

Public Display

BOARD PACKET
BOARD OF SUPERVISORS
REGULAR MEETING
OCTOBER 3, 2016



**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
MONDAY, OCTOBER 3, 2016
GENERAL DISTRICT COURTROOM
11 BANK STREET, CHATHAM, VA 24531**

AGENDA

1. Call to Order – 7:00 p.m.
2. Roll Call
Barber Hagerman Blackstock Davis Searce Warren Barksdale

3. Moment of Silence
4. Pledge of Allegiance
5. Items to be added to the Agenda
(a)

Motion: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Searce Warren Barksdale

APPROVAL OF AGENDA

Motion: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Searce Warren Barksdale

HEARING OF CITIZENS

CONSENT AGENDA

Motion: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Searce Warren Barksdale

- 6. (a) Minutes: September 6, 2016 – Regular Meeting *Pages 12-16*
September 20, 2016 – Adjourned Meeting *Pages 17-52*
- (b) Bill List: September (*Online*)
- (c) Proclamation – Countywide Cleanup Month; October 2016 *Pages 53-54*
- (d) Proclamation – National Fire Prevention Week; October 9 – 15, 2016 *Pages 55-56*

PUBLIC HEARINGS

- 7. Public Hearing to receive public comment on Emergency Medical Advisory Committee
Pittsylvania County Code Amendment *Pages 58-60*

Open: _____ *Close:* _____

Speakers: _____

Motion: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Searce Warren Barksdale

Roll Call Vote

Y N A

Barber
Hagerman
Blackstock
Searce
Davis
Warren
Barksdale

(Roll Call Vote Y or N)

Comments: _____

- 8. Public Hearing to receive public comment on proposed budget resolution amendment related
to new Merchants' Capital Tax methodology *Pages 61-103*

Open: _____ *Close:* _____

Speakers: _____

Motion: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Searce Warren Barksdale

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

Comments: _____

UNFINISHED BUSINESS

- Library Appropriation for Mt. Hermon Library – *At their adjourned meeting on September 20, 2016, motion by Mr. Warren, and seconded by Mr. Barber; required a 10-Day Layover has been met. **Roll Call Vote Required Pages 105-106***

<i>Motion:</i>	<i>Barber</i>	<i>Hagerman</i>	<i>Blackstock</i>	<i>Davis</i>	<i>Scearce</i>	<i>Warren</i>	<i>Barksdale</i>
<i>Second:</i>	<i>Barber</i>	<i>Hagerman</i>	<i>Blackstock</i>	<i>Davis</i>	<i>Scearce</i>	<i>Warren</i>	<i>Barksdale</i>

Roll Call Vote

	Y	N	A
Barber			
Hagerman			
Blackstock			
Scearce			
Davis			
Warren			
Barksdale			

(Roll Call Vote Y or N)

Comments: _____

NEW BUSINESS

- Expenditure Refunds for September 2016– ***Requires a Motion and a 10-Day Layover Pages 108-110***

<i>Motion:</i>	<i>Barber</i>	<i>Hagerman</i>	<i>Blackstock</i>	<i>Davis</i>	<i>Scearce</i>	<i>Warren</i>	<i>Barksdale</i>
<i>Second:</i>	<i>Barber</i>	<i>Hagerman</i>	<i>Blackstock</i>	<i>Davis</i>	<i>Scearce</i>	<i>Warren</i>	<i>Barksdale</i>

- County Administrator Interviews Closed Session Certification ***Pages 111-112 Pursuant to Virginia Code §2.2-3712(B), the Pittsylvania County Board of Supervisors will be holding closed meetings at undisclosed locations within the following 15 days for the purpose of interviewing candidates for the position of Pittsylvania County Administrator***

Motion: Barber Hagerman Blackstock Davis Scearce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Scearce Warren Barksdale

APPOINTMENTS

- 12. Upcoming term appointments
 - (a) Planning Commission: expires 11/30/2016 *Page 114*
 - (b) Industrial Development Authority: expires 11/30/2016 *Page 114*

BOARD ANNOUNCEMENTS

REPORTS FROM LEGAL COUNSEL

REPORTS FROM COUNTY ADMINISTRATOR

- 1. Animal Control/CoP September 2016 Monthly Report *Pages 118-119*
 - 2. Code Compliance September 2016 Monthly Report & Fees *Page 120*
-
-

CLOSED SESSION

Time Entered in Closed Session: _____

Motion: Barber Hagerman Blackstock Davis Scearce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Scearce Warren Barksdale

Roll Call Vote

Y N A

Barber
Hagerman
Blackstock
Scearce
Davis
Warren
Barksdale
(Roll Call Vote Y or N)

13. (a) Discussion of the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in expanding its facilities in the community.

Legal Authority: Virginia Code §2.2-3711(A)(5)
Subject: Project Optimization
Purpose: Discussion of Potential Economic Development Incentive Package

Motion: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Comments: _____

- (b) Discussion concerning a prospective business or industry where no previous announcement has been made of the business' or industry' interest in locating its facilities in the community; and Discussion/consideration of records excluded under Virginia Code §2.2-3705.6(3), including without limitation those certain confidential proprietary records voluntarily provided by a private business pursuant to a promise of confidentiality from the Pittsylvania County Board of Supervisors (the "BOS"), and used by the BOS for business and trade development.

Legal Authority: Virginia Code §§2.2-3711(A)(5) and 2.2-3711(A)(40)
Subject: Project S8
Purpose: Discussion concerning a prospective business or industry where no previous announcement has been made of the business' or industry's interest in locating its facilities in the community; and Discussion/consideration of Non-Disclosure Agreement

Motion: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Comments: _____

RETURN TO OPEN SESSION

Motion to return to Open Session:

Motion: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Searce Warren Barksdale

Time Returned to Open Session: _____

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
CLOSED MEETING CERTIFICATION**

BE IT RESOLVED that at meetings of the Pittsylvania County Board of Supervisors (“BOS”) to interview candidates for the position of County Administrator on Monday, September 26, 2016 and Wednesday, September 28, 2016, the BOS members hereby certify, by a recorded vote, that to the best of each BOS member’s knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting. If any BOS member believes that there was a departure from the requirements of the Virginia Code, he shall so state prior to the vote indicating the substance of the departure. The statement shall be recorded in the BOS’ minutes.

	<u>Vote</u>
Tim R. Barber	Yes/No
Jerry A. Hagerman	Yes/No
Elton W. Blackstock	Yes/No
Joe B. Davis	Yes/No
Ronald S. Searce	Yes/No
Robert W. Warren	Yes/No
Jessie L. Barksdale	Yes/No

ADJOURNMENT

Motion: Barber Hagerman Blackstock Davis Searce Warren Barksdale
Second: Barber Hagerman Blackstock Davis Searce Warren Barksdale

Time: _____

TO BE ADDED

HEARING OF CITIZENS

CONSENT AGENDA

**Pittsylvania County Board of Supervisors
Tuesday, September 6, 2016
Regular Meeting**

VIRGINIA: The Regular Meeting of the Pittsylvania County Board of Supervisors was held on Tuesday, September 6, 2016 in the General District Courtroom of the Edwin R. Shields Addition in Chatham, Virginia. Jessie L. Barksdale, Chair, called the meeting to order at 7:00 p.m. The following members were present:

Jessie L. Barksdale	Banister District
Elton W. Blackstock	Staunton River District
Tim Barber	Tunstall District
Ronald S. Searce	Westover District
Jerry A. Hagerman	Callands-Gretna District
Robert W. Warren	Chatham-Blairs District
Joe B. Davis	Dan River District

Mr. Clarence C. Monday, County Administrator, Mr. J. Vaden Hunt, County Attorney, Mr. Greg L. Sides, Assistant County Administrator for Planning and Development, Mr. Matthew Rowe, Director of Economic Development, Ms. Kim Van Der Hyde, Director of Finance, Ms. Lisette Jordan, Human Resource Manager, Mr. Cory Stephens, Programs Manager for Parks and Recreation, Katie Millner, CSA Coordinator, and Ms. Rebecca Flippen, Deputy Clerk to the Board were also present.

Mr. Barksdale led the Moment of Silence, and then the Pledge of Allegiance.

Approval of Agenda

Motion was made by Mr. Barber, seconded by Mr. Warren, to approve the agenda, which was unanimously approved by the Board.

Hearing of the Citizens

No one signed up to speak.

Consent Agenda

Motion was made by Mr. Blackstock, seconded by Mr. Barber, to approve the Consent Agenda, which was unanimously approved by the Board of Supervisors.

- (a) Minutes: August 1, 2016 – BOS Regular Meeting
August 16, 2016 – BOS Adjourned Meeting
- (b) Bill List – August 2016 (Online)
- (c) 2016/17 Youth Commission – Appointments
- (d) Ratification of Letter of Support: VDH Grant Application for funding Virginia International Raceway (VIR) Interconnection
- (e) Amended Section 125 Flexible Benefit Plan Adoption Agreement
- (f) Resolution – Intertape Polymer Group (IPG); Winner of the Environmental Protection Agency's (EPA) Virginia NASCAR E3 Challenge (Energy-Economy-Environment) Award

Mr. Cory Stephens, Programs Manager for Parks & Recreation, introduced the newly appointed 2016/17 Youth Commission, whose appointment terms begin August 1, 2016 thru July 31, 2017:

- Connie Weaver - Tunstall High School
- Mallorie Patrick - Tunstall High School
- Johnte Lipford - Gretna High School
- Lauryn Jones - Gretna High School
- TaCoreia Webb - Dan River High School
- Josh Miller - Chatham High School

Also, the following Youth Advisory Board members were reappointed with terms beginning August 1, 2016 thru July 31, 2017: Carly Pearce, Lesley Villarose, Laurie Moran, Shannon Hair, Mike Taylor, W. Neal Oakes, and Jessie L. Barksdale.

(Ratified Letter of Support to be inserted here)

(Resolution 2016-09-02 to be inserted here)

Public Hearings

Public Hearing as required by §15.2-1800(B) of the Code of Virginia, 1950, as amended, to receive citizen input on the proposed execution of a lease between the Pittsylvania County Board of Supervisors and the Trustees of United Steelworkers Local Union 9428 of approximately 1,100 square feet of the premises located at 123 Tightsqueeze Industrial Road, Chatham, Virginia 24531, a publicly owned building, for use as Union meeting and office place. Mr. Barksdale opened the public hearing at 7:14pm. Mr. Monday explained that at a recent Pittsylvania County Board of Supervisors' ("BOS") meeting, the BOS authorized the purchase of real property located at 123 Tightsqueeze Industrial Road, Chatham, Virginia (the "Premises"), utilizing Sheriff asset forfeiture money. The Sheriff will utilize the building primarily for storage purposes. The Trustees of United Steelworkers Local Union 9428 seek to continue to lease approximately 1,100 square feet on the Premises for use as a Union meeting and office place. Mr. Monday stated that since the Premises is now publicly owned, per Virginia Code § 15.2-1800(B), a public hearing is required before execution of the Agreement. No one signed up to speak and Mr. Barksdale closed the public hearing at 7:15pm. For the purpose of discussion a motion was made by Mr. Blackstock, seconded by Mr. Barber, to approve the Agreement. Mr. Warren stated that he was very concerned about the language in Items 5 & 6 of the Agreement. His concerns related to the Lessor's responsibility of water and electricity, and the language of insurance coverage. Mr. Warren made a substitute motion, seconded by Mr. Barber, to table this issue, have the County Attorney clean up the language in these two sections, and then bring the Agreement back to the Board of Supervisors for their consideration. Mr. Warren's substitute motion was unanimously approved by the Board.

Public Hearing to receive citizen input on potentially changing the County's current Merchants' Capital Tax assessment method from \$2.75 per \$100 of assessed value, 30% of original value; to the following:

MERCHANTS' CAPITAL TAX

\$2.75 rate (applied to all below tiers; effective January 1, 2016)		
Tier 1	Tier 2	Tier 3
30% of original inventory cost	10% of original inventory cost	5% of original inventory cost
\$1 to \$1,000,000	\$1,000,001 to \$5,000,000	\$5,000,001 to unlimited

Mr. Barksdale opened the public hearing at 7:23pm. Mr. Monday explained that a recent Pittsylvania County Board of Supervisors' ("BOS") Finance Committee Meeting, the BOS determined it potentially desired to change the way the County assesses its Merchants' Capital Tax from its current assessment method, \$ 2. 75 per \$ 100 of assessed value, 30% of original value; to the following:

MERCHANTS' CAPITAL TAX

\$2.75 rate (applied to all below tiers; effective January 1, 2016)		
Tier 1	Tier 2	Tier 3
30% of original inventory cost	10% of original inventory cost	5% of original inventory cost
\$1 to \$1,000,000	\$1,000,001 to \$5,000,000	\$5,000,001 to unlimited

with an effective date of January 1, 2016.

The first person to sign up to speak was John Merricks of the Dan River District. Mr. Merricks thanked the Board for making this amendment which was easy the burdern of taxes on his business located in Ringgold, and in doing so, he would not have to move his business out of the County plus this amendment also helped save the 50 jobs his company fills. The last person to speak was Mr. Edmund Milam, who opposed the Merchant's Capital Tax and its methodology all together. Mr. Milam stated it was likely he would move his business out of the County, and could cost 50-75 people their jobs. No one else signed up to speak and Mr. Barksdale closed the hearing at 7:29 pm. Motion was made by Mr. Blackstock, seconded by Mr. Davis, to approve the amendment as presented and the following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-No; Mr. Blackstock-Yes; Mr. Scarce - Yes; Mr. Davis-Yes; Mr. Warren - Yes; and Mr. Barksdale-Yes. Mr. Blackstock-s motion passed by a 6-1 majority vote, with Mr. Hagerman opposed. Mr. Blackstock publicly stated many comments had been said about the Commissioner of Revenue's office and this tax, and he wanted it clear to the public that Ms. Shirley Hammock, Commissioner of the Revenue, has only been following the ordinance's methodology on this tax that the Board of Supervisors adopted and had been approving each year.

Public Hearing, pursuant to Virginia Code §15.2-2507 to hear citizen input on proposed amendments to the county budget for fiscal year 2017

Mr. Barksdale opened the public hearing at 7:37 pm. Mr. Monday stated that this public hearing is necessary because amendments to the 2017 budget exceeded 1% of the fiscal budget and the amendments developed as follows:

- (a) At the 8-16-16 adjourned meeting, the Board of Supervisors was asked to consider appropriating a total of \$103,271.90 to increase the employer's share of health insurance coverage for County employees for the upcoming plan year. A motion came from the Finance Committee which does not require a second. It has met the 10-Day Layover requirement and will require a Roll Call vote.
- (b) At the 8-16-16 adjourned meeting, the Board of Supervisors was asked to consider appropriating a total of \$3,243,000.00 for the construction of a new animal shelter to be located on Highway 29. This amount includes the base amount of \$3,149,000 plus alternate #2. A motion had been made by Mr. Blackstock and seconded by Mr. Davis, has met the 10-Day Layover requirement and will now require a Roll Call vote.
- (c) At the 8-16-16 adjourned meeting, the Board of Supervisors was asked to consider reappropriating 2016 carryover balances to the 2017 budget. Tonight's public hearing was set to consider citizen input on these items. These items were separated into two categories: encumbered amounts and discretionary amounts. Encumbered amounts are funds that are necessary to cover items that were purchased at year-end but were not received until the new fiscal year. It also includes funds that were collected during the year for specific programs.

Discretionary amounts are funds that were requested by departments for a specific purpose for the FY 2017 budget year. Staff recommends that the board reappropriate a total of \$676,930.17 in encumbered carryover amounts. The discretionary carryovers totaled \$421,986.83. Combined this amount is \$1,098.917 This item does require a motion and a second since it was included in the public hearing; does not require a 10-Day Layover, but does require a Roll Call Vote.

(d) At the 8-16-16 adjourned meeting, the Board of Supervisors was asked to consider reappropriating \$2,956,004.88 of School Board carryover requests to the 2017 budget. Tonight's public hearing was set to consider citizen input on these items. This item would require a motion and second but does not require a 10-Day Layover since it was included in the public hearing. It will require a Roll Call Vote.

No one signed up to speak and Mr. Barksdale closed the hearing at 7:38pm.

The following Roll Call Vote was recorded for Item (a) for appropriating a total of \$103,271.90 to increase the employer's share of health insurance coverage for County employees for the upcoming plan year.: Mr. Barber-Yes, Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scearce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. The Finance Committee's motion was unanimously passed by the Board of Supervisors.

The following Roll Call Vote was recorded for Item (b) for appropriating a total of \$3,243,000.00 for the construction of a new animal shelter to be located on Highway 29. This amount includes the base amount of \$3,149,000 plus alternate #2. Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Warren-Yes; Mr. Davis-Yes; Mr. Warren-Yes and Mr. Barksdale-Yes. Mr. Blackstock's motion was unanimously approved by the Board.

Motion was made by Mr. Davis, seconded by Mr. Warren, concerning Item (c) to reappropriating 2016 carryover balances to the 2017 budget totaling \$1,098.917 which is comprised of \$676,930.17 in encumbered carryover amounts and discretionary carryovers totaled \$421,986.83. The following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Warren-Yes; Mr. Davis-Yes; Mr. Warren-Yes and Mr. Barksdale-Yes. Mr. Davis's motion was unanimously approved by the Board.

Motion was made by Mr. Warren, seconded by Mr. Davis, concerning Item (d) for reappropriating \$2,956,004.88 of School Board carryover requests to the 2017 budget. The following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Warren-Yes; Mr. Davis-Yes; Mr. Warren-Yes and Mr. Barksdale-Yes. Mr. Warren's motion was unanimously approved by the Board.

This concluded the public hearing.

New Business

Motion was made by Mr. Barber, seconded by Mr. Davis, for the recommends the reappropriation of \$64,133.91 as follows: \$400.80 to Treasurer-Legal Services (100-4-012410-3150), \$100.00 to Clerk of Court-Copier Lease (100-4-021600-60051), \$100.00 to Sheriff-Undercover Work (100-4-031200-6024), \$1,185.38 to Sheriff-Parts (100-4-031200-6030), \$217.80 to Sheriff-Labor (100-4-031200-6031), \$50.00 to Jail-Food Supplies (100-4-033100-6002), \$10,336.38 to B&G-Repairs & Maintenance (100-4-043100-3320), \$4,495.00 to CSA-Pool Program (100-4-053500-7003), \$150.00 to Recreation-Field Maintenance (100-4-071100-6006), \$175.00 to Ag Development-Farmer's Market (100-4-082500-6014), \$30,614.18 to WIA-Rent (251-4-353853-6014), \$16,309.37 to Building & Grounds Improvements (310-4-094130-8158). This motion required a 10-Day Layover.

Motion was made by Mr. Blackstock, seconded by Mr. Warren, to authorize advertising a public hearing for citizen input on a proposed amendment of Pittsylvania County Code Sec. 31-3.1 (iii); Service Free for Emergency Ambulance Transport as follows: iii. EMAC will distribute on *monthly quarterly* basis to the respective Participating Agencies a percentage of the internally audited, un-obligated revenues generated by the fee-for-service program. Mr. Blackstock's motion was unanimously approved by the Board.

Ms. Katie Millner, CSA Coordinator, presented the Board with a copy of the CSA Program's Annual Audit Final Report and Quality Improvement Plan, and reported that all CPMT members were in attendance compliance with the quarterly report. Mr. Monday told the Board Ms. Millner is resigning her position with Pittsylvania County and that her position is already being advertised.

Mr. Monday stated the Board of Supervisors held a Special Meeting, under Closed Session on September 1, 2016 at 5:00 pm for the following purpose:

Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.

Authority: 2.2-3711(A)(1) of the Code of Virginia, 1950, as amended

Subject Matter: County Administrator Recruitment/Selection

Purpose: Hear Preliminary Report of Candidates & Recruitment Process

Mr. Monday stated the Board adjourned that meeting and reconvened at 5:00 PM, also under Closed Session for the same matter. Mr. Monday then gave the following Public Statement:

"Pursuant to Virginia Code Section 2-2.3712(B), the Pittsylvania County Board of Supervisors will be holding closed meetings at undisclosed locations within the following 15 days for the purpose of interviewing candidates for the position of Pittsylvania County Administrator."

Appointments

Motion was made by Mr. Hagerman, seconded by Mr. Warren, so appoint Kim Van Der Hyde as the Callands-Gretna representative on the Danville-Pittsylvania Community services Board of Directors for a term beginning August 1, 2016 thru June 30, 2019. Mr. Hagerman's motion was unanimously approved by the Board.

Board Announcements

Mr. Scarce thanked everyone for their thoughts and prayers during his recent surgery.

Mr. Barksdale reminded everyone of the Economic Development announcement to be made by Governor McAuliffe on September 8, 2016 at 1:00PM at the Gene Haas Center located at the Institute for Advanced Learning and Reserach.

Adjournment

Motion was made by Mr. Warren, seconded by Mr. Barber, to adjourn the meeting, which was unanimously approved by the Board. The meeting ended at 8:10 pm.

**Pittsylvania County Board of Supervisors
Tuesday, September 20, 2016
Adjourned Meeting**

VIRGINIA: The Adjourned Meeting of the Pittsylvania County Board of Supervisors was held on Tuesday, September 20, 2016 in the General District Courtroom of the Edwin R. Shields Addition in Chatham, Virginia. Jessie L. Barksdale, Chair, called the meeting to order at 7:00 p.m. The following members were present:

Jessie L. Barksdale	Banister District
Elton W. Blackstock	Staunton River District
Tim Barber	Tunstall District
Ronald S. Scarce	Westover District
Jerry A. Hagerman	Callands-Gretna District
Robert W. Warren	Chatham-Blairs District
Joe B. Davis	Dan River District

Mr. Clarence C. Monday, County Administrator, Mr. J. Vaden Hunt, County Attorney, Mr. Greg L. Sides, Assistant County Administrator for Planning and Development, Mr. Matthew Rowe, Director of Economic Development, Ms. Kim Van Der Hyde, Director of Finance, Ms. Lisette Jordan, Human Resource Manager, Mr. Odie H. Shelton, Jr., Director of Code Compliance, Mr. Mark Narron, Animal Shelter Manager, and Ms. Kaylyn McCluster, Administrative Assistant III were also present.

After a Moment of Silence, Mr. Barksdale led the Pledge of Allegiance.

Approval of Agenda

Motion was made by Mr. Davis, seconded by Mr. Warren, to approve the agenda with the added closed session Project Little Light to be added to the agenda, which was unanimously approved by the Board.

Hearing of the Citizens

No one signed up to speak for the Hearing of the Citizens.

Public Hearings
Rezoning Cases

Case 1: : Jason Karl Keesee & Beth Calloway Keesee – Callands-Gretna Election District R-16-021 M-1, Industrial District, Light Industry to A-1, Agricultural District

Mr. Barksdale opened the public hearing at 7:05 pm. Mr. Shelton explained Jason and Beth Keesee had petitioned to rezone 42.10 acres, located off of U.S. Highway 29 (off Dual Track Road), in the Callands-Gretna Election District from M-1, Industrial District, Light Industry to A-1, Agricultural District. Once the property is rezoned to A-1, all uses listed under Section 35-178 are a

permitted use. The Planning Commission, with no opposition, recommended granting the petitioners' request. Jason and Beth Keese were there to represent the petition. No one signed up to speak and Mr. Barksdale closed the hearing at 7:06 pm. Motion was made by Mr. Hagerman, seconded by Mr. Blackstock, to approve rezoning Case R-16-021 from M-1 to A-1 and the following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scarce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. Mr. Hagerman's motion was unanimously approved by the Board.

Case 2: K H C Associates, LLC – Banister Election District R-16-022

R-1, Residential Suburban Subdivision District to A-1, Agricultural District

Mr. Barksdale opened the hearing at 7:07 pm. Mr. Shelton explained K H C Associates, LLC had petitioned to rezone a total of 182.49 acres, located on State Road 640/Spring Garden Road and on State Road 706/Abbott Place in the Banister Election District from R-1, Residential Suburban Subdivision District to A-1, Agricultural District. Once the property is rezoned to A-1, all uses listed under Section 35-178 are a permitted use. The Planning Commission, with no opposition, recommended granting the petitioners' request. No one signed up to speak and Mr. Barksdale closed the hearing at 7:10pm. Motion was made by Mr. Hagerman, seconded by Mr. Blackstock, to approve rezoning Case R-16-022 from R-1 to A-1 and the following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scarce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. Mr. Hagerman's motion was unanimously approved by the Board.

Case 3: Shonitra A. Slayton – Banister Election District R-16-023

R-1, Residential Suburban Subdivision District to A-1, Agricultural District

Mr. Barksdale opened the public hearing at 7:11 pm. Mr. Shelton explained Shonitra A. Slayton had petitioned to rezone a total of 24.14 acres, located on State Road 600/Cedar Forest Road in the Banister Election District from R-1, Residential Suburban Subdivision District to A-1, Agricultural District. Once the property is rezoned to A-1, all uses listed under Section 35-178 are a permitted use. The Planning Commission, with no opposition, recommended granting the petitioners' request. Shonitra Slayton was there to represent the petition. No one signed up to speak and Mr. Barksdale closed the hearing at 7:12 pm. Motion was made by Mr. Blackstock, seconded by Mr. Warren, to rezone Case R-16-023 from R-1 to A-1 and the following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scarce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. Mr. Blackstock's motion was unanimously approved by the Board.

Case 4: Adam E. Cooper & Jennifer Reynolds Cooper: Callands-Gretna Election District R-16-024 A-1, Agricultural District to R-1, Residential Suburban Subdivision District

Mr. Barksdale opened the public hearing at 7:13 pm. Mr. Shelton explained Adam and Jennifer Cooper had petitioned to rezone a total of 1.00 acre (part of 104.32 acres located on U.S. Highway 40/W Gretna Road in the Callands-Gretna Election District from A-1, Agricultural District to R-1, Residential Suburban Subdivision District. Once the properties are rezoned to R-1, all uses listed under Section 35-222 are a permitted use. The Planning Commission, with no opposition, recommended granting the petitioners' request. Adam Cooper was there to represent the petition. No one signed up to speak and Mr. Barksdale closed the hearing at 7:15 pm. Motion was made by Mr. Hagerman, seconded by Mr. Barber, to rezone Case R-16-024 from A-1 to R-1, and the following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scarce-

Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. Mr. Blackstock's motion was unanimously approved by the Board.

This concluded the public hearing.

Unfinished Business

At the September 6, 2016 meeting a motion was made by Mr. Barber, seconded by Mr. Davis, for a reappropriation of \$64,133.91 as follows: \$400.80 to Treasurer-Legal Services (100-4-012410-3150), \$100.00 to Clerk of Court-Copier Lease (100-4-021600-60051), \$100.00 to Sheriff-Undercover Work (100-4-031200-6024), \$1,185.38 to Sheriff-Parts (100-4-031200-6030), \$217.80 to Sheriff-Labor (100-4-031200-6031), \$50.00 to Jail-Food Supplies (100-4-033100-6002), \$10,336.38 to B&G-Repairs & Maintenance (100-4-043100-3320), \$4,495.00 to CSA-Pool Program (100-4-053500-7003), \$150.00 to Recreation-Field Maintenance (100-4-071100-6006), \$175.00 to Ag Development-Farmer's Market (100-4-082500-6014), \$30,614.18 to WIA-Rent (251-4-353853-6014), \$16,309.37 to Building & Grounds Improvements (310-4-094130-8158). This motion required a 10-Day Layover that had now been met and the following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scearce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. Mr. Barber's motion was unanimously approved by the Board.

New Business

David Hoback, Executive Director for the West Piedmont Planning District (WPPDC), briefly discussed the WPPS's Regional Strategic Planning Effort and its legislative agenda to be more concise and more focused on local government issues that broadly impact all our localities. He invited the Board to attend the West Piedmont Regional Summit on October 19, 2016 and said that their goals are to make everyone aware of the process, ask for support and participation, and advocate with stakeholders in the community.

Based on the Board of Supervisors' recent action on September 3, 2016 to adjust the methodology used for assessing Merchants Capital Tax, a motion was made by Mr. Blackstock, seconded by Mr. Barber, to authorize the Treasurer to issue the refund of \$113,616.32 under §58.1-3990 of the Code of Virginia, 1950, as amended. The following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scearce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. Mr. Blackstock's motion was unanimously approved by the Board.

Adjourned Meeting
September 20, 2016



Shirley Yvonne Hammock
Commissioner

OFFICE OF
COMMISSIONER OF THE REVENUE

PITTSYLVANIA COUNTY
P.O. BOX 272
CHATHAM, VIRGINIA 24531

(434) 432-7940
(434) 436-6711
FAX (434) 432-7957
shirley.hammock@pc.gov.org

Mr. Clarence Monday
Pittsylvania County Administrator
PO Box 426
Chatham, VA 24531

RE: MERCHANTS CAPITAL METHODOLOGY CHANGE

Dear Mr. Monday:

Enclosed please find 3 letters of refund that will need the Board of Supervisor's approval based on the County Ordinance.

These refunds are a result of the recent changes made to the Merchants Capital methodology.

Regards,

A handwritten signature in cursive script that reads "Shirley Y. Hammock".

Shirley Y. Hammock
Commissioner of the Revenue

SYH

Enclosures



OFFICE OF
COMMISSIONER OF THE REVENUE

PITTSYLVANIA COUNTY
P.O. BOX 272
CHATHAM, VIRGINIA 24531

TEL (434) 437-7940
(434) 656-6211
FAX (434) 437-7987
shirley.hammock@pittgov.org

September 14, 2016

Vincent Shorter, Treasurer
Pittsylvania County
Chatham, VA 24531

Dear Mr. Shorter:

The following taxpayer's assessment on Merchants Capital was adjusted based on the Board of Supervisors revising the methodology in assessment. This was retro-active to January 1, 2016. The taxpayer states taxes have been paid and is requesting a refund under Sec.58.1-3990 Code of Virginia.

NAME & ADDRESS:
ATKINSON TRUCK SALES
11541 U S HWY 29 NORTH
CHATHAM VA 24531

ACCOUNT #64004

BILL NUMBER:16A64004.00

Full or Partial: Partial

Merchants Capital - 2016 ASSESSED VALUE: \$2268750 TAX: \$62390.63

2016 REFUND DUE: \$39,617.33

Thank you for your attention in this matter.

Regards,

Shirley Y. Hammock
Commissioner of the Revenue

SYH/syh



Shirley Y. Hammock
Commissioner

OFFICE OF
COMMISSIONER OF THE REVENUE

PITTSYLVANIA COUNTY
P.O. BOX 272
CHATHAM, VIRGINIA 24531

(434) 432-7940
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FAX (434) 432-7957
shirley.hammock@pitgov.org

September 14, 2016

Vincent Shorter, Treasurer
Pittsylvania County
Chatham, VA 24531

Dear Mr. Shorter:

The following taxpayer's assessment on Merchants Capital was adjusted based on the Board of Supervisors revising the methodology in assessment. This was retro-active to January 1, 2016. The taxpayer states taxes have been paid and is requesting a refund under Sec.58.1-3990 Code of Virginia.

NAME & ADDRESS:
J & J TRUCK SALES
7441 DRY FORK RD
DRY FORK VA 24549

ACCOUNT # 128972

BILL NUMBER: 16A128972.00

Full or Partial: Partial

Merchants Capital - 2016 ASSESSED VALUE: \$3,976,960 TAX: \$109,366.40

2016 REFUND DUE: \$39,381.79

Thank you for your attention in this matter.

Regards,

A handwritten signature in cursive script that reads "Shirley Y. Hammock".

Shirley Y. Hammock
Commissioner of the Revenue

SYH/syh



Shirley Yeatts Hammock
Commissioner

OFFICE OF
COMMISSIONER OF THE REVENUE

PITTSYLVANIA COUNTY
P.O. BOX 277
CHATHAM VIRGINIA 24531

(434)432-7940
(434)656-6711
FAX (434)432-7987
shirley_hammock@pitr.gov

September 14, 2016

Vincent Shorter, Treasurer
Pittsylvania County
Chatham, VA 24531

Dear Mr. Shorter:

The following taxpayer's assessment on Merchants Capital was adjusted based on the Board of Supervisors revising the methodology in assessment. This was retro-active to January 1, 2016. The taxpayer states taxes have been paid and is requesting a refund under Sec.58.1-3990 Code of Virginia.

NAME & ADDRESS:
SMITH MOUNTAIN INDUSTRIES
DbA VIRGINIA CANDLE COMPANY
200 TOY LANE
BLAIRS VA 24527

ACCOUNT # 220633

BILL NUMBER: 16A220633.00 Full or Partial: Partial

Merchants Capital - 2016 ASSESSED VALUE: \$1,895,190 TAX: \$52,117.73

2016 REFUND DUE: \$31,846.10

Thank you for your attention in this matter.

Regards,

Shirley Y. Hammock
Commissioner of the Revenue

SYH/syh

Bryan Haskins, Commonwealth Attorney, was made aware at the end of last fiscal year that he had vacancy savings remaining at the Compensation Board that could be reallocated to current employees in his office. A request was made by Mr. Haskins to utilize these funds. Since this was done after the adoption of the FY2017 budget, these funds were not included in the original state revenue figures for the Commonwealth's Attorney's office nor in the Commonwealth's Attorney's budget. A motion was made by Mr. Barber, seconded by Mr. Davis to amend the Commonwealth's Attorney's budget and appropriate \$4,059.00 to the salary and fringe line items (100-4-022100) from the additional funds that will be received from the State Compensation Board (100-3-000000-2301). The following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scarce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. Mr. Barber's motion was unanimously approved by the Board. Mr. Blackstock then explained to the public that this was money from the state to the Commonwealth Attorney's office.

Motion was made by Mr. Warren, seconded by Mr. Davis, to approve and appropriate a total of \$150,000.00 to the WIA Fund. The following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scarce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. Mr. Warren's motion was unanimously approved by the Board.

VIRGINIA COMMUNITY COLLEGE SYSTEM
Arboretum III - 300 Arboretum Place, Third Floor, Suite 200
Richmond, Virginia 23236

NOTICE OF OBLIGATION

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
INCUMBENT WORKER TRAINING PROGRAM

Award Period: June 1, 2016 - December 31, 2017

Authorizing Office: West Piedmont
CDEIA # 17-200

NDO No.: EWR-17-15-01-1W1RB
Program Code: 002

Fund Year	Program	Prior Level		New Level	
		CHS/SGA			
WIOA Statewide	Incumbent Worker Training	\$	150,000	\$	0
	Total All Programs	\$	150,000	\$	0

The subject of this Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Chapter I, Chapter II, Part 200 et al. including the Department of Labor exceptions codified at 2 CFR Part 200.

The award is for Incumbent Worker Training Program awards to be issued with the Incumbent Worker Training Program RFP and the Incumbent Worker Training Program RFP.

By my signature, I accept the Terms & Conditions of this award and agree to use the funds as outlined.



Lisa Fulth
Print Name

10 Jun 2016

Date
Executive Director
Title

VCCS Approved by:

George Tarleton, Administrator
Federal Workforce Programs
804-319-3387

Date

Incumbent Worker Innovation Budget		
Item	Awarded Amount	Description
LWIA Administrative Activities	\$ 13,600.00	\$715 a month for 19 months for oversight, developing contracts, reporting, tracking outcomes etc. Includes salary and fringe.
LWIA Indirect Costs	\$ 1,360.00	10% of Admin
LWIA Incumbent Worker Training	\$ 132,515.00	Propose to serve at least 75 participants with Incumbent Worker Training
LWIA Travel	\$ 475.00	For business services staff travel related to project
LWIA Supplies	\$ 250.00	Supplies related to the project
LWIA Outreach	\$ 1,800.00	To promote the opportunity to local employers throughout the region
Total	\$ 150,000.00	

Since the adoption of the FY 2017 budget, the Courthouse has needed major roof repairs. Motion was made by Mr. Blackstock, seconded by Mr. Barber, to approve an amendment to the Courthouse Maintenance budget and appropriate a total of \$37,000. The following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scearce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. Mr. Blackstock's motion was unanimously approved by the Board. Mr. Blackstock also explained that this is money that is taken out of court costs and fees; it's not costing the County money.

Pittsylvania County Juvenile and Domestic Court Services Unit requested proposals for The Outreach Detention program which provides supervision & intervention of youth before the Court and on supervision to the CSU and electronic monitoring. The goal of the program is to reduce the number of new law violations while awaiting trial, the need for secure detention or other out of home placement, and ensure court appearances for juveniles in the program by providing close monitoring, crisis intervention and referral for services. The goal of the Electronic Monitoring Services program is to reduce the number of new law violations while awaiting trial, the need for secure detention or other out of home placement, and ensure court appearances for juveniles in the program by providing close monitoring, crisis intervention and referral for services. The Purchasing Department emailed to seven vendors, the RFP dated 06/28/2016. It was advertised in 2 local newspapers, posted on the County's public notice board and posted on the County's website. Five responses were received. All response was evaluated. The top 2 ranking vendors, Intercept Youth and WW Moore gave presentations on 8/23/16. The evaluation committee consisting of Joyce Green, Jay Gaylor, Brenda Gee, and Linda Mills voted that Intercept Youth Inc. was the best choice for the County. The contract will be for 2 years with one- 2 year renewal. A motion was made by Mr. Blackstock, seconded by Mr. Hagerman, to authorize the County Administrator to execute the contract with Intercept Youth Services, Inc. Mr. Blackstock's motion was unanimously approved by the Board. Mr. Warren asked if there was an opportunity for receiving funds back and Mr. Hunt said that he will get back with an answer.



County of Pittsylvania, VA

Contract Number: 20160930

This contract entered into this 1st day of October, by Intercept Youth Services, Inc hereinafter called the "Contractor" and County of Pittsylvania called the "Purchasing Agency."

WITNESSETH that the Contractor and the Purchasing Agency, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF SERVICES: The Contractor shall provide the services to the County of Pittsylvania as set forth in the RFP 16-06-28 and proposal received.

PERIOD OF PERFORMANCE: **PERIOD OF PERFORMANCE:** From 10/01/2016 through 06/30/2018 with one optional 2 year renewal.

The contract documents shall consist of:

- A. This signed form;
- B. The following portions of the Request for Proposals dated June 28, 2016:
 - (1) Scope of services,
 - (2) The General Conditions
- C. The Provider's Proposal dated July 18, 2016 and;
- D. The negotiated modifications (attachment A) to the RFP Proposal, all of which documents are incorporated herein.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

CONTRACTOR:

PURCHASING AGENCY:

By: _____ By: _____

Title: _____ Title: _____

APPROVED AS TO FORM
J.V. Hunt
J. VADEN HUNT, ESQ.
ATTORNEY, PITTSYLVANIA COUNTY

Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

ATTACHMENT A

Amendment

OWNER: Pittsylvania County Board of Supervisors
CONTRACTOR: Intercept Youth Services, Inc.
SERVICES: Outreach Detention and Electronic Monitoring
DATE OF AMENDMENT: September 7, 2016

ATTACHMENT A

The Contractor and Agency agrees to the negotiation items listed below:

- Intercept has up to 24 hours from the time J&D Court Services contacts them to install the GPS on the juvenile at any location in the State of Virginia.
- Charge of \$39.00 per hour for any court-related matters. This includes attending Pittsylvania County J&D Court or Court services to testify in court, sign petitions and any other necessary needs we may have. Time will be billed in increments of 15 minutes to begin when the Contractor arrives at the Courthouse and end when Contractor leaves the Courthouse.
- Make a telephone contact on the days there will be no face-to-face contact. There will be no charges for telephone calls.
- Pittsylvania County will be able to use other resources that Intercept may offer. Price will be negotiated when determined the need is necessary.

Lisette Jordan, Human Resources Manager, provided an update to the Board covering the work of the Committee. Mr. Davis asked where we are ranked as far as with other localities, and Ms. Jordan's response was that we are pretty much in line with Martinsville, Henry County, and Campbell County. Mr. Warren asked about there being a healthy lifestyle coaching program. Ms. Jordan said that was a long term goal.

Pittsylvania County Library Board and staff acting by the direction of the Pittsylvania County Board of Supervisors looked throughout the Mount Herman community for a location that would be suitable to accommodate the citizens of the community for the placement of a library. There was concern that the existing location was inadequate space wise and too costly to renovate. The existing facility consists of an estimated 2,000 square feet, but due to conditions of the facility, only about 1,000 square feet can be utilized. The library staff identified a new location for the library at 4058, 4060, 4062, and 4064 Franklin Turnpike consisting of 5,000 square feet. This property is owned by Tuscarora Farms, Inc. A motion was made by Mr. Warren, seconded by Mr. Davis, to approve the lease for Mt. Hermon Library and authorize the County Administrator to execute it. Mr. Warren's motion was unanimously approved by the Board. Mr. Warren then thanked the Library Board and expressed his excitement about the new location. Mr. Barksdale also commented on his excitement and Mr. Blackstock thanked the Library board.

LEASE

THIS LEASE, made this ___ day of _____, 2016, by and between TUSCARORA FARMS, INC., hereinafter referred to as "Lessor," party of the first part, and the (BOARD OF SUPERVISORS OF PITTSYLVANIA COUNTY, VIRGINIA,) hereinafter collectively referred to as "Lessee," party of the second part.

W I T N E S S E T H

THAT FOR AND IN CONSIDERATION of the mutual covenants and agreements herein contained, the parties do hereby covenant and agree as follows:

1. LEASE OF PROPERTY; WARRANTIES AND COVENANTS OF LESSOR:

Lessor hereby leases and demises and Lessee hereby rents the following property:

That certain real property at the addresses of 4058, 4060, 4062, and 4064 Franklin Turnpike, Danville, Virginia, consisting of 5,000 square feet, and all fixtures and equipment which is the property of Lessor located on the real property (hereinafter, the "Premises").

2. TERM OF LEASE:

The initial term of this Lease shall be for a period of ten (10) years, commencing the ___ day of _____, 2016, with a maturity of August 31, 2026.

3. RENT:

The rent during Lease, shall be:

a) Three thousand five hundred and 00/100 dollars (\$3,500.00) per month. All rent payments shall be paid to Tuscarora Farms, Inc., 470 Piney Forest Road, Danville, Virginia, 24540. Monthly rental installments shall be due and payable on the first (1st) day of each month during the Lease. Should any monthly payment of rent remain overdue and unpaid for a period of fifteen (15) days, Lessee shall be in default, and Lessor, at its option, may be entitled to any and all of the remedies provided under Paragraph 17 of this Lease.

4. LATE CHARGES:

In the event Lessee does not pay monthly rentals or other charges which Lessee is required to pay to Lessor under this Lease within ten (10) days of the date such payments are due, Lessee shall pay to Lessor, at the option of Lessor, ten percent (10%) of the monthly installment. If a monthly rental installment is paid by check and the check is returned seven (7) days after the due date, the late charge shall apply.

5. NON-APPROPRIATION PROVISION:

Notwithstanding any other provision in this Lease to the contrary, if the Lessee fails during any fiscal year to appropriate or allocate sufficient funds to pay the amounts to be paid by the Lessee pursuant to the provisions of this Lease, which become due or payable during such fiscal year, then this Lease, and all the obligations of the Lessee hereunder shall automatically terminate at the end of the fiscal year in which

such non-appropriation occurs. The Lessee agrees to use its reasonable efforts to obtain any necessary funding contemplated by this Lease on an annual basis.

6. UTILITIES AND SERVICES:

Lessee shall be responsible for the payment of all utilities, including, but not limited to, water, gas, sewer, electric power, fuel consumed or used in or at the Premises, and any other utility or service used or attributable to the Premises.

7. TAXES:

Lessor will pay all real estate taxes assessed against the Premises. Lessee shall be responsible for all business, license, capital, or other taxes, levies, or other charges applicable to Lessee's business/use.

8. USE OF PREMISES:

The Premises shall be used for the operation of a public library and other appropriate public uses, and for no other purpose without the express written consent of the Lessor.

9. REPAIRS AND ALTERATIONS:

A. LESSOR'S REPAIRS:

Lessor shall, at its own cost and expense, make such repairs, alterations, and replacements to the parking area and structure, roof, and exterior of the building and to the Premises, and all buildings systems and equipment provided by Lessor to include plumbing, electrical, and heating and air

conditioning, as shall be reasonably necessary for Lessee's occupancy of, and conduct of business/use in the Premises and use of the parking areas, unless the need for such repairs is occasioned by the negligent or willful act of Lessee, its agents, employees, or invitees.

B. LESSEE'S REPAIRS:

Lessee covenants that during the Lease it will maintain the interior of the Premises and, subject to Lessor's express obligations under this Lease, Lessee will, at its sole cost and expense, keep the same in as good a condition and repair throughout the Lease as when first occupied, subject to reasonable wear and tear. Lessee shall have no obligation to make any replacements to the Premises, and Lessor has elsewhere in this Lease agreed to be responsible for the maintenance, repair, and replacement of all building systems, including systems for the Premises such as fixtures, equipment, and systems for heating and air conditioning, electrical, plumbing, light fixtures, and fire alarm. Lessee will deliver the Premises, at the expiration or sooner termination of the Lease, in the order and condition when first occupied, ordinary wear and tear and matters outside the reasonable control of Lessee excepted. Unless Lessor has specifically agreed to do so, Lessee shall have the obligation to repair, and/or to replace, at Lessee's cost and expense, any refrigerator, ice maker, or similar fixtures in Lessee's kitchen during the Lease. Lessee further agrees to be responsible for all

landscaping, grass maintenance, and the replacement of light bulbs during the Lease. All installations, repairs, restorations, and replacements required of a party hereunder shall be equal in quality to the original work.

C. TRADE FIXTURES:

All trade furnishings, fixtures, and equipment supplied and/or installed at the sole expense of Lessee, shall remain Lessee's property. Lessee may remove these items within five (5) days after termination of this Lease, provided:

(a) Lessee is not in default hereunder at the time of termination;

(b) Removal of the items can be accomplished without major damage to the Premises; and

(c) Lessee, within a reasonable time (not exceeding ten (10) days after removal), repairs or reimburses Lessor for the cost of repairing all resulting damages.

D. ALTERATIONS:

Lessee shall maintain the Premises, and every part thereof, in at least as good repair and conditions as when Lessee took occupancy, damages by causes beyond the control of Lessee, reasonable use, and ordinary wear and tear excepted. Lessee shall not make, or suffer to be made any alterations, additions, or improvements to or of the Premises, or any part thereof, without prior written consent of Lessor, which consent the Lessor covenants and agrees shall not be unreasonably withheld.

conditioned, or delayed; provided, however, no consent shall be required for any alterations, so long as such alterations are non-structural, do not decrease the value of the Premises, and do not alter the exterior appearance of the Premises. In the event Lessor consents to the proposed alterations, additions, or improvements, the same shall be at Lessee's sole cost and expense, except as otherwise provided in this Lease, or as otherwise agreed in writing by Lessor, and Lessee, to the extent allowed by Virginia law, shall hold the Lessor harmless on account of the cost thereof. Any such alterations shall be made at such time, and in such manner, as not to unreasonably interfere with the occupation, use, and enjoyment of the remainder of the building by the other tenants thereof. The Lessor has the right to promulgate regulations consistent with the above. All such alterations, additions, and improvements shall become the property of Lessor, and shall be surrendered along with the Premises, at the expiration or earlier termination of this Lease.

E. LIENS:

Lessee shall promptly pay its contractors and materialmen for all work done and performed by Lessee, so as to prevent the assertion or imposition of liens upon or against the Premises.

In the event a Memorandum of Mechanic's lien is filed, and Lessee fails to remove the lien within ten (10) days, Lessor may

elect to satisfy and remove the lien by paying the full amount claimed, without investigating the validity thereof, and Lessee shall pay Lessor, upon demand, the amount so paid by Lessor, including Lessor's costs and expenses, with interest. If Lessee fails to pay Lessor the amount as paid, including Lessor's costs and expenses with interest within ten (10) days after demand, Lessee shall be in default hereunder.

F. LESSOR'S LIABILITY:

Lessor shall not be liable to Lessee for any damages which may result from any failure of the Lessor to make any repairs required by this Lease to be made by the Lessor, unless the Lessor has received written notice of the needed repairs, in reasonable detail, or has actual knowledge of the need for such repairs sufficiently in advance of the occurrence of such damages or losses to allow adequate time for the Lessor to effect such repairs. In the event the Lessor fails to make any repairs required to be made by the Lessor pursuant to this Lease after reasonable receipt of such notice from Lessee, due allowance being made for the time reasonably necessary to effect such repairs, Lessee may, at Lessee's option, make such repairs. Lessee may abate rents by the cost of such repair or maintenance.

Lessee's only remedy under this Lease shall be for money damages or specific performance. In no event, shall Lessee have the right to levy execution against any property of Lessor other than his interests in the Premises. In the event of a sale or

other transfer of Lessor's right, title, and interest in the leased Premises, Lessee shall be released from all liability and obligation under this Lease at the option of the Lessee.

10. RULES AND REGULATIONS:

In addition to other covenants and conditions under this Lease, Lessee agrees as follows:

(a) Lessee shall, at all times, maintain the premises in a clean and neat condition;

(b) Lessee shall not engage, permit, or allow on the Premises any act or practice which is unlawful or immoral, which might injure the reputation of the Premises, or which constitutes waste or a nuisance; and

(c) Lessee shall not conduct any auction, fire, bankruptcy, sales, or close-out sales, on the Premises, without the prior written consent of Lessor.

11. INSURANCE:

A. CASUALTY INSURANCE ON CONTENTS:

Lessee shall maintain, at its expense, fire and casualty insurance coverage, protecting its property and the property of others located on the Premises from loss, damage, or injuries.

B. INCREASE IN FIRE INSURANCE PREMIUMS:

Lessee shall not keep in or upon the Premises any property which is prohibited by the standard policy form of fire insurance.

C. LIABILITY INSURANCE DURING THE LEASE:

Lessee shall provide and keep in force, for the protection of the general public and Lessor, liability insurance against claims for property damage, bodily/personal injury, or death upon the Premises, to the extent of not less than five hundred thousand and 00/100 dollars (\$500,000.00), with respect to property damage, bodily/personal injury, or death to any one (1) person and to the extent of not less than one million and 00/100 dollars (\$1,000,000.00) for property damage, bodily/personal injury, or death to any number of persons arising out of one accident.

D. NOTICE TO LESSOR REGARDING INSURANCE:

Any form of insurance provided in Paragraph 11(C), shall be in a form approved by Lessor. Unless otherwise provided, such policy shall name Lessor as an additional insured and shall contain a clause that the insurer shall not cancel, materially modify, or fail to renew the insurance without first giving Lessor thirty (30) days' prior written notice. Any such insurance shall be with an insurance company approved by the Lessor, authorized to do business in the Commonwealth of Virginia, and have a policyholder's rating of no less than "the most current edition of best insurance reports." A copy of the policy or certificate evidencing the insurance shall be delivered to the Lessor.

12. INDEMNIFICATION OF LESSOR:

Lessor shall not be liable for any damage to property or

injury arising from Lessee's occupation or use of the Premises, except as may be caused by Lessor's failure to perform under the Lease.

To the extent allowed by Virginia law, Lessee shall protect, indemnify, defend, and save harmless the Lessor, his agents, or servants from and against any and all claims, actions, damages, liabilities, and expenses (including reasonable attorneys' fees) resulting from the negligent, unlawful, or willful acts or omissions of Lessee, Lessee's employees, representative, agents, customers, invitees, or visitors, or from Lessee's failure to perform any obligation imposed upon it by law or the provisions of this Lease, notwithstanding any possible negligence (whether sole, concurrent, or otherwise) on the part of Lessor, its agents,

contractors, or servants.

13. DAMAGES TO PREMISES:

If the Premises is made untenable in whole or in part by fire or other casualty, the Lessor or Lessee, if it elects, may:

A. Terminate this Lease, effective as of the date of such fire or casualty, by written notice given to the Lessee/Lessor within thirty (30) days after such date, in which event rents shall abate from the date the Premises becomes untenable as a result of such fire or casualty; or

B. Repair, restore, or rehabilitate said Premises at Lessor's/Lessee's expense within sixty (60) days after the date

of such fire or casualty, in which event the term thereof shall not terminate, but any rents herein reserved shall be abated on a *per diem* basis for such period which the Premises remaining untenable. If only a portion of the Premises is untenable during such period, rents shall abate in proportion to that part of the total floor space which is untenable in relation to the total floor space of the Premises.

C. The right of termination under this Paragraph is separate and independent of any other provisions of this Lease relative to termination.

14. ASSIGNMENT AND SUBLETTING:

Lessee shall not assign or sublet the Premises without prior written consent of Lessor. Such consent shall not be unreasonably withheld.

15. EMINENT DOMAIN:

In the event the whole of the Premises shall be taken by any public authority under the power of eminent domain or like power, this Lease shall terminate as of the date possession is required to be delivered to the appropriate authority. In the event of only a partial taking under such power, which does not materially render the Premises unsuitable for Lessee's purposes, this Lease shall not terminate, but there shall be an equitable abatement of the rent proportionate to the part of the Premises taken under such power. In the event of total or partial taking under the powers of eminent domain, Lessors shall be entitled to all awards

or damages which may be allowed.

16. ENTRY OF LESSOR:

Lessor may, at all reasonable times, upon reasonable notice, enter the Premises:

- A. To inspect or protect the Premises;
- B. To effect compliance with any law, order, or regulation of any lawful authority;
- C. To make or supervise repairs, alteration, or additions;
- D. To exhibit the Premises to prospective tenants, purchaser, or other persons; and
- E. To alter or otherwise prepare the Premises for reoccupying at any time after Lessee has vacated the Premises.

Entry by Lessor shall not constitute an eviction of Lessee, or a deprivation of Lessee's rights, alter the obligation of the Lessee, or create any right in Lessee adverse to Lessor's interest hereunder.

17. DEFAULT:

As used in this Lease, the term "event of default" shall mean any of the following:

- A. Lessee's failure to pay any rental payment within fifteen (15) days after such rents are due and payable, or to pay any other amounts payable by Lessee to Lessor hereunder within ten (10) days after such are due and payable;
- B. Lessee's failure, within ten (10) days after receipt of demand from Lessor, to fulfill any obligation imposed on Lessee

by this Lease:

C. Lessee becomes insolvent, bankrupt, files, or has filed against him a bankruptcy proceeding, or makes an assignment for the benefit of creditors;

D. A receiver is appointed for Lessee or Lessee's leasehold interest hereunder or property used in connection therewith shall be taken upon writ of execution;

E. Lessee abandons or vacates the Premises; and/or

F. Lessor's failure to make repairs pursuant to Paragraph 9 within ninety (90) days of receipt of written notice from Lessee.

Upon the happening of an "event of default," Lessor, at its option, may:

(a) Accelerate the entire balance of the rent for the remainder of the Lease;

(b) Terminate this Lease;

(c) If default consists in whole or in part of Lessee's failure to expend funds as may be required of Lessee under this Lease, Lessor may make the necessary expenditure for the account of Lessee who shall reimburse Lessor therefore with interest at the rate of ten percent (10%) from date of expenditure; and/or

(d) Terminate Lessee's right to possession of the Premises, without terminating the term of this Lease.

Upon termination of this Lease, for any reason, or upon

termination of the Lessee's right of possession, Lessee shall promptly surrender possession to Lessor and vacate the Premises, or Lessor may re-enter the Premises and expel the Lessee or anyone claiming under the Lessee, and remove the property of any of them upon reasonable notice, Lessor being absolved of any liability or claim for damages in doing anything reasonably necessary or appropriate in connection therewith. If Lessor elects to take possession without terminating the remainder of the Lease, Lessor may, at its option, lease or sublease all or any part of the Premises on such reasonable terms and conditions as Lessor may elect and collect from Lessee any deficiency remaining due on the rent for the balance of the term, or any other obligations payable to Lessee under this Lease.

18. NOTICE AND REPORTS:

Any notice, report, statement, approval, consent, resignation, demand, or request to be given, and any option or election to be exercised by a Party under the provisions of the Lease, shall be effective only when made in writing and delivered by hand-delivery or by certified mail, return receipt requested, to the other Party at the applicable address set forth below. However, either Party may designate a different address by giving the other Party written notice of the change. Rentals payable to Lessor shall be paid by Lessee at the same address prescribed for delivery of written notice.

19. NOTICE TO LESSOR/NOTICE TO LESSEE:

Notice to Lessor or Lessee shall be deemed given when mailed by certified mail, return receipt requested, as follows:

A. TO LESSOR: Tuscarora Farms, Inc., J.W. Bolton,
President, 470 Piney Forest Road, Danville, Virginia
24540

B. TO LESSEE: Pittsylvania County, Virginia, County
Attorney, 1 Center Street, P.O. Box 426, Chatham,
Virginia 24531

20. SURRENDER AND HOLDING OVER:

Lessee shall surrender the Premises to Lessor on expiration of this Lease, or upon termination of this Lease, as provided for herein. At the time of surrender, the Premises shall be in the same condition as when received, normal wear and tear excepted. If Lessee holds the Premises after termination of this Lease for any reason, at the election of the Lessor, a tenancy from month-to-month shall be created thereby at the same rent as provided at the termination. The acceptance from Lessee of the rental or other payment by Lessor will not reinstate or extend the term of this Lease.

21. ATTORNEYS' FEES AS ADDITIONAL RENT:

If Lessor is compelled to incur any expenses, including reasonable attorneys' fees, in instituting and prosecuting any action or proceeding by reason of any default of Lessee hereunder, the sum or sums so paid by Lessor, with all interest as set forth in Paragraph 17 hereof, costs, and damages, shall be

deemed to be additional rent hereunder and shall be due from Lessee to Lessor on the first (1st) day of the month following the incurring of such respective expenses. Lessee shall have the right to recover reasonable attorneys' fees and costs of Court for enforcement of this Lease.

22. CONSTRUCTION OF LEASE:

This Lease shall be construed according to the laws of the Commonwealth of Virginia. References to Lessee, whenever consistent with the context of this Lease, shall include the plural, neuter, feminine, and masculine. Paragraph headings relating to the contents of particular paragraphs are inserted only for the purpose of convenience and are not to be construed as parts of the particular paragraphs to which they refer. Any exhibit attached shall be deemed in an original part of this Lease, only if initialed by the Parties, and bearing the same date as this Lease. This Lease contains all of the understandings between the Parties and may not be modified, except in writing, signed by all parties hereto or their successors. The failure of the Lessor to insist upon strict performance of any of the covenants or conditions of this Lease shall not be construed as a waiver of any such covenants, conditions, or options, but the same shall be and remain in full force and effect.

23. BINDING EFFECT OF LEASE:

All rights and liabilities hereunder shall benefit and bind the respective successors, heirs, and assigns of the Parties.

IN WITNESS WHEREOF, Lessor and Lessee have each caused this
Lease to be appropriate executed.

TUSCARORA FARMS, INC.

By: _____ (SEAL)

Its: _____

STATE OF VIRGINIA AT LARGE; to-wit:

The foregoing instrument was acknowledged before me this
____ day of _____, 2016.

By: _____

My commission expires: _____

Notary Public

THE BOARD OF SUPERVISORS OF
PITTSYLVANIA COUNTY, VIRGINIA

By: _____ (SEAL)

Its: _____

STATE OF VIRGINIA AT LARGE: to-wit:

The foregoing instrument was acknowledged before me this
_____ day of _____, 2016.

By: _____

My commission expires: _____

Notary Public

APPROVED AS TO FORM

J. Vaden Hunt

J. Vaden Hunt, Esq.
Pittsylvania County Attorney

The staff has reviewed the renovations needed at the new location for the Mount Herman library located at 4058 Franklin Turnpike. The existing facility has been toured by the Pittsylvania County Board of Supervisors as well as the Library Board. It consists of approximately 4,800 square feet that in the current state was set up to operate as a private school. In order to change the current use to a library it will be necessary to redesign the interior sections of the facility to more of an open concept to function as a library. This will require considerable demolition, reworking restrooms, lighting and new floor coverings throughout the entire facility. It will be necessary for the county to follow the Procurement Policy and send out an RFP of A&E services, to prepare the plans and bid specifications and assist with contract administration for the project. A motion was made by Mr. Warren, seconded by Mr. Barber, to appropriate from unappropriated funds \$190,000 for the renovations of the Mount Hermon Library. This requires a ten day layover.

Mark Narron, Animal Shelter Manager, gave an updated report on the County's new Animal Shelter. He stated that on 9/8/2016, they contracted with a professional services group for fundraising efforts. They are also currently looking into developing a volunteer program and so far, they have received \$11,640 in gifts for the shelter. Mr. Blackstock said that he would like to have updates on the fundraising ideas.

The Olde Dominion Agricultural Foundation (ODAF) requested an endorsement from the Board of Supervisors so ODAF can submit grant applications to expand the horse/cattle barn and arena facilities at the Olde Dominion Agricultural Center. There is no financial commitment for the County. A motion was made by Mr. Warren, seconded by Mr. Barber, to approve the Resolution of Support 2016-09-04. Mr. Warren's motion was unanimously approved by the Board.

**A RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF PITTSYLVANIA COUNTY, VIRGINIA**

RESOLUTION 2016-09-04

**VIRGINIA TOBACCO INDEMNIFICATION AND COMMUNITY
REVITALIZATION COMMISSION
PROJECT ENDORSEMENT RESOLUTION**

WHEREAS, the Virginia Tobacco Indemnification and Community Revitalization Commission was created to help foster economic development in the tobacco dependent communities of Southside and Southeast Virginia; and

WHEREAS, the Olde Dominion Agricultural Foundation Board located in Pittsylvania County, Virginia would like to submit a grant application in the amount of \$600,000 to the Virginia Tobacco Indemnification and Community Revitalization Commission utilizing the Agribusiness Projects Grant Program; and

WHEREAS, the Olde Dominion Agricultural Foundation Board located in Pittsylvania County, Virginia would also like to submit a grant application in the amount of \$600,000 to the Danville Regional Foundation; and

WHEREAS, the funds are to be used for the expansion and upgrade of the Olde Dominion Agricultural Center and will be fully funded through grant sources (as listed above), and/or the Olde Dominion Agricultural Foundation, with no financial commitment to the Pittsylvania County Board of Supervisors; and

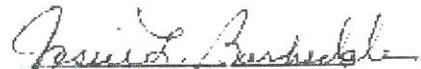
NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Pittsylvania, Virginia, does hereby support a grant application to the Virginia Tobacco Indemnification and Community Revitalization Commission in the amount of \$600,000 and a grant application to the Danville Regional Foundation in the amount of \$600,000 for the expansion of the horse/cattle barn and arena facilities at the Olde Dominion Agricultural Foundation. It is anticipated that once complete, the upgrade to the Agricultural Center will continue to encourage additional businesses and revitalization to the area, and

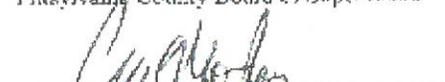
BE IT FURTHER RESOLVED, that the Board of Supervisors of the County of Pittsylvania does hereby authorize the Board of Supervisors Chairman and/or County Administrator to sign this Project Endorsement Resolution for the Olde Dominion Agricultural Foundation.

Certification

I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Pittsylvania, Virginia at a regular board meeting in Pittsylvania County, Virginia, at which a quorum was present and that same was passed this 20th day of September 2016.




Jesse L. Barksdale, Chairman
Pittsylvania County Board of Supervisors


Clarice C. Monday, County Administrator
Pittsylvania County Board of Supervisors

At the 9/6/16 Pittsylvania County Board of Supervisors' ("BOS") meeting, the BOS, as authorized by Virginia Code § 2.2-3712(B), announced it, within fifteen (15) days of said announcement, would be interviewing potential County Administrator candidate(s), in Closed Session, at undisclosed time(s) and location(s). The Board of Supervisors met on September 20, 2016 to conduct interviews for the County Administrators position. The clerk read the required certification of such closed session and the clerk called the roll of the Board per normal guidelines. The following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scarce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Barksdale-Yes. The Board unanimously certified that the meeting to interview the candidates was conducted within the statutory requirements.

Board Announcements

Mr. Hagerman spoke on the Climax Sorghum Festival and how much he enjoyed the food and vendors. He also invited everyone to the Gretna Alzheimer's group walk on October 6th.

Closed Session

Motion was made by Mr. Davis, seconded by Mr. Barber, to enter into Closed Session and to include Mr. Hunt, Mr. Sides and Mr. Rowe in Closed Session for discussion of the following:

Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

Legal Authority:	Virginia Code Section 2.2-3711(A)(5)
Subject Matter:	Project Little Light
Purpose:	Discussion of Potential Economic Development Incentive Package

The following Roll Call Vote was recorded: Mr. Barber-Yes; Mr. Hagerman-Yes; Mr. Blackstock-Yes; Mr. Scarce-Yes; Mr. Davis-Yes; Mr. Warren-Yes; and Mr. Blackstock-Yes. Mr. Barber's motion was unanimously approved by the Board.

The Board entered into Closed Session at 8:13 PM.

Motion was made by Mr. Barber, seconded by Mr. Warren, to re-enter into Open Session.

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
CERTIFY CLOSED MEETING**

BE IT RESOLVED that at the Meeting of the Pittsylvania County Board of Supervisors on September 20, 2016, the Committee hereby certifies by a recorded vote that to the best of each board member's knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed meeting were heard, discussed or considered in the closed meeting. If any member believes that there was a departure from the requirements of the Code, he shall so state prior to the vote

indicating the substance of the departure. The statement shall be recorded in the minutes of the Board.

	<u>Vote</u>
Tim R. Barber	Yes
Jerry A. Hagerman	Yes
Elton W. Blackstock	Yes
Joe B. Davis	Yes
Ronald S. Scearce	Yes
Robert W. Warren	Yes
Jessie L. Barksdale	Yes

The Board re-entered into Open Session at 8:44 PM.

Adjournment

Motion was made by Mr. Barber, seconded by Mr. Hagerman, to adjourn the meeting, which was unanimously approved by the Board. The meeting ended at 8:47 pm.

**PITTSYLVANIA COUNTY
Board of Supervisors**

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Proclamation – Countywide Fall Cleanup Month</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> Proclamation</p> <p><u>STAFF CONTACT(S):</u> Mr. Monday</p>	<p><u>AGENDA DATE:</u> 10-03-2016</p> <p><u>ACTION:</u> Yes</p> <p><u>CONSENT AGENDA:</u> <u>ACTION:</u></p> <p><u>ATTACHMENTS:</u> Proclamation</p> <p><u>REVIEWED BY:</u> <i>GS</i></p>	<p><u>ITEM NUMBER:</u> 6(c)</p> <p><u>INFORMATION:</u></p> <p><u>INFORMATION:</u></p>
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BACKGROUND:

The Pittsylvania County Beautification Committee is working to have a countywide fall cleanup during the month of October 2016. To support the Beautification Committee, the Board of Supervisors is making a proclamation concerning countywide cleanup.

DISCUSSION:

Attached hereto, you will find a proclamation from the Pittsylvania County Board of Supervisors for the countywide cleanup for October 2016.

RECOMMENDATION:

Staff recommends the Board of Supervisors approves the attached proclamation and authorize it to be forwarded to all necessary news media.

Pittsylvania County Board of Supervisors
Proclamation

COUNTYWIDE CLEANUP
During October 2016

“Keeping Our Communities Clean”

Whereas, Pittsylvania County is rich in beauty and natural resources; and

Whereas, the Board of Supervisors of Pittsylvania County and the Pittsylvania County Beautification Committee strive to improve the quality of life in our community through enhanced community awareness, education, and public/private partnerships working together on projects that keep our environment clean and free of debris, beautify our neighborhoods and public spaces, and instill pride and a sense of ownership in our community; and

Whereas, every citizen can contribute to the protection and preservation of the beauty of Pittsylvania County by participating in a countywide cleanup campaign; and

Whereas, Pittsylvania County Citizens realize a cleanup effort is needed to display pride in our community for ourselves, our visitors, and for industrial prospects; and

Whereas, a countywide cleanup campaign will engage individuals to take greater responsibility for improving their community’s environment through the three main focus areas of litter prevention, waste reductions and recycling, and beautification; then

*Now, Therefore, Be It Proclaimed, that the Pittsylvania County Board of Supervisors proclaims **October 2016 as Countywide Cleanup Month** in Pittsylvania County, Virginia, and encourages all communities, civic and professional groups, businesses, churches, schools, families and individual citizens to take an active role in making the communities in Pittsylvania County a more beautiful place to live, work and play.*

Given under my hand this day 3rd day of October, 2016.

Jessie L. Barksdale, Chair
Pittsylvania County Board of Supervisors

Clarence C. Monday, Clerk
Pittsylvania County Board of Supervisors

**PITTSYLVANIA COUNTY
Board of Supervisors**

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Proclamation – National Fire Prevention Week</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> Annual Proclamation</p> <p><u>STAFF CONTACT(S):</u> Mr. Monday; Mr. Bowman</p>	<p><u>AGENDA DATE:</u> 10-03-2016</p> <p><u>ACTION:</u></p> <p><u>CONSENT AGENDA:</u> <u>ACTION:</u> Yes</p> <p><u>ATTACHMENTS:</u> Proclamation</p> <p><u>REVIEWED BY:</u> </p>	<p><u>ITEM NUMBER:</u> 6(d)</p> <p><u>INFORMATION:</u></p> <p><u>INFORMATION:</u></p>
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BACKGROUND:

Each year Pittsylvania County following the United States non-profit Fire Protection Association declares a Fire Prevention Week in Pittsylvania County.

DISCUSSION:

Attached hereto, is a Proclamation for the Pittsylvania County Board of Supervisors declaring October 9th through October 15th, 2016 as Fire Prevention Week in Pittsylvania County.

RECOMMENDATION:

Staff recommends the Board of Supervisors approves the attached Proclamation and authorize it to be forwarded to all necessary news media.

Pittsylvania County Board of Supervisors Proclamation

NATIONAL FIRE PREVENTION WEEK OCTOBER 9-15, 2016

“DON’T WAIT - CHECK THE DATE! REPLACE SMOKE ALARMS EVERY 10 YEARS”

WHEREAS, Pittsylvania County is committed to ensuring the safety and security of all those living in and visiting Pittsylvania County; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are where people are at greatest risk from fire; and

WHEREAS, U.S. fire departments responded to 369,500 home fires in 2014, according to the National Fire Protection Association (NFPA) and

WHEREAS, U.S. home fires resulted in 2,745 civilian deaths in 2014, representing the majority (84 percent) of all U.S. fire deaths;

WHEREAS, in one-fifth of all homes with smoke alarms, the smoke alarms are not working; and

WHEREAS, three out of five home fire deaths result from fires in properties without smoke alarms (38 percent) or with no working smoke alarms (21 percent); and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, many Americans don’t know how old the smoke alarms in their homes are, or how often they need to be replaced; and

WHEREAS, all smoke alarms should be replaced at least once every ten years; and

WHEREAS, the age of a smoke alarm can be determined by the date of its manufacture, which is marked on the back of the smoke alarm;

WHEREAS, Pittsylvania County’s first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Pittsylvania County’s residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2016 Fire Prevention Week theme, **“Don’t Wait – Check the Date! Replace Smoke Alarms Every 10 Years”** effectively serves to educate the public about the vital importance of replacing the smoke alarms in their homes at least every ten years, and to determine the age of their smoke alarms by checking the date of manufacture on the back of the alarms.

THEREFORE, the Pittsylvania County Board of Supervisors does hereby proclaim October 9-15, 2016, as Fire Prevention Week throughout this county and urges all the people of Pittsylvania County to find out how old the smoke alarms in their homes are, to replace them if they’re more than 10 years old, and to participate in the many public safety activities and efforts of Pittsylvania County’s fire and emergency services during Fire Prevention Week 2016.

Given under my hand this 3rd day of October 2016.

Jessie L. Barksdale, Chair

Pittsylvania County Board of Supervisors

Clarence C. Monday, Clerk

Pittsylvania County Board of Supervisors

PUBLIC HEARING

**PITTSYLVANIA COUNTY
Board of Supervisors**

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> EMAC Pittsylvania County Code Revision	<u>AGENDA DATE:</u> 10/3/16	<u>ITEM NUMBER:</u> 7
<u>SUBJECT/PROPOSAL/REQUEST:</u> Public Hearing	<u>ACTION:</u> Yes	
<u>STAFF CONTACT(S):</u> Mr. Monday; Mr. Davis	<u>ATTACHMENT: (2)</u> (1) PCC § 31-3.1; and (2) Public Hearing Ad	
	<u>REVIEWED BY:</u> 	

BACKGROUND/DISCUSSION:

At its last meeting, the Pittsylvania County Board of Supervisors (“BOS”) authorized the advertisement and holding of a public hearing to make the attached one (1) word change to Pittsylvania County Code (“PCC”) § 31-3.1(3)(b)(iii). Said revision, unanimously recommended to the BOS by EMAC, would allow the funding distribution to change from “**quarterly**” to “**monthly**.” Under the current PCC ordinance, EMAC funds are withheld for an entire quarter before allowing the agencies to receive its distribution of audited funds from the County Finance Department. Making the proposed PCC change will provide funding on a monthly basis, rather than the present quarter distribution.

RECOMMENDATION:

For the BOS’ consideration. After holding the above-referenced public hearing, if the BOS desires to make the proposed PCC change, an affirmative majority vote is required to amend PCC § 31-3.1 from quarterly to monthly distributions.

SEC. 31-3.1 SERVICE FEE FOR EMERGENCY AMBULANCE TRANSPORT.

b. EMAC shall generate a bill for ambulance transports and service performed by all ambulances operated by any Participating Agency.

i. All revenues generated by Participating Agencies will be placed in a designated fund within the County Treasury. Revenues in that designated fund will be used only to support and improve the emergency medical services delivery system in Pittsylvania County.

ii. Revenues generated by Participating Agencies are non-supplanting. The Board of Supervisors agrees that it is morally obligated to continue to provide no less than their current level of financial support to the Participating Agencies and the overall Emergency Medical Transport System so long as the agencies continue to provide their regular emergency medical services in the County. The distribution by EMAC of any audited, un-obligated funds from the fee-for-service program to the Participating Agencies is in addition to their regular support and in recognition of their participation in the program.

iii. EMAC will distribute on ~~monthly~~ quarterly basis to the respective Participating Agencies a percentage of the internally audited, un-obligated revenues generated by the fee-for-service program. These funds will be prorated based on the number of calls for service answered by the Participating Agencies and will be used to recruit and retain qualified volunteer EMS responders. An additional percentage of revenues generated by the program will be used to support a paid, staffed, back-up system that will provide 24-hour transport/ALS coverage for unanswered calls. Any remaining revenue will be placed in Capital Improvement Fund to be used to enhance the County's overall Emergency Medical Transport System. These distributions, when combined with other regular County financial support will not exceed the respective Participating Agency's cost to provide emergency medical services in Pittsylvania County. The respective distributions shall be made by EMAC based upon its determination of the best interests of the overall Emergency Medical Transport System. (B.S.M, 10-16-12)

iv. Permitted Agencies may ask EMAC to charge a fee-for-service in their primary response area in adjoining localities

PUBLIC HEARING NOTICE

The Board of Supervisors of Pittsylvania County, Virginia, will hold a public hearing on October 3, 2016, at 7:00 p. m., in the General District Courtroom, located on the second floor of the Edwin R. Shields Courthouse Addition in Chatham, Virginia, to receive citizen input on the proposed amendment to Pittsylvania County Code § 31-3.1(3)(b)(iii), to potentially allow the funding distribution of fees generated by the fee-for-service medical transport program by EMAC to participating medical transport agencies to change from “quarterly” to “monthly.” A full text concerning this public hearing is available in Pittsylvania County Administrator’s Office, 1 Center Street, Chatham, Virginia, Monday through Friday, from 8:00 a.m. to 5:00 p.m. for public viewing, and on the County’s website at <http://.pittsylvaniacountyva.gov>.

**PITTSYLVANIA COUNTY
Board of Supervisors**

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Proposed Amendment to County FY17 Budget Resolution</p> <p><u>REQUEST:</u> Conduct Duly Advertised Public Hearing</p> <p><u>STAFF CONTACTS:</u> Mr. Monday; Mr. Hunt</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><u>AGENDA DATE:</u> 10/3/16</td> <td style="width: 40%; text-align: right;"><u>ITEM NUMBER</u> 8</td> </tr> <tr> <td colspan="2"><u>ACTION:</u> Yes</td> </tr> <tr> <td colspan="2"><u>ATTACHMENTS: (4)</u> (1) Current FY 2017 Budget Resolution (2) Proposed Revised FY 2017 Budget Resolution (3) Proposed Resolution for Budget Resolution Revision (4) Proposed Advertisement for Budget Resolution Revision</td> </tr> <tr> <td colspan="2"><u>REVIEWED BY:</u> </td> </tr> </table>	<u>AGENDA DATE:</u> 10/3/16	<u>ITEM NUMBER</u> 8	<u>ACTION:</u> Yes		<u>ATTACHMENTS: (4)</u> (1) Current FY 2017 Budget Resolution (2) Proposed Revised FY 2017 Budget Resolution (3) Proposed Resolution for Budget Resolution Revision (4) Proposed Advertisement for Budget Resolution Revision		<u>REVIEWED BY:</u> 	
<u>AGENDA DATE:</u> 10/3/16	<u>ITEM NUMBER</u> 8								
<u>ACTION:</u> Yes									
<u>ATTACHMENTS: (4)</u> (1) Current FY 2017 Budget Resolution (2) Proposed Revised FY 2017 Budget Resolution (3) Proposed Resolution for Budget Resolution Revision (4) Proposed Advertisement for Budget Resolution Revision									
<u>REVIEWED BY:</u> 									

BACKGROUND/DISCUSSION:

At the September 6, 2016, Pittsylvania County Board of Supervisors' ("BOS") meeting, the BOS unanimously voted to change the way the County assesses its Merchants' Capital Tax to the following:

MERCHANTS' CAPITAL TAX

\$2.75 rate (applied to all below tiers; effective January 1, 2016)		
Tier 1	Tier 2	Tier 3
30% of original inventory cost	10% of original inventory cost	5% of original inventory cost
\$1 to \$1,000,000	\$1,000,001 to \$5,000,000	\$5,000,001 to unlimited

At the same BOS meeting, the BOS also recommend County Staff advertise and conduct a public hearing, per Virginia Code § 15.2-1427, to begin the process of amending the County's FY 20107 Budget Resolution (Resolution 2016-04-01).

RECOMMENDATION:

Conduct the above-referenced duly advertised public hearing. No action can occur on this matter at the present meeting following said public hearing. Per Virginia Code § 15.2-2506, the BOS is legally required to wait at least seven (7) days before approving any amendment to the County's FY 2017 Budget Resolution (Resolution 2016-04-01). If it is the BOS' pleasure following the above-referenced public hearing, County Staff will place said budget amendment action on the adjourned October BOS meeting.

Current

Presented: April 4, 2016
Adopted: April 4, 2016

RESOLUTION 2016-04-01

VIRGINIA: At a regular meeting of the Pittsylvania County Board of Supervisors on Monday, April 4, 2016 in the General District Courtroom in the Edwin R. Shields Courthouse Addition in Chatham, Virginia, the following resolution on the annual budget for Fiscal Year 2017 was presented and adopted.

WHEREAS, the laws of the Commonwealth of Virginia require the governing body to prepare and approve a budget for fiscal and planning purposes, notwithstanding additional requirements for the schools, including revenues and expenditures for the ensuing year by May 1, 2016; and

WHEREAS, the laws of the Commonwealth of Virginia control the distribution of funds by appropriations giving the Board of Supervisors authority to set such appropriations at such periodic basis as outlined in Section 15.2-2506 of the Code of Virginia, being further identified in this Resolution with Exhibit A and Exhibit B; and

WHEREAS, a public hearing has been properly advertised and held on March 21, 2016, in accordance with state statute as shown by the affidavit of the publisher; then,

BE IT HEREBY RESOLVED, by the Board of Supervisors of the County of Pittsylvania, that there be hereby adopted and appropriated a budget for Fiscal Year 2017, the full and complete budget is contained in the document entitled:

**"PITTSYLVANIA COUNTY ADOPTED BUDGET"
FISCAL YEAR 2017
JULY 1, 2016 - JUNE 30, 2017
TOTALING: \$ 175,800,032**

BE IT FURTHER RESOLVED, that the estimated budget total of \$175,800,032 includes \$16,736,709 total local effort for the Pittsylvania County Schools, and \$1,646,045 in reallocated carryovers for Industrial Development Local. Included in this budget is an approval of supplements for employees of all five (5) Constitutional Offices. These offices include the Sheriff, Treasurer, Commissioner of Revenue, Clerk of Courts and Commonwealth's Attorney. Personnel costs for these offices, which include an appropriation of local funding and compensation board funding cannot be overspent.

BE IT STILL FURTHER RESOLVED, that the funds of the School Budget, the Library Board, and the Welfare Board shall be expended only by order and approval of those respective boards and that no money shall be paid out for such contemplated expenditures unless and until there has first been made an appropriation for such contemplated expenditures by the Board of Supervisors; and,

BE IT STILL FURTHER RESOLVED that the School Budget estimate for FY 2016-2017 be set at \$91,489,633 with the local funds provided by the Board of Supervisors set at \$16,736,709 to be funded by classification as allowed by the Code of Virginia, 1950 as amended, and the school board to report back in amounts requested to be funded in each classification if different than shown in the approved budget.

The local funds include the following:

General Fund Local \$16,736,709 (Includes \$45,000 Solid Waste)

BE IT STILL FURTHER RESOLVED, that the Board of Supervisors shall receive quarterly revenue and expenditure reports comparing receipts and expenditures to the approved budget from the Office of the County Administrator as well as a list of transfers approved by the County Administrator and,

BE IT STILL FURTHER RESOLVED, that the unit tax levy for the year commencing January 1, 2016 shall be as follows:

Real Property:	\$.59 per \$100 of assessed value, 100% market value
Mobile Homes and Barns:	\$.59 per \$100 of assessed value, 100% market value
Machinery and Tools:	\$ 4.50 per \$100 of assessed value at 10% of original cost
Contract Carrier:	\$4.50 per \$100 of assessed value at fair market value
Personal Property:	\$8.75 per \$100 of assessed value, 30% of market value.

In accordance with the requirements set forth in Section 58.1-3524 (C) (2) and Section 58.1-3912 (E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly (2004 Special Session 1) and as set forth in Item 503.E (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly any qualifying vehicle situated within the county commencing January 1, 2016, shall receive personal property tax relief in the following manner:

- Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief;

- Personal use vehicles valued at \$1,001 to \$20,000 will be eligible for 52% tax relief;
- Personal use vehicles valued at \$20,001 or more shall only receive 52% tax relief on the first \$20,000 of value; and
- All other vehicles which do not meet the definition of “qualifying” (business use vehicles, farm use vehicles, motor home, etc.) will not be eligible for any of tax relief under this program.

Generating Equipment:	\$.59 per \$100 of assessed value, 100% of market value
Capital Merchant Tax:	\$ 2.75 per \$100 of assessed value, 30% of inventory value
Consumer Utility Tax:	20% of the first \$15.00 monthly for residential users and 20% of the first \$100.00 monthly for commercial or industrial users, except as required for Gas and Electricity, as defined by Chapter 6 Section 13 of the Pittsylvania County Code 1975 as amended

AND BE IT FURTHER RESOLVED that the following fees will also be collected by Pittsylvania County for tax year beginning January 1, 2016 and for the fiscal year beginning on July 1, 2016:

Motor Vehicle Fee:	\$38.75 per vehicle, except as specified by ordinance
Building Inspection Fees:	These fees included in Exhibit C
Fire Prevention Fees:	These fees included in Exhibit D

AND BE IT FURTHER RESOLVED by the Pittsylvania County Board of Supervisors that, for the fiscal year beginning on July 1, 2016, and ending on June 30, 2017, the following sections are hereby adopted.

Section 1. The cost center shown on the attached table labeled Appropriations Resolution, Exhibit A, are hereby appropriated from the designated estimated revenues as shown on the attached table labeled Appropriations Resolution, Exhibit A. This appropriation does include the unappropriated surplus. Funds may be appropriated by the Board of Supervisors as needed during FY 2017 subject to the Board’s by-laws for appropriations.

- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors only if there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. All appropriations herein authorized shall be on the basis of cost centers for all departments and agencies excluding schools. The regular school fund is specifically appropriated by category as listed on Exhibit A.
- Section 4. The School Board and the Social Services Board are separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the School Board and the Social Services Board are authorized to approve the transfer of any unencumbered balance or portion thereof from one line item of expenditure to another within the same classification in their respective funds in any amount. Transfers between classification or funds require approval of the Board of Supervisors.
- Section 5. The County Administrator is authorized to make intra-departmental transfers. This allows for the transfer of any unencumbered balance or portion thereof from one line item of expenditure to another within the same cost center for the efficient operation of government. The County Administrator is also authorized to make inter-departmental transfers up to \$25,000. This type of transfer allows for the transfer of any unencumbered balance or portion thereof from one department to another. Inter-departmental transfers in excess of \$25,000 require the approval of the Board of Supervisors.
- Section 6. All outstanding encumbrances, both operating and capital, at June 30, 2016 shall be reappropriated to the FY 2017 fiscal year to the same cost center and account for which they are encumbered in the previous year. A report of which shall be submitted to the Board.
- Section 7. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than the School Cafeteria Receipts Fund 209, the State Restricted Seizure Fund - Sheriff 241, the Federal Restricted Seizure Fund 242, the State Restricted Seizure Fund - Commonwealth's Attorney 243, the Federal Restricted Seizure Fund - Commonwealth's Attorney 244, the Animal Friendly Plates Fund 245, the Grants Fund 250, the Work Force Investment Act Fund 251, Law Library Fund 260, the Library

Memorial Gift Fund 265, Cash Bonds Fund 305, the County Capital Improvements Fund 310, the Jail Inmate Management Fund 311, the Courthouse Maintenance Fund 312, the Courthouse Security Fund 314, the Jail Processing Fund 315, the Rural Roads Fund 320, the Industrial Development Local Fund 325, the Industrial Development Cyclical Fund 330, the School Bond Fund 410, the Landfill Bond Fund 415, the E911 Bond Fund 416, the Social Services Bond Fund 420, the Debt Service Reserve Fund 425, the Bond Fund-Schools 435, the Rescue Billing Fund 530, the Special Welfare Fund 733 and the Pittsylvania County Employees Health Plan 734. Thus, all cancelled cash balances shall revert back to the General Fund.

Section 8. Appropriations designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project or until the Board of Supervisors, by appropriate ordinance or resolution, changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and transfer to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2016 and appropriations in the FY 2017 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to \$50,000.00 and approve all change order for reduction of contracts.

Section 9. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate resolution, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may approve necessary accounting transfers between cost centers and funds to enable the grant to be accounted for in correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and transfer back to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2016 and appropriations in the FY 2017 Budget.

- Section 10. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.
- Section 11. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds only as needed up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are to be made.
- Section 12. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance.
- Section 13. All purchases with funds appropriated herein shall be made in accordance with the County purchasing ordinance and applicable state statutes.
- Section 14. It is the intent of this resolution that funds be expended for the purposes indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 15. The County Administrator is authorized, pursuant to state statute, to issue orders and warrants for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A warrant register shall be presented to the Board of Supervisors not less frequently than monthly.
- Section 16. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations – the purpose being to make the appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportion as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.

Section 17. All revenue received by any agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained. Nor may any of these agencies or boards make expenditures, which will exceed a specific item of an appropriation.

Section 18. Allowances out of any of the appropriations made in this resolution by any or all county departments, bureaus or agencies under the control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the Internal Revenue Service and shall be subject to change from time to time to maintain like rates.

Section 19. The County Administrator is directed to maintain eight (8) petty cash accounts and establish any other petty cash accounts authorized by the Board of Supervisors. The current petty cash accounts are located in central purchasing, the landfill, building inspections, zoning and recreation. These petty cash accounts are maintained in accordance with Section 15.2-1229 of the Code of Virginia as amended, 1950 with management plans as directed by the County Auditor.

Section 20. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this resolution shall be and the same are hereby repealed.

Section 21. This resolution shall be effective on July 1, 2016.

Given under my hand this day April 4, 2016.



Jessie L. Barksdale

Jessie L. Barksdale, Chairman
Pittsylvania County Board of Supervisors

Clarence C. Monday

Clarence C. Monday, Clerk
Pittsylvania County Board of Supervisors

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
 APPROPRIATIONS RESOLUTION, EXHIBIT A
 EXPENDITURES BY COST CENTERS
 FOR FY 2017**

	COST CENTERS	
	ADOPTED BUDGET	TOTAL ADOPTED BUDGET
<u>ADMINISTRATION AND MANAGEMENT OF GOVERNMENT:</u>		
Board of Supervisors		199,790
County Administrator		303,490
County Attorney		190,463
Human Resources		111,952
Auditors		81,500
Commissioner of Revenue		636,403
Reassessment		377,245
Treasurer		703,665
Central Accounting		322,968
Information Technology		350,701
Fleet Management		183,190
Central Purchasing		115,462
Grants Administration		82,266
Board of Elections		139,971
General Registrar		154,466
Non-Departmental		375,025
		4,328,557
<u>PUBLIC WORKS:</u>		
Public Works		174,314
Building and Grounds		995,975
Zoning		251,817
		1,422,106
<u>ADMINISTRATION OF JUSTICE:</u>		
Circuit Court		140,475
General District Court		11,706
Magistrates		4,500
Court Services		384,326
Juvenile & Domestic Relations Court		20,950
VJCCCA - J & D Court Services Grant		41,765
Misc - Records Preservation		5,000
Commissioner of Accounts		1,850
Clerk of Circuit Court		659,964

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
APPROPRIATIONS RESOLUTION, EXHIBIT A
EXPENDITURES BY COST CENTERS
FOR FY 2017**

	COST CENTERS	
	ADOPTED BUDGET	TOTAL ADOPTED BUDGET
Commonwealth's Attorney		741,382
State Restricted Seizure - Commonwealth Attorney		20,000
Federal Restricted Seizure - Commonwealth Attorney		5,000
Law Library Fund		25,800
Victim/Witness Grant		72,827
Total Administration of Justice		2,135,545

LAW ENFORCEMENT:

Sheriff	6,429,529
Corrections	4,464,626
State Seizure - Sheriff	150,000
Federal Seizure - Sheriff	30,000
Medical Examiner	2,500
DUI Select Enforcement	36,996
DMV Occupant Grant	6,048
Crisis Intervention Prevention Team Grant	45,520
Speed Grant	10,044
CITAC Grant	43,800
Justice Assistance Grant (JAG)	25,000
DCJS-Fingerprinting Grant	11,000
USDA-Sheriff Grant	50,000
Byrne/JAG-Software	2,500
BJA-Bulletproof Vest Partner Grant	15,000
Law Enforcement-Mobile Forensics	3,440
DCJS-Body Cameras	50,000
DCJS-Chatham SRO	37,078
DCJS-Dan River SRO	37,078
DCJS-Gretna SRO	37,078
DCJS-Tunstall SRO	37,078
Jail Inmate Management Fund	26,100
Jail Processing Fund	2,200
Courthouse Security	125,000
Total Law Enforcement	11,677,615

PUBLIC SAFETY:

Volunteer Fire/Rescue Departments	1,880,213
VA Fire Program Grant	192,000
VFIRS Computer Grant	6,000
Four for Life-DMV	75,000
Fire Marshal	95,151
State Forestry	33,600
E911 Wireless Grant	59,807

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
APPROPRIATIONS RESOLUTION, EXHIBIT A
EXPENDITURES BY COST CENTERS
FOR FY 2017**

	COST CENTERS	
	ADOPTED BUDGET	TOTAL ADOPTED BUDGET
VA Emergency Management		22,803

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
APPROPRIATIONS RESOLUTION, EXHIBIT A
EXPENDITURES BY COST CENTERS
FOR FY 2017**

	COST CENTERS	
	ADOPTED BUDGET	TOTAL ADOPTED BUDGET
PSAP-Wireless Education Program		2,000
Animal Control		258,259
Animal Shelter		150,301
Veterinary Fund		900
Building Inspections		316,982
Rescue Billing		495,500
Emergency Management Services		1,202,448
Total Public Safety		4,790,964

**ENVIRONMENTAL PRESERVATION
AND PROTECTION:**

Solid Waste Collections	1,064,630
Solid Waste Disposal	827,428
Litter Control Grant	24,000
VPI & SU Extension	83,416
Resource Conservation	125,564
Total Environmental Preservation and Protection	2,125,038

HUMAN AND SOCIAL SERVICES:

Public Health	507,570
Mental Health	293,913
Comprehensive Services Act - Pool	4,502,141
Social Services Administration/Administrative Expense	4,369,775
Public Assistance	1,120,000
Family Preservation	45,000
Total Human and Social Services	10,838,399

ECONOMIC DEVELOPMENT:

Industrial Development - Local	7,269,879
Agricultural Economic Development Specialist	108,058
Economic Development	147,903
Industrial Development Authority	14,045
Workforce Investment Board	4,234,878
Community & Industrial Development	358,183
Total Economic Development	12,132,946

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
APPROPRIATIONS RESOLUTION, EXHIBIT A
EXPENDITURES BY COST CENTERS
FOR FY 2017**

	<u>COST CENTERS</u>	
	<u>ADOPTED BUDGET</u>	<u>TOTAL ADOPTED BUDGET</u>
<u>PLANNING, HOUSING AND COMMUNITY DEVELOPMENT:</u>		
Planning Commission		176,959
Chatham Train Depot Restoration		118,687
CDBG - Clarkstown		2,300
IRP - Clarkstown		2,200
Total Planning, Housing and Community Development		300,146
 <u>PUBLIC LIBRARIES:</u>		
Libraries		1,115,654
State Library Grant		154,711
Library Memorial Fund		10,000
Total Public Library		1,280,365
 <u>CULTURAL & RECREATIONAL PROGRAMS:</u>		
Recreation Department		331,614
Total Cultural & Recreational Programs		331,614
 <u>CAPITAL INVESTMENTS:</u>		
Debt & Interest-General Fund		12,857,171
Computer - Capital Outlay		14,609
Solid Waste - Capital Outlay		550,500
Landfill - Capital Outlay		120,000
Building & Grounds - Capital Outlay		290,000
Community & Industrial Development Capital Outlay		427,792
Rural Road Capital Outlay		25,000
Total Capital Investments		14,285,072

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
 APPROPRIATIONS RESOLUTION, EXHIBIT A
 EXPENDITURES BY COST CENTERS
 FOR FY 2017**

	<u>COST CENTERS</u>	
	<u>ADOPTED BUDGET</u>	<u>TOTAL ADOPTED BUDGET</u>
<u>PUBLIC EDUCATION:</u>		
School Fund:		
Instruction	62,216,811	
Admin./Attend & Health Services	3,370,527	
Pupil Transportation	6,634,246	
Operation & Maintenance	7,964,335	
Non-Instructional Operations	3,412,865	
Technology	2,824,445	
Cafeteria	5,066,404	91,489,633
Danville Community College		9,612
Total Public Education		<u>91,499,245</u>
 <u>TRANSFERS:</u>		
Law Library Transfer		9,800
Social Services Department Transfer		975,375
School Board Transfer		16,736,709
Capital Improvements Fund Transfer		522,382
Economic Development Transfer		408,154
Total Transfers		<u>18,652,420</u>
 GRAND TOTAL ALL EXPENDITURES		 \$ 175,800,032

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
APPROPRIATIONS RESOLUTION, EXHIBIT B
REVENUES BY FUND
FOR FY 2017**

	Total Adopted Budget
<u>REVENUES</u>	
Local Funds	48,307,107
State Funds	84,548,740
Federal Funds	18,272,794
CIP Carryover	2,526,564
Carryovers	239,700
Fund Balance	3,252,707
Transfers	18,652,420
GRAND TOTAL ALL REVENUES	<u>\$175,800,032</u>

**BUILDING PERMIT FEE SCHEDULE
RESIDENTIAL - 1 & 2 FAMILY DWELLING**

NEW CONSTRUCTION - STRUCTURAL ONLY (INCLUDES MODULAR HOMES)

MINIMUM FEE	\$ 31.25
LIVING AREA	.10/SQ. FT.
GARAGE OR CARPORT	.025/SQ. FT.
PORCH, DECKS & PATIOS	.025/SQ. FT.
BASEMENTS (UNFINISHED)	.025/SQ. FT.

ADDITIONS - STRUCTURAL ONLY

MINIMUM FEE	\$ 31.25
LIVING AREA	.10/SQ FT
GARAGE /CARPORT	.05/SQ FT
PORCH, DECK, PATIO	.05/SQ. FT.

REPAIRS & REMODELING - STRUCTURAL ONLY

MINIMUM FEE (\$5,000.00 OR LESS)	\$ 31.25
EACH \$1,000 OR FRACTION THEREOF OVER \$5000.	\$ 5.00
CLOSE IN PORCH,PATIO,CARPORT,DECK	\$ 31.25

RELOCATION OF HOME **\$ 31.25**

SEPARATE FEES FOR ELEC., HVAC & PLB.

DEMOLITION **\$ 31.25**

RESIDENTIAL - 1 & 2 FAMILY DWELLING

ELECTRICAL

NEW SERVICE/ SERVICE CHANGE	\$ 18.75
RELOCATION OR REPLACEMENT OF METER	
BASE, PANEL BOX OR ENTRANCE WIRE	\$ 18.75
EXTEND WIRING	\$ 18.75

PLUMBING

BASE FEE	\$ 18.75
EACH PLUMBING FIXTURE AN ADDITIONAL	\$ 1.25

MECHANICAL

HEATING SYSTEM	\$	18.75
COOLING SYSTEM	\$	18.75

MISCELLANEOUS - NOT COVERED BY OTHER PERMITS \$ 31.25

CHIMNEY OR STEM	\$	18.75
SWIMMING POOL (PRIVATE: INCLUDES WIRING & PLUMBING)	\$	62.50

FARM STRUCTURES

EXEMPT FROM USBC REQUIREMENTS. HOWEVER,
WHEN A WIRING, PLUMBING OR MECHANICAL SYSTEM
FOR A FARM STRUCTURE IS AN EXTENSION OF A
RESIDENTIAL SYSTEM, A PERMIT IS REQUIRED PER THE
FOLLOWING SCHEDULE:

WIRING	\$	18.75
PLUMBING	\$	18.75
MECHANICAL	\$	18.75
BULK BARN	\$	18.75

BUILDING PERMIT FEE SCHEDULERESIDENTIAL MULTI-FAMILY (INCLUDING MOTELS)NEW CONSTRUCTION AND ADDITIONS - STRUCTURAL ONLY

MINIMUM FEE	\$	50.00
PER SQUARE FOOT	\$	0.10

REPAIR & REMODELING - STRUCTURAL ONLY

MINIMUM FEE (\$10,000.00 OR LESS)	\$	50.00
EACH \$1,000 OR FRACTION THEREOF OVER \$10,000.00	\$	5.00

ELECTRICAL

ELECTRICAL (PER DWELLING UNIT)	\$	18.75
SERVICE CHANGE	\$	18.75
RELOCATION OR REPLACEMENT: METER BASE, PANEL BOX, ENTRANCE WIRE	\$	18.75

PLUMBING

PLUMBING (PER DWELLING UNIT)	\$	18.75
EACH PLUMBING FIXTURE AN ADDITIONAL	\$	1.25

MECHANICAL

HEATING (PER DWELLING UNIT)	\$	18.75
COOLING (PER DWELLING UNIT)	\$	18.75

BUILDING PERMIT FEE SCHEDULE

MOBILE HOMES BEARING HUD LABEL & MOBILE HOME PARKS

MANUFACTURED HOMES WITH HUD LABEL (INCLUDES PORCHES UP TO 24 SQ. FT.)

MH'S (PER SQ. FT.)	\$	0.10
PLUS: ELECTRICAL	\$	12.50
PLUMBING	\$	12.50
HEATING	\$	12.50
COOLING	\$	12.50

PORCH, DECK, CARPORT, PATIO & ADDITIONS COST THE SAME AS
RESIDENTIAL 1 & 2 FAMILY DWELLINGS - STRUCTURAL ONLY

RELOCATION OR REPLACEMENT:

METER BASE, PANEL BOX, ENTRANCE WIRE	\$	18.75
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MOBILE HOME PARKS

EACH SITE	\$	25.00
SERVICE CHANGE	\$	18.75
RELOCATION OR REPLACEMENT		
METER BASE, PANEL BOX, ENTRANCE WIRE	\$	18.75
MAXIMUM FEE	\$	2,500.00

BUILDING PERMIT FEE SCHEDULE

COMMERCIAL, BUSINESS & INDUSTRIAL

NEW CONSTRUCTION, ADDITIONS & TEMPORARY MOBILE OFFICES

NEW TOWERS AND ANTENNA. STRUCTURAL ONLY

MINIMUM FEE	\$ 50.00
STRUCTURE	.05/SQ. FT.
MAXIMUM FEE	\$ 2,500.00

STRUCTURAL ONLY - REPAIR, REMODELING, RELOCATING, RE-ROOFING
AND REPLACEMENT / MENT OR NEW ANTENNA

MINIMUM FEE (\$10,000.00 OR LESS)	\$ 50.00
EACH \$1,000.00 OR FRACTION THEREOF OVER \$10,000.00	\$ 5.00
MAXIMUM FEE	\$ 2,500.00

DEMOLITION

MINIMUM FEE (\$2,000.00 OR LESS)	\$ 31.25
EACH \$1,000.00 OR FRACTION THEREOF OVER \$2,000.00	\$ 5.00

ELECTRICAL

NEW SERVICE (UNDER \$2,000.00)	\$ 25.00
EACH \$1,000 OR FRACTION THEREOF ABOVE \$2,000	\$ 5.00
SERVICE CHANGE	\$ 25.00
RELOCATION OR REPLACEMENT: METER BASE, PANEL BOX, ENTRANCE WIRE	\$ 18.75
MAXIMUM FEE	\$ 2,500.00

BUILDING PERMIT FEE SCHEDULE
COMMERCIAL, BUSINESS & INDUSTRIAL (CONTINUED)

PLUMBING

MINIMUM FEE (\$2,000.00 OR LESS)	\$ 31.25
EACH PLUMBING FIXTURE AN ADDITIONAL	\$ 1.25
EACH \$1,000.00 OR FRACTION THEREOF OVER \$2,000.00	\$ 5.00
MAXIMUM FEE	\$ 2,500.00

MECHANICAL

ELEVATOR	\$ 31.25
HEATING	
MINIMUM FEE (\$2,000.00 OR LESS)	\$ 31.25
EACH \$1,000.00 OR FRACTION THEREOF OVER \$2,000.00	\$ 5.00

<u>MAXIMUM FEE</u>	<u>\$ 2,500.00</u>
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COOLING

<u>MINIMUM FEE (\$2,000.00 OR LESS)</u>	<u>\$ 31.25</u>
<u>EACH \$1,000.00 OR FRACTION THEREOF OVER</u>	
<u>\$2,000.00</u>	<u>\$ 5.00</u>
<u>MAXIMUM FEE</u>	<u>\$ 2,500.00</u>

SWIMMING POOL

<u>PUBLIC OR SEMI-PUBLIC</u>	
<u>(INCLUDES WIRING & PLUMBING)</u>	<u>\$ 156.25</u>

BUILDING PERMIT FEE SCHEDULE
COMMERCIAL, BUSINESS & INDUSTRIAL (CONTINUED)

SIGNS - STRUCTURAL ONLY

<u>ESTIMATED COST: \$1.00 TO \$1,000</u>	<u>\$ 31.25</u>
<u>EACH \$1,000.00 OR FRACTION THEREOF</u>	
<u>OVER \$1,000.00 (INCLUDES ELEC. IF NEEDED)</u>	<u>\$ 5.00</u>

NEW TANKS:

<u>AST AND UST INSTALLATION (PER TANK) 1 INSPECTION</u>	<u>\$100.00</u>
<u>AST AND UST REMOVAL (PER TANK) 1 INSPECTION</u>	<u>\$100.00</u>

AMUSEMENTS: RIDES*, SHOWS, CONCESSIONS

<u>CONCESSION (PERMIT)</u>	<u>\$ 12.50</u>
<u>MOBILE UNITS (PER UNIT)</u>	<u>\$ 12.50</u>
<u>BOOTH (PER UNIT)</u>	<u>\$ 12.50</u>
<u>TENT (PER UNIT)</u>	<u>\$ 12.50</u>
<u>MAJOR RIDE **</u>	<u>\$ 55.00</u>
<u>KIDDIE RIDE **</u>	<u>\$ 35.00</u>
<u>SPECTACULAR RIDE **</u>	<u>\$ 75.00</u>

* FEE SCHEDULES ASSOCIATED WITH RIDES SHALL BE REDUCED BY 75%, IF PRIVATE INSPECTORS ARE UTILIZED BY THE OWNER OR LESSEE.

** RIDE CLASSIFICATION IS DEFINED BY VA. DEPT. OF HOUSING & COMMUNITY DEVELOPMENT

BUILDING PERMIT FEE SCHEDULE
COMMERCIAL OR BUSINESS (CONTINUED)

MISCELLANEOUS - NOT COVERED BY OTHER PERMITS \$ 31.25

LAND DISTURBING PERMIT FEES (COMMERCIAL) \$25.00 +
\$5.00 PER
ACRE

LAND DISTURBING PERMIT FEES (SINGLE-FAMILY RESIDENTIAL) \$ 10.00

REINSPECTION FEES: \$25.00

ALL REINSPECTION FEES SHALL BE PAID PRIOR TO ISSUANCE TO CERTIFICATE OF OCCUPANCY

Permit Fee Schedule for Pittsylvania County Fire Marshal's Office pursuant to Virginia Code § 27-97 & Virginia Statewide Fire Prevention Code §§ 107-107.15

Routine Fire Prevention Inspection:
 Original inspection and first follow-up: No Charge
 Each additional re-inspection: \$25.00

Child day centers, assisted living facilities and adult day care centers:
 (Inspection required by any Virginia Regulatory Agency)

Licensed capacity as follows:

- 1. 1-8 \$50
- 2. 9-20 \$75
- 3. 21-50 \$100
- 4. 51-100 \$200
- 5. 101 or more \$400

Hospitals, nursing homes, mental hospitals, detoxification facilities \$100

Blasting, Explosives, Fireworks:

An operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosive, explosive materials, fireworks, or pyrotechnic special effects within the scope of Chapter 33 of the Virginia Statewide Fire Prevention Code.

- Blasting: 1-30 days \$75
- Blasting: 31 days or more \$90
- Explosives, Blasting Agents and Fireworks: Annual Storage Permit (per Magazine) \$40
- Fireworks: Retail Sales of Permissible Fireworks, Outside Stand (60 Day Permit) \$25
- Fireworks: Retail Sales of Permissible Fireworks, Mercantile Occupancy (60 Day Permit) \$25
- Fireworks: Outdoor Fireworks Display (Aerial/Proximate Audience (One Day Permit) \$35
- Pyrotechnics: Indoor Pyrotechnic Display & Special Effects (One Day Permit) \$35

Hazardous Materials:

An operational permit is required to store, transport on site, dispense, use or handle hazardous materials in excess of the amounts listed below.

Annual Hazardous Material Permit: \$100

Combustible Fiber

- Loose 100 cubic feet
- Baled 1000 cubic feet

Flammable Gas

- Gaseous 1000 cubic feet

Liquefied (except propane) 30 gallons

LP Gas: Storage and use inside or outside of any building.

Exception:

- 1. Individual containers with 500 gallons water capacity or less serving occupancies in Use group R-3.
- 2. Operation of cargo tankers that transport LP gas.

Flammable Liquid

- Class IA 30 gallons
- Class IB and IC 120 gallons

Combustible Liquid

- Class II 120 gallons
- Class IIIA 330 gallons
- Class IIIB 13,200 gallons

Flammable Solid

- Flammable Solid 125 pounds

Pyrophoric Material

- Solid 4 pounds
- Liquid 4 pounds

Gas	50 cubic feet		
Water Reactive – Solid or Liquid			
Class 3	5 pounds		
Class 2	50 pounds		
Class 1	No permit required		
Unstable (reactive) Material – Solid or Liquid			
Class 4	1 pound		
Class 3	5 pounds		
Class 2	50 pounds		
Class 1	No permit required		
Oxidizer - Solid or Liquid			
Class 4	1 pound		
Class 3	10 pounds		
Class 2	250 pounds		
Class 1	4000 pounds		
Oxidizing Gas			
Gaseous	1500 cubic feet		
Liquefied	15 gallons		
Organic Peroxide - Solid or Liquid			
Class UD	1 pound		
Class I	5 pounds		
Class II	50 pounds		
Class III	125 pounds		
Class IV	No permit required		
Class V	No permit required		
Toxic Material			
Solid	500 pounds		
Liquid	500 pounds		
Gas	810 cubic feet		
Highly Toxic Material			
Solid	10 pounds		
Liquid	10 pounds		
Gas	20 cubic feet		
Corrosive Material			
Solid	5000 pounds		
Liquid	500 gallons		
Gas	810 cubic feet		
Cryogenic - Liquid			
Cryogenic (Flammable)	45 gallons		
Cryogenic (Oxidizing)	45 gallons		
		Unstable (reactive) Material - Gas	
		Class 4	10 cubic feet
		Class 3	50 cubic feet
		Class 2	250 cubic feet
		Class 1	No permit required

New

Presented: April 4, 2016
Adopted: April 4, 2016

RESOLUTION 2016-04-01

VIRGINIA: At a regular meeting of the Pittsylvania County Board of Supervisors on Monday, April 4, 2016 in the General District Courtroom in the Edwin R. Shields Courthouse Addition in Chatham, Virginia, the following resolution on the annual budget for Fiscal Year 2017 was presented and adopted.

WHEREAS, the laws of the Commonwealth of Virginia require the governing body to prepare and approve a budget for fiscal and planning purposes, notwithstanding additional requirements for the schools, including revenues and expenditures for the ensuing year by May 1, 2016; and

WHEREAS, the laws of the Commonwealth of Virginia control the distribution of funds by appropriations giving the Board of Supervisors authority to set such appropriations at such periodic basis as outlined in Section 15.2-2506 of the Code of Virginia, being further identified in this Resolution with Exhibit A and Exhibit B; and

WHEREAS, a public hearing has been properly advertised and held on March 21, 2016, in accordance with state statute as shown by the affidavit of the publisher; then,

BE IT HEREBY RESOLVED, by the Board of Supervisors of the County of Pittsylvania, that there be hereby adopted and appropriated a budget for Fiscal Year 2017, the full and complete budget is contained in the document entitled:

**"PITTSYLVANIA COUNTY ADOPTED BUDGET"
FISCAL YEAR 2017
JULY 1, 2016 - JUNE 30, 2017
TOTALING: \$ 175,800,032**

BE IT FURTHER RESOLVED, that the estimated budget total of \$175,800,032 includes \$16,736,709 total local effort for the Pittsylvania County Schools, and \$1,646,045 in reallocated carryovers for Industrial Development Local. Included in this budget is an approval of supplements for employees of all five (5) Constitutional Offices. These offices include the Sheriff, Treasurer, Commissioner of Revenue, Clerk of Courts and Commonwealth's Attorney. Personnel costs for these offices, which include an appropriation of local funding and compensation board funding cannot be overspent.

2

BE IT STILL FURTHER RESOLVED, that the funds of the School Budget, the Library Board, and the Welfare Board shall be expended only by order and approval of those respective boards and that no money shall be paid out for such contemplated expenditures unless and until there has first been made an appropriation for such contemplated expenditures by the Board of Supervisors; and,

BE IT STILL FURTHER RESOLVED that the School Budget estimate for FY 2016-2017 be set at \$91,489,633 with the local funds provided by the Board of Supervisors set at \$16,736,709 to be funded by classification as allowed by the Code of Virginia, 1950 as amended, and the school board to report back in amounts requested to be funded in each classification if different than shown in the approved budget.

The local funds include the following:

General Fund Local \$16,736,709 (Includes \$45,000 Solid Waste)

BE IT STILL FURTHER RESOLVED, that the Board of Supervisors shall receive quarterly revenue and expenditure reports comparing receipts and expenditures to the approved budget from the Office of the County Administrator as well as a list of transfers approved by the County Administrator and,

BE IT STILL FURTHER RESOLVED, that the unit tax levy for the year commencing January 1, 2016 shall be as follows:

Real Property:	\$.59 per \$100 of assessed value, 100% market value
Mobile Homes and Barns:	\$.59 per \$100 of assessed value, 100% market value
Machinery and Tools:	\$ 4.50 per \$100 of assessed value at 10% of original cost
Contract Carrier:	\$4.50 per \$100 of assessed value at fair market value
Personal Property:	\$8.75 per \$100 of assessed value, 30% of market value.

In accordance with the requirements set forth in Section 58.1-3524 (C) (2) and Section 58.1-3912 (E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly (2004 Special Session 1) and as set forth in Item 503.E (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly any qualifying vehicle situated within the county commencing January 1, 2016, shall receive personal property tax relief in the following manner:

- Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief;

- Personal use vehicles valued at \$1,001 to \$20,000 will be eligible for 52% tax relief;
- Personal use vehicles valued at \$20,001 or more shall only receive 52% tax relief on the first \$20,000 of value; and
- All other vehicles which do not meet the definition of “qualifying” (business use vehicles, farm use vehicles, motor home, etc.) will not be eligible for any of tax relief under this program.

Generating Equipment: \$.59 per \$100 of assessed value, 100% of market value

Capital Merchant Tax: ~~\$ 2.75 per \$100 of assessed value, 30% of inventory value~~

MERCHANTS’ CAPITAL TAX

<u>\$2.75 rate (applied to all below tiers; effective January 1, 2016)</u>		
<u>Tier 1</u>	<u>Tier 2</u>	<u>Tier 3</u>
<u>30% of original inventory cost</u>	<u>10% of original inventory cost</u>	<u>5% of original inventory cost</u>
<u>\$1 to \$1,000,000</u>	<u>\$1,000,001 to \$5,000,000</u>	<u>\$5,000,001 to unlimited</u>

Consumer Utility Tax: 20% of the first \$15.00 monthly for residential users and 20% of the first \$100.00 monthly for commercial or industrial users, except as required for Gas and Electricity, as defined by Chapter 6 Section 13 of the Pittsylvania County Code 1975 as amended

AND BE IT FURTHER RESOLVED that the following fees will also be collected by Pittsylvania County for tax year beginning January 1, 2016 and for the fiscal year beginning on July 1, 2016:

Motor Vehicle Fee: \$38.75 per vehicle, except as specified by ordinance

Building Inspection Fees: These fees included in Exhibit C

Fire Prevention Fees: These fees included in Exhibit D

AND BE IT FURTHER RESOLVED by the Pittsylvania County Board of Supervisors that, for the fiscal year beginning on July 1, 2016, and ending on June 30, 2017, the following sections are hereby adopted.

- Section 1. The cost center shown on the attached table labeled Appropriations Resolution, Exhibit A, are hereby appropriated from the designated estimated revenues as shown on the attached table labeled Appropriations Resolution, Exhibit A. This appropriation does include the unappropriated surplus. Funds may be appropriated by the Board of Supervisors as needed during FY 2017 subject to the Board's by-laws for appropriations.
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors only if there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. All appropriations herein authorized shall be on the basis of cost centers for all departments and agencies excluding schools. The regular school fund is specifically appropriated by category as listed on Exhibit A.
- Section 4. The School Board and the Social Services Board are separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the School Board and the Social Services Board are authorized to approve the transfer of any unencumbered balance or portion thereof from one line item of expenditure to another within the same classification in their respective funds in any amount. Transfers between classification or funds require approval of the Board of Supervisors.
- Section 5. The County Administrator is authorized to make intra-departmental transfers. This allows for the transfer of any unencumbered balance or portion thereof from one line item of expenditure to another within the same cost center for the efficient operation of government. The County Administrator is also authorized to make inter-departmental transfers up to \$25,000. This type of transfer allows for the transfer of any unencumbered balance or portion thereof from one department to another. Inter-departmental transfers in excess of \$25,000 require the approval of the Board of Supervisors.
- Section 6. All outstanding encumbrances, both operating and capital, at June 30, 2016 shall be reappropriated to the FY 2017 fiscal year to the same cost center and account for which they are encumbered in the previous year. A report of which shall be submitted to the Board.

Section 7. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than the School Cafeteria Receipts Fund 209, the State Restricted Seizure Fund - Sheriff 241, the Federal Restricted Seizure Fund 242, the State Restricted Seizure Fund – Commonwealth’s Attorney 243, the Federal Restricted Seizure Fund – Commonwealth’s Attorney 244, the Animal Friendly Plates Fund 245, the Grants Fund 250, the Work Force Investment Act Fund 251, Law Library Fund 260, the Library Memorial Gift Fund 265, Cash Bonds Fund 305, the County Capital Improvements Fund 310, the Jail Inmate Management Fund 311, the Courthouse Maintenance Fund 312, the Courthouse Security Fund 314, the Jail Processing Fund 315, the Rural Roads Fund 320, the Industrial Development Local Fund 325, the Industrial Development Cyclical Fund 330, the School Bond Fund 410, the Landfill Bond Fund 415, the E911 Bond Fund 416, the Social Services Bond Fund 420, the Debt Service Reserve Fund 425, the Bond Fund-Schools 435, the Rescue Billing Fund 530, the Special Welfare Fund 733 and the Pittsylvania County Employees Health Plan 734. Thus, all cancelled cash balances shall revert back to the General Fund.

Section 8. Appropriations designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project or until the Board of Supervisors, by appropriate ordinance or resolution, changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and transfer to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2016 and appropriations in the FY 2017 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to \$50,000.00 and approve all change order for reduction of contracts.

Section 9. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County’s expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate resolution, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may

approve necessary accounting transfers between cost centers and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and transfer back to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2016 and appropriations in the FY 2017 Budget.

- Section 10. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.
- Section 11. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds only as needed up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are to be made.
- Section 12. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance.
- Section 13. All purchases with funds appropriated herein shall be made in accordance with the County purchasing ordinance and applicable state statutes.
- Section 14. It is the intent of this resolution that funds be expended for the purposes indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 15. The County Administrator is authorized, pursuant to state statute, to issue orders and warrants for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A warrant register shall be presented to the Board of Supervisors not less frequently than monthly.
- Section 16. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations – the purpose being to make the

appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportion as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.

- Section 17. All revenue received by any agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained. Nor may any of these agencies or boards make expenditures, which will exceed a specific item of an appropriation.
- Section 18. Allowances out of any of the appropriations made in this resolution by any or all county departments, bureaus or agencies under the control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the Internal Revenue Service and shall be subject to change from time to time to maintain like rates.
- Section 19. The County Administrator is directed to maintain eight (8) petty cash accounts and establish any other petty cash accounts authorized by the Board of Supervisors. The current petty cash accounts are located in central purchasing, the landfill, building inspections, zoning and recreation. These petty cash accounts are maintained in accordance with Section 15.2-1229 of the Code of Virginia as amended, 1950 with management plans as directed by the County Auditor.
- Section 20. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this resolution shall be and the same are hereby repealed.
- Section 21. This resolution shall be effective on July 1, 2016.

Given under my hand this day April 4, 2016.

Jessie L. Barksdale, Chairman
Pittsylvania County Board of Supervisors

Clarence C. Monday, Clerk
Pittsylvania County Board of Supervisors

Presented: April 4, 2016
Adopted: April 4, 2016

RESOLUTION 2016-04-01

VIRGINIA: At a regular meeting of the Pittsylvania County Board of Supervisors on Monday, April 4, 2016 in the General District Courtroom in the Edwin R. Shields Courthouse Addition in Chatham, Virginia, the following resolution on the annual budget for Fiscal Year 2017 was presented and adopted.

WHEREAS, the laws of the Commonwealth of Virginia require the governing body to prepare and approve a budget for fiscal and planning purposes, notwithstanding additional requirements for the schools, including revenues and expenditures for the ensuing year by May 1, 2016; and

WHEREAS, the laws of the Commonwealth of Virginia control the distribution of funds by appropriations giving the Board of Supervisors authority to set such appropriations at such periodic basis as outlined in Section 15.2-2506 of the Code of Virginia, being further identified in this Resolution with Exhibit A and Exhibit B; and

WHEREAS, a public hearing has been properly advertised and held on March 21, 2016, in accordance with state statute as shown by the affidavit of the publisher; then,

BE IT HEREBY RESOLVED, by the Board of Supervisors of the County of Pittsylvania, that there be hereby adopted and appropriated a budget for Fiscal Year 2017, the full and complete budget is contained in the document entitled:

**"PITTSYLVANIA COUNTY ADOPTED BUDGET"
FISCAL YEAR 2017
JULY 1, 2016 - JUNE 30, 2017
TOTALING: \$ 175,800,032**

BE IT FURTHER RESOLVED, that the estimated budget total of \$175,800,032 includes \$16,736,709 total local effort for the Pittsylvania County Schools, and \$1,646,045 in reallocated carryovers for Industrial Development Local. Included in this budget is an approval of supplements for employees of all five (5) Constitutional Offices. These offices include the Sheriff, Treasurer, Commissioner of Revenue, Clerk of Courts and Commonwealth's Attorney. Personnel costs for these offices, which include an appropriation of local funding and compensation board funding cannot be overspent.

BE IT STILL FURTHER RESOLVED, that the funds of the School Budget, the Library Board, and the Welfare Board shall be expended only by order and approval of those respective boards and that no money shall be paid out for such contemplated expenditures unless and until there has first been made an appropriation for such contemplated expenditures by the Board of Supervisors; and,

BE IT STILL FURTHER RESOLVED that the School Budget estimate for FY 2016-2017 be set at \$91,489,633 with the local funds provided by the Board of Supervisors set at \$16,736,709 to be funded by classification as allowed by the Code of Virginia, 1950 as amended, and the school board to report back in amounts requested to be funded in each classification if different than shown in the approved budget.

The local funds include the following:

General Fund Local \$16,736,709 (Includes \$45,000 Solid Waste)

BE IT STILL FURTHER RESOLVED, that the Board of Supervisors shall receive quarterly revenue and expenditure reports comparing receipts and expenditures to the approved budget from the Office of the County Administrator as well as a list of transfers approved by the County Administrator and,

BE IT STILL FURTHER RESOLVED, that the unit tax levy for the year commencing January 1, 2016 shall be as follows:

Real Property:	\$.59 per \$100 of assessed value, 100% market value
Mobile Homes and Barns:	\$.59 per \$100 of assessed value, 100% market value
Machinery and Tools:	\$ 4.50 per \$100 of assessed value at 10% of original cost
Contract Carrier:	\$4.50 per \$100 of assessed value at fair market value
Personal Property:	\$8.75 per \$100 of assessed value, 30% of market value.

In accordance with the requirements set forth in Section 58.1-3524 (C) (2) and Section 58.1-3912 (E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly (2004 Special Session 1) and as set forth in Item 503.E (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly any qualifying vehicle situated within the county commencing January 1, 2016, shall receive personal property tax relief in the following manner:

- Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief;

- Personal use vehicles valued at \$1,001 to \$20,000 will be eligible for 52% tax relief;
- Personal use vehicles valued at \$20,001 or more shall only receive 52% tax relief on the first \$20,000 of value; and
- All other vehicles which do not meet the definition of “qualifying” (business use vehicles, farm use vehicles, motor home, etc.) will not be eligible for any of tax relief under this program.

Generating Equipment: \$.59 per \$100 of assessed value, 100% of market value

Capital Merchant Tax: \$ 2.75 per \$100 of assessed value, 30% of inventory value

MERCHANTS' CAPITAL TAX

<u>\$2.75 rate (applied to all below tiers; effective January 1, 2016)</u>		
<u>Tier 1</u>	<u>Tier 2</u>	<u>Tier 3</u>
<u>30% of original inventory cost</u>	<u>10% of original inventory cost</u>	<u>5% of original inventory cost</u>
<u>\$1 to \$1,000,000</u>	<u>\$1,000,001 to \$5,000,000</u>	<u>\$5,000,001 to unlimited</u>

Consumer Utility Tax: 20% of the first \$15.00 monthly for residential users and 20% of the first \$100.00 monthly for commercial or industrial users, except as required for Gas and Electricity, as defined by Chapter 6 Section 13 of the Pittsylvania County Code 1975 as amended

AND BE IT FURTHER RESOLVED that the following fees will also be collected by Pittsylvania County for tax year beginning January 1, 2016 and for the fiscal year beginning on July 1, 2016:

Motor Vehicle Fee: \$38.75 per vehicle, except as specified by ordinance

Building Inspection Fees: These fees included in Exhibit C

Fire Prevention Fees: These fees included in Exhibit D

AND BE IT FURTHER RESOLVED by the Pittsylvania County Board of Supervisors that, for the fiscal year beginning on July 1, 2016, and ending on June 30, 2017, the following sections are hereby adopted.

- Section 1. The cost center shown on the attached table labeled Appropriations Resolution, Exhibit A, are hereby appropriated from the designated estimated revenues as shown on the attached table labeled Appropriations Resolution, Exhibit A. This appropriation does include the unappropriated surplus. Funds may be appropriated by the Board of Supervisors as needed during FY 2017 subject to the Board's by-laws for appropriations.
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors only if there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. All appropriations herein authorized shall be on the basis of cost centers for all departments and agencies excluding schools. The regular school fund is specifically appropriated by category as listed on Exhibit A.
- Section 4. The School Board and the Social Services Board are separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the School Board and the Social Services Board are authorized to approve the transfer of any unencumbered balance or portion thereof from one line item of expenditure to another within the same classification in their respective funds in any amount. Transfers between classification or funds require approval of the Board of Supervisors.
- Section 5. The County Administrator is authorized to make intra-departmental transfers. This allows for the transfer of any unencumbered balance or portion thereof from one line item of expenditure to another within the same cost center for the efficient operation of government. The County Administrator is also authorized to make inter-departmental transfers up to \$25,000. This type of transfer allows for the transfer of any unencumbered balance or portion thereof from one department to another. Inter-departmental transfers in excess of \$25,000 require the approval of the Board of Supervisors.
- Section 6. All outstanding encumbrances, both operating and capital, at June 30, 2016 shall be reappropriated to the FY 2017 fiscal year to the same cost center and account for which they are encumbered in the previous year. A report of which shall be submitted to the Board.

Section 7. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than the School Cafeteria Receipts Fund 209, the State Restricted Seizure Fund - Sheriff 241, the Federal Restricted Seizure Fund 242, the State Restricted Seizure Fund – Commonwealth’s Attorney 243, the Federal Restricted Seizure Fund – Commonwealth’s Attorney 244, the Animal Friendly Plates Fund 245, the Grants Fund 250, the Work Force Investment Act Fund 251, Law Library Fund 260, the Library Memorial Gift Fund 265, Cash Bonds Fund 305, the County Capital Improvements Fund 310, the Jail Inmate Management Fund 311, the Courthouse Maintenance Fund 312, the Courthouse Security Fund 314, the Jail Processing Fund 315, the Rural Roads Fund 320, the Industrial Development Local Fund 325, the Industrial Development Cyclical Fund 330, the School Bond Fund 410, the Landfill Bond Fund 415, the E911 Bond Fund 416, the Social Services Bond Fund 420, the Debt Service Reserve Fund 425, the Bond Fund-Schools 435, the Rescue Billing Fund 530, the Special Welfare Fund 733 and the Pittsylvania County Employees Health Plan 734. Thus, all cancelled cash balances shall revert back to the General Fund.

Section 8. Appropriations designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project or until the Board of Supervisors, by appropriate ordinance or resolution, changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and transfer to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2016 and appropriations in the FY 2017 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to \$50,000.00 and approve all change order for reduction of contracts.

Section 9. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County’s expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate resolution, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may

approve necessary accounting transfers between cost centers and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and transfer back to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2016 and appropriations in the FY 2017 Budget.

- Section 10. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.
- Section 11. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds only as needed up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are to be made.
- Section 12. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance.
- Section 13. All purchases with funds appropriated herein shall be made in accordance with the County purchasing ordinance and applicable state statutes.
- Section 14. It is the intent of this resolution that funds be expended for the purposes indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 15. The County Administrator is authorized, pursuant to state statute, to issue orders and warrants for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A warrant register shall be presented to the Board of Supervisors not less frequently than monthly.
- Section 16. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations – the purpose being to make the

appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportion as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.

- Section 17. All revenue received by any agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained. Nor may any of these agencies or boards make expenditures, which will exceed a specific item of an appropriation.
- Section 18. Allowances out of any of the appropriations made in this resolution by any or all county departments, bureaus or agencies under the control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the Internal Revenue Service and shall be subject to change from time to time to maintain like rates.
- Section 19. The County Administrator is directed to maintain eight (8) petty cash accounts and establish any other petty cash accounts authorized by the Board of Supervisors. The current petty cash accounts are located in central purchasing, the landfill, building inspections, zoning and recreation. These petty cash accounts are maintained in accordance with Section 15.2-1229 of the Code of Virginia as amended, 1950 with management plans as directed by the County Auditor.
- Section 20. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this resolution shall be and the same are hereby repealed.
- Section 21. This resolution shall be effective on July 1, 2016.

Given under my hand this day April 4, 2016.

Jessie L. Barksdale, Chairman
Pittsylvania County Board of Supervisors

Clarence C. Monday, Clerk
Pittsylvania County Board of Supervisors

RESOLUTION 2016-__-__

A RESOLUTION TO AMEND RESOLUTION 2016-04-01

WHEREAS, on April 4, 2016, the Pittsylvania County Board of Supervisors (the "Board") approved Resolution 2016-04-01, adopting and appropriating a County budget for Fiscal Year 2016, that included a tax levy for "Capital Merchant Tax" at "\$2.75 per \$100 of assessed value, 30% of inventory value;" and

WHEREAS, on September 6, 2016, the Board, following a duly advertised and lawfully conducted public hearing, by an affirmative majority vote, approved the following revision to the County's Merchants' Capital Tax assessment methodology, effective January 1, 2016:

MERCHANTS' CAPITAL TAX

\$2.75 rate (applied to all below tiers; effective January 1, 2016)		
Tier 1	Tier 2	Tier 3
30% of original inventory cost	10% of original inventory cost	5% of original inventory cost
\$1 to \$1,000,000	\$1,000,001 to \$5,000,000	\$5,000,001 to unlimited

NOW THEREFORE, BE IT RESOLVED BY THE PITTSYLVANIA COUNTY BOARD OF SUPERVISORS, that Resolution 2016-09-01 hereby amends Resolution 2016-04-01 as described above.

Adopted this ___ day of October, 2016.

Jessie L. Barksdale, Chair
Pittsylvania County Board of Supervisors

ATTEST:

Clarence C. Monday, Clerk
Pittsylvania County Board of Supervisors

APPROVED AS TO FORM:

J. Vaden Hunt, Esq.
Pittsylvania County Attorney

	<u>Vote</u>
Jessie L. Barksdale, Chair	_____
Elton W. Blackstock, Vice Chair	_____
Ronald S. Searce	_____
Joe B. Davis	_____
Robert W. "Bob" Warren	_____
Jerry A. Hagerman	_____
Tim R. Barber	_____

Ayes _____

Nays _____

Abstentions _____

PUBLIC HEARING NOTICE

The Pittsylvania County Board of Supervisors will hold a public hearing at 7:00 p.m. on October 3, 2016, in the General District Courtroom of the Edwin R. Shields Courthouse Addition in Chatham, Virginia, to receive citizen input on potentially revising Resolution 2016-04-01 (the County's FY 2017 Budget Resolution) by changing the County's current Merchants' Capital Tax assessment method from \$2.75 per \$100 of assessed value, 30% of original value; to the following:

MERCHANTS' CAPITAL TAX

\$2.75 rate (applied to all below tiers; effective January 1, 2016)		
Tier 1	Tier 2	Tier 3
30% of original inventory cost	10% of original inventory cost	5% of original inventory cost
\$1 to \$1,000,000	\$1,000,001 to \$5,000,000	\$5,000,001 to unlimited

A complete text of the proposed change is available in the Office of the County Administrator, 1 Center Street, Chatham, Virginia, Monday through Friday between the hours of 8:00 a. m. and 5:00 p. m, as well as on the County's website at www.pittgov.org

UNFINISHED BUSINESS

**PITTSYLVANIA COUNTY
Board of Supervisors**

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Library Appropriation for the Mt. Hermon Library – <i>At their adjourned meeting on September 20, 2016, motion was made by Mr. Warren, and seconded by Mr. Barber,; required a 10-Day Layover which has now been met. Roll Call Vote Required</i></p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u></p> <p><u>STAFF CONTACTS:</u> Mr. Monday; Mr. Hawker</p>	<p><u>AGENDA DATE:</u> 10-03-2016 <u>ITEM NUMBER:</u> 9</p> <p><u>ACTION:</u> Yes</p> <p><u>ATTACHMENTS:</u></p> <p><u>REVIEWED BY:</u> </p>

BACKGROUND:

DISCUSSION:

The staff has reviewed the renovations needed at the new location for the Mount Herman library located at 4058 Franklin Turnpike. The existing facility has been toured by the Pittsylvania County Board of Supervisors as well as the Library Board. It consists of approximately 4,800 square feet that in the current state was set up to operate as a private school. In order to change the current use to a library it will be necessary to redesign the interior sections of the facility to more of an open concept to function as a library. This will require considerable demolition, reworking restrooms, lighting and new floor coverings throughout the entire facility. It will be necessary for the county to follow the Procurement Policy and send out an RFP of A&E services, to prepare the plans and bid specifications and assist with contract administration for the project.

County staff, consulting with engineering and contractors are recommending the Pittsylvania County Board of Supervisors set a renovation budget of \$190,000. If the Board of Supervisors decides to proceed with this project, the county staff recommends the following.

RECOMMENDATION:

County Staff recommends the Board of Supervisors to appropriate from unappropriated funds \$190,000 for the renovations of the Mount Herman Library. This will require a motion, a second and a ten day layover.

**PITTSYLVANIA COUNTY
Board of Supervisors**

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Renovation Appropriation for the Mt. Hermon Library</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u></p> <p><u>STAFF CONTACTS:</u> Mr. Monday; Mr. Hawker</p>	<p><u>AGENDA DATE:</u> <u>ITEM NUMBER:</u> 09-20-2016 13</p> <p><u>ACTION:</u></p> <p><u>ATTACHMENTS:</u></p> <p><u>REVIEWED BY:</u></p>

BACKGROUND:

DISCUSSION:

The staff has reviewed the renovations needed at the new location for the Mount Herman library located at 4058 Franklin Turnpike. The existing facility has been toured by the Pittsylvania County Board of Supervisors as well as the Library Board. It consists of approximately 4,800 square feet that in the current state was set up to operate as a private school. In order to change the current use to a library it will be necessary to redesign the interior sections of the facility to more of an open concept to function as a library. This will require considerable demolition, reworking restrooms, lighting and new floor coverings throughout the entire facility. It will be necessary for the county to follow the Procurement Policy and send out an RFP of A&E services, to prepare the plans and bid specifications and assist with contract administration for the project.

County staff, consulting with engineering and contractors are recommending the Pittsylvania County Board of Supervisors set a renovation budget of \$190,000. If the Board of Supervisors decides to proceed with this project, the county staff recommends the following.

RECOMMENDATION:

County Staff recommends the Board of Supervisors to appropriate from unappropriated funds \$190,000 for the renovations of the Mount Herman Library. This will require a motion, a second and a ten day layover.

NEW BUSINESS

PITTSYLVANIA COUNTY
Board of Supervisors

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u></p> <p>Expenditure Refunds for September 2016-<i>Requires a motion and a 10-day layover.</i></p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u></p> <p>Budget Amendment for expenditure refunds</p> <p><u>STAFF CONTACT(S):</u> Monday, VanDerHyde</p> <p><u>BACKGROUND:</u></p>	<p><u>AGENDA DATE:</u> 10-03-16</p> <p><u>ITEM NUMBER:</u> 10</p> <p><u>ACTION:</u> Yes</p> <p><u>CONSENT AGENDA:</u></p> <p style="padding-left: 20px;"><u>ACTION:</u> <u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u> Expenditures Refunds Memo</p> <p><u>REVIEWED BY:</u> <i>CH</i></p>
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DISCUSSION:

Attached is a list of expenditure refunds for the month of September 2016 for review. As discussed earlier with the Board, the simple routine of putting every refund back in the budget is extremely time consuming and leaves room for errors. To stay in balance with the Treasurer, we need to reappropriate refunds into the budget so the budget would increase with every expenditure refund.

RECOMMENDATION:

Staff recommends the reappropriation of \$122,739.99 as follows: \$100.00 to Clerk of Court-Copier Lease, \$232.39 to Sheriff-Subsistence & Lodging (100-4-031200-5530), \$200.00 to Sheriff-Undercover Work (100-4-031200-6024), \$2,093.51 to VFD-Communication Equipment, \$10,293.28 to E911-Telephone (100-4-035500-5230), \$800.00 to Recreation-Field Maintenance (100-4-071100-6006), \$1,282.00 to Library-Office Supplies (100-4-073100-6001), \$65.00 to Ag Development-Farmer's Market (100-4-082500-6014), \$300.38 to WIA-Office Supplies (251-4-353661-6001), \$107,373.43 to WIA-Rent (251-4-353853-6014). THIS ITEM REQUIRES A MOTION AND A 10-DAY LAYOVER.

PITTSYLVANIA COUNTY

VIRGINIA

Finance Department
P. O. Box 426
Chatham, Virginia 24531



Phone (434) 432-7740
Fax (434) 432-7746
Gretna/Hurt (434) 656-6211
Bachelors Hall/Whitmell (434) 797-9550

MEMO TO: Clarence C. Monday
County Administrator

FROM: Kim Van Der Hyde *KVH*
Finance Director

SUBJECT: September Expenditure Refunds

DATE: September 27, 2016

The list below shows all expenditure refunds that were sent to the Finance Department during the month of September. I am recommending that all of the following expenditure refunds be reappropriated by the Board of Supervisors:

100-4-021600-60051	Clerk of Court-Copier Lease Reimbursement	100.00
100-4-031200-5530	Sheriff-Subsistence & Lodging Reimbursement	232.39
100-4-031200-6024	Sheriff-Undercover Work Restitution	200.00
100-4-032200-6004	VFD-Communication Equipment Reimbursement-Hurt VFD	2,093.51
100-4-035500-5230	E911-Telephone Reimbursement	10,293.28
100-4-071100-6006	Recreation-Field Maintenance Reimbursement-Dan River Youth Football Booster, Inc.	800.00
100-4-073100-6001	Library-Office Supplies Donation	1,282.00
100-4-082500-6014	Ag Development-Farmer's Market Vendor Fees (100-3-000000-189918)	65.00
251-4-353661-6001	WIA-Office Supplies Reimbursement	300.38

251-4-353853-6014 WIA-Rent 107,373.43
Rent Payments (251-3-000000-150201)

TOTAL SEPTEMBER EXPENDITURE REFUNDS \$122,739.99

**PITTSYLVANIA COUNTY
Board of Supervisors**

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> County Administrator Interviews Closed Session Certification</p> <p><u>REQUEST:</u> Approve Certification</p> <p><u>STAFF CONTACT:</u> Mr. Monday; Mr. Hunt</p>	<p><u>AGENDA DATE:</u> 10/03/16</p> <p><u>ACTION:</u> Yes</p> <p><u>ATTACHMENT:</u> (1) Statement from 09-20-2016 BOS Meeting (2) Closed Session Certification Form</p> <p><u>REVIEWED BY:</u> </p>	<p><u>ITEM NUMBER:</u> 11</p>
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BACKGROUND:

At the 9/20/16 Pittsylvania County Board of Supervisors' ("BOS") meeting, the BOS, as authorized by Virginia Code § 2.2-3712(B), announced it, within fifteen (15) days of said announcement, would be interviewing potential County Administrator candidate(s), in Closed Session, at undisclosed time(s) and location(s). Attached please find a Closed Session Certification.

RECOMMENDATION:

Staff recommends approving the attached Closed Session Certification for such interviews.

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
CLOSED MEETING CERTIFICATION**

BE IT RESOLVED that at meetings of the Pittsylvania County Board of Supervisors (“BOS”) to interview candidates for the position of County Administrator on Monday, September 26, 2016 and Wednesday, September 28, 2016, the BOS members hereby certify, by a recorded vote, that to the best of each BOS member’s knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting. If any BOS member believes that there was a departure from the requirements of the Virginia Code, he shall so state prior to the vote indicating the substance of the departure. The statement shall be recorded in the BOS’ minutes.

	<u>Vote</u>
Tim R. Barber	Yes/No
Jerry A. Hagerman	Yes/No
Elton W. Blackstock	Yes/No
Joe B. Davis	Yes/No
Ronald S. Scearce	Yes/No
Robert W. Warren	Yes/No
Jessie L. Barksdale	Yes/No

APPOINTMENTS

PITTSYLVANIA COUNTY
Board of Supervisors
EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Upcoming Term Appointments</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> Upcoming Term Appointments</p> <p><u>STAFF CONTACT(S):</u> Mr. Monday</p>	<p><u>AGENDA DATE:</u> 10-03-2016</p> <p><u>ACTION:</u></p> <p><u>CONSENT AGENDA:</u> <u>ACTION:</u></p> <p><u>ATTACHMENTS:</u></p> <p><u>REVIEWED BY:</u> <i>GLS</i></p>	<p><u>ITEM NUMBER:</u> 12</p> <p><u>INFORMATION:</u></p> <p><u>INFORMATION:</u></p>
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DISCUSSION:

The following term appointments will expire on 11/30/2016

- (a) Planning Commission – Chatham-Blairs District
- (b) Industrial Development Authority – Banister District
Callands-Gretna District

RECOMMENDATION:

Staff submits this to the Board of Supervisors for their review and consideration. Separate motions would need to be made for each appointment.

**REPORTS FROM
BOARD
MEMBERS**

REPORTS FROM LEGAL COUNSEL

**REPORTS FROM
COUNTY
ADMINISTRATOR**

PITTSYLVANIA COUNTY

VIRGINIA

Otis Hawker, Interim
 County Administrator
 P.O. Box 426
 Chatham, Virginia 24531
 e-mail: dsleeper@pittgov.org



Phone (434) 432-7710
 Fax (434) 432-7714
 Gretna/Hurt (434) 656-6211

MEMORANDUM

To: Otis S. Hawker, Assistant County Administrator
From: Pete Boswell., Chief Animal Control Officer
Date: September 30 2016, **Subject:** **Animal Control Activity Report**

During the period of September 1 2016_, through September 30 2016_, the Animal Control Officers responded to calls; 345 and 83 follow up calls as per Pete Boswell, Chief Animal Control Officer, resulting in the following:

Description	Number	Remarks
Animals taken into custody:	118	
Dogs	57	
Cats	56	
Other	5	4 OPPOSSUMS 1 RACCOON
Animals on hand at month end	17	17 DOGS
Animals dispatched	10	
Licenses checked	32	
Court cases	8	
Summons	11	
Animals Adopted	3	
Animals returned to owners	13	13 DOGS
Cats taken to the Humane Society	51	
Animals Transferred	30	25 FCHS 5 DAHS
Injured animals picked up	4	
Animals found in traps	37	
Exposures: Human/Saliva	0	
Exposures: Dogs/Cats/Wildlife	0	
Dog Bites	5	
Cat Bites	2	
Cruelty Checks	15	
Well-being Checks	7	
Cat/Dog Fights	1	
Investigated killings by dogs/cats	0	
Investigate killings by Coyotes	1	

If you have any questions concerning this, please do not hesitate to contact me.

PITTSYLVANIA COUNTY

VIRGINIA

Otis Hawker, Interim
County Administrator
P.O. Box 426
Chatham, Virginia 24531
e-mail: dsleeper@pittgov.org



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Gretna/Hurt (434) 656-6211

MEMORANDUM

To: Otis S. Hawker, Assistant County Administrator

From: Pete Boswell., Chief Animal Control Officer

Date: September 30, 2016

Subject: **Conservators of the Peace
Solid Waste Monitoring Report**

The Animal Control Officers whom have been appointed to the position of Conservators of the Peace monitoring solid waste sites in Pittsylvania County, as per Pete Boswell, Chief Animal Control Officer, for the period of June 29,2016 through, July 27,2016

Description	Number	Remarks
Total hours monitored	8	
Vehicles entering sites	65	
Vehicles checked	2	
Summons' issued	0	
Court Cases	0	
Convictions	0	

If you have any questions concerning this, please do not hesitate to contact me.

**PITTSYLVANIA COUNTY CODE COMPLIANCE
MONTHLY REPORT & FEES
September 2016**

TYPES OF PERMITS

96	BUILDING PERMIT FEES COLLECTED	\$8,388.52
96	LEVY COLLECTED	\$167.88
0	SUBDIVISION FEES COLLECTED	\$0.00
14	ZONING PERMIT FEES COLLECTED	\$65.00
0	REINSPECTION FEES COLLECTED	\$0.00
5	LAND DISTURBING FEES COLLECTED	\$40.00
211	TOTAL FEES COLLECTED	\$8,661.40

MONTHLY BUILDING VALUES

4	NEW DWELLINGS	\$828,000.00
4	MOBILE HOMES/OFFICE TRAILERS	126,200.00
4	DOUBLE-WIDE MOBILE HOMES	470,000.00
2	MODULAR	448,777.00
28	COMMERCIAL CONSTRUCTION	7,365,781.00
54	MISCELLANEOUS	958,497.00
96	TOTAL	\$10,197,255.00
	NONTAXABLE: \$4,513,123.00	\$32,548,946.00

MONTHLY ACTIVITY REPORT

NUMBER OF BUILDING INSPECTIONS MADE	248
NUMBER OF REJECTIONS OF WORK	45
NUMBER OF E & S INSPECTIONS	41
NUMBER OF MILES INSPECTORS TRAVELED	4,136

MONTHLY ZONING FEES

2	REZONING FEES COLLECTED	\$341.64
2	SPECIAL USE PERMIT FEES COLLECTED	409.04
0	VARIANCE & APPEAL FEES COLLECTED	0.00
0	SIGN PERMIT	0.00
4	TOTAL	\$750.68

Respectfully Submitted,

Odie H. Shelton, Jr.
Director of Code Compliance/
Zoning Administrator

CLOSED SESSION

ADJOURNMENT