

HENRY COUNTY BOARD OF SUPERVISORS MINUTES

June 26, 2018 – 3:00 p.m.

The Henry County Board of Supervisors held its regular meeting on June 26, 2018, 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, Tommy Slaughter, David Martin, Joe Bryant, and Ryan Zehr.

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; Susan Reynolds, Director of Human Resources/Public Information Officer; Michelle Via, Human Resource Generalist; Scott Grindstaff, Treasurer; and Jennifer Gregory, Administrative Assistant.

Sheriff Lane Perry, Deputy Everett Harper, and Lt. Steve Raines of the Sheriff's Office were present. Also present was Ben Williams of the Martinsville Bulletin.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Mr. Lyle gave the invocation and Mr. Bryant led the Pledge of Allegiance.

CALL TO ORDER:

Chairman Adams called the meeting to order and welcomed everyone present. 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 22, 2018

Approval of Accounts Payable

Copy included in Board's File. Mr. Bryant moved the Items of Consent be adopted, seconded by Mr. Slaughter. The motion carried 6 to 0.

UPDATE FROM THE CHAMBER'S PARTNERSHIP FOR ECONOMIC GROWTH (CEPEG)

Lisa Fultz, Executive Director of the Chamber's Partnership for Economic Growth (CPEG) provided an update to the Board on small business and retail development efforts. Ms. Fultz stated that The Small Business Incubator, currently

has an occupancy of 94% with 18 onsite tenants and three virtual tenants. The Incubator recently had to repurpose two office spaces to accommodate new tenants needs, and will continue to try to utilize every square foot of the building to support our entrepreneurial community. The Startup Martinsville-Henry County program recently awarded seven businesses with over \$29,000 in grants. Ms. Fultz said (CEPEG) will be announcing three Small Business grants within the next week.

REPORT ON DELINQUENT TAX COLLECTION EFFORTS

Mr. Grindstaff noted that 92.69% of 2017 personal property taxes and 92.329% of 2017 real estate taxes have been collected. Since January 1, TACS has collected approximately \$162,884.20. Fourteen VRW stops were collected in May.

MONTHLY UPDATE FROM THE MARTINSVILLE-HENRY COUNTY ECONOMIC DEVELOPMENT CORPORATION

Mr. Mark Heath, President and CEO of the Martinsville-Henry County Economic Development Corporation presented the monthly EDC update to the Board. Mr. Heath reviewed a summary of activities by division (Copy included in Board's File).

CONSIDERATION OF PROCLAMATION ENDING THE STATE OF EMERGENCY

Mr. Hall said on May 20, 2018, as allowed under Sec. 44-146.21 of the Code of Virginia, the County Administrator declared a State of Emergency in response to the significant flooding in the County. The Board affirmed the declaration at its meeting on May 22, 2018. Primary response and recovery efforts have ended, and Public Safety Director Matt Tatum is asking the Board to declare the emergency to be over.

Mr. Zehr moved the Board approve the proclamation declaring the emergency to be over, second by Ms. Buchanan and unanimously carried.

UPDATE ON FINANCING FOR JAIL PROJECT – DAVID ROSE, DAVENPORT & COMPANY

Mr. Hall said the County has contracted with Davenport & Company, LLC of Richmond to guide Henry County through the process of financing the new Henry County jail facility. In 2017, Davenport assisted the County with securing a highly favorable credit rating and helped secure a \$10 million line of credit at a fixed interest rate of 1.20% to fund the initial costs for the new jail. Site demolition is under way at the new jail site and architectural design is approximately 40% complete. Staff anticipates bidding the construction portion of the jail project by the end of the year. Virginia's biennial budget for FY '19 and FY '20 includes the Commonwealth's 25% share of the jail project. David Rose with Davenport updated the Board on the next steps toward securing the financing for the new jail facility. (Copy of presentation included in Board's File).

On a motion by Mr. Zehr and second by Dr. Martin, the Board unanimously approved to begin the process of applying to the Virginia Resources Authority to borrow funds needed for the construction of a new jail.

ADDITIONAL APPROPRIATION RE: CATEGORICAL TRANSFER – SCHOOL BOARD

Mr. Hall said the School Board is asking the Board of Supervisors to approve a categorical transfer of funds in the amount of \$650,000 from four categories – Contingency Reserve, Instruction, Operation and Maintenance, and Administration/Attendance and Health to the categories of Transportation and Facilities. The transferred funds will be used for replacement school buses and major maintenance projects. These projects include paving at four facilities, Career Academy renovations, and replacement of several maintenance vehicles.

On a motion by Dr. Martin and second by Mr. Slaughter, the Board unanimously approved the categorical transfer.

AWARD OF CONTRACT RE: PREVENTATIVE MAINTENANCE HVAC – BUILDING AND GROUNDS DEPARTMENT

Mr. Hall said staff is requesting the awarding of a contract in the amount of \$28,922 to Trane, Inc. for providing scheduled maintenance services to heating, ventilation and air conditioning (HVAC) systems at County facilities during the upcoming fiscal year. This is a permitted extension of the current contract and the price has not changed. Funds for this contract are included in the FY 2019 County Budget.

On a motion by Mr. Slaughter and second by Mr. Zehr, the Board unanimously approved the award of contract to Trane, Inc. in the amount of \$28,922 for HVAC preventive maintenance services.

AWARD OF CONTRACT RE: EMERGENCY SERVICES RADIO SYSTEM MAINTENANCE – PUBLIC SAFETY

Mr. Hall said Public Safety Director Matt Tatum is requesting that the Board award a contract in the amount of \$56,191.21 to Motorola Solutions, Inc. for the purchase of a service and warranty agreement on the County's emergency services radio system. This is a permitted extension of the original contract on the radio system. Funds for this contract are included in the FY 2019 County Budget.

On a motion by Mr. Bryant and second by Ms. Buchanan, the Board unanimously approved the award of contract in the amount of \$56,191.21 to Motorola Solutions, Inc.

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

Mr. Hall said Commonwealth's Attorney Andrew Nester is asking the Board to approve an additional appropriation of \$1,240 from state asset forfeiture funds to cover the cost of furniture and fixtures for his office.

On a motion by Mr. Zehr and second by Mr. Slaughter, the Board unanimously approved the additional appropriation of \$1,240 from state asset forfeiture funds to cover the cost of furniture and fixtures for office.

ADDITIONAL APPROPRIATION RE: HIGHWAY SAFETY EQUIPMENT GRANT – SHERIFF’S OFFICE

Mr. Hall said Sheriff Lane Perry is asking the Board to appropriate grant funds in the amount of \$13,790 received from the Virginia Department of Criminal Justice Services (DCJS). The grant is for the purchase of two speed indicator trailers to improve highway safety in areas that have speed limits lower than 45 MPH. These funds are federal Byrne/JAG Equipment and Technology Grant funds provided through DCJS.

On a motion by Mr. Zehr and second by Dr. Martin, the Board unanimously approved appropriating the grant funds of \$13,790 for the purchase of two speed indicator trailers.

ADDITIONAL APPROPRIATION RE: HOUSING INMATES – SHERIFF’S OFFICE

Mr. Hall said Sheriff Lane Perry is asking the Board to approve the transfer of funds and an additional appropriation totaling \$550,000 to cover expenses for housing inmates. Staff has identified funding from various sources within the existing budget to cover \$344,000, including \$75,000 from the Contingency Reserve for housing inmates, and \$75,000 from the Contingency Reserves for fuel. An additional \$206,000 is needed from the County General Fund balance to cover these expenses.

On a motion by Dr. Martin and second by Mr. Zehr, the Board unanimously approved the transfer and appropriation as outlined above totaling \$550,000, including \$206,000 from the County General Fund balance.

ADDITIONAL APPROPRIATION RE: TRAVEL REIMBURSEMENTS – SHERIFF’S OFFICE

Mr. Hall said Sheriff Lane Perry is requesting approval of an additional appropriation of \$15,351 received as travel reimbursements for extradition of wanted suspects. The funds will be used to cover the cost of extradition suspects back to Henry County.

On a motion by Dr. Martin and second by Ms. Buchanan, the Board unanimously approved the additional appropriation of \$15,351 received as travel reimbursements for extradition of wanted suspects back to Henry County.

ADDITIONAL APPROPRIATION RE: SALARY AND FEES - REIMBURSEMENTS – SHERIFF’S OFFICE

Mr. Hall said Sheriff Lane Perry is requesting approval of an additional appropriation of \$24,636 received as reimbursements for performing work for outside agencies and teaching gun safety classes. The funds will be used to cover the cost of providing the services.

On a motion by Mr. Bryant and second by Mr. Slaughter, the Board unanimously approved additional appropriation of \$24,636 received as reimbursements for performing work for outside agencies and teaching gun safety classes.

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

Mr. Hall said Sheriff Lane Perry is asking the Board to award a contract to RRS Food Service (formerly Dan Valley Foods) of Danville, Virginia to supply food for the Henry County Jail. This contract does not stipulate a total expenditure amount because of the fluctuation in numbers 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 Dr. Martin, the Board unanimously approved awarding the contract to RRS Food Service of Danville, Virginia as requested by Sheriff Perry.

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

Mr. Hall said Sheriff Lane 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 '19. 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 Ms. Buchanan and second by Mr. Bryant, the Board unanimously approved awarding the contract in the amount of \$24,000 to Dr. Edna E. Gordon for physician services for inmates.

AWARD OF CONTRACTS RE: HOUSING INMATES – SHERIFF’S OFFICE

Mr. Hall said Sheriff Lane Perry is asking the Board to approve monthly expenditures during FY '19 associated with housing inmates at the Western Virginia Regional Jail, Roanoke City Jail, and Patrick County Jail. All of the 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 '19 budget includes \$1,000,000 for these expenses.

On a motion by Mr. Zehr and second by Dr. Martin, the Board unanimously approved the monthly expenditures associated with housing inmates at the Western Virginia Regional Jail, Roanoke City Jail, and Patrick County Jail.

AWARD OF CONTRACT RE: ANIMAL SHELTER OPERATIONS – SHERIFF’S OFFICE

Mr. Hall said Sheriff Lane Perry is asking the Board to award a contract to the Martinsville-Henry County SPCA in the amount of \$25,000 for animal shelter operations. This is an allowable renewal of the contract initially awarded in 2014. The SPCA will provide minor medical services for the animals, cleaning of the

animal areas, and rescue and adoption coordination. Sheriff Perry indicated that this contract will allow animal control officers to provide more hours in the field instead of having to remain at the animal shelter.

On a motion by Dr. Martin and second by Mr. Bryant, the Board unanimously approved awarding the contract in the amount of \$25,000 to the Martinsville-Henry County SPCA for animal shelter operations.

AWARD OF CONTRACT RE: EMERGENCY VEHICLE EQUIPMENT – SHERIFF’S OFFICE

Mr. Hall said Sheriff Lane Perry is asking the Board to award a contract to East Coast Emergency Vehicles, LLC of Millstone Township, NJ (with an office in Smithfield, VA) for various vehicle emergency lights and equipment as needed throughout the year. The total value of the contract will be approximately \$40,000 for the year and funds are included in the FY '19 budget for this purpose.

On a motion by Mr. Bryant and second by Mr. Zehr, the Board unanimously approved awarding the contract to East Coast Emergency Vehicles, LLC for various vehicle emergency lights and equipment.

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

Mr. Hall said Treasurer Scott Grindstaff and Commissioner of the Revenue Linda Love are asking the Board to renew a contract with BMS Direct, Inc. of Lynchburg, Virginia for printing and mailing of the County’s forms for personal property, real estate and motor license fees and tangible property forms. The contract price is calculated based on the actual number of mailings and billed at an approximate cost of \$50,000 annually. The original contract was award in 2014 and this is a permitted extension of the contract. Funds are included in the FY '19 budget for this purpose.

On a motion by Mr. Zehr and second by Dr. Martin, the Board unanimously approved renewing the contract with BMS Direct, Inc. as outlined above.

TRANSFER APPROPRIATION RE: VIRGINIA AVENUE TRANSPORTATION ENHANCEMENT PROJECT – PLANNING, ZONING AND INSPECTIONS DEPARTMENT

Mr. Hall said Lee Clark, Director of Planning, Zoning & Inspections, is asking the Board to approve the transfer of unexpended funds from rural addition projects in the amount of \$53,061 to the Virginia Avenue Transportation Enhancement Project. These funds will be used for the ongoing improvements to the Virginia Avenue area.

On a motion by Dr. Martin and second by Mr. Bryant, the Board unanimously approved the transfer of funds in the amount of \$53,061 to the Virginia Avenue Transportation Enhancement Project.

TRANSFER APPROPRIATION AND CHANGE ORDER RE: AMBULANCE STRETCHER LIFT SYSTEM – PUBLIC SAFETY

Mr. Hall said Public Safety Director Matt Tatum is asking the Board to approve the transfer of funds in the amount of \$22,900 needed to cover the cost of an automatic stretcher mount and lift system for the new ambulance that was ordered recently. These funds are derived from savings realized within Public Safety line items in the current fiscal year operating budget. 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 approve the change order to Vest Sales and Services, Inc., in the amount of \$23,843.48 for this equipment.

On a motion by Mr. Zehr and second by Dr. Martin, the Board unanimously approved the transfers totaling \$22,900 and the change order to Vest Sales and Service, Inc. in the amount of \$23,843.48

INFORMATIONAL ITEMS

Comments from the Board

Dr. Martin said that he, Ben Gravely, and Milton Kendall went door to door recently about the Stoney Mountain water line project. The Concerned Citizens of Sandy Level will be having an annual picnic on Saturday June 30th @ 3:00 p.m. at the Crossroads.

Mr. Adams asked Sandy Strayer, Henry County Public Schools Interim Superintendent to update the Board on how to help Kim Roher, of the Henry County Public Schools. Ms. Strayer said Kim Roher's house sustained major damage during a recent flood. A fund to help Kim restore her house has been set up at a RedBasket site for anyone wishing to donate <https://redbasket.org/1688/rebuilding-kimberlys-life>.

Mr. Hall reminded everyone of Celebration 2018 on July 3rd at 3:00 p.m. The Spinners will perform around 8:00 p.m. with fireworks around 10:15 p.m. The Administration Building will be closed on July 4th. Every other Wednesday through September there will be food trucks at Jack Dalton Park from 11:00 a.m. until 2:00 p.m.

CLOSED MEETING

Mr. Slaughter moved that the Board go into a closed meeting at 4:11 p.m., seconded by Ms. Buchanan and unanimously carried to discuss the following.

- 1) §2.2-3711(A)7 for Discussion of Pending Legal Matters.
- 2) §2.2-3711(A)3 for Discussion of the Acquisition/Disposal of Real Estate.
- 3) §2.2-3711(A)5 for Discussion of As-Yet Unannounced Industries.

OPEN MEETING

The Board returned to an open meeting at 5:21 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. Zehr, Mr. Bryant, Dr. Martin, Mr. Adams, Ms. Buchanan, and Mr. Slaughter.

On a motion by Mr. Bryant and second by Ms. Buchanan, the Board unanimously approved \$36,000 to be taken out of contingency fund and divided evenly between the supervisors (\$6,000) and placed into a separate account effective July 1, 2018 and also be a continuance line item each year for consideration during the budget process.

Mr. Adams recessed at 5:24 p.m. until the 6:00 p.m. evening meeting.

Mr. Adams welcomed everyone to the 6 p.m. meeting.

GENERAL HIGHWAY MATTERS

David Kiser, Assistant Resident Engineer for the Virginia Department of Transportation, updated the Board on several general highway matters. Mr. Kiser reviewed comments received at last month's public hearing and presented a proposed Six-Year Secondary Plan for the Board's consideration. (Copy included in Board's File).

ADOPTION OF THE SECONDARY ROAD PLAN

On a motion by Ms. Buchanan and second by Mr. Zehr, the Board unanimously adopted the Secondary Road Plan for Henry County for 2018-2024 as presented.

PUBLIC HEARING – REZONING APPLICATION R-18-04 – JMB INVESTMENT COMPANY, LLC.

Mr. Clark said the property is located in the southwest corner of the intersection of Fairystone Park Highway and Vestal View Road in the Blackberry District. The Tax Map number is 14.8/128B. The applicant is requesting the rezoning of approximately 1.5-acres from Suburban Residential S-R to Commercial District B-1. The applicant intends to develop a retail store on the property.

Mr. Adams opened the public hearing at 6:08 p.m. There being no one present who wished to speak Mr. Adams closed the public hearing at 6:08 p.m. On a motion by Mr. Zehr and second by Mr. Slaughter, the Board unanimously approved the rezoning request.

MATTERS PRESENTED BY THE PUBLIC

Doug Stegall of Collinsville wanted to thank Mr. Lee Clark, Director of Planning, Zoning, and Inspection for his work in the Fieldale and Bassett area.

There being no further business to discuss, Mr. Bryant moved to adjourn at 6:10 p.m., seconded by Mr. Zehr and unanimously carried.