

**JOINT MEETING OF THE
HENRY COUNTY BOARD OF SUPERVISORS AND
MARTINSVILLE CITY COUNCIL
MINUTES**

August 31, 2009 – 7:15 pm

The Henry County Board of Supervisors held a joint meeting with Martinsville City Council on August 31, 2009 at 7:15 pm in the Fourth Floor Conference Room of the County Administration Building, King's Mountain Road, Collinsville, Virginia. The purpose of the meeting was to hear a presentation on the Piedmont Area Regional Transit System and consider various matters related to the Department of Social Services relocation. Prior to the joint 7:15 pm meeting, members of the Board of Supervisors, City Council, and staff attended a dedication ceremony at 6:30 pm at the new shell building on Beaver Creek Drive at Patriot Centre.

The following Board members were present: Chairman Debra Buchanan; Vice Chairman H. G. Vaughn; Jim Adams, Paula Burnette, Tommy Slaughter and Jim McMillian.

County Staff members present were Benny Summerlin, County Administrator; Tim Hall, Deputy County Administrator; George Lyle, County Attorney; Susan Biege, Administrative Assistant; Darrell Jones, Director of Finance; Richard Stanfield, Deputy Director of Finance; Susan Reynolds, Director of Human Resources/Public Information; and Lee Clark, Director of Planning, Zoning and Inspections.

Members of City Council present were: Mayor Kathy Lawson; Vice Mayor Kimble Reynolds; Danny Turner, Mark Stroud, and Gene Teague. Members of City staff present were: Clarence Monday, City Manager; Brenda Prillaman, Assistant to City Manager; Eric Monday, City Attorney; and Leon Towarnicki, Public Works Director.

Mr. Ben Meador, Chairman of the Social Services Board and Ms. Amy Tuttle, Executive Director of Social Services were present.

Mickey Powell of the Martinsville Bulletin, and Ron Morris of B-99 were present.

CALL TO ORDER:

Chairman Buchanan called the Board of Supervisors meeting to order. Mayor Lawson called City Council in session.

PRESENTATION ON PIEDMONT AREA REGIONAL TRANSIT (PART):

Tim Hall, Deputy County Administrator, Leon Towarnicki, City Public Works Director, and Curtis Andrews of RADAR were present to give a presentation on the Piedmont Area Regional Transit (PART). PART began as a demonstration grant which funded one bus for area public transportation and the State has recently approved a second bus with no local contribution for a period of two years. Mr. Hall gave a Powerpoint Presentation while Mr. Andrews reviewed the programs operation. Several highlights discussed during the presentation were:

- Discussed Types of Public Transit Service, which PART provides a Deviated Fixed Route. PART operates five days a week, Monday through Friday between the hours of 7:30 am and 5:30 pm.
- Discussed PART timeline on its Marketing and Public Relations. Brochures were distributed which included a map and schedule of routes for the City and Henry County.
- Discussed the Six Top Stops which are Wal-Mart, Patrick Henry Community College, downtown Martinsville to the City Municipal Building, Patrick Henry Mall, Liberty Fair Mall and the Virginia Museum of Natural History.
- Discussed a Survey of Ridership and Trip Purposes.
- Reviewed PART Program Funding and Operating Expenses for FY 2010, which is a combination of Federal, State and Local funds.
- Discussed Path Forward with the Committee's recommendation to continue the program, which includes new routes, continued support from the Commonwealth and partnering with the Boys and Girl's Club after School Programs.
- Discussed Future Signage and Use of Tokens. At present, a fare of fifty cents per trip is charged. Individuals who are (Americans with Disability Act) ADA may request the van to deviate off its route to make picks-ups and drop offs; however, the distance may not exceed 3/4ths of a mile off of the route. Adult monitoring has been agreed upon if issues arise from children riding alone.

- Discussed Charter Regulations involving alternating routes, transporting on weekends during special events, etc.

Mr. Andrews recognized members of the committee following the presentation. Tim Hall, Curtis Andrews and Leon Towarnicki answered general questions asked by members of City Council and the Board of Supervisors.

Gene Teague moved that City Council approve the resolution authorizing the application for State Aid to Public Transportation for continuation of the Piedmont Area Regional Transit services, second by Danny Turner and unanimously carried.

Paula Burnette moved that the Board of Supervisors approve the resolution authorizing the application for State Aid to Public Transportation for continuation of the Piedmont Area Regional Transit services, second by Tommy Slaughter and unanimously carried.

CONSIDERATION OF PATRIOT CENTRE REVENUE SHARING AGREEMENT:

George Lyle, County Attorney, and Eric Monday, City Attorney, discussed the new Patriot Centre Revenue Sharing Agreement which was based on the 2002 Revenue Sharing Agreement between the City and County. The new agreement will supersede the 2002 Agreement. Mr. Lyle stated the new agreement will include all land that is developable in the Patriot Centre. (Copy of August 31, 2009 Revenue Sharing Agreement is included in Board's File).

Following discussion Gene Teague moved that City Council approve the 2009 Revenue Sharing Agreement at Patriot Centre between the City and County, second by Mark Stroud and unanimously carried.

H. G. Vaughn moved that the Board of Supervisors approve the 2009 Revenue Sharing Agreement at Patriot Centre between the City and County, second by Tommy Slaughter and unanimously carried.

CONSIDERATION OF VARIOUS MATTERS RELATED TO SOCIAL SERVICES RELOCATION:

Review Space Plan

Mr. Summerlin introduced Mr. Jeff Turton, Engineer with the Henry County Engineering and Mapping Department. Mr. Turton has been assigned to coordinate the project on the Social Services relocation. Ms. Amy Tuttle, Director of Social Services was present to assist Mr. Turton in reviewing the space plans for the new Social Services facility. Mr. Turton reviewed proposed charts of the proposed two-story floor plan and Ms. Tuttle discussed the various offices proposed for social workers and clients as well as certain floor plans designed to meet clients in a confidential setting and supervised meeting areas.

Review Project Budget

Mr. Summerlin reviewed the proposed project budget on the Social Services relocation estimated at \$700,000, including the following items:

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| • Building Renovation | \$203,590 |
| • Modular Furniture | \$106,680 |
| • Other Furniture/Fixtures | \$53,320 estimate |
| • Mechanical Equipment | \$32,716 |
| • Paving | \$42,870 |
| • Phone and Data Wiring | \$8,000 estimate |
| • Telephone System | \$42,000 estimate |
| • Northrup Gruman IT Cost | \$13,000 estimate |
| • Building & Grounds Equipment | \$10,000 estimate |
| • Engineering Costs | \$24,500 |
| • Moving Costs | \$5,000 estimate |
| • Sprinkler System Modifications | \$8,000 estimate |
| • Signage, Dumpster, Sound Panels, Cleaning, etc. | \$18,647 estimate |
| • Security Equipment | \$25,000 estimate |
| • Miscellaneous Electrical | \$10,000 estimate |
| • Contingency | \$96,677 |
| • TOTAL | \$700,000 |

Consideration of Lease Agreement

Mr. Summerlin reviewed the proposed lease agreement, stating that the Memorandum of Understanding specified that the new lease would utilize all of the existing conditions with the Department of Social Services, which is outlined in the Social Services current lease agreement to the extent that the terms and conditions do not conflict with the Virginia Department of Social Services general lease requirements.

Mr. Summerlin stated the maximum base rent is calculated by considering cost and depreciation. Depreciation on the building is calculated at 30 years based on the type of construction resulting in a maximum base rent of \$75,000 per year. He stated that currently the City and County receive a total of \$29,436 in annual rent and the new lease has been structured to provide for the existing rent payment. In addition, at the end of the budget year, if funds are remaining in the Social Services budget, Social Services is to pay additional rent subject to funds being available in their budget for that purpose. Mr. Summerlin stated that the Virginia Department of Social Services will have to approve the depreciation schedule, therefore recommendation to the Board and City Council is to approve the lease contingent upon final approval of the depreciation schedule by the State. (Copy of Lease Agreement is included in Board's File).

Mr. Summerlin noted that the Social Services Board this morning approved the lease agreement contingent upon the costs allocation being approved by the Commonwealth.

Jim Adams moved that the Board of Supervisors approve the lease agreement contingent upon final approval of the depreciation schedule by the Virginia Department of Social Services, second by Paula Burnette. The motion carried 5 to 1. Jim McMillian voted in opposition.

Gene Teague moved that City Council approve the lease agreement contingent upon final approval of the depreciation schedule by the Virginia Department of Social Services, second by Mark Stroud. The motion carried 4 to 1. Danny Turner voted in opposition.

Award of Contracts

Mr. Summerlin stated since Henry County is the fiscal agent for the relocation project the following contracts would need to be awarded by the Board of Supervisors.

- Building Renovations – Quirk Design Build, \$203,590 (sealed bid)
- Paving – J.C. Joyce Paving, \$42,870 (sealed bid)
- Modular Furniture - \$106,680, Bassett Office Supply (sealed bid)
- Mechanical Equipment - \$32,716, Trane, Sole Source to match existing equipment and controls
- Telephone System – not to exceed \$42,000, City of Martinsville

Paula Burnette moved that the Board of Supervisors approve the award of the five contracts, second by H. G. Vaughn. The motion carried 5 to 1. Jim McMillian voted in opposition.

APPROPRIATE CITY SHARE OF EXPENSES:

Clarence Monday, City Manager, reviewed the City's share of expenses, which include the building purchase, renovations and moving expenses for the Department of Social Services in the amount of \$799,000.

Danny Turner moved that City Council in its FY 2010 budget, to authorize the expenditure and approve the appropriation of \$799,000 from the Fund Balance of the General Fund for the City's share of the building purchase, renovations and moving expenses for the Department of Social Services, second by Mark Stroud and approved unanimously.

CONSIDERATION OF COUNTY BUDGET AMENDMENT:

Mr. Summerlin stated the Board of Supervisors would need to amend its FY 2010 County Budget to include \$700,000 for renovation expenditures.

H. G. Vaughn moved that the Board of Supervisors amend its FY 2010 Budget to include \$700,000 for renovation expenditures for the Social Services building, second by Paula Burnette. The motion carried 5 to 1. Jim McMillian voted in opposition.

SCHEDULE PUBLIC HEARINGS AND AUTHORIZE SOLICITATION OF PROPOSALS CONCERNING DISPOSITION OF BUILDING LOCATED AT 20 EAST CHURCH STREET:

Mr. Summerlin stated the current Social Services building located at 20 East Church Street is jointly owned by Henry County (66%) and Martinsville (34%). He stated a public hearing must be held before the governing bodies can dispose of real property. The recommendation to the Board of Supervisors is to hold a public hearing on the disposition of the property on Tuesday, September 22, at 6:00 pm and City Council would hold its public hearing also on Tuesday, September 22, at 7:30 pm. Mr. Summerlin stated it is also recommended that the Board of Supervisors and City Council authorize staff to advertise and solicit proposals concerning disposition of the building until December 1. Mr. Summerlin stated that the City Manager has agreed to receive proposals and provide a copy to the County. It was noted that staff will coordinate with the Department of Social Services for interested parties to inspect the building prior to submitting their proposal.

Gene Teague expressed concerns of City Council soliciting proposals for the building at this time because the City is in the middle of a Master Plan for Uptown Martinsville. Mr. Teague stated that the first quarter of 2010, a CDC will be formed as part of the Master Plan to work on projects that can return investments on a specific project. He stated his concern is if the City solicits proposals ahead of that process that would not provide an opportunity for the CDC to look at all projects that would fit within the Master Plan for the City. He stated he would prefer to get public input but not propose solicitation of the building.

Gene Teague moved that City Council set a public hearing at its September 22, meeting at 7:30 pm for citizen input on the disposition of the Social Services building, second by Danny Turner and unanimously carried.

H. G. Vaughn moved that the Board of Supervisors set its public hearing at its September 22, meeting at 6:00 pm for citizen input on the disposition of the Social Services building, second by Tommy Slaughter and unanimously carried.

There being no further business to discuss Jim Adams moved that the Board of Supervisors adjourn its meeting at 8:45 pm, second by H. G. Vaughn and unanimously carried.

Gene Teague moved that City Council adjourn its meeting at 8:45 pm, second by Danny Turner and unanimously carried.