

BOARD OF SUPERVISORS MINUTES

July 14, 2020

At a Regular Meeting of the Orange County Board of Supervisors held on Tuesday, July 14, 2020, beginning at 5:00 p.m., and held electronically via Zoom video conference. 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. Lacheney, County Attorney; and Susan Turner, Deputy Clerk.

RE: PARTICIPATION VIA ELECTRONIC MEANS

Pursuant to the emergency ordinance adopted on March 24, 2020, this meeting was held electronically via Zoom video conference and livestreamed to YouTube for the public to view. As such, the minutes are required to reflect the physical location of each Board member during their participation.

Chairman Crozier participated from the Orange County Airport, located at 11275 Aviation Way, Orange, Virginia.

Vice Chairman Johnson participated from his residence, located at 13451 Albano Road, Barboursville, Virginia.

Supervisor White participated from his residence, located at 22373 Berry Run Road, Orange, Virginia.

Supervisor Goodwin participated from his residence, located at 11464 Rapidan Road, Orange, Virginia.

Supervisor Frame participated from his residence, located at 103 Woodland Trail, Locust Grove, Virginia.

RE: ADOPTION OF AGENDA

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

RE: SPECIAL PRESENTATIONS AND APPEARANCES

There were no Special Presentations or Appearances at this time.

RE: CONSENT AGENDA

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

RE: FY20 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	\$ (38,011.22)	\$ (730.00)	\$ (38,741.22)
43520003 43115	Prof. Serv.-Emergency Vet	153,099.22	730.00	153,829.22
30030006 33500	Donations-Animal Shelter	(38,011.22)	(640.00)	(38,651.22)
43520003 43115	Prof. Serv.-Emergency Vet	153,099.22	640.00	153,739.22
30052001 39900	Appropriated Fund Balance	(3,283,718.75)	(47,376.00)	(3,331,094.75)
43320001 46900	Centr Va Reg Jail	2,253,073.00	47,376.00	2,300,449.00
30045004 35975	FA-DCJS For Sheriff SHF Forfeited Asset	-	(445.00)	(445.00)
43120006 46800	Expenses	109,069.00	445.00	109,514.00

30045003 35750	FA-DCJS For Comm Attny CA Forfeited Asset	-	(51.00)	(51.00)
42210002 46800	Expenses	12,460.00	51.00	12,511.00
30026004 32100	Learn To Ski	(12,500.00)	(1,330.00)	(13,830.00)
47120015 43100	Instruct-Skiing	12,000.00	1,330.00	13,330.00
30033505 33100	Fundraiser - Ooy	(1,199.00)	(1,840.00)	(3,039.00)
45370101 46000	Office Supplies	1,296.00	1,840.00	3,136.00
30033505 33105	Vending Mach Proceeds	(959.00)	(123.00)	(1,082.00)
45370101 43300	Vending items for resale Donations-Youth Sub Abuse	1,040.00	123.00	1,163.00
30033505 33575	Prom	-	(4,212.00)	(4,212.00)
45371001 45210	Postage	-	200.00	200.00
45371001 46000	Office Supplies	-	4,012.00	4,012.00
TOTAL		\$ (679,262.75)	\$ -	\$ (679,262.75)

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
30046008 37204	Cat Aid-Fed-FAA-Airport	\$ -	\$ (30,000.00)	\$ (30,000.00)
49310015 47504	Transfer to Airport Fund	-	30,000.00	30,000.00
30046008 37205	Cat Aid-Fed-Elections Repairs & Maintenance -	-	(57,333.00)	(57,333.00)
43551002 43350	Other	-	57,333.00	57,333.00
30046008 37206	Cat Aid-Fed-Tourism	-	(10,000.00)	(10,000.00)
43551010 46025	Tourism Mktg. Assistance	-	10,000.00	10,000.00
30046008 37207	Cat Aid-DCJS Office Supp.-Comp.	-	(25,943.00)	(25,943.00)
43551004 46010	Hardware	-	25,943.00	25,943.00
30045060 35950	State Share-Libraries	(158,863.00)	(7,397.00)	(166,260.00)
47310001 43210	Data Processing Serv Juvenile Justice (DCJS)	94,694.00	7,397.00	102,091.00
30045050 36155	Grant	-	(18,450.00)	(18,450.00)
45360002 45500	Training Expenses-Other	-	12,450.00	12,450.00
45360002 41910	Stipend	-	1,000.00	1,000.00
45360002 43200	Contr. Serv.-Other	-	5,000.00	5,000.00
43320001 46910	Rapp Juv Det Cent Appropriated Fund	209,508.00	5,664.00	215,172.00
30052001 39900	Balance	(2,699,630.00)	(5,664.00)	(2,705,294.00)
42110001 41111	Wages-Regular	53,760.00	1,040.00	54,800.00
42110001 42100	FICA & Medicare	3,476.00	717.00	4,193.00
42110001 42210	Retirement	4,903.00	155.00	5,058.00
42110001 42310	Medical Insurance	8,602.00	(311.00)	8,291.00
42110001 42400	Group Life Ins.	721.00	25.00	746.00
42110001 42500	Disability Insurance	202.00	4.00	206.00
42110001 42710	Workers Comp.	33.00	2.00	35.00
49150001 41903	Reserve for Benefits	77,019.00	(1,632.00)	75,387.00
41211001 41111	Wages-Regular	256,564.00	89,736.00	346,300.00
41211001 42100	FICA & Medicare	15,790.00	6,865.00	22,655.00
41211001 42310	Medical Insurance Implement	23,546.00	3,767.00	27,313.00
49150001 41901	Mkt,Reclass,Sal Adj	360,000.00	(100,368.00)	259,632.00

41211001 41111	Wages-Regular	256,564.00	5,248.00	261,812.00
41211001 42100	FICA & Medicare	15,790.00	402.00	16,192.00
41211001 42210	Retirement	23,340.00	5,795.00	29,135.00
41211001 41111	Wages-Regular	256,564.00	80.00	256,644.00
41211001 41111	Wages-Regular	256,564.00	16,800.00	273,364.00
41211001 41111	Wages-Regular	256,564.00	540.00	257,104.00
49150001 41903	Reserve for Benefits	77,019.00	(28,865.00)	48,154.00
TOTAL		\$ (607,270.00)	\$ -	\$ (607,270.00)

RE: CONTRACT RENEWAL WITH INDACO RISK ADVISORS FOR INSURANCE BROKER SERVICES

As part of the Consent Agenda, the Board authorized staff to renew Contract# IRA-00-19SS with Indaco Risk Advisors for a period of one (1) year, the fourth of four (4) possible renewal terms, effective July 1, 2020 through June 30, 2021, as presented.

RE: CONTRACT RENEWAL WITH EASTERN AVIATIONS FUELS, INC

As part of the Consent Agenda, the Board authorized staff to renew contract# EAF-01-09BNC with Eastern Aviation Fuels, Inc. for a twelve (12) month term, effective July 31, 2020 through July 31, 2021, as presented.

RE: CONTRACT RENEWAL FOR AIRPORT ENGINEERING AND CONSULTING SERVICES

As part of the Consent Agenda, the Board authorized staff to renew contracts with Delta Airport Consultants, Inc. (DAC-00-17KH) and Talbert & Bright (TB-00-17KH) for professional airport engineering and consulting services for a one (1) year term, effective July 10, 2020 through July 9, 2021, as presented.

RE: CONTRACT RENEWAL FOR IT SUPPORT SERVICES

As part of the Consent Agenda, the Board authorized staff to renew contracts ANS-01-20LC, SL-00-LC, PJN-00-20LC, BI-00-20LC and TSI-00-20LC with TSI VA LLC, Slait Consulting, Businets Inc, PJ Networks, and Advanced Network Systems, for IT Support Services for a one (1) year term, with the possibility of four (4) renewals, as presented.

RE: MINUTES

This item was struck from the agenda.

RE: NEW BUSINESS

RE: PROPOSAL TO UPGRADE E911 SYSTEM

Amanda Amos, Procurement Coordinator explained that the County holds a contract with Carousel Industries for the Vesta Pallas E911 System, however, the system requires upgrading to allow for Next Gen 9-1-1 connectivity. As such, Ms. Amos presented a proposal from Carousel Industries to upgrade the system, which included: a break-down of pricing; availability of grant funding; and inclusion in the Capital Improvements Plan (CIP).

Discussion ensued among the Board regarding: clarification that the update will not be a stopgap; and a timeframe for State connection.

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board authorized staff to approve the proposal from Carousel Industries to update the Vesta Pallas E911 system through an addendum to the contract, as presented.

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

RE: HEALTH, DENTAL AND OPTIONAL INSURANCE RENEWALS

Glenda Bradley, Assistant County Administrator for Management Services, reviewed the options for the renewal of the various insurances and benefits for the upcoming plan year, highlighting no change in renewal rates, available plan options, new voluntary offerings, the Health Insurance Fund balance, and plans to grandfather the KeyCare PPO plan. She introduced Heath Thomas, representative from Mark III, the County's new insurance consultant.

Mr. Thomas presented a PowerPoint presentation, which included information on the following: overview of budget expectation for 2020-2021; a review of the October 1, 2020 renewals; reiteration of no funding change; Stop Loss renewal estimates; pending impacts of COVID-19 on claims; and requested action from the Board.

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board agreed to renew the various insurances and benefits for the plan year beginning October 1, 2020, by accepting the recommendations of the Benefits Committee, as presented.

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

RE: DRAFT LETTER TO MADISON COUNTY REGARDING SU-07-20-14

Supervisor Mark Johnson presented a request to the Board for a letter to be drafted and sent to the County of Madison regarding a pending Special Use Permit for a proposed event venue. He noted potential impacts on traffic and the Orange County side of the Rapidan River.

By consensus, the Board authorized staff to draft and send a letter of concern to Madison County regarding a special use permit request by Crystallis LLC for an event/venue, as presented.

RE: OLD BUSINESS

RE: CARES ACT FUNDING – RECOMMENDED SPENDING PLAN

Glenda Bradley, Assistant County Administrator for Management Services, presented a spending plan for funds received from the State as part of the CARES Act. She noted that a resolution approving a budget amendment and appropriation of the funds was adopted at the June 23, 2020 meeting. Ms. Bradley explained that additional federal funds were made available by several agencies, which increased the County's COVID Fund budget and indicated that the funds would be earmarked to assist specific programs such as airport operations, election site modifications, tourism small business grants, and the County's juvenile justice program (through the Office of Youth). Further, Ms. Bradley stated that allocations would be divided into the following four program areas: County Direct Response, Individual and Family Assistance, Business and Community Partner Support, Broadband Access Emergency Projects.

Lastly, Ms. Bradley explained that the spending plan was intended to serve as an initial guideline, but additional eligible uses of the funds may be considered, as actual needs of the community become clearer.

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board approved the general spending plan as outlined and authorized the County Administrator to execute related documents, contracts and agreements to facilitate spending funds in accordance with federal requirements, and to transfer funds within categories as conditions change and the impact of COVID-19, on the needs of the community, become clearer, as presented.

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

RE: MEMORANDUM OF UNDERSTANDING FOR CARES ACT FUNDS

Stephanie Straub, Director of Management Services presented a Memorandum of Understanding to be utilized for third-party recipients of CARES Act monies in which the County serves as the pass-through agency. She explained that the MOU was modeled after an agreement with the Commonwealth of Virginia and transfers liability to the recipient organization for proper use of CARES Act funds.

Ms. Straub requested the Board of Supervisors approve and authorize execution of the MOU with the Towns of Orange and Gordonsville and third-party recipients.

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board approved and authorized execution of a Memorandum of Understanding (MOU) with the Town of Orange, Town of Gordonsville, and any other third-party recipient of CARES Act monies where the County serves as the pass-through agency, as presented.

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

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

Theodore L. Voorhees, County Administrator, reminded the Board of the upcoming Board Retreat scheduled for July 18, 2020, at the Orange County airport.

RE: BOARD COMMENT

Supervisor Frame noted the most recent unemployment statistics.

Chairman Crozier expressed thanks to County staff for their continued good work.

RE: INFORMATIONAL ITEMS

The Board received the following correspondence for its information:

- November 25, 2019 Health Center Commission Minutes
- January 14, 2020 Health Center Commission Minutes
- February 10, 2020 Health Center Commission Minutes
- March 30, 2020 Health Center Commission Minutes
- April 27, 2020 Health Center Commission Minutes

RE: APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

By consensus, the Board appointed Janis Rieley as the At-Large Representative on the Rappahannock-Rapidan Community Services Board

By consensus, the Board appointed James K. White as the Board of Supervisors Liaison for the Health Center Commission.

RE: CALENDAR

The Board received copies of its calendar of meetings for the months of July 2020, August 2020, and September 2020.

RECESS

The Board recessed its meeting at 5:32 p.m.

RECONVENE

The Board reconvened its meeting at 6:00 p.m.

RE: PUBLIC HEARING #1: PROPOSED VACATION OF A PORTION OF WEEDON ROAD, BRAME ROAD AND WILDERNESS SHORES WAY

Thomas Lacheney, County Attorney, presented a request to the Board regarding the proposed vacation of a portion of Weedon Road, Brame Road, and Wilderness Shores Way, which had been received from Tricord Companies. He provided a copy of the recommended ordinance for the Board's consideration.

At 6:02 p.m., Chairman Crozier called the Public Hearing to order to receive comments on the following:

PROPOSED VACATION OF A PORTION OF WEEDON ROAD, BRAME ROAD AND WILDERNESS SHORES WAY

Pursuant to Va. Code §15.2-2272, the Board of Supervisors will be considering the adoption of an ordinance whereby it will vacate (a) the portion of Weedon Road and the portion of Brame Road on the plat recorded in Deed Book 97, Page 39, and (b) the easternmost 885 l.f. of Wilderness Shores Way as is recorded in Plat Book M, Slots 54 through 69, inclusive. More specifically, the Board will consider adopting an ordinance whereby all those portions of Weedon Road and Brame Road which are located within Wilderness Shores Subdivision will be vacated and removed from the recorded plat. The portion of Weedon Road to be vacated begins at the westernmost property lines of Lot 7R and Lot 8R, Section 2, Wilderness Shores Subdivision, and extends northward/eastward approximately five thousand ninety linear feet (5,090 l.f.) to the common property line of Wilderness Shores and Tax Map Parcel 13-10. The portion of Brame Road to be vacated begins at its intersection with Weedon Road at the southern property lines of Lot 484 and Lot 485, Section 1, Wilderness Shores Subdivision, and extends southward/eastward approximately two thousand seven hundred forty linear feet (2,740 l.f.) to the common property line of Wilderness Shores and Tax Map Parcel 13-4. The portion of Wilderness Shores Way begins at the eastern property line of Lot 1030R, Wilderness Shores Subdivision, and extends northward/eastward approximately eight hundred eighty-five linear feet (885 l.f.) to the common property line of Wilderness Shores and Tax Map Parcel 13-10.

Chairman Crozier read the following statement:

Because this meeting is being conducted remotely, there is no opportunity for physical public access to the meeting and no opportunity for public comment. However, all interested persons are invited to submit written comments for the Board's consideration. Written comments may be submitted by mail to Attn: Susan Turner, P. O. Box 111, Orange, Virginia 22960 or by email to sturner@orangecountyva.gov and must be received by 5:00 p.m. on Monday, July 27, 2020. The Board intends to close the Public Hearing and consider this matter at its Regular Meeting on Tuesday, July 28, 2020, after reviewing any written comments received. All written comments will be read during the meeting on July 28, 2020 and entered into the meeting minutes.

RE: ADJOURN

On the motion of Mr. Frame, seconded by Mr. White, which carried by a vote of 5-0, the Board adjourned the meeting at 6:04 p.m. Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

James P. Crozier, Chairman

Theodore L. Voorhees, County Administrator