

**BOARD OF SUPERVISORS MINUTES**

**August 25, 2020**

At a Regular Meeting of the Orange County Board of Supervisors held on Tuesday, August 25, 2020, beginning at 5:00 p.m., in the Meeting Room of the Gordon Building, 112 West Main Street, Orange, Virginia. Present: James P. Crozier, Chairman; R. Mark Johnson, Vice Chairman; James K. White; S. Teel Goodwin; and Lee H. Frame. Also present: Theodore L. Voorhees, County Administrator; Thomas E. Lachenev, County Attorney; and Susan Turner, Deputy Clerk.

RE: ADOPTION OF AGENDA

On the motion of Mr. Frame, seconded by Mr. Johnson, which carried by a vote of 5-0, the Board adopted the agenda, as modified. Ayes: Johnson, White, Crozier, Frame, Goodwin. Nays: None.

RE: SPECIAL PRESENTATIONS AND APPEARANCES

RE: PRESENTATION OF A CERTIFICATE OF APPRECIATION FOR JANICE DILLOW

Chairman Crozier presented a Certificate of Appreciation to Janice Dillow for her years of service to Orange County. Collectively, the Board thanked Mrs. Dillow for her service.

RE: PRESENTATION OF A CERTIFICATE OF APPRECIATION FOR WALTER DILLOW

Chairman Crozier presented a Certificate of Appreciation to Walter Dillow for his years of service to Orange County. Collectively, the Board thanked Mr. Dillow for his service.

RE: PRESENTATION OF TRIAD SALT AWARDS

Supervisor Frame presented Triad Seniors and Law Enforcement Together (SALT) Council Awards to Deputy Justin Neal and Deputy Erik Peterson of the Orange County Sheriff's Office, Chief Wes Sheler of the Barboursville Volunteer Fire Department, Reverend Robert Anthony of Blue Run Baptist Church, citizen Joe Parra, and Sgt. Shannon Dickson for their diligent efforts and exceptional service to the community.

RE: RAPPAHANNOCK-RAPIDAN COMMUNITY SERVICES (RRCS) FISCAL YEAR 2021 PROGRAM PLAN

Jim LaGraffe, Executive Director of Rappahannock-Rapidan Community Services, gave a PowerPoint presentation to the Board regarding the Fiscal Year 2021 Program Plan. The presentation included information on the following topics: review of FY20 achievements and budget surplus; FY21 priorities and initiatives; service projections for FY21; regional programs; the RRCS FY21 budget; and request for CARES Act funds for service ads.

The Board thanked Mr. LaGraffe for his presentation.

RE: CONSENT AGENDA

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board adopted the Consent Agenda, as presented.

RE: FY21 BUDGET AMENDMENTS (SUPPLEMENTALS AND TRANSFERS)

As part of the Consent Agenda, the Board approved the following budget amendments, as presented:

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BUDGET	BUDGET CHANGE	AMENDED BUDGET
30030006 33500	Donations-Animal Shelter	(750.00)	(2,440.00)	(3,190.00)

43520003 43115	Prof. Serv.-Emergency Vet	750.00	2,440.00	3,190.00
30030006 33500	Donations-Animal Shelter	(750.00)	(540.00)	(1,290.00)
43520003 43115	Prof. Serv.-Emergency Vet	750.00	540.00	1,290.00
30033501 33250	(Misc)Miscellaneous	(53,620.00)	(15,226.00)	(68,846.00)
47310001 43210	Data Processing Serv	102,091.00	15,226.00	117,317.00
30046008 37202	CatAid-Fed-FEMA	-	(4,000.00)	(4,000.00)
43551001 46505	Protective Equip	-	4,400.00	4,400.00
30051020 39290	Transfer from COVID-19 Fund	-	(400.00)	(400.00)
49310012 47290	Transfer to COVID Fund	-	400.00	400.00
43231011 46505	Protective Equip	39,900.00	(400.00)	39,500.00
48230001 41111	Wages-Regular	-	45,554.00	45,554.00
48230001 42100	FICA & Medicare	-	3,485.00	3,485.00
48230001 42210	Retirement	-	4,155.00	4,155.00
48230001 42310	Medical Insurance	-	4,606.00	4,606.00
48230001 42400	Group Life Insurance	-	611.00	611.00
48230001 42500	Disability Insurance	-	171.00	171.00
48230001 42710	Worker's Compensation	-	893.00	893.00
48230001 43360	Repairs & Maintenance-Vehicles	-	1,330.00	1,330.00
48230001 46100	Vehicle & EqSupp-Fuel	-	2,465.00	2,465.00
43410001 41111	Wages-Regular	217,202.00	(41,412.00)	175,790.00
43410001 42100	FICA & Medicare	16,056.00	(3,168.00)	12,888.00
43410001 42210	Retirement	19,811.00	(3,777.00)	16,034.00
43410001 42310	Medical Insurance	30,442.00	(4,606.00)	25,836.00
43410001 42400	Group Life Ins.	2,912.00	(555.00)	2,357.00
43410001 42500	Disability Insurance	707.00	(155.00)	552.00
43410001 42710	Workers Comp.	4,490.00	(813.00)	3,677.00
43410001 43360	Vehicle Repair/Maint	5,320.00	(1,330.00)	3,990.00
43410001 46105	Vehicle Supp-Other	9,860.00	(2,465.00)	7,395.00
41222001 41907	Position Reclassif.	10,000.00	(4,989.00)	5,011.00
<b>Total</b>		<b>405,171.00</b>	<b>-</b>	<b>405,171.00</b>

RE: RESOLUTION FOR THE PERSONAL PROPERTY TAX RELIEF ACT (PPTRA)  
As part of the Consent Agenda, the Board adopted the following resolution, as presented:

**RESOLUTION TO ADOPT THE PERSONAL PROPERTY TAX RELIEF ACT  
(PPTRA) FOR 2020**

WHEREAS the Personal Property Tax Relief Act of 1998, Va. Code Section 58.1-3523 et seq. ("PPTRA"), was substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session I (Senate Bill 5005), and the provisions of Item 503 of Chapter 951 of the 2005 Acts of Assembly (the 2005 revisions to the 2004-06 Appropriations Act, hereinafter cited as the "2005 Appropriations Act"); and

WHEREAS these legislative enactments require the County to take affirmative steps to implement these changes, and to provide for the computation and allocation of relief provided pursuant to the PPTRA as revised; and

WHEREAS these legislative enactments provide for the appropriation to the County, commencing in 2006, of a fixed sum to be used exclusively for the provision of the tax relief to owners of qualifying personal use vehicles that are subject to the personal property tax ("PPT") on such vehicles; and

WHEREAS on December 13, 2005, the Orange County Board of Supervisors adopted an ordinance to provide for the implementation of the 2004-2005 changes to the Personal Property Tax Relief Act of 1998-Specific Relief; and

WHEREAS the Orange County Commissioner of the Revenue, Orange County Treasurer and the Orange County Finance Manager have calculated that the revenue to be received by the County from the State for PPTRA equates to approximately 32.64% for tax year 2020;

NOW THEREFORE BE IT RESOLVED by the Orange County Board of Supervisors as follows:

- 1) In accordance with the current State requirements for PPTRA, any qualifying vehicle situated within the County commencing January 1, 2020, shall receive personal property tax relief in the following manner:
- 2) Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief;
- 3) Personal use vehicles valued at \$1,001 to \$20,000 will be eligible for 32.64% tax relief;
- 4) Personal use vehicles valued at \$20,001 or more shall only receive 32.64% tax relief on the first \$20,000 of value; and
- 5) All other vehicles which do not meet the definition of "qualifying" (business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.

Ayes: Johnson, White, Crozier, Frame, Goodwin. Nays: None.

RE: MINUTES

As part of the Consent Agenda, the Board approved the following minutes:

- August 11, 2020 Regular Meeting

RE: NEW BUSINESS

RE: AWARD OF THE CONTRACT FOR RECRUITMENT SERVICES

Amanda Amos, Procurement Coordinator, explained that staff had recently released a solicitation for recruitment services, which was advertised through the County's website, in The Orange Review, and on eVA. She indicated that thirty-six (36) responses were received.

Ms. Amos stated that, following the review and interview processes, the selection committee recommended that SGR be awarded the contract.

Discussion ensued among the Board regarding: the payment frequency for these services.

On the motion of Mr. Goodwin, seconded by Mr. Frame, which carried by a vote of 5-0, the Board authorized staff to enter into a contract with SGR for recruitment services, for a one (1) year term, as presented.

Ayes: Johnson, White, Crozier, Frame, Goodwin. Nays: None.

RE: APPROVAL OF THE CONTRACT TO PURCHASE DISPATCH CONSOLE FURNITURE

Amanda Amos, Procurement Coordinator, explained that console furniture would need to be purchased for the new Public Safety Building Dispatch Center. She noted that Xybix Systems Inc. provided furniture and installation through Cooperative Contract# EC07-18 with HGAC and staff recommended utilizing this contract.

Discussion ensued among the Board regarding: The accuracy of the number of dispatch consoles quoted compared to a previous quote.

On the motion of Mr. Goodwin, seconded by Mr. Frame, which carried by a vote of 5-0, the Board approved use of Cooperative Contract# EC07-18 with HGAC for the purchase and installation of Xybix Systems furniture for the new Public Safety Building, as presented.

Ayes: Johnson, White, Crozier, Frame, Goodwin. Nays: None.

RE: INFECTIOUS DISEASE PREPAREDNESS AND RESPONSE PLAN

Theodore L. Voorhees, County Administrator, explained that a statewide workplace standard from the Virginia Department of Labor and Industry, known as the Emergency Temporary Standard (16 VAC 25-220), became effective on July 27, 2020. This emergency temporary standard was designed to establish requirements for employers to control, prevent, and mitigate the spread of SARS-CoV-2, the virus that causes coronavirus disease 2019 (COVID-19) to and among employees and employers.

As such, Mr. Voorhees presented a draft Infectious Disease Preparedness and Response Plan, which addressed the requirements of the standard including employee responsibilities, employer responsibilities, return to work procedures, exposure risk assessments, contingency plans, and a proposed training schedule.

Discussion ensued among the Board regarding: clarification of training program; future budgeting needs; the expiration date on the requirement for the emergency standards; and concern for the size of the document.

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board adopted the Infectious Disease Preparedness and Response Plan, as presented.

Ayes: Johnson, White, Crozier, Frame, Goodwin. Nays: None.

RE: REQUEST FOR SURPLUS AND DONATION OF ORANGE COUNTY SHERIFF'S OFFICE K-9

Amanda Amos, Procurement Coordinator, explained that staff received a request from the Orange County Sheriff's Office to formally surplus a Sheriff's Office K9, Kazan, and donate the animal to a civilian K9 Sport Team, due to its inability to perform critical duties. Ms. Amos presented an adoption agreement drafted by the County Attorney for consideration.

On the motion of Mr. Goodwin, seconded by Mr. White, which carried by a vote of 5-0, the Board authorized staff to initiate surplus of Orange County Sheriff's Office K9, Kazan, and donate to a K9 Sport Team, in accordance with the Board adopted Surplus Disposition Policy, as presented.

Ayes: Johnson, White, Crozier, Frame, Goodwin. Nays: None.

RE: OLD BUSINESS

There were no matters for Old Business at this time.

RE: DEPARTMENT DIRECTOR / CONSTITUTIONAL OFFICER REPORTS  
There were no Department Director or Constitutional Officer Reports at this time.

RE: COUNTY ATTORNEY'S REPORT  
The County Attorney had nothing to report on at this time.

RE: COUNTY ADMINISTRATOR'S REPORT  
The County Administrator

RE: BOARD COMMENT  
Supervisor Goodwin noted an issue of trash being left around the area at the recycle center near Union Corrugating and requested consideration for options to remedy the problem.

Discussion ensued among the Board regarding: options for correcting the issue; difficulty controlling the problem due to lack of enclosures; extent to which the location is utilized; and potential to move site elsewhere.

By consensus, the Board authorized staff to discuss with the Town of Orange and present suggested resolutions to the Board at a future meeting.

Supervisor Johnson expressed cheerfulness at being back together as a group.

RE: INFORMATIONAL ITEMS  
The Board received the following correspondence for its information:

- Thank You Letters from Orange County Free Clinic

RE: APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES  
On the motion of Mr. White, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board appointed Jeffrey Palmer as an At-Large Representative on the Lake Anna Advisory Committee filling an unexpired four-year term, with said term commencing immediately and expiring on December 31, 2021.

On the motion of Mr. White, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board appointed Arthur Bryant as the Town of Orange Representative on the Economic Development Authority filling the unexpired four-year term of Ronnie Rankin, with said term commencing immediately and expiring on December 31, 2022.

On the motion of Mr. White, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board appointed Julie Zeijlmaker as the District 4 Representative on the Economic Development Authority filling the unexpired four-year term of Elizabeth Ross, with said term commencing immediately and expiring on December 31, 2022.

Ayes: Johnson, White, Crozier, Frame, Goodwin. Nays: None.

RE: CALENDAR  
The Board received copies of its calendar of meetings for the months of August 2020, September 2020, and October 2020.

RE: CLOSED MEETING  
At 6:00 p.m., Mr. Lacheney read the following motion authorizing Closed Meeting:

WHEREAS, the Orange County Board of Supervisors desired to discuss in Closed Meeting the following matters:

- Consultation with legal counsel pertaining to actual or probable litigation, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body with respect to S-Power. - §2.2-3711(A)(7) of the Code of Virginia
- Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel concerning security, conflicts and public comment. - §2.2-3711(A)(8) of the Code of Virginia

WHEREAS, pursuant to §§2.2-3711 (A)(7) and (A)(8) of the Code of Virginia, such discussions may occur in Closed Meeting;

NOW, THEREFORE, BE IT RESOLVED, that the Orange County Board of Supervisors hereby authorized discussion of the aforesated matters in Closed Meeting.

On the motion of Mr. Goodwin, seconded by Mr. Johnson, which carried by a vote of 5-0, the Board adopted the resolution authorizing Closed Meeting, as presented. Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None

RE: CERTIFICATION OF CLOSED MEETING

At 6:48 p.m., Ms. Turner read the following resolution certifying Closed Meeting:

WHEREAS, the Orange County Board of Supervisors has, this day, adjourned into Closed Meeting in accordance with a formal vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Freedom of Information Act requires certification that such Closed Meeting was conducted in conformity with the law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Orange County hereby certified that to the best of each member's knowledge, i) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Meeting to which this certification applied, and ii) only such public business matters as were identified in the motion by which the said Closed Meeting was convened were heard, discussed or considered by it.

Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

RE: USE OF HISTORIC COURTHOUSE

Theodore L. Voorhees, County Administrator, explained that in an effort to resume jury trials, while complying with COVID-19 requirements, a request was made to utilize the Historic Courthouse. He explained that minor repairs were needed, along with some technology upgrades and that CARES Act funds were requested to cover these costs. Mr. Voorhees concluded that this item would be formally presented to the Board at an upcoming meeting in September.

RE: ADJOURN

On the motion of Mr. Goodwin, seconded by Mr. White, which carried by a vote of 5-0, the Board adjourned the meeting at 6:53 p.m. Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

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James P. Crozier, Chairman

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Theodore L. Voorhees, County Administrator