

Minutes
Board of Supervisors
Regular Meeting
September 18, 2018

Members Present: Morgan Phenix, Chairman At-Large
D. Keith Guzy, District 1
David Wiatrowski, District 2
Mark Stroupe, District 3
Larry Foltz, District 4
Jeff Vaughan, District 5

Staff Present: Amity Moler, County Administrator
Regina Miller, Assistant County Administrator
Nathan Miller, County Attorney
Janeena Zalipski, Office Clerk

Call to Order:

Chairman Morgan Phenix called to order the regular meeting of the Page County Board of Supervisors on September 18, 2018, 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 Invocation given by Tim Harris, and the *Pledge of Allegiance*.

Adoption of the Agenda:

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

Presentations, Proclamations and Awards:

Recognition of Employee Achievements:

Mrs. Moler recognized Becky Smith, Commissioner of the Revenue, for receiving her Master Commissioner of the Revenue designation. In addition, she recognized Pam Buracker and Amy Dovel for obtaining the Master Deputy Commissioner of the Revenue designation. Four of the six employees in the Commissioner of the Revenue's office have received this designation.

Constitution Week Proclamation:

Dolores Lackovitch, Daughters of the American Revolution, presented the Board with the Constitution Week Proclamation and requested that they adopt it.

#2018-12
PAGE COUNTY, VIRGINIA PROCLAMATION
Constitution Week 2018

WHEREAS, September 17, 2018, marks the two hundred, thirty-first anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and

WHEREAS, it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and

WHEREAS, public law 915 guarantees the issuing of a proclamation each year by the President of the United State of America designating September 17th through 23rd as constitution week;

NOW, THEREFORE, I, Morgan Phenix, Chairman of the Board of Supervisors for Page County, Commonwealth of Virginia, do hereby proclaim September 17th through 23rd, 2018 as:

CONSTITUTION WEEK

In all the towns, communities and schools within the County of Page and ask our citizens to reaffirm the ideals of the Framers of the Constitution in 1787.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of Page County, Virginia on this eighteen day of September in the year of our Lord two thousand, eighteen and of the Independence of the United States of America the two hundred forty-second and of the Commonwealth of Virginia the four hundred, eleventh.

Motion: Supervisor Stroupe moved to adopt the Page County, Virginia Proclamation for Constitution Week 2018. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Stroupe, Foltz, Vaughan, Phenix. Nay: None.

Next Generation 911:

Melisa Parsons, Regional Coordinator for the Virginia Information Technologies Agency, said the current 9-1-1 system in the Commonwealth is dependent on decades old technology and is tethered to voice-centric communications. It relies on an analog network that is quickly going out of service and places limitations on the reliable delivery of 9-1-1. The Commonwealth, she said, must move forward now to evolve 9-1-1 and ensure quality service to its citizens and visitors. To accomplish this, the Virginia 9-1-1

Services Board has begun the planning and preparation to move to a Next Generation 9-1-1 (NG9-1-1) system. NG9-1-1 is based on a modern internet protocol (IP) network, that has the ability to deliver calls to the appropriate 9-1-1 center faster, transfer 9-1-1 calls and associated data anywhere needed, interconnect with other public safety systems and databases, and to securely receive multimedia communications like text, photos and videos. As service providers begin abandoning the legacy circuit-switched technology, the urgency to update the 9-1-1 infrastructure to NG9-1-1 will increase tremendously. Mrs. Parsons explained how the current 9-1-1 system receives calls and how the next generation 9-1-1 will receive the calls. In order to achieve the new generation 9-1-1, it will require a complete upgrade. Virginia Information Technologies Agency (VITA) conducts an analysis of every locality's GIS data to determine if it meets the 98% threshold, and Page County's is at 99.7%. She then presented the proposed deployment schedule, which shows January 2020 to June 2020 for Page County's deployment. The migration proposal is a document developed based on the Fairfax County contract, which includes information on the AT&T solution. Page County can choose any provider that provides the ESInet, but this proposal is based on the AT&T solution, and it will tell you the associated cost and financial support offered by the VITA or VA 9-1-1 services board. Page County will need to be upgraded to the Vesta 7.2 system, which should be upgraded for free from your service provider because you have a maintenance contract with them. Mrs. Parsons shared the proposal cost and said that the State of Virginia will pay \$373,462.90 to get Page County on the ESInet. The reoccurring costs if AT&T is chosen will be \$5,169.52. Currently, the county pays CenturyLink \$3,298.50, which leaves a difference of \$1,871.17, which the Commonwealth of Virginia will cover for a period of 24 months. So, the total cost for Page County to go to NG9-1-1 is \$418,786.10, which will be absorbed by the State. Mrs. Parsons said moving forward the County needs to review these documents: migration proposal, the Fairfax County contract, the proposal acceptance letter (funding request), and the AT&T participation agreement.

Summary of FY18 Year End:

Dennis Click, Director of Finance, presented the Fiscal Year End 2018 summary to the Board. He said overall financial performance was spectacular this fiscal year, with General Fund revenue collections exceeding estimates by \$608,625.27 and expenditures coming in under budget by \$650,783.78. This creates a positive shift to the fund balance of \$1,259,409.05. He then reviewed the expenditures and revenues for each fund. VPA and CSA overperformed this year, coming in below their target expenditures. Capital Projects revenues were understated because the revenue used for construction of landfill Cell 10 was procured in a prior fiscal year. School Operations had a near total spend down of funding. School Cafeteria expenditures exceeded revenues, however, this independent fund has significant fund balance to absorb these expenditures. The current projections for the fund balance are approximately 25%. He noted that cash flows continue to improve, with Fiscal Year 2018 being the first time in several cycles the County did not require a revenue anticipation note to buffer cash availability.

Mr. Click then highlighted the major factors that drove a successful Fiscal Year 2018: 1) refunding debt service; 2) overall debt service was \$226,925.31 under budget; 3) Battle Creek Landfill expenses came in \$106,430.96 under budget; and, 4) Stanley Landfill expenses came in \$55,850.56 under budget. The following department overran their budget this past year: 1) Legal Services by \$85,074; 2) Commonwealth Attorney by \$16,905; 3) Crime Prevention by \$13,273; 4) Jail by \$251,854; and, 5) Compacting Sites by \$5,541.

Regarding the revenue, he said that revenue growth remained strong this year, with general fund collections exceeding estimates by 4%, or \$650,784. The largest contributors to this were, real estate tax collections exceeded estimates by \$155,047. Public utility tax collections were the largest growth factor, exceeding estimates by \$512,902. Personal property tax collections exceeded estimates by \$476,151, having larger growth than is typical for the category. Other tax revenues exceeded anticipations by \$369,624, largely driven by transient occupancy tax growth in the past year.

Some of the more noteworthy revenue shortfalls are permits, fees, and licenses as a whole were below estimates by \$227,768.90 with the primary drive being below estimated automobile/decal fee collection. Ambulance and rescue squad revenues were \$97,916 below the initial estimate. The loss and reduction of several grant programs resulted in a state aid shortfall of \$83,649 and Federal categorical aid came in \$135,081.83 below estimates.

Fiscal Year 2018, slated to be a very tight fiscal year, turned out better than expected. The fund balance is at a relatively stable position and the focus continues to be on cash flow. In conclusion, Mr. Click said the audit is scheduled for the last week in October.

Public Comments on Agenda Items:

There were no speakers during Public Comments on Agenda Items.

Action Matters:

Budget Changes:

Dennis Click, Director of Finance, reviewed the budget changes with the Board.

Supplemental Appropriations:

Department	Description	Revenue Source	Expenditure	Amount
Sheriff	Summer Youth Camp Donations	101-0000-318.02-45 Summer Youth Camp	101-3130-431.58-07 Summer Youth Camp	\$5,790.00
Total				\$5,790.00

Budget Transfer Requests:

Department	Description	Transfer From	Transfer To	Amount
Page County Public Schools	Contingency Fund	Contingency Fund	Capital Projects	\$255,018.00
Total				\$255,018.00

Motion: Supervisor Stroupe moved to approve the appropriation of local donations in the amount of \$5,790, as well as budget transfers in the amount of \$255,018. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Wiatrowski, Stroupe, Foltz, Vaughan Phenix, Guzy. Nay: None.

Board and Commission Appointments:

Regina Miller, Assistant County Administrator, reviewed the Board and Commission Appointments:

Water Quality Advisory Committee:

The term of John Gibson expired on September 9, 2018. He is willing to serve another three-year term and he was recommended for reappointment.

Motion: Supervisor Guzy moved to reappoint John Gibson to the Water Quality Advisory Committee for a three-year term through September 9, 2021. Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Stroupe, Foltz, Vaughan, Phenix, Guzy, Wiatrowski. Nay: None.

Economic Development Authority:

There are three vacancies on the EDA, due to the resignations of Leslie Curre, (District 2), Romeo Pugliese (Town of Shenandoah Representative), and Brooke Newman (Town of Luray Representative).

Motion: Supervisor Vaughan moved to appoint Ian Rudolph (Town of Shenandoah Representative) to the Economic Development Authority to fill an unexpired term through January 31, 2020. Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Foltz, Vaughan, Phenix, Guzy, Wiatrowski, Stroupe. Nay: None.

Motion: Supervisor Guzy moved to appoint Jason Pettit (Town of Luray Representative) to the Economic Development Authority to fill an unexpired term through January 31, 2019. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Vaughan, Phenix, Guzy, Wiatrowski, Stroupe, Foltz. Nay: None.

Building Code Appeals Board:

A vacancy exists on the Building Code Appeals Board for the District 1 seat. An appointment is needed for an unexpired term through December 31, 2021.

No action was taken on the appointment.

Consent Agenda:

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

- Financial Reports for the period of August 1-31, 2018;

- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$1,588,672.49 for the month of August 2018;
- Minutes of August 7, 2018 and August 21, 2018.

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

Old Business:

Supervisors Stroupe and Wiatrowski reminded staff that they would like a joint meeting of the Board and the EDA.

New Business:

Supervisor Stroupe asked for staff to get with VDOT about the Ida Road right-of-way problem and put it on a future agenda.

Supervisor Stroupe asked to hold a pre-bid meeting regarding the EMS building.

Motion: Supervisor Guzy moved to appoint Supervisor Stroupe to the EMS Sub-Committee. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Stroupe, Foltz, Vaughan, Phenix. Nay: None.

Supervisor Vaughan said that the Board needs to put a plan in place concerning the jail and the inmate housing problem. Supervisor Guzy said last year a sub-committee was formed to discuss planning for a new jail, and two options came out of it. The options were to either participate with one of the regional jails or build our own jail. At the time, neither of them was in our budget. It costs \$100,000 to have a feasibility study. Mrs. Moler told Supervisor Vaughan she would send him all the information they gathered during the sub-committee meetings last year.

Open Public Comments:

There were no speakers during Open Public Comments.

Administrator's Report:

Mrs. Moler said that due to the weather, the SVEC dinner and LFCC evening under the stars dinner have been rescheduled. She reminded the Board that she will need to RSVP to the Chamber on who will be attending the annual banquet. On October 29, the County Employees will be holding a Truck or Treat in the Government Center parking. The employees are paying for this event personally. Lastly, she thanked the staff for their work for the storm preparations.

Supervisors Time:

All the Supervisors thanked everyone for attending the meeting.

Closed Session:

Motion: Supervisor Guzy moved that the Page County Board of Supervisors convene in closed session under the Virginia Freedom of Information Act to discuss specific legal matters with counsel, where such matters require the provision of legal advice for the purpose of evaluating the proper legal position or action to be taken by the Page County Board of Supervisors, pursuant to Section 2.2-3711 (A) (8) of the Code of Virginia. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Wiatrowski, Stroupe, Foltz, Vaughan, Phenix, Guzy. Nay: None.

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

Certification of Closed Meeting:

To the best of my knowledge 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 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:

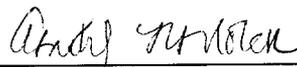
	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
D. Keith Guzy, Jr.	X			
David Wiatrowski	X			
Mark Stroupe	X			
Larry Foltz	X			
Jeff Vaughan	X			
Morgan Phenix	X			

Adjourn: 9:30 p.m.

With no further business, Chairman Phenix adjourned the meeting.



Morgan Phenix, Chairman



Amity Moler, County Administrator