

# HENRY COUNTY BOARD OF SUPERVISORS MINUTES

**June 25, 2019 – 3:00 p.m.**

The Henry County Board of Supervisors held its regular meeting on June 25, 2019, at 3:00 p.m. in the Summerlin Meeting Room of the County Administration Building, King's Mountain Road, Collinsville, Virginia. The following Board members were present: Jim Adams, Chairman, Debra Buchanan, Vice-Chairman, Joe Bryant, David Martin, Tommy Slaughter, and Ryan Zehr. Debra Buchanan was not present at the 6:00 p.m. meeting.

Staff members present were Tim Hall, County Administrator; Dale Wagoner, Deputy County Administrator; Darrell Jones, Director of Finance; Richard Stanfield, Deputy Director of Finance; George Lyle, County Attorney; Michelle Via, Director of Human Resources/Public Information Officer; Jennifer Gregory, Administrative Assistant; and Karli Foster, Intern.

Sheriff Lane Perry, Deputy Nicole Dunn, and Lt. Steve Raines of the Sheriff's Office were present. Also present was Paul Collins of the Martinsville Bulletin.

## **INVOCATION AND PLEDGE OF ALLEGIANCE:**

Mr. Adams gave the invocation and led the Pledge of Allegiance.

## **CALL TO ORDER:**

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

## **ITEMS OF CONSENT:**

### **Confirmation of Minutes of Meetings**

Copy included in Board's File.

- May 28, 2019

### **Approval of Accounts Payable**

Copy included in Board's File. Mr. Slaughter moved the Items of Consent be approved, seconded by Dr. Martin. The motion carried unanimously.

## **REPORT ON DELINQUENT TAX COLLECTION EFFORTS**

Mr. Grindstaff noted that 92.00% of 2018 personal property taxes and 93.68% of 2018 real estate taxes have been collected. Since January 1, 2019 TACS has collected approximately \$614,895.30. There were twenty-six VRW stops collected in May 2019 and thirty stops collected in June 2019.

**MONTHLY UPDATE FROM THE MARTINSVILLE-HENRY COUNTY ECONOMIC DEVELOPMENT CORPORATION**

Ms. Sarah Hodges, Director of Tourism and Talent Development, was present to make the monthly update to the Board. Ms. Hodges reviewed a summary of activities by division (Copy included in Board's File).

**ADDITIONAL APPROPRIATION RE: STATE ASSET FORFEITURE – COMMONWEALTH ATTORNEY'S OFFICE**

Mr. Hall said Commonwealth's Attorney Andrew Nester is asking the Board to approve an additional appropriation of \$750 from State Asset Forfeiture funds to cover the cost of three software licensing fees related to the use of the 911 Center reporting system.

On a motion by Dr. Martin and second by Mr. Zehr, the Board unanimously approved the additional appropriation of \$750.

**ADDITIONAL APPROPRIATION – DICK & WILLIE PASSAGE TRAIL, PHASE 6A**

Mr. Hall said staff is asking the Board to appropriate funds in the amount of \$181,400 received from the Martinsville-Henry County Economic Development Corporation for acquisition of right-of-ways for the Dick & Willie Passage Trail, Phase 6A. Once completed, Phase 6A will connect the existing trail to the section currently under construction from Spruce Street to the Smith River Sports Complex. The trail will then be contiguous from El Parral Restaurant all the way to the Smith River Sports Complex for a total of 10.5 miles of paved trail.

On a motion by Mr. Bryant and second by Ms. Buchanan, the Board unanimously approved the additional appropriation in the amount of \$181,400 as requested.

**ADDITIONAL APPROPRIATION RE: CATEGORICAL TRANSFER – SCHOOL**

Mr. Hall said the School Board is asking the Board of Supervisors to approve a transfer of funds in the amount of \$250,000 from the Administration and Health Categories to the Transportation Category. According to documents provided by the School Board, the funds are needed to purchase school buses and other transportation-related items.

On a motion by Mr. Zehr and second by Dr. Martin, the Board unanimously approved the categorical transfer in the amount of \$250,000.

**ADDITIONAL APPROPRIATION RE: FOUR-FOR-LIFE FUNDS – PUBLIC SAFETY**

Mr. Hall said Henry County recently received \$54,205 from the Commonwealth's Four-for-Life, return-to-localities fund. This fund is derived from a fee charged on each vehicle registered in Henry County. The funds must be used for emergency medical services training, supplies, and/or equipment. In the past, the funds were distributed equally among the five county rescue squads and the Department of Public Safety for ambulance operations. As previously approved by the Board of Supervisors, the squads will be required to spend the

funds prior to February 1, 2020 to allow staff time to complete the required reports and submit them to the Commonwealth.

On a motion by Ms. Buchanan and second by Mr. Slaughter, the Board unanimously approved the additional appropriation of \$54,205 from the Four-for-Life funds.

**ADDITIONAL APPROPRIATION RE: COMPENSATION BOARD FUNDS – SHERIFF’S OFFICE**

Mr. Hall said Sheriff Lane Perry is asking the Board to approve an additional appropriation of \$19,557 received from the Virginia Compensation Board to provide additional compensation to Sheriff’s Deputies in specific pay grades. Employees in Grade 7 and 8 received an annual salary increase of \$871 and \$911, respectively. The appropriation also transfers funds within the Sheriff’s Office cost centers to adjust for salary budget overages for FY 2019 caused by shifting personnel between cost centers.

On a motion by Mr. Zehr and second by Dr. Martin, the Board unanimously approved the appropriation as outlined above and noted in the attachment (Copy included in Board’s File).

**ADDITIONAL APPROPRIATION RE: CHILDREN’S SERVICES ACT PROGRAM FUNDS**

Mr. Hall said staff is asking the Board to approve an additional appropriation of \$275,000 to cover overages in the Children’s Service Act Program Fund. The cost of providing services to certain at-risk youth continues to escalate and there has been a higher number of youth placed in foster care in recent months. Both of the factors has resulted in the expenditures exceeding the budgeted amount. In years past, the County has consistently stayed under budget in this category.

On a motion by Dr. Martin and second by Mr. Zehr, the Board unanimously approved the additional appropriation of \$275,000 to the Children’s Services Act Program Funds.

**ADDITIONAL APPROPRIATION AND AWARD OF CONTRACT RE: AMBULANCE STRETCHER LIFT SYSTEM – PUBLIC SAFETY**

Mr. Hall said Public Safety Director Matt Tatum is asking the Board to approve an additional appropriation in the amount of \$27,513 needed to cover the cost of an automatic stretcher mount and lift system for one of the ambulances. Mr. Tatum has indicated that the new equipment will improve emergency response and reduce employee injuries. In addition, Mr. Tatum is asking the Board to award a sole-source contract to Vest Sales and Services, Inc., in the same amount for this equipment. Funding for this purchase was derived from additional revenue generated by EMS billing.

On a motion by Mr. Slaughter and second by Ms. Buchanan, the Board unanimously approved the additional appropriation of \$27,513 and awarding the sole source contract to Vest Sales and Service, Inc. in the same amount.

**AWARD OF CONTRACT RE: FOOD FOR INMATES AT COUNTY JAIL – SHERIFF’S OFFICE**

Mr. Hall said Sheriff Perry is asking the Board to award a contract to J.L. Culpepper & Company, Inc. to supply food for the Henry County Jail. This contract does not stipulate a total expenditure amount because of the fluctuation in number of inmates; however, Sheriff Perry estimates that the overall contract will be approximately \$160,000. Staff feels that even though there is no set amount to be spent in the contract, it is a good practice for the Board to award the contract because of the size of the potential expenditure. The Purchasing Department concurs with this process.

On a motion by Mr. Zehr and second by Mr. Slaughter, the Board unanimously approved awarding of the contract to J.L. Culpepper & Company, Inc. as requested by Sheriff Perry.

**AWARD OF CONTRACT RE: HOUSING INMATES – SHERIFF’S OFFICE**

Mr. Hall said Sheriff Perry is asking the Board to approve monthly expenditures during FY '20 associated with housing inmates at the Blue Ridge Regional Jail and New River Valley Regional Jail. Each of these facilities provide housing for a portion of the overflow inmates from the Henry County Jail. Expenditures for housing inmates at each of these facilities are likely to exceed \$20,000, requiring approval by the Board of Supervisors. The FY '20 budget includes \$900,000 for these expenses.

On a motion by Mr. Bryant and second by Dr. Martin, the Board unanimously approved the monthly expenditures associated with housing inmates at the Blue Ridge Regional Jail and New River Valley Regional Jail.

**AWARD OF CONTRACT RE: PHYSICIAN SERVICES – SHERIFF’S OFFICE**

Mr. Hall said Sheriff Perry is requesting the Board to award a contract in the amount of \$24,000 to Dr. Edna E. Gordon for physician services for inmates during FY '20. This is an approved renewal of the existing contract. Dr. Gordon has provided these services to the jail for the past several years.

On a motion by Dr. Martin and second by Mr. Zehr, the Board unanimously approved awarding of the contract in the amount of \$24,000 to Dr. Edna E. Gordon for physician services for inmates.

**AWARD OF CONTRACT RE: OFFICE SUPPLIES – PURCHASING DEPARTMENT**

Mr. Hall said Chief Purchasing Agent Carole Jones is asking the Board to award a contract to Bassett Office Supply, Inc. to provide supplies to County offices. The contract is for one year with an option of four one-year extension. The contract does not include a set amount of expenditures, because purchases will be based on how many office supplies are needed; Mrs. Jones indicates that the level most likely would exceed the \$20,000 threshold that requires Board approval. Based on previous contracts, the total value of this contract is approximately \$80,000 annually. A committee of County and School employees screened the

Request for Proposals (RFP) and recommends the contract be awarded to Bassett Office Supply.

On a motion by Mr. Zehr and second by Mr. Slaughter, the Board unanimously approved awarding of the contract to Bassett Office Supply as requested.

**AWARD OF CONTRACT RE: PRINTING AND MAILING OF BILLS AND NOTICES – COUNTY TREASURER AND THE COMMISSIONER OF THE REVENUE**

Mr. Hall said Treasurer Scott Grindstaff and Commissioner of the Revenue Linda Love are asking the Board to award the following contracts for printing and mailing services:

- BMS Direct, Inc. for various mailings from the Commissioner of the Revenue's Office and the Treasurer's Office.
- South Data, Inc. for certain mailings from the Treasurer's Office.
- DivicoData, Inc. for certain mailings from the Treasurer's Office.

The price for each of these contracts is calculated based on the actual Number of mailings. The collective value of all of the contracts is approximately \$68,000. Funds are included in the FY '20 budget for this purpose.

On a motion by Mr. Zehr and second by Dr. Martin, the Board unanimously approved awarding the contracts to BMS Direct, South Data, and DivicoData as outlined above.

**AWARD OF CONTRACT RE: REPLACEMENT HVAC UNIT – BUILDING AND GROUNDS DEPARTMENT**

Mr. Hall said staff is asking the Board to award a contract in the amount of \$31,377 to Trane, Inc. for the replacement of two rooftop HVAC units on the Administration Building. The current units are many years old and have breakdowns frequently. The new units will also be more energy efficient. Funds for this item are included in the current year operating budget. Pricing is based on the County's current contract with Trane, Inc.

On a motion by Ms. Buchanan and second by Mr. Bryant, the Board unanimously approved awarding the contract in the amount of \$31,377 to Trane, Inc. for the replacement of two rooftop HVAC units.

**CHANGE ORDER RE: SMITH RIVER SMALL TOWNS BUSINESS DISTRICT REVITALIZATION PROJECT – PLANNING, ZONING & INSPECTIONS DEPARTMENT**

Mr. Hall said in September, the Board of Supervisors awarded a contract to Daniel & Company, Inc. for streetscape improvements near the Bassett Historic Depot and Reed Stone Street in the amount of \$156,500. Lee Clark, Director of Planning, Zoning & Inspections, is asking the Board to approve a change order to Daniel & Company, Inc. in the amount of \$82,243 for changes needed to meet Virginia Department of Transportation (VDOT) design requirements for

streetscape improvements in the Bassett project area. Funds for this change order are available from funds previously appropriated for this project.

On a motion by Mr. Slaughter and second by Mr. Zehr, the Board unanimously approved the change order to Daniel & Company in the amount of \$82,243.

### **AWARD OF CONTRACT RE: LANDSCAPING AND TURF MAINTENANCE – COMMONWEALTH CROSSING BUSINESS CENTRE**

Mr. Hall said staff is asking the Board to award a contract in the amount of \$32,904 to Prillaman Landscape Dimensions, Inc. for landscaping and turf maintenance at Commonwealth Crossing Business Centre during FY 2020. The pricing is based on an existing contract with Prillaman Landscape Dimensions. Funding for this maintenance is included in the FY 2020 operating budget.

On a motion by Mr. Zehr and second by Dr. Martin, the Board unanimously approved awarding the contract in the amount of \$32,904 to Prillaman Landscape Dimensions, Inc. for landscaping and turf maintenance at CCBC during FY 2020.

### **PRESENTATION BY KARLI FOSTER, SUMMER INTERN**

Mr. Hall said Karli Foster is a graduate of Bassett High School and currently attends Virginia Tech. Ms. Foster made a presentation and reported on what she has learned while working as summer internship with Henry County. (Copy included in Board's File).

### **MATTERS PRESENTED BY THE PUBLIC – MR. CLAY REA**

Mr. Clay Rea, a property and business owner in Henry County addressed the Board concerning allowing electronic gaming businesses to operate in Henry County.

### **INFORMATIONAL ITEMS**

#### **Comments from the Board**

Mr. Adams congratulated Mr. Lyle for his completion of the Covered Bridge Run and to Dr. Martin for the new challenge he has accepted as acting Superintendent for Patrick County Public Schools.

Mr. Hall reminded the Board of several dates of upcoming events, including, Celebration 2019 at Martinsville Speedway on July 4<sup>th</sup>, an extra holiday to state/local employees on July 5<sup>th</sup>, VACO Annual Conference at the Homestead Resort on November 10<sup>th</sup>-12<sup>th</sup>, Smith River Sports Complex 10<sup>th</sup> Anniversary Event on August 24<sup>th</sup>. The Dick and Willie Trail 6B addition and the Commonwealth Crossing Center for Advanced Training (CCAT) building should be completed in August. Staff is in the process of replacing stickers as residents visit the convenience centers. These decals are sturdier and are numbered to allow better record keeping.

### **CLOSED MEETING**

Dr. Martin moved that the Board go into a closed meeting at 3:56 p.m., seconded by Ms. Buchanan and unanimously carried to discuss the following:

- 1) §2.2-3711(A)1 for Discussion of Appointees to Blue Ridge Regional Library Board, Parks and Recreation Board, Public Service Authority, Community Policy and Management Team, and Roanoke River Basin Association.
- 2) §2.2-3711(A)7 for Discussion of Pending Legal Matters.
- 3) §2.2-3711(A)3 for Discussion of the Acquisition/Disposal of Real Estate.
- 4) §2.2-3711(A)5 for Discussion of As-Yet Unannounced Industries.

### **OPEN MEETING**

The Board returned to an open meeting at 4:47 p.m. on a motion by Ms. Buchanan, seconded by Mr. Slaughter and unanimously carried.

### **CERTIFICATION OF CLOSED MEETING**

Mr. Wagoner read the Certification of the Closed Meeting and took a roll call vote.

Board members voting in the affirmative were Mr. Bryant, Mr. Adams, Ms. Buchanan, Dr. Martin, Mr. Zehr, and Mr. Slaughter.

Blue Ridge Regional Library Board – On a motion by Mr. Zehr and second by Ms. Buchanan, the Board unanimously approved the appointment of Debbie Youngman to a four-year term ending June 30, 2023.

Community Policy and Management Team – On a motion by Ms. Buchanan and second by Mr. Bryant, the Board unanimously approved appointment of Stephanie Tucker to two-year term ending June 30, 2021.

Mr. Adams recessed at 4:50 p.m. until the 6:00 p.m. evening meeting

Mr. Adams welcomed everyone to the 6:00 p.m. meeting, and extended a special welcome to Boy Scout Troop 166 from Stone Memorial Christian Church.

### **GENERAL HIGHWAY MATTERS**

Lisa Hughes, Resident Engineer for the Virginia Department of Transportation, updated the Board on general highway matters.

### **PUBLIC HEARING – REZONING APPLICATION R-19-03- ROBERT M. WATKINS**

Mr. Clark said the property is located at 1410 Stoney Mountain Road, across from 1507 Stoney Mountain Road, in the Iriswood District. The Tax Map numbers are 44.6(25)/2,3A,3B,3C,3D,3E. The applicant is requesting the rezoning of approximately 24.82-acres, from Rural Residential District R-R to Agricultural District A-1. The applicant intends to use part of the property to establish a family cemetery and to construct a private use storage building.

Mr. Adams opened the public hearing at 6:05 p.m. There being no one present who wished to speak Mr. Adams closed the public hearing at 6:05 p.m. On a motion by Dr. Martin and second by Mr. Zehr, the Board unanimously approved the rezoning request. .

**MATTERS PRESENTED BY THE PUBLIC**

There was no one present who wished to speak.

There being no further business to discuss, Mr. Slaughter moved to adjourn at 6:07 p.m., seconded by Mr. Zehr and unanimously carried.