total Cost	\$ 41,322.80					
Position 2 Start	\$ 27,540.00	\$ 28,090.80	\$ 2,107.00	\$ 3,357.00	\$ 7,440.00	\$ 328.00
Total Cost	\$ 41,322.80					
Total For both	\$ 82,645.60					
Amount request	\$ 85,000.00					
Remaining	\$ 2,354.40					

Work Load Chart

	TOTAL	Jan	Feb	Mar	Apr	Time min
Total CAD gen	9973				9973	15
Business Line Phone	32117				32117	1.5
Wireless 911	1780	446	444	445	445	2
Land line 911	904	246	206	226	226	2
Protective Order	220				220	15
Civil Papers entered	3719				3719	10
Warrants entered	2494				2494	10
Criminal History	501	150	125	125	101	10

Explanation of Chart

Total Cad Generations- Each incident with in the county receives a Computer Aided Dispatch (CAD) number The average Dispatcher time to complete this CAD is 15 Min from start to finish We have had since January 1 2016 9973 CAD numbers. Take this time and multiply total number of CAD's ($9973 \times 15 = 149595$ minutes Divide by 60 = 2493) Man Hours to produce these CADs to date.

Business Line Phone Calls- The dispatch Console are is equipped with 4 business lines. Those 4 Business lines have rang 32117 times since January 1 2016. These do not include any transferred call to or from internal numbers. The average time on these phone lines are 1.5 minutes. Again number of calls times the number of minutes divide by 60. ($32117 \times 1.5 = 48175$ (60) = 802.925) Man Hours to date

Wireless 911 and Land line 911 Calls- All take 2 minute average
($3560 + 1808 \times 2(60) = 178.9$) Man Hours

Protective Orders All protective orders must be entered into the VCIN system at dispatch. Time to enter is 15 min this times the number of protective orders divide by 60 ($15 \times 220(60) = 55$) Man hours

Civil Papers entered into the Reporting system thru the Dispatchers ($3719 \times 10(60) = 619.83$)

Warrants- All felony warrants are entered into the VCIN system. Average time to enter these is (10 min. $2494 \times 10(60) = 415.66$) Man Hours

Criminal History- Most arrest, Investigations and all concealed weapons checks ETC. get a criminal history. The Dispatch office is responsible for this action
 $501 \times 10(60) 83.5$ Man hours

As you can see the Dispatch Center is not just on the Radio. The center is charged with multiple functions with just the major functions we have provided over 4648.815 Man hours to the community. In the first 121 days or the first 2904 hours of the year