

VIRGINIA: At an Adjourned Meeting of the Board of Supervisors for the County of Accomack held in the Board of Supervisors Chambers in Accomac, Virginia on the 8th day of February, A.D., 2017, at 5:00 p.m.

Members Present: Robert D. Crockett, Chair
Laura Belle Gordy, Vice Chair
Ron S. Wolff
William J. "Billy" Tarr
Grayson C. Chesser
Paul E. J. Muhly
Harrison W. Phillips, III
Donald L. Hart, Jr.
C. Reneta Major

Others Present: Michael Mason, Acting County Administrator
Cela Burge, County Attorney
Shelia West, Administrative Assistant

Call to Order

The meeting was called to order by the Chair, and opened with a prayer by Mr. Donald L. Hart, Jr., after which the Pledge of Allegiance to the Flag was recited.

Department and Agency Presentations Requesting Additional Funding

Acting County Administrator Michael Mason gave a brief overview of FY18 Budget documents and the Schedule of Department Heads and Agencies that would be appearing before the Board to make presentations for additional funding.

Additional Funding Requests from Departments and Agencies

The following Departments/Agencies appeared before the Board requesting additional funding:

Planning and Community Development Director – Rich Morrison

Building and Zoning

- New Building Permit Software (For all permitting) \$ 90,000

Planning/EDA

- EDA- Industrial Park Traffic Light (**unfunded** & only half of budget cost) \$ 429,368
Requested funding should funds become available

Planning and Community Development

There was discussion regarding the derelict building removal program, the Solar Project Derelict funds (which had not been used yet) and the self-sufficiency of the EDA.

In response to an inquiry, Mr. Morrison briefed the Board regarding the status of the Industrial Park Traffic Light as submitted under the “Smart Scale Funding” and how it had scored according to VDOT funding. A discussion continued.

Accomack County Health Department – Scott Chandler, Administrative Manager

Mr. Chandler provided a brief summary of the increase in salaries, fringe benefits and operating expenses. He also informed members about the increased cost of the County share of the Accomack County Health Department Lease and lease recovery cost for the soon-to-be expanded and renovated Health Department

Mr. Mason informed members that staff had very recently received word that State funding was not budgeted for the increased lease.

Eastern Shore Community Services Board – Lisa B. Sedjat, LCSW, Executive Director

Ms. Sedjat gave a PowerPoint presentation and discussed highlights of Local Service Delivery for 2016 and briefed members about the increase in services they provided. She responded to an inquiry regarding provision of services to Veterans.

Eastern Shore Coalition Against Domestic Violence – Shelley Strain, Executive Director

Ms. Strain gave a PowerPoint presentation and offered a brief Organizational Overview for FY16 and provided statistics of services provided, noting the increase.

Eastern Shore Groundwater Commission – Curt Smith, Director

Mr. Smith informed members that the increase being requested was for the operating budget for the Groundwater Committee for a Regional Saltwater Intrusion Monitoring study and talked about the importance of the request. He stated that Northampton had considered an equal amount to support the study as well and had

recommended it as an inclusion in their budget. A discussion continued and he responded to questions.

Mr. Muhly, Groundwater Commission Vice Chairman offered a brief explanation regarding the recommendation made by the Groundwater Commission to request the funding and stated that he fully supported it. A discussion continued.

Eastern Shore Public Library – Cara Burton, Director

Ms. Burton presented a brief “2016 Library Snapshot” of the Eastern Shore Public Library.

Eastern Shore Tourism Commission – Kerry Allison, Executive Director

Ms. Allison gave a PowerPoint presentation and discussed the mission, growth and various programs offered by the Eastern Shore Tourism Commission. She stated the request was \$12,000 in additional funding.

Eastern Shore 911 – Jeff Flournoy, Director

Mr. Flournoy presented a PowerPoint presentation detailing the FY18 Budget Request Overview and noted there were two (2) main items of focus:

- 1) Compensation Study and staffing/low compensation
- 2) Declining revenue

He told members that employees were difficult to retain due to various reasons, i.e., low compensation, demands of the job, etc.

Mr. Flournoy briefed members on the various operational changes within 9-1-1 services and stated how critical and essential those services are to local government and requested the Additional Personnel Expenses –Compensation be funded.

Mr. Wolff offered comments as Vice Chair of the 9-1-1 Commission regarding the redundancy and importance of the services provided by the 9-1-1 Center. He

commended Mr. Flournoy for a job well done. A discussion continued.

Cooperative Extension – Teresa Pittman, Unit Coordinator

Ms. Pittman gave a brief update regarding the Johnsongrass Gypsy Moth program and the inability to fill the position of the p/t Johnsongrass Technician position due to low compensation. She responded to questions regarding same. A discussion continued.

Electoral Board – Patti White, Registrar

Ms. White informed members that there would be a June Primary Election and briefed members about the requested increase in the FY18 Electoral Board budget, noting that it was based on what the State no longer supplied. She informed members that online voter registration and absentee ballot was available. She responded to questions.

Airport Manager – Barbara Haxter, Manager

Mrs. Haxter stated there were several maintenance and capital projects that were being requested and noted that four were priorities but only three were being recommended for funding and discussed same.

She requested that the Board consider funding the 1st phase of the land services for the aviation easements required for continuing the obstruction removal project. She informed members of the importance of having the project funded in order to receive FAA funding for the runway rehabilitation, it has to be demonstrated to the FAA that progress is being made with the easement. Mrs. Haxter continued to brief members regarding action that was being taken in obtaining the easements.

Parks and Recreation – Wayne Burton, Manager

Mr. Burton requested that the Board consider funding \$5,000 for items for completion of the Tangier Island ballfield. He gave a brief update regarding the work

that had been accomplished and continued his presentation.

For informational purposes, Mr. Crockett gave a brief update acknowledging how the funding had been spent for the work that had already been accomplished. A discussion continued.

County Assessor – Brent Hurdle, Assessor

During Mr. Hurdle’s brief absence, Mr. Mason, Acting County Administrator informed members that all the expenses were related to the upcoming reassessment.

Human Resources, Kathy Carmody, Director

Ms. Carmody offered information regarding the “floater” position that was being requested to support various offices. She stated that in doing a staff analysis, it was determined that it would be feasible to use an administrative floater who would be able to go office to office for vacation coverage, peak business times, etc., with HR managing the position.

She proceeded to discuss the other requests for Employee Engagement Incentives and Unify Employee Handbook with County wide policies and procedures.

Mr. Mason apprised the Board of the source of funding for the “Floater” position.

Public Safety Director – C. Ray Pruitt, Director

Mr. Pruitt presented multiple budget requests which included:

- Emergency Management
- Haz Mat
- EMS – General Fund
- Consolidated EMS

Holiday Pay Compensation Change

Mr. Pruitt gave a brief summary of the changes to holiday pay compensation made in May 2014 for 212 hour staff and explained the proposed change that was being recommended which he felt would offer an incentive to work holidays so that stations

would remain at full-staffing. A discussion continued and he responded to questions regarding same.

Haz Mat Incentive

Mr. Pruitt explained the Hazmat Tech program and the incentive pay and stated that the incentive would be added to the Department Career Ladder like the Paramedic incentive which was 5% of the mid-point of the employee's current range and would equate to about \$2,400.

Fire Inspector – Vehicle Replacement

In taking on the Fire Inspector position, Mr. Pruitt stated that they needed to replace a 2008 vehicle with high mileage because a dependable vehicle was needed. He responded to questions regarding related matters.

EMS Equipment – Maintenance Agreement

Mr. Pruitt briefed members regarding the annual service agreement for the Lifepak 15 monitor which was a device to analyze a heart patient and to send a signal to the hospital allowing the physicians to receive information.

Data Plans for Patient Care Report Ipads

Mr. Pruitt advised members of the monthly cellular data plan that was required in order for the Ipads to communicate with Image Trend (mandatory pre-hospital patient care reporting).

He stated that the department currently has 14 devices for EMS calls.

Career Staff at Saxis VFC & Greenbackville VFC

Mr. Pruitt informed members about the request for day time staffing received from Saxis and Greenbackville VFC. He stated that the Chair had appointed a committee to study the issue and would be reporting their recommendations.

Chairman Crockett stated that the committee would submit a report during the budget work session.

Training Center Addition

Mr. Pruitt informed members that an addition to the Training Center was being requested due to a lack of classroom space and noted the number of other personnel and agencies that were using the center.

E. S. Regional Hazmat Materials Response Team

Mr. Pruitt informed members that the State provided \$5000 a year but was requesting additional funding for part time wage increases, health services, travel and training.

Emergency Management

Mr. Pruitt requested additional funding for new vehicles and to change a part time administrative position to full time. A discussion continued regarding the purchase of vehicles.

Comments were offered regarding the Fire and Rescue Committee meeting and the requests that were received for EMS staffing from Greenbackville and Saxis.

Mr. Wolff stated in addition to those requests, Onley and Melfa had submitted requests for additional personnel and Greenbackville has switched from just day time coverage to 24/7. A discussion continued.

Mr. Hart requested that Mr. Pruitt, Public Safety Director, provide a report to the Board on the Painter and Wachapreague station.

IT Department – Ben Fox, Director

Mr. Fox apprised members of the capital funding items that were being requested and stated that there were approximately 221 computers in inventory and discussed the 5-year replacement cycle. He discussed the requests for additional funding for various

software, maintenance agreements, licensures and other items. He responded to questions.

Mr. Fox briefed members regarding the need and a request for a new position for an Application Specialist.

Public Works Department – Stewart Hall, Director

Mr. Hall informed members that there were a number of additional funding requests in the FY18 budget for Public Works but many were not in the recommended budget but he felt that Mr. Mason had done a very good job of selecting the priority items for the department.

He gave a PowerPoint presentation and discussed the items that had been recommended for funding in the FY18 budget.

He responded to questions regarding the purchasing of vehicles and stated that the CIP has a replacement schedule for the fleet of vehicles.

There was discussion regarding the Grangeville Convenience Center and its central location and capacity for accomodating the brush area. Mr. Hall stated that in terms of a “back up” in case of a major storm event, Grangeville has good access off of Route 13.

Mr. Hall continued the presentation and discussed the additional funding requests for facilities and ADA projects, roof projects, North Landfill closure, etc.

Mr. Hall stated that the Board could remove the \$8000 being requested for the ditch maintenance utility vehicle and with the Board’s blessing, the funds could be taken from the Board of Supervisor’s District Project funds.

There was a brief conversation regarding the cold storage facility located at the Accomac Primary School property.

County Administrator – Michael Mason, Acting County Administrator

Mr. Mason offered comments regarding the FY18 budget process and the requests for additional funding. He noted the need to address some of the “big ticketed items” for capital projects within the county, stating “If Not Now, When?”.

He gave an overview of the proposal for the 2% wage increase for State supported local employees and County employees.

He gave an update on the Employee Health Insurance increase of 6.4% and discussed matters relating to the premium costs.

He offered brief information on three initiatives that he had included in the proposal, i.e., strategic plan, contingencies, and management reorganization.

Mr. Mason told members that a Building and Zoning Permit Fee study was needed in the near future because the fees had not been adjusted for a very long time and some fees were not covering the cost of advertising. He continued a brief discussion and responded to questions.

Comments were offered regarding the County’s Management Organizational chart.

Adjournment

Mr. Wolff made a motion to adjourn to the February 15, 2017 meeting. Ms. Major seconded the motion. The motion was unanimously approved. The meeting adjourned at 7:31 p.m.

Robert D. Crockett, Chair

Date