

Minutes
Board of Supervisors
Regular Meeting
February 16, 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
Stephanie Lillard, Director of Community & Economic
Development
Ben Blevins, Budget Officer
Nathan Miller, County Attorney

Call to Order:

Chairman Johnny Woodward called to order the regular meeting of the Page County Board of Supervisors on February 16, 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 was given by Pastor Frank Painter of the Antioch Independent Bible Church.

Adoption of the Agenda:

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

Presentations, Proclamations and Awards:

Economic Development Update:

Supervisor Guzy reported that there is a new company that approached Page County in September 2015 about moving to Page County. There was a strict non-disclosure agreement in place so that it would protect their negotiating strategy, but he said that it is a good win for Page County.

Stephanie Lillard, Director of Community & Economic Development, announced that the company *TacticalWalls* has acquired the former Genie building in Shenandoah. This will bring 25 new full-time jobs in the first year, with the addition of 25 more in the second year. The total capital investment is \$900,000 to \$1 million which includes the acquisition of the real estate, as well as tools and machinery. They will be the first applicants with the Enterprise Zone, and will receive \$150,000 in financial assistance from the Governor's Office and the State. *TacticalWalls* designs décor to conceal handguns and other valuables. They target gun manufacturers and were featured in

Guns and Ammo Magazine, and recently entered into a contract with Germany. The ribbon cutting ceremony will be in March and she will inform the Board so they can attend.

Update on the Reassessment:

Becky Smith, Commissioner of the Revenue, said that it was originally thought that when the reassessment started that there would be a 9-10% decrease in revenue; however, that is not the case. It appears there will be a \$28,000 increase in revenue.

FY2017 Budget Presentation:

Mrs. Moler presented the FY 2017 proposed budget and remarked that the County has a deficit. The same guidelines were asked of the departments as in previous years to keep a funding request level, if possible. No new positions or new vehicles with general funds were to be requested. Program expansions were to be fully justified with a funding plan. Mrs. Moler said she was able to reduce requests by \$350,000. Lastly, she said that CIP requests will be funded by order of importance, unless it is a state mandate.

She then reviewed items for the Board to consider. She reminded the Board that for every penny in the real estate tax impacts the revenue by \$200,000. The Landfill is in need of equipment replacement much of which is from the 1990's, and the liner for cell 10 will be completed in 2017, so that will need to be accounted for in the budget. She went on to suggest that a plan needs to be put in place, and the Board may want to consider not only a tax increase, but implementing a solid waste fee. A long term lease with the regional jail needs to be considered, which will result in a minimum savings of about \$33,000. The current Sheriff is also looking at a small expansion of the current jail.

Mrs. Moler indicated that the real estate tax rate is currently \$0.64 cents per \$100. She suggested a \$0.02 cent increase to raise it to \$0.66 per \$100 in order to balance the budget. She then reviewed the departmental funding and breakdown of expenses.

Lastly, she reviewed further Board considerations. She said there are currently no planned pay increases included in the proposed budget. The savings in the County portion of VRS will amount to \$150,000; however, there is a planned increase in the health insurance premiums of 10%. There is \$463,488 in new debt service included for cell 10 at the Battlecreek Landfill. A solid waste fee and/or a real estate tax increase should be considered. The solid waste fee would cover debt service and equipment replacement. There has been a loss of grant revenue for position funding. There is a two year reduction in office supply purchases of \$64,000 by implementing county-wide procurement. Finally, she said the Board needs to consider a permanent home for Fire/EMS.

The first budget work session is scheduled for March 10th.

Public Comments on Agenda Items:

No public comments during Public Comments on Agenda Items.

Action Matters:

Special Use Permit – Mountain View Resorts:

Stephanie Lillard, Director of Community & Economic Development, said that in November 2015, the Building and Zoning Office received a special use permit application for laser tag by Mountain View Resorts. The Planning Commission approved the permit and she asked the Board to schedule a public hearing on the matter.

Motion: Supervisor Guzy moved to advertise a public hearing to be held on March 15, 2016, for the purpose of entertaining the request for special use permit by Mountain View Resorts. Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None.

Budget Changes:

Ben Blevins, Budget Officer, reviewed the budget changes with the Board.

Motion: Supervisor Guzy moved to approve the PSAP CPE Grant carryover request by appropriating the amount of \$38,737 to allow the Page County Sheriff's Office to continue to meet the grant conditions and to complete the project. Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Wiatrowski, Stroupe, Foltz, Pendley, Woodward, Guzy. Nay: None.

Motion: Supervisor Foltz moved to approve Page County Public Schools carryover request by appropriating the amount of \$106,000 to be used for the completion of health sciences center at Page County Technical Center. Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Stroupe, Foltz, Pendley, Woodward, Guzy, Wiatrowski. Nay: None.

| Department | Description | Revenue Source | Expenditure | Amount |
|------------------------------|--------------------------------|-----------------------|------------------------------|---------------|
| Page County Sheriff's Office | additional funding (Carryover) | State Government | Page County Sheriff's Office | \$38,737 |
| Page County School Board | additional funding (Carryover) | Local Government | Page County Public Schools | \$106,000 |
| Total | | | | \$144,737 |

School Resolution to Pursue a Construction Loan for the Page County Technical Center:

Donna Whitley-Smith, School Superintendent, presented the following Resolution to the Board:

WHEREAS, the Page County School Board has constructed a Health Sciences Center at the Page County Technical Center, which will be dedicated to classroom and laboratory space for the education of Page County Public School students and adults; and

WHEREAS, the Page County School Board has no appropriated funds in the current budget to financially support the completion of this project; and

WHEREAS, the completion of this facility is critical to the educational program of Page County Public Schools.

THEREFORE, BE IT RESOLVED, that the Page County School Board respectfully requests permission from the Page County Board of Supervisors to borrow an amount not to exceed \$300,000 for the completion of the Health Sciences Center at the Page County Technical Center.

This is to certify that the foregoing resolution was authorized by the Page County School Board during its work session on Monday, February 1, 2016.

Mrs. Whitley-Smith said the School Board issued an RFP and entertained bidders to complete the Health Sciences Center at the Tech Center. The project was bid in three phases: construction, mechanical and plumbing, and electrical. The most favorable of each of the bids received would total \$415,623 for completion. No bid has been awarded to date. She expressed that the School Board and Board of Supervisors need to work together as a team to provide skilled labor for our students as well as the citizens. Completing the Technical Center will accomplish this for our county. She then asked for the Board's permission to seek construction loans for the additional up to \$300,000 needed to complete the building.

Chairman Woodward said that while he supports the project he was concerned about going into debt to pay for it. He asked if the Board approves borrowing \$300,000, can the School Board pay the debt with the current level of funding. Regarding the School Board budget, Mrs. Whitley-Smith highlighted that she is recommending the school system provide better benefits, give a step increase, and cut positions. She could not promise the Board that she would be proposing a level budget request.

Supervisor Guzy ask what the \$415,000 from the RFP's included. Mrs. Whitley-Smith said it was for construction, electrical and mechanical, but did not include anything on the exterior of the building such as sidewalks or parking lots. She reviewed that they have \$40,000 from the Claude Moore grant, which can be used for the anatomy lab. She indicated that the Technical Center Foundation Board believes that they have \$80,000 in pledges for this project. Supervisor Guzy said if the Board voted to take a loan, at this point with an unbalanced budget would not be a good idea. He did express support for the project but felt that it should be tabled until the budget is known.

Supervisor Stroupe said that he and Supervisor Foltz had recently attended a Technical Center Foundation Board meeting and he feels there is a need for this building and that this it is an investment. However, he felt that the Board needs to see all the numbers and make a smart business decision.

Mrs. Moler asked if there was any debt service that is retiring this year. Mrs. Whitley-Smith said it would be decreasing by a very small amount. Mrs. Moler explained that the Boards fund balance policy has to maintain a 15% balance. She noted that each 1% of the General Fund balance equates to \$317,000.

Motion: Supervisor Guzy moved to table the school resolution for a construction loan for the Technical Center. Supervisor Pendley seconded and the motion carried by a vote of 6-0. Aye: Foltz, Pendley, Woodward, Guzy, Wiatrowski, Stroupe. Nay: None.

Economic Development Steering Committee Appointments:

Chairman Woodward stated at the January 29, 2016, economic development meeting held at the Mimslyn it was suggested to appoint a Steering Committee, which is not to replace the Economic Development Authority (EDA). The Steering Committee will be to help the EDA carry out its goals. Chairman Woodward said he is to be on the Board and there needs to be two members from the Board of Supervisors, Town Councils and the School Board.

Supervisor Guzy said he spoke with the Town of Luray and Town of Stanley, and they felt that this Steering Committee is a duplicate effort of the EDA. They felt that the Airport Authority, Planning Commission and Broadband were left out of the economic development meeting altogether. All the towns currently appoint one member to the EDA, so they already have a representative. Supervisor Guzy said he feels that a Supervisor should be on the EDA and as well as a School Board member, but he did not want to enter into something that is a duplicate effort. He said the Board should support the EDA. He also said the EDA should involve the Airport Authority, Planning Commission and Broadband Authority. Supervisor Guzy expressed that he was against appointing a Steering Committee to help the EDA, when the EDA is already doing the best it can.

Chairman Woodward said that it is not the intent to take any authority away from the EDA. Supervisor Guzy ask if more members could be added to the EDA. County Attorney Miller said they could as long as the Board approved.

Supervisor Foltz asked Mrs. Lillard if the EDA by-laws can be changed to add a Supervisor and a School Board Member. Mrs. Lillard said that they could be changed and as currently the bylaws provide for nine members, one from each district and town and one at-large member.

Supervisor Stroupe said that the meeting at the Mimslyn was about being a team and growing grow that team. He thought it was adding team members not running parallel boards. The lines of communication, he said, need to be open.

Supervisor Wiatrowski said that the EDA is doing a great job, but he agreed that communication is a problem.

Motion:

Supervisor Guzy moved appoint Mark Stroupe as a non-voting representative of the Page County Board of Supervisors to be an advisor and attend the meetings held by the Page County Economic Development Authority and to formerly request the EDA to include in their meetings representatives of the Page County School Board, the Page County Board of Supervisors, the Luray-Page County Airport Authority, the Page Broadband Authority and the Page Planning Commission. Further, that the Chairman of the Board of Supervisors consider at least twice a year a joint economic summit inviting all of the before referenced entities to participate and receive status reports from the EDA on the various projects in progress for the economic development of Page County and its Towns and for the EDA to receive suggestions, advice and input from the attendees at the economic summit. Supervisor Foltz seconded and the motion carried by a vote of 5-1. Aye: Pendley, Woodward, Guzy, Wiatrowski, Foltz. Nay: Stroupe.

Board and Commission Appointments:

Mrs. Miller reviewed the Board and Commission appointments with the Board as follows:

Building Code Appeals Board:

The term of Chester Knighting (District 4) expired on December 31, 2015. He is eligible for reappointment for a four year term or another individual may be appointed. The four year term would commence on January 1, 2016 and expire on December 31, 2019.

Motion: Supervisor Foltz moved to appoint Chester Knighting (District 4) to the Building Code Appeals Board for a four year term expiring on December 31, 2019. Supervisor Wiatrowski seconded and the motion carried by a vote of 6.1. Aye: Woodward, Guzy, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None.

Planning Commission:

A vacancy exists on the Planning Commission for the District 4 seat. An appointment needs to be made for a term to expire on January 11, 2019.

Motion: Supervisor Foltz moved to appoint Sue McAnulty to the Planning Commission, as the District 4 representative, for an unexpired term through January 11, 2019. Supervisor Guzy seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None.

Shenandoah Area Agency on Aging:

An individual needs to be appointed to fill a seat on the SAAA Board for a four year term. The SAAA Board of Directors recently amended their by-laws and, as a result, only one representative is needed from each County.

The Board deferred this appointment to the next meeting.

Social Services Board:

The term of Donnie Roudabush (District 4) expired on December 31. He is eligible to serve a second, four year term or another individual can be appointed. The term would commence on January 1, 2016 and expire on December 31, 2019.

The Board deferred this appointment to the next meeting.

Board of Zoning Appeals:

Dennis Fleming (District 2) has resigned from the Board of Zoning Appeals because he has moved out of District 2. Therefore, another individual will need to be nominated to the Circuit Court Judge for appointment to fill an unexpired term. The term will expire on November 8, 2016.

Motion: Supervisor Wiatrowski moved to recommend the appointment of John Coleman to the Board of Zoning Appeals, representing District 2, for an unexpired term through November 8, 2016. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Wiatrowski, Stroupe, Foltz, Pendley, Woodward, Guzy. Nay: None.

Stonyman Agricultural and Forestal District Advisory Committee:

The Board was reminded that three more landowners need to be appointed.

The Board deferred this appointment to the next meeting.

Water Quality Advisory Committee:

A vacancy exists on the Water Quality Advisory Committee for the Board of Supervisors representative. Former Supervisor Darrell Short previously served as the Board's representative. The Board may select another Board member or choose not to have one serve on the Committee at all. The Committee meets as needed.

Motion: Supervisor Stroupe moved to appoint Larry Foltz to the Water Quality Advisory Committee. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Stroupe, Foltz, Pendley, Woodward, Guzy, Wiatrowski. Nay: None.

Shenandoah Valley Partnership:

The Board needs to appoint a Board member representative to the public sector on the Shenandoah Valley partnership Board of Directors. Supervisor Stroupe is interested in serving as the County's representative.

Motion: Supervisor Foltz moved to appoint Mark Stroupe to the Shenandoah Valley Partnership Board of Directors. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Foltz, Pendley, Woodward, Guzy, Wiatrowski, Stroupe. Nay: None.

Consent Agenda:

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

- Financial reports for the period of January 1-31, 2016;
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$2,341,664.23 for the month of January 2016;
- Minutes of January 5, 2016, January 19, 2016, and January 29, 2016.

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

Old Business:

There was no Old Business for the Board to consider.

New Business:

Chairman's Corner:

Chairman Woodward suggested that the Chairman's Corner be done once a year. Supervisor Guzy said it was nice during budget time.

Motion: Supervisor Guzy moved to change the Chairman's Corner to the Board Quarterly update to be done during a board meeting by the members present, each quarter, in the months of January, April, July, and October. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Woodward, Guzy, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None.

Chairman Woodward said the next Board Update would be due the second quarter of 2016.

Open Public Comments:

There were no speakers during Open Public Comments.

Administrator's Report:

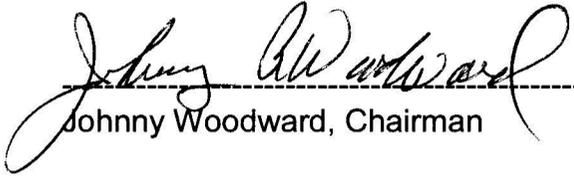
Mrs. Moler said that she and Mrs. Lillard attended the Northern Shenandoah Valley Regional Commission SET (Stronger Economies Together), which was the first of six sessions. The next meeting is scheduled for February 25th from 3:00-6:00 p.m. and Board members are welcome to attend. She said she would attend the VLGMA Conference in Charlottesville on Thursday February 18 and would be out of the office all day. Lastly, Mrs. Moler informed the Board that with the new businesses that have opened on Main Street, Luray, the County parking lot is available for public parking after 5:00 p.m. on weekdays and all day on weekends. Any vehicles parked in the lot from 8:00 a.m. -5:00 p.m. Monday through Friday will be towed, if they are not conducting county business.

Supervisor's Time:

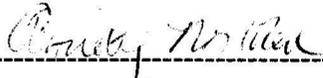
All Board members thanked everyone for attending the meeting.

Adjourn: 9:05 p.m.

With no further business, Chairman Woodward adjourned the meeting.



Johnny Woodward, Chairman



Amity Moler, County Administrator