

VIRGINIA: County of Lee, to-wit:

At the Regular Meeting of the Lee County Board of Supervisors in the General District Courtroom of the Lee County Courthouse on August 23, 2012 at 5:00 p.m. thereof.

MEMBERS PRESENT: Tina Rowe, Chairman
Carl Bailey
Jason Crabtree
Larry Mosley
Charles Slemm, Jr.

MEMBERS ABSENT: None

OTHERS PRESENT: C. M. Callahan, Jr., County Attorney
Dane Poe, County Administrator

OTHERS ABSENT: None

INVOCATION

Fred Cagle, Pastor of Friendship Baptist Church, led in the Invocation.

PLEDGE TO THE FLAG

Fred Cagle led the Pledge to the Flag.

MEETING CALLED TO ORDER

The meeting was called to order at 5:08 p.m.

DEPARTMENTAL REPORTS

SOLID WASTE

Gary Collingsworth, Transfer Station Superintendent, provided an update on the Solid Waste department. He advised that disposal costs at the City of Bristol landfill have increased for tires, televisions and propane tanks. If these items are not separated at the Transfer Station, the higher costs apply. He is currently working with the Recycling Coordinator to find a cheaper alternative. He reported there have been complaints about scavenging and illegal dumping at unmanned sites. He stated he had temporarily suspended the receipt of brush from VDOT and contractors until the wood chip contractor finds a new market for their product. He also advised that the dumpsters at closed school sites would be removed within the next few weeks. He also provided Board Members with a county map with the locations of all convenience center sites and the dumping schedule for each site and encouraged them to share any ideas they may have on reducing costs.

LITTER CONTROL AND RECYCLING

Mary Wires, Litter Control and Recycling Coordinator, provided an update on her department. She reported nine new probationers and four community service workers

assigned to clean up highways. She has also registered with Social Services as a work site for TANF recipients who will work 35 hours per week picking up litter. She stated the electronics recycling events had generated 2,500 pounds of materials. She also requested the Board consider sponsoring a hazardous waste collection event in the spring of 2013.

Mr. Crabtree asked if the City of Bristol was going to refuse to take television sets.

Mr. Poe advised that they would accept them but the cost was increasing. He stated that Ms. Wires and Mr. Collingsworth had found a site in Knoxville that may be the cheapest alternative.

Mr. Bailey asked a question about the hazardous waste collection event.

Ms. Wires explained that the cost estimate of \$12,000 was determined based on the County's current population and the time lapse since the last collection event.

Mr. Mosley asked if a contract was required with the collection company.

Ms. Wires stated she did not believe a contract was required.

Ms. Rowe suggested this be discussed at the next Recycling Committee meeting.

CONSTITUTIONAL OFFICERS

TREASURER'S REPORT

The Treasurer's Report for the month of July, 2012 was submitted as follows:

Revenues	\$ 3,863,604.95
Expenditures	\$ 2,598,169.61
General Fund	\$ 7,506,397.18
Total Assets and Liabilities	\$14,736,871.02

PUBLIC EXPRESSION

The Chairman opened the floor for public comment.

Roger Elkins, Lee County Farm Bureau representative, addressed the Board regarding land use taxation. He said that county and state Farm Bureau officials believed this was a good program and would be beneficial to the agricultural community. He

stated that he was fairly certain that agriculture was Lee County's largest industry. He requested the Board support and adopt land use taxation.

An unidentified lady asked if the Board was going to address moving the Olinger Convenience Center site.

Ms. Rowe advised it was not on the agenda.

Mr. Slemp stated he thought this was a dead issue as far as moving it to the location proposed at the last meeting.

There was no further public comment.

The Chairman closed the floor for public comment.

LAND USE TAXATION

The Chairman asked if the Board wished to amend the agenda to address land use taxation.

Mr. Bailey stated he thought the Board needed more information.

Mr. Poe advised that land use taxation would require an ordinance change which requires a public hearing.

Mr. Crabtree and Mr. Slemp stated they needed more information from the Commissioner of the Revenue.

APPROVAL OF MINUTES

It was moved by Mr. Mosley, seconded by Mr. Bailey, to approve the minutes of the June 27, 2012 Recessed Meeting and the July 17, 2012 Regular Meeting. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

APPROVAL OF REFUNDS

It was moved by Mr. Mosley, seconded by Mr. Bailey, to approve a refund of \$14.28 to Leonard and Judith Bishop. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

PAYROLL

The County Administrator reports that payroll warrants have been issued.

APPROVAL OF DISBURSEMENTS

It was moved by Mr. Bailey, seconded by Mr. Slemp, to approve the disbursements for the month of August in the amount of \$117,295.60. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

DELEGATIONS

CLOSED SCHOOL FACILITIES NANCY ELLIS KEOKEE

Nancy Ellis, President of the Keokee Community Action Group, addressed the Board regarding the importance of the Keokee school facility to the community. She provided examples of the many current uses of the facility and a partial history of the community. She also requested the voting precinct be moved to the fire hall and the trash dumpster be left at the school.

Ms. Rowe stated the school property would not be owned by the County until such time as the School Board declares it surplus which has not yet occurred. She suggested the voting precinct issue be referred to the Electoral Board.

The County Administrator advised that the Electoral Board should recommend any needed action regarding precinct changes. He also advised that the November election would have to be conducted with the existing voting locations as there is not sufficient time to make changes due to time restrictions within sixty days of the election.

Ms. Rowe asked about moving the dumpster from the school prior to their reunion. She requested that the dumpster be left at Keokee School for the reunion and that another one be placed at Leeman Field for the Lee County Fair.

Mr. Poe stated he would work with Mr. Collingsworth to keep the dumpster at the school until after the Labor Day weekend reunion.

FINANCE

MONTHLY APPROPRIATIONS

It was moved by Mr. Crabtree, seconded by Mr. Bailey, to adopt the following Resolution. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

MONTHLY APPROPRIATIONS

12-022

WHEREAS, the Lee County Board of Supervisors has approved the Lee County Public School Budget and Virginia Public Assistance Budget for FY2012-13; and

WHEREAS, it is now necessary to appropriate sufficient funds for the contemplated expenditures as they are contained in the Lee County Public School and Virginia Public Assistance Budgets;

NOW, THEREFORE, BE IT RESOLVED, that the following activities 1/12 of the amount shown is appropriated for a 1-month period ending September 30, 2012;

VIRGINIA PUBLIC ASSISTANCE

Federal/State Funds	\$ 6,022,218
Local Funds	<u>1,068,481</u>
TOTAL VIRGINIA PUBLIC ASSISTANCE	\$ 7,090,699

LEE COUNTY PUBLIC SCHOOLS

Categorical Appropriation:

Instruction	\$ 24,030,343
Administration, Attendance and Health	2,065,227
Pupil Transportation	2,137,300
Operation and Maintenance	3,350,600
School Food Services	1,688,110
Facilities	547,967
Technology	852,725
Partially Self-Funded Insurance Fund	<u>4,650,000</u>
TOTAL	\$ 39,322,272

Source of Revenue:

Federal Funds	\$ 4,675,075
State Funds	24,741,951
Other Funds	81,600
Self Insured Health Fund	4,650,000
Local Funds	4,963,668
Lottery Carryover Funds	<u>209,978</u>
TOTAL PUBLIC SCHOOLS	\$ 39,322,272

1. The Lee County Treasurer is hereby authorized and directed to transfer sums as needed to meet expenses already incurred. The transfer will be from the General Fund to the Public School and Virginia Public Assistance funds and will not exceed the foregoing one month appropriation.

SUPPLEMENTAL APPROPRIATIONS

BOARD OF SUPERVISORS

It was moved by Mr. Mosley, seconded by Mr. Crabtree, to approve a supplemental re-appropriation in the amount of \$780.39 to Fund 001, Board of Supervisors, and to the following line items. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

Line Item 4-001-11010-8121	\$ (504.71)
Line Item 4-001-11010-8122	\$ 164.16
Line Item 4-001-11010-8123	\$ (396.23)
Line Item 4-001-11010-8124	\$1,073.99
Line Item 4-001-11010-8125	\$ 443.18

FINES AND FORFEITURES

It was moved by Mr. Mosley, seconded by Mr. Crabtree, to approve a supplemental re-appropriation in the amount of \$14,096.09 to Fund 007, Fines and Forfeitures, Line Item 4-007-94100-5840. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

FINES AND FORFEITURES

It was moved by Mr. Mosley, seconded by Mr. Crabtree, to approve a supplemental re-appropriation in the amount of \$7,686.27 to Fund 007, Fines and Forfeitures, Line Item 4-007-94100-5860. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

IMAGINATION LIBRARY

It was moved by Mr. Mosley, seconded by Mr. Crabtree, to approve a supplemental re-appropriation in the amount of \$2,997.17 to Fund 025, Imagination Library, Line Item 4-025-61322-6020. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

OLD BUSINESS

None

NEW BUSINESS

BOARD APPOINTMENTS

EMERGENCY MANAGEMENT COORDINATOR

It was moved by Mr. Crabtree, seconded by Mr. Bailey, to table this appointment. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

INDUSTRIAL DEVELOPMENT AUTHORITY

It was moved by Mr. Rowe, seconded by Mr. Mosley, to table this appointment. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

ROOF REPLACEMENT PAY REQUEST NO. 5 - FINAL

It was moved by Ms. Rowe, seconded by Mr. Mosley, to approve AAR of North Carolina’s Pay Request No. 5 – Final in the amount of \$12,114.00 for replacement of the Courthouse roof. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

AIRPORT TAXIWAY CONNECTOR BID AWARD

It was moved by Mr. Mosley, seconded by Mr. Slemp, to award the Airport Taxiway Connector Bid to W-L Construction in the amount of \$325,804.00 for the Alternate 2 Base Bid only and to supplementally appropriate \$130,800.00 to Line Item 4-051-94100-8135. The project is to be funded 90% by Federal grant, 8% by State grant and 2% by local funds. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

AIRPORT FUELING SYSTEM UPGRADE

It was moved by Mr. Slemp, seconded by Ms. Mosley, to approve a supplemental appropriation in the amount of \$2,000.00 to Fund 001, Lee County Airport, Line Item 4-001-81800-3310 for the purchase of one hundred feet of one inch hose and a retractable hose reel for the airport fueling system. The County Administrator is to track the sales profit to determine when the cost has been recouped. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

Prior to the motion, Mr. Crabtree asked about the volume of fuel sold and profit generated by those sales.

Mr. Poe advised that the County received approximately fifteen cents per gallon profit and sold approximately 12,000 gallons per year. All sales revenue goes back into the General Fund.

PENNINGTON GAP LIBRARY HANDRAILS

It was moved by Mr. Crabtree, seconded by Mr. Slemp, to table this matter and have the County Administrator obtain additional details regarding the amount of rails needed and the amount requested by the Library Board. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

Prior to the motion there were several questions about the length and number of handrails needed and how much of the cost the Library Board was requesting the County to provide.

STATE POLICE TOWER LOADING ANALYSIS

It was moved by Mr. Crabtree, seconded by Mr. Bailey, to approve the cost of a tower loading analysis for possible co-location of the County's emergency services radio system on the State Police tower at Hunters Gap. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

COMMISSIONER OF THE REVENUE REQUEST FOR FUNDS

It was moved by Mr. Bailey, seconded by Ms. Rowe, to approve a supplemental appropriation in the amount of \$420.00 to Fund 001, Commissioner of the Revenue, Line Item 4-001-12310-6001 for the purchase of gift basket items for the Virginia Commissioner of the Revenue Association annual meeting. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

SOCIAL SERVICES REQUEST FOR APPROVAL OF EMPLOYEE BONUS

It was moved by Mr. Mosley, seconded by Ms. Rowe, to approve the Department of Social Services' request to provide a salary supplement to DSS employees during the 2012-13 fiscal year with existing budgeted funds. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

ELECTORAL BOARD REQUEST FOR REAPPROPRIATION OF FUNDS

It was moved by Mr. Bailey, seconded by Mr. Crabtree, to approve a supplemental appropriation in the amount of \$9,179.59 to Fund 001, Electoral Board,

Line Item 4-001-13100-1115 which represents reimbursement received from the State for primary elections in the prior year. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

RESOLUTION OF SUPPORT FOR PUBLIC SERVICE AUTHORITY BOND

It was moved by Mr. Mosley, seconded by Mr. Bailey, to adopt the following Resolution of Support for the PSA bond issue. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

RESOLUTION OF THE BOARD OF SUPERVISORS OF LEE COUNTY, VIRGINIA, AUTHORIZING THE EXECUTION OF A SUPPORT AGREEMENT PROVIDING FOR LEE COUNTY'S MORAL OBLIGATION TO MAKE CERTAIN APPROPRIATIONS WITH RESPECT TO A WATER AND SEWER REVENUE BOND OF THE LEE COUNTY PUBLIC SERVICE AUTHORITY
12-023

The Lee County Public Service Authority (the "Authority") proposes to issue its Water and Sewer Revenue Bond (the "Bond") to the Virginia Resources Authority, as Administrator of the Virginia Water Supply Revolving Fund (the "VRA"), to finance improvements to the Authority's wastewater treatment plant (the "Project").

The Authority has requested the Board of Supervisors of Lee County, Virginia (the "County") to facilitate the issuance and sale of the Bond by providing for the County's moral obligation to make certain appropriations to the Authority with respect to the Bond and the Authority's water and sewer system (the "System").

As part of its plan for financing the Project, the Authority proposes to execute the following documents:

- a. Financing Agreement (the "Financing Agreement") between the Authority and the VRA; and
- b. Support Agreement (the "Support Agreement"), between the Authority, the Board of Supervisors of the County and the VRA,

the forms of which documents have been presented to the Board of Supervisors at this meeting.

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LEE COUNTY, VIRGINIA:

1. The Authority's plan of financing for the Project, which involves the issuance of the Bond in the principal amount not to exceed \$1,046,820 without interest accruing thereon, with principal payable in equal semi-annual installments over a term of approximately 30 years, is hereby approved. The Board of Supervisors consents to the issuance of the Bond.

2. The Board of Supervisors agrees to pay to the Authority amounts sufficient to pay the debt service under the Bond, the operation and maintenance expense of the System, and additional payments for costs and expenses related to any amendment, waiver, consent, or collection or enforcement proceedings under the Financing

Agreement, subject to annual appropriation by the Board of Supervisors, all on the terms and conditions to be provided in the Support Agreement. The County's obligations to make payments to the Authority pursuant to this resolution shall be subject to and dependent upon annual appropriations being made from time to time by the Board of Supervisors for such purpose. Nothing in this resolution, the Bond or the Support Agreement shall constitute a debt of the County within the meaning of any constitutional or statutory limitation or a pledge of the faith or credit or the taxing power of the County.

3. Any one of the Chairman or Vice-Chairman of the Board of Supervisors or the County Administrator is hereby authorized and directed to execute and deliver the Support Agreement on behalf of the County, the form of which is hereby approved. The Support Agreement shall be in substantially the form as presented to this meeting, with such changes, insertions and deletions as may be approved by the officer executing it, his execution to constitute conclusive evidence of his approval of any such changes, insertions or deletions; provided, however, that the terms of the Bond are substantially as stated in this resolution. The County Administrator is hereby authorized and directed to take such actions and give such notices as may be required of him under the Support Agreement

4. This resolution shall take effect immediately upon its adoption.

Prior to the vote, Ms. Rowe asked if this would have any effect on the County as to its ability to obtain other funds, debt issuance or grant capacity and debt ratio.

Mr. Poe advised that this did not constitute a debt of the County, had no effect on the County's financial statements and would not limit the County's ability to borrow or obtain grant funds. He stated that only requirement of the County was to consider a request for funding to the PSA in the event they could not financially service the debt.

E-911 GIS/DATA TECHNICIAN RESIGNATION

Mr. Poe advised that he had already advertised this position in order to limit the time that it was vacant. He advised that the previous employee had offered to work part time as available if needed.

Mr. Crabtree stated he would like to discuss this in Closed Session.

REQUEST TO ADVERTISE FOR E-911 DISPATCHER

It was the consensus of the Board to advertise for an E-911 Dispatcher with the position to be filled by November 1.

BLACKWATER CONVENIENCE CENTER OPERATOR

It was moved by Mr. Crabtree, seconded by Mr. Mosley, to hire Bill Shirks as the Blackwater Convenience Center Operator at a wage rate of \$7.25 per hour for 25 hours per week. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

Mr. Crabtree asked if there were any Experience Works workers available to monitor and clean at the Hunters Gap and Hurricane Bridge sites.

Mr. Poe advised that a worker in this program was working at the Blackwater site. He did not know if they would be willing to move to another location. He also advised that the Experience Works program was again cutting back due to funding issues. The County will probably lose one worker by October and will not be replaced. It is unclear at this time if other workers will be impacted.

Mr. Crabtree stated he knew there was no money in the budget for additional employees but he felt a worker at these sites would be beneficial.

REPORTS AND RECOMMENDATIONS OF THE COUNTY ATTORNEY

AIRPORT AUTHORITY FORMATION

Mr. Callahan stated that he was working to finalize the documents needed to form an airport authority and had been corresponding with other legal contacts to determine exactly what was needed.

LEASH LAW ISSUES

Mr. Callahan reported that there was no authorizing legislation to adopt a leash law for only certain areas of the County. He stated that any such ordinance adopted by the Board would have to be countywide.

Ms. Rowe asked what citizens should do about dog problems after hours.

Mr. Poe advised that the Animal Control officers would respond after hours for emergency situations only such as bites or dangerous dogs. He stated citizens should call E-911 Dispatch to report the emergency.

REPORTS AND RECOMMENDATIONS OF THE COUNTY ADMINISTRATOR

RURAL DEVELOPMENT LOAN APPLICATION

Mr. Poe advised that the Rural Development loan for the first floor renovations project was still available. With an increase in General Fund reserves, the County paid off the interim loan for this project in 2010. Problems with title to the land prevented the loan from moving to closing. These problems were resolved in May of 2011. If the County pursues the loan, the funds could be used for any purpose since the project for which they were proposed has been completed. With the amount of time passing since the loan documents were drafted, the paperwork would have to be reviewed and updated prior to closing.

Ms. Rowe asked about the term of the loan.

Mr. Poe stated he was not certain but believed it could be varied.

Mr. Mosley asked about the term of the bond issue for the Social Services building construction.

Mr. Poe advised he did not have that information in hand.

Mr. Bailey asked Mr. Poe to obtain additional information on the proposed loan and the previous bond issue.

Ms. Rowe stated she believed the County should move forward with the loan and should hold a strategic planning session for a Capital Improvements Plan.

Mr. Slempp stated he supported moving forward with the loan when it was first mentioned. He stated the Extension Office building needs and repairs to the Courthouse could be funded with this loan.

Mr. Bailey stated he believes the Board should have a planning session before taking on additional debt.

Mr. Mosley stated he agreed that a planning session should be held before moving forward with the loan.

Mr. Slempp asked Mr. Poe to determine if there was an early payment penalty clause in either the loan or bond issue.

Mr. Mosley asked if the sidewalk project was included in the budget and when it would be advertised for bids.

Mr. Poe stated it was included in the budget and that the Town and VDOT were going to repair a portion of the sidewalk in the proposed project area. He will determine how much work they are doing before bidding the project.

Ms. Rowe stated the loan proceeds could be used for matching funds for grants.

PROCEED WITH RURAL DEVELOPMENT LOAN APPLICATION

It was moved by Mr. Slemp, seconded by Ms. Rowe, to proceed with completion of the Rural Development loan application for \$1.3 million. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Crabtree, Ms. Rowe, Mr. Slemp
VOTING NO: Mr. Bailey, Mr. Mosley

Prior to the vote, Mr. Mosley stated he believed the Board should determine what projects are to be funded and the amount of funds needed prior to completing the loan application.

Mr. Poe stated he would advise Rural Development of the Board's intentions to complete the loan application and to hold a planning session on the use of the funds.

VACO ANNUAL CONFERENCE

Ms. Rowe and Mr. Mosley advised that they planned to attend the conference and the County Administrator is to make the necessary reservations.

ESTIMATE FOR NEW EXTENSION OFFICE BUILDING

Mr. Poe provided a rough estimate of the cost of constructing a new pre-engineered steel building consisting of approximately 2,350 square feet. The estimated cost is \$100 per square foot for a total of \$235,000 and does not include demolition of the old building or any site or grading work.

Ms. Rowe asked about the cost of demolition of the old building.

Mr. Poe stated he would expect to find some asbestos materials in the building but this should not be a significant cost. He said \$50,000 - \$60,000 might be a credible estimate.

Mr. Crabtree asked if the contractor or county provided the engineering services.

Mr. Poe advised the County would be responsible for the engineering services.

Ms. Rowe asked if repairing the existing building would be a better alternative.

Mr. Poe stated he did not have accurate estimates to repair and upgrade the existing structure.

Mr. Crabtree asked what it would cost to put the project out to bid.

Mr. Poe stated engineering services would be required to put the project out to bid.

Mr. Slempp asked if repairs would require an engineer's services.

Mr. Poe stated he would have to check with the Building Code Official to be certain. He said that extensive repairs would definitely require an engineer. He said he could try to get cost estimates for repairs.

Mr. Crabtree stated that the cost of a new roof and other work inside the building could run \$60,000 - \$70,000.

Mr. Poe stated that some of the problems with the building would not go away even if it is renovated. He also addressed the issue of whether Cooperative Extension will continue as it currently exists.

Mr. Slempp stated he believed Cooperative Extension would be active as long as Virginia Tech is in existence.

Mr. Crabtree asked if the School Board had any surplus office space or buildings.

Mr. Poe stated he was not aware of anything except the recently closed schools.

Ms. Rowe requested Mr. Poe check with the School Board regarding any available space.

WRECKED POLICE CRUISER REPLACEMENT

Mr. Poe advised that a wrecked police cruiser was deemed a total loss. The Sheriff's Department had requested to use the insurance proceeds to purchase a used vehicle to replace this unit. Mr. Bailey had suggested putting additional funds with the insurance proceeds and purchasing a new vehicle rather than a used one.

Mr. Crabtree stated the Sheriff had advised him that a cash supplement of \$8,000.00 for the Domestic Violence Grant was more important to him than a new vehicle.

There was a general discussion about the Domestic Violence Officer position and the salaries paid over the past few years. It was discussed that the grant had been reduced over the years and the fact that previous officers had required limited or no health insurance coverage.

Mr. Poe stated the Sheriff had been advised for some time that any change in the officer's position or health coverage could significantly affect the salary.

PEOPLE, INC. OFFICE IN COURTHOUSE

Mr. Poe advised that Mr. Mosley had arranged for People, Inc. to provide employment services one day week in an office on the third floor of the Courthouse. They had requested a fax line which would have a monthly cost.

Mr. Mosley suggested they use the fax machine in the County Administrator's office.

DOMESTIC VIOLENCE GRANT SUPPLEMENT

It was moved by Mr. Crabtree, seconded by Mr. Mosley, to provide a cash supplement to the Domestic Violence Officer position in the amount of \$8,000.00 to cover the employer's cost of health insurance. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

VACO REQUEST FOR GIFT ITEM FOR NATIONAL CONFERENCE

It was moved by Mr. Mosley, seconded by Mr. Crabtree, to purchase 75 jars of locally produced chow-chow for gifts for the National Council of County Association Executives. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

The Chairman called a ten minute recess.

The Chairman called the meeting back to order.

WRECKED POLICE CRUISER REPLACEMENT

It was moved by Mr. Crabtree, seconded by Mr. Bailey, to replace the wrecked cruiser with a new unit and to advertise for five new police cruisers. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

MONITORING WELL LEASE AGREEMENTS

This matter is to be discussed in Closed Session.

REPORTS AND RECOMMENDATIONS OF THE BOARD

CLOSED SESSION

It was moved by Mr. Rowe, seconded by Mr. Crabtree, to enter Closed Session pursuant to 2.2-3711 A. 1., 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; Section 2.2-3711 A.5., 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; and 2.2-3711 A.7., Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Crabtree, Mr. Mosley, Mr. Slemp

It was moved by Mr. Mosley, seconded by Mr. Bailey, to come out of Closed Session. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Crabtree, Mr. Mosley, Mr. Slemp

CERTIFICATE OF CLOSED SESSION

It was unanimously agreed as follows.

WHEREAS, the Lee County Board of Supervisors has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a Certification by this Lee County Board of Supervisors that such Closed Meeting was conducted within Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Lee County Board of Supervisors hereby certified that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from Closed Meeting in which this Certification Resolution applies and (ii) only such public business matters as were identified in the Motion convening the Closed Meeting were heard, discussed or considered by the Lee County Board of Supervisors.

Mr. Bailey requested to leave the meeting. With no objections, Mr. Bailey left the meeting.

FILL VACANT ADMINISTRATIVE ASSISTANT POSITION

Ms. Rowe advised that the Board had decided to fill the Administrative Assistant position. She also requested input from the County Administrator on how to handle the existing trails grant. She stated that more County input was needed at this time with more manhours devoted to the project.

Mr. Poe asked if the grant functions were to be incorporated in the Administrative Assistant's job responsibilities.

Ms. Rowe stated the grant functions could be contracted out if needed.

Mr. Poe stated that an Administrative Assistant would free him up for other matters on which he needs to focus.

Ms. Rowe stated this is what she would like to see happen and have monthly reports on open projects. She stated the trails project was going to require additional time in order to get the project underway.

Mr. Slemp stated that the Board wanted to help where they could but not micromanage. He would like the Administrator to be relieved of some of the clerical duties and allow him to focus on larger projects.

Mr. Poe stated that he would like to have the position pay classification and salary scales updated prior to filling positions. He stated he would try to have a draft available for Board review prior to the September meeting.

Ms. Rowe asked if the Board wanted to advertise the position now or wait until more work is done on the classification and pay scales.

Ms. Rowe stated that someone with IT experience would be helpful in order to get more information on the County website.

ADVERTISE FOR ADMINISTRATIVE ASSISTANT

It was the consensus of the Board to advertise for the Administrative Assistant position.

TRAILS PROJECT

There was a general discussion of the Trails Project including the management of the current project, easements needed for Phase II and future development of trails in other areas of the County.

ADVERTISE FOR EMERGENCY MANAGEMENT COORDINATOR

It was the consensus of the Board to advertise for the Emergency Management Coordinator position.

E-911 ISSUES

Mr. Crabtree expressed concerns about what time of day GeoComm representatives were contacting residents to verify their 911 information.

Mr. Poe advised that they were calling at various times until 8:00 p.m. in the evening.

Mr. Crabtree asked if the County had a contract for sign repairs and maintenance.

Mr. Poe advised that the contract had been signed but he was unsure if the contractor had begun work.

Mr. Mosley had questions about what situations require a street name to be assigned.

Mr. Poe stated that any street with more than two houses required a road name and that a house that could not be seen from the addressed street could be assigned a road name if it is deemed necessary to find to structure.

Mr. Crabtree asked if the workload in the E-911 Department would be less after full implementation of the project.

Mr. Poe stated he had always felt there would be a reduction in the workload which would allow them to focus on other issues.

Mr. Crabtree requested that the locks be checked on the radio control building at Hunters Gap. He also requested the County Administrator talk to representatives of Two-Way Radio about recent radio problems and equipment failure.

VOTING PRECINCT REPAIRS

Mr. Crabtree asked what needed to be done regarding repairs at the Blackwater Voting site.

Mr. Poe stated the building owner should submit a bill for the work.

RURAL DEVELOPMENT LOAN

Mr. Mosley requested the Board reconsider taking the full Rural Development loan prior to developing a spending plan for projects. He suggested the Board look at the Treasurer's Report and the General Fund balance.

Mr. Crabtree asked if the Board was requesting the full amount or just that the County wanted to follow through with the loan.

Mr. Poe advised that the application would have to go through regional, state and national reviews within Rural Development. He stated that changes made after the application is submitted could require additional review time.

Ms. Rowe asked the County Administrator to check on early payment penalties.

AGENDA AND MINUTES TO BE POSTED ONLINE

Ms. Rowe requested that the monthly agenda and minutes be posted to the County website.

COMPLAINTS REGARDING UPKEEP OF IDA PROPERTY IN DRYDEN

Mr. Slemph stated he had received several complaints from residents in Dryden regarding the old sewing factory and furniture store properties in Dryden. The grounds are not being maintained and the properties are becoming an eyesore. He also stated that a possible tenant or buyer for one of the properties needs to be contacted.

There was a general discussion about Board work sessions and whether they would constitute a recessed meeting.

It was moved by Mr. Mosley, seconded by Mr. Crabtree to recess until September 18, 2012 at 4:00 p.m. in the Third Floor Conference Room. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Bailey, Mr. Crabtree, Mr. Mosley, Ms. Rowe, Mr. Slemp

CHAIRMAN OF THE BOARD

CLERK OF THE BOARD