

May 22, 2012

County of Greene, Virginia

THE GREENE COUNTY BOARD OF SUPERVISORS MET ON TUESDAY, MAY 22, 2012,
AT 5:30 P.M. IN THE COUNTY MEETING ROOM.

Present were: Clarence Peyton, Chairman
Davis Lamb, Vice Chairman
David Cox, Member
Eddie Deane, Member
Jim Frydl, Member
Ray Clarke, County Attorney
Barry Clark, County Administrator
Patti Vogt, Deputy Clerk
Tracy Morris, Finance Director

RE: EXECUTIVE SESSION

Upon motion by David Cox and unanimous vote, the Board entered into Executive Session to discuss legal and personnel matters pursuant to Section 2.2-3711 Subsection (a, 1-7) of the Code of Virginia.

Contract Matters:

- Emergency Services

Personnel:

- Administration

Recorded vote:	Clarence Peyton	-	Yes
	Davis Lamb	-	Yes
	David Cox	-	Yes
	Eddie Deane	-	Yes
	Jim Frydl	-	Yes

Motion carried.

Upon motion by David Cox and unanimous vote, the Board returned to Open Session.

Recorded vote:	Clarence Peyton	-	Yes
	Davis Lamb	-	Yes
	David Cox	-	Yes
	Eddie Deane	-	Yes
	Jim Frydl	-	Yes

Motion carried.

By unanimous vote, all members certified that only public business matters lawfully exempted from the Open Meeting requirement and only such matters as identified by the motion to enter into Executive Session were discussed.

Recorded vote:	Clarence Peyton	-	Yes
	Davis Lamb	-	Yes
	David Cox	-	Yes
	Eddie Deane	-	Yes
	Jim Frydl	-	Yes

Motion carried.

RE: OPEN MEETING

The Chairman opened the meeting with the Pledge of Allegiance followed by a moment of silence.

RE: BUILDING PERMIT FEE SCHEDULE – REVISIONS

Mr. Steve Borders, Building Official, was present to review proposed revisions to the permit fee schedule. Schedule was last amended in 2008. Mr. Borders reviewed proposed fees as follows:

Sanitary Review Fee – currently \$100 – propose to reduce fee to \$50 and include public water and sewer as well as private systems. Purpose of fee is to cover administrative review costs for compliance with the Uniform Statewide Building Code at application for permit and completion of project.

Work without a Permit Fee - \$150 – new fee to cover time involved in researching and investigating work that has begun without a permit. Not common occurrence but is time consuming to research, verify and possibly issue stop work order.

Tents/Air Support (over 900 sf) – currently \$100 – propose to reduce fee to \$50 based on need to only visit site one time.

Change of Use – currently \$200 – propose to reduce fee to \$100 – i.e. applies when a business relocates to a site that was previously another use

Furnace/Chimney/Gas Log/Woodstove – currently \$100 – propose to reduce fee for gas logs/woodstove to \$50 based on requiring only one inspection to complete. Furnace/Chimney to remain \$100

Mr. Frydl commented on reducing the Sanitary Review Fee noting the fee will be less per occurrence but there will be more occurrences. Mr. Borders said applications to RSA, Nathaniel Greene, etc. (public water) has to be reviewed also.

Mr. Lamb asked about the permit for tents. Mr. Borders said all tents 900 sf and above require a permit.

Mr. Borders said Greene County was among localities with the highest fees four years ago. Now other localities are higher. The goal is to be in the same neighborhood as surrounding localities.

Mr. Deane questioned the Work without Permit Fee. Mr. Borders said it takes a lot of time to research cases and this fee with help cover associated costs.

Upon motion by Jim Frydl and unanimous vote, the Board approved the fee schedule as proposed.

Recorded vote:	Clarence Peyton	-	Yes
	Davis Lamb	-	Yes
	David Cox	-	Yes
	Eddie Deane	-	Yes
	Jim Frydl	-	Yes

Motion carried.

RE: DEPARTMENT REPORTS

Mr. Frydl said Board members are elected to provide due diligence and the most effective way to do that is to receive reports from departments. This would allow the Board to look for trends, plan ahead and correct issues in a timely manner.

Mr. Frydl reviewed proposed reports as follows:

County Adm. – update at every meeting

Finance Director – accounts payable, quarterly report on percentage of budget spent

Treasurer – monthly balance, quarterly report on collections, revenues and revenue recovery

Building Inspections – quarterly report on number of inspections, trend in growth

Planning/Zoning – monthly report on applications, quarterly report to update

Vehicle Maintenance Facility – monthly report on activity

Solid Waste Facility – financial operations report, annual report on capital equipment replacement

Animal Shelter – monthly report on activity

Animal Control – include with Sheriff’s Office report

Commissioner of Revenue – current list of business licenses, monthly update of business license (to compare with Zoning), quarterly report on tax categories

Parks and Recreation – semi-annual report on activity

Economic Development Authority (EDA) – closed session update quarterly, semi-annual progress report

Commonwealth Attorney – general update on caseload quarterly, court fee collection (new position)

Schools – quarterly update from Schools on budget/administrative matters

Mr. Frydl said suggestions are welcomed. He felt this should be a “living” document. If the Board finds reports are not useful, then appropriate changes can be made.

Mr. Lamb suggested reports from Piedmont Virginia Community College (PVCC) and Jefferson-Madison Regional Library (JMRL) would be useful.

Mr. Deane agreed that a report on delinquent tax collection is important.

RE: MATTERS FROM THE PUBLIC

CITIZEN COMMENTS

Mr. Wayne Morris, Powell Mountain Court, said his parents have a parcel of property that is being subdivided for family members in large lots (30 acres). This is a family division he has been working on for the past five months. He felt it is unfair to his mother and siblings to have to deal with a process that takes this long. Each time he submits required information, the administration requests something different. All lots will be accessed through a 50 foot right-of-way west of the entrance to his mothers home which is the entrance used for this property for the

last 70 years. Mr. Morris asked the Board of Supervisors to expedite this application as it is taking too long.

Mrs. Dolly Janezic, daughter, also spoke, requesting assistance with plat approval. The property is served by a joint use entrance that has been in existence for over 70 years. There is no change in the properties utilizing this joint access to Route 33. They do not understand why the Zoning Administrator is treating the remaining acreage of the nonconforming tract of land purchased by parents in 1959 as an additional new lot. The zoning review process has already taken over 5 months. They are hoping Board intervention will help avoid further legal expense by their mother in seeking relief from the appropriate court system. The Board's assistance will be most appreciated.

Mr. Jimmy Henshaw, Dundee Road, said he as a former member of the Board of Supervisors, he understands issues the Board faces. He feels everyone should be treated fairly and equally in regards to County fees. The County needs a uniform standard for employees to follow.

Mr. Henshaw said the minutes of the Board of Supervisors meetings, once approved, should stand on their own merit unless someone can prove they are not true and correct. All County ordinances should be administered equally and fairly. Mr. Henshaw noted Hancock Farms Subdivision as an example of erosion problems. He also said the Fried property on Route 29 and some County owned property have erosion problems. No one should be held to a different standard.

Mr. Henshaw said he and his wife developed some property a few years ago and had difficult getting it done. It took a long time. He objected to what he is doing being discussed in executive session and actions being taken without him knowing about it. No issue should be discussed in executive session unless citizens can present their side of it. No adverse action should be taken against a citizen or occur without that citizens' knowledge and ability to defend their position.

Mr. Henshaw said the fees the County is charging are out of line. He was on the Board when fees were adopted and the intent of the septic fee was to help maintain the Health Department. He does not feel the Health Department has been getting the benefit of fees collected.

Mr. Henshaw said he checked with other localities and asked why citizens in Greene are treated differently. The sign ordinance is a good example. He felt we can do things a lot more efficiently than is being done.

RE: CONSENT AGENDA

Upon motion by David Cox and unanimous vote, the Board approved the following items on the consent agenda:

- a. Minutes of May 8, 2012 meeting.
- b. Resolution to approve request from STAR to use Courthouse/County Administration grounds and parking areas for Independence Day parade. (See Attachment "A")

Recorded vote:	Clarence Peyton	-	Yes
	Davis Lamb	-	Yes
	David Cox	-	Yes
	Eddie Deane	-	Yes
	Jim Frydl	-	Yes

Motion carried.

RE: OTHER MATTERS FROM THE BOARD
RESERVE FUND POLICY

Mr. Lamb requested the Board schedule a discussion on the Reserve Fund Policy. Mr. Peyton said there has been a lot of discussion on a policy.

Mrs. Tracy Morris, Finance Director, said the auditors were present at a meeting to give their opinion of what a policy should include. The Board directed her to draft a policy which she did. The Board has not adopted a policy to date.

Mr. Peyton said this will be discussed at next meeting. Look at recommended reserve fund, cash flow, and capital outlay. He refers to funds above and beyond as being "in the lock box".

Mr. Frydl said there is a minimum policy. Then there are good and valid reasons to keep money above that amount. Auditors recommend detailing those reasons. The Board may find they want more money in the reserve than is currently there or may find that it can be a little less. The decision would then have to be made regarding use of funds to draw down to that level.

Information on the previously proposed reserve fund policy will be included in the board information packet.

PLANNING DEPARTMENT

Mr. Lamb asked the Board to request the Planning Department to contact businesses and/or individuals who would like ordinance changes. Mr. Frydl said it is incumbent upon the people to contact the Planning Department regarding revisions to ordinance.

Mr. Deane said he has not had success in getting a policy changed in the five months he has been on the Board. He was referring to digital signs. Mr. Svoboda said digital signs were not listed as a top priority by the Board but could be moved up on the list.

Mr. Svoboda said, generally, complying with the Code of VA, a revision takes three months. He noted there are several revisions coming before the Board in June.

SHERIFF'S OFFICE

Mr. Deane said he attended the All Hazard Community Awareness program sponsored by Sheriff Smith. It was an incredible, awesome program dealing with how to handle disasters in the area. Thanks to the Sheriff for sponsoring this program.

BYLAWS

Mr. Frydl said, as Board members, there is the perception of power. When Board members say something, especially to staff, it is given priority which can sometimes cause unfair or unequal treatment. He felt Board members need to be very careful. According to the bylaws adopted by the Board, anything that requires substantial staff time has to be voted on as a

majority. Many times it is inadvertent but results in staff taking time to gather/give information that really doesn't further the issue or help the person with the problem.

The process that is followed currently allows for an application, once made, to be delayed, refused or accepted. Staff keeping a request open sometimes makes it harder for everyone but is done in an effort to keep the person from waiting to reapply or paying additional fees. The Board may want to have discussion on whether a harder line should be taken and a definitive answer, yes or no, be given for quicker resolution. Continuing with the current process causes, in some cases, more agony for staff and applicants in trying to avoid additional fees or delaying a project longer. In some instances, if an application is refused, the applicant must wait a period of time prior to reapplying.

Mr. Peyton said those points were well taken. He was a customer service manager for 30+ years and dealt with complaints every day. He felt it was incumbent upon him to return phone calls. The answer might not be what the person wanted to hear but he called them back. He did not think an individual should take it upon themselves, after filing a request, to keep coming back and asking for status update. Staff should be calling the citizen with an update until a conclusion is reached.

Mr. Peyton said he was not advocating breaking or bending rules but felt staff needs to be proactive. He felt staff should follow up with citizens, even if they don't call back, within a 3 day period. He said he was not advocating it be a yes/no answer without research. Some requests are difficult and some require interpretations.

SCHOOL BUDGET

Mr. Peyton commented on the letter dated May 3 from the School Superintendent and the School Board Chairman. Several references were made to his position on budget allocations that he wanted to clarify. He supported a 5% salary increase for all County employees which he thought would be needed to offset VRS contribution. County employees did not receive salaries increases for 2.5 to 3 years. The Board, at that time, agreed to freeze salaries until a reserve fund could be built. He recommended increase because he supports hardworking county employees and felt they deserve the increase. The Board approved the salary increase with a 3 to 2 vote.--

Mr. Peyton noted no one Board member has more authority than the others. All votes are equal. He did not intend or try to do anything out of line and it was an open discussion of the Board. He admitted he did not offer school personnel a salary increase. None of the members of the Board of Supervisors have authority over any line items in the school budget. The Board does a one time allocation and the School Board uses those funds as they see fit.

Mr. Peyton said he the Board reached a consensus to backfill a vacant position in the Treasurer's Office. The Treasurer has indicated there is more than \$1 million in delinquent taxes and she does not have necessary personnel to try to collect. The Board decided filling that one vacant position would be worth the expense.

Also, the part-time Victim Witness position was made full time provided funding would come from revenue other than taxes. An additional position at the Vehicle Maintenance Facility was denied as was making the EDA staff full time. Mr. Peyton said he thought the jobs filled were necessary. The only goal he has is to be absolutely certain that everyone of citizen tax dollars are used as best as they can be used.

Mr. Peyton also said notice for the workshop was posted properly and proper notification was given. He did not recall anyone specific being inviting to attend but did recall conversation

between County and School staff at the workshop. He did not deny anyone an opportunity to speak if they wanted to speak.

Mr. Peyton said he does not have a hidden agenda. As Chairman of the Board, he said he understands he has one vote which is equal to all others. He is very concerned and likes justification for every tax dollar that goes out of this building

Mr. Frydl said the Board agreed to add positions and a majority agreed with the pay raises. It was a Board workshop which meant it was just for the Board to discuss the budget. Had the Schools not been informed or been aware, they would not have had the opportunity to write the letter and the public would not have had the opportunity to speak.

RE: ADJOURN MEETING

The meeting was adjourned at 8:42 p.m. The next scheduled meeting of the Board will be on Tuesday, June 12, 2012.

A handwritten signature in black ink, appearing to read 'Clarence Peyton', written over a horizontal line.

Clarence Peyton, Chairman
Greene County Board of Supervisors

RESOLUTION

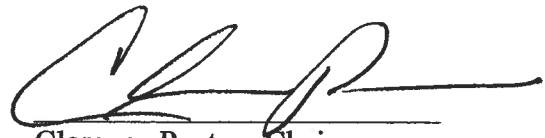
WHEREAS, the Greene County Board of Supervisors wishes to join Americans across the nation in the commemoration and celebration of Independence Day; and

WHEREAS, the Town of Stanardsville is sponsoring an Independence Day parade and celebration which is being organized by Stanardsville Area Revitalization (*STAR*); and

WHEREAS, *STAR* has formally requested use of the Greene County Court House grounds, County Administration Building grounds and nearby parking areas for this event on Wednesday, July 4, 2012;

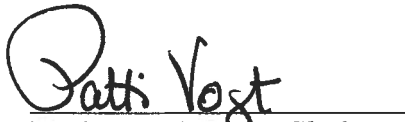
NOW THEREFORE BE IT RESOLVED, that the Greene County Board of Supervisors grants permission to *STAR* to use Court House grounds, County Administration Building grounds and parking areas on July 4, 2012 for this celebration.

Adopted in open meeting this 22nd day of May, 2012.



Clarence Peyton, Chairman
Greene County Board of Supervisors

ATTEST:



Patti Vogt, Deputy Clerk
Greene County Board of Supervisors