

**HENRY COUNTY BOARD OF SUPERVISORS
MINUTES**

**Organizational Meeting
January 7, 2010 – 3:00 pm**

The Henry County Board of Supervisors held its organizational meeting on January 7, 2010, at 3:00 pm in the Board Meeting Room of the County Administration Building, King's Mountain Road, Collinsville, Virginia. The following Board members were present: Debra Buchanan, Chairman; H. G. Vaughn, Vice Chairman; Jim Adams, Tommy Slaughter, Joe Bryant and Milton Kendall.

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, Assistant Director of Finance; and Susan Reynolds, Human Resources/Public Information Officer.

Also present were Debbie Hall and Mike Wray of the Martinsville Bulletin; Ron Morris of B-99; and Charles Roark of Channel 18.

Joe Bryant gave the invocation and Milton Kendall led in the Pledge of Allegiance.

CALL TO ORDER:

Chairman Buchanan called the meeting to order and welcomed everyone present. She stated anyone who wishes to be on the Agenda for the Board's regular business meeting held at 3:00 pm must contact the County Administrator's Office seven days prior to a scheduled meeting. Anyone who wishes to speak at the Board's public meeting starting at 6:00 pm may do so under Agenda Item - Matters Presented by the Public without contacting the County Administrator's Office.

Mr. Adams moved that the County Administrator chair the meeting during the election of Chairman and Vice Chairman, second by Mr. Vaughn and unanimously carried.

Mr. Summerlin reviewed the procedures for nomination of Chairman and Vice Chairman and noted that nominations do not require a second.

ELECTION OF CHAIRMAN FOR 2010:

Mr. Summerlin opened the floor for nominations for Chairman.

Mr. Vaughn nominated Debra Buchanan. There being no further nominations the floor was closed for office of Chairman.

The vote carried 5 to 0. Mrs. Buchanan abstained.

ELECTION OF VICE CHAIRMAN FOR 2010:

Mr. Summerlin opened the floor for nominations for Vice Chairman.

Mr. Adams nominated H. G. Vaughn. There being no further nominations the floor was closed for office of Vice Chair.

The voted carried unanimously.

Mr. Summerlin congratulated Mrs. Buchanan and Mr. Vaughn on their re-election as Chairman and Vice-Chairman.

Mr. Summerlin turned the meeting over to Chairman Buchanan.

SETTING OF REGULAR BOARD MEETING DATES:

Following is the proposed Board meeting dates:

<u>Meeting Date</u>	<u>Deadline for Packet</u>
January 26	January 19
February 23	February 16
March 23	March 16
April 27	April 20
May 25	May 18
June 22	June 15
July 27	July 20
August 24	August 17
September 28	September 21
October 26	October 19
November 23	November 16
December 14	December 7

Mr. Adams moved that the Board approve the proposed Board Meeting Dates for 2010, second by Mr. Slaughter and unanimously carried.

ADOPTION OF 2010 BOARD BYLAWS:

Mr. Summerlin stated the Board traditionally adopts bylaws each year at its annual organizational meeting. A copy of the existing bylaws adopted January 5, 2009, are included in the Board's package. (Copy included in Board's File).

Mr. Kendall moved that the Board approve the Bylaws as presented, second by Mr. Bryant and unanimously carried.

CONSIDERATION OF A DATE FOR THE BOARD'S ANNUAL PLANNING SESSION:

Mr. Summerlin stated each year, the Board holds an annual Planning Session usually in late January or early February held at the Public Safety Building. He stated the Planning Session will be facilitated by Diane Akers with ComBiz Solutions.

It was the consensus of the Board to schedule the Planning Session on Monday, February 1, 2010 at 3:00 pm at the Public Safety Building.

FINANCIAL MATTERS:

Award of Contract re: Dick and Willie Passage Trail Construction

Mr. Summerlin stated the County has been awarded \$1,218,533 in grants over the past four years for construction of a paved 4.5 mile walking trail consisting of four trailheads, a restroom building, and a scenic overlook. The trail would run from the area behind El Parral Restaurant in Henry County to a spot near the former Prillaman Chemical Company in the City of Martinsville. The grants require a 20% local match. Easements have been donated valued at \$66,700, and projected in-kind services are valued at \$20,011, leaving \$111,386 in funding required for construction. The County has an application pending before the Tobacco Commission to assist with the cash match and a contingency plan to transfer \$111,386 from the IDA Cost Center of the FY '10 County budget if the Tobacco Commission grant does not materialize.

Mr. Summerlin reviewed an e-mail he received from the Tobacco Commission stating the application is moving forward with staff recommendation for full funding request. It was further noted that the Review Panel has voted with staff on all Reserve Applications so far. Mr. Summerlin stated he felt there was a good chance that this project will be funded by the Tobacco Commission.

Mr. Summerlin stated bids were recently opened and the low bidder was Sowers Construction Company of Mt. Airy, North Carolina in the amount of \$944,202.75. VDOT has approved a 10% construction contingency of \$94,420.25 bringing the total project award to \$1,038,623.

Mr. Adams moved that the Board award the contract to Sowers Construction Company in the amount of \$944,202.75 and a 10% contingency approved by VDOT in the amount of \$94,420.25, with authorization to transfer \$111,386 from the FY '10 Budget if the Tobacco Commission grant does not materialize, second by Mr. Slaughter and unanimously carried.

Award of Contract re: Housing Rehab Specialist Contract for the South Street Neighborhood Improvement CDBG Project

Mr. Summerlin stated the County has been awarded \$1,400,000 in Community Development Block Grant Funding (CDBG) for the South Street Neighborhood Improvement Project in the Reed Creek District. The goal of this

project is to provide housing rehabilitation for twenty-one (21) units, demolition and clearance of three (3) blighted structures, and infrastructure improvements within the project boundaries. As part of this grant, a housing rehab specialist is to be hired to ensure construction supervision, quality, lead testing, cost control and the implementation of DHCD/HUD Housing Quality Standards (HQS) requirements. After conducting the appropriate procurement procedures, the staff selection committee recommends a contract to be awarded to Howerton Inspection Services of South Boston, VA. Henry County has used Howerton Inspection Services on previous rehab projects.

Mr. Slaughter moved that the Board award the contract in the amount of \$66,650 to Howerton Inspection Services for housing rehabilitation specialist work, contingent upon contract approval by the Virginia Department of Housing and Community Development (VDHCD), second by Mr. Bryant and unanimously carried.

Award of Contract re: Engineering Services Contract for the South Street Neighborhood Improvement CDBG Project

Mr. Summerlin stated the County has been awarded \$1,400,000 in Community Development Block Grant Funding (CDBG) for the South Street Neighborhood Improvement Project. The goal of this project is to provide housing rehabilitation for twenty-one (21) units, demolition and clearance of three (3) blighted structures, and infrastructure improvements within the project boundaries. As part of this grant, an engineering firm is to be hired to provide basic and geotechnical engineering services to assist the County with the proposed infrastructure improvements including the replacement of water and sewer lines, installation of road surface, and improvements to the storm drainage system. After conducting the appropriate procurement procedures the staff selection committee recommends that a contract be awarded to Adams-Heath Engineering, Inc. of Galax, Virginia.

Mr. Slaughter moved that the Board award the contract in the amount of \$107,400 to Adams-Heath Engineering, Inc. for engineering services contingent upon contract approval by the Virginia Department of Housing & Community Development (VDHCD), second by Mr. Kendall and unanimously carried.

INFORMATIONAL ITEMS:

Mr. Summerlin stated the upcoming VML/VACO Legislative Day for 2010 will be held in Richmond on February 11, 2010, and those Board members who plan to attend to advise staff. Mr. Summerlin noted that staff members would not be attending this year due to budget constraints.

CLOSED MEETING:

Mr. Adams moved that the Board enter into a closed meeting at 3:16 pm to discuss the following, second by Mr. Vaughn and unanimously carried.

- 1) §2.2-3711(A)7 Pending Legal Matters.

OPEN MEETING:

The Board returned to an open meeting at 3:41 pm on a motion by Mr. Adams, second by Mr. Kendall and unanimously carried.

CERTIFICATION OF CLOSED MEETING:

Mr. Hall read the Certification of the Closed Meeting and took a roll call vote. Those voting in the affirmative were Mr. Slaughter, Mr. Bryant, Mr. Kendall, Mr. Adams, Mr. Vaughn and Mrs. Buchanan.

Mr. Adams moved that the Board transfer \$18,000 from the Contingency Fund to the Board's Professional Services line item, second by Mr. Vaughn and unanimously carried.

There being no further business to discuss Mr. Vaughn moved to adjourn, second by Mr. Adams and unanimously carried.

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