

June 13, 2018

The Regular Meeting of the Rockingham County Board of Supervisors was held on Wednesday, June 13, 2018, at 3:30 p.m. at the Rockingham County Administration Center, Harrisonburg, Virginia. The following members were present:

PABLO CUEVAS, Election District #1
SALLIE WOLFE-GARRISON, Election District #2
RICKY L. CHANDLER, Election District #3
WILLIAM B. KYGER, JR., Election District #4

MICHAEL A. BREEDEN, Election District #5 was absent

Also present:

BRYAN F. HUTCHESON, Sheriff

STEPHEN G. KING, County Administrator
CASEY B. ARMSTRONG, Assistant County Administrator
PATRICIA D. DAVIDSON, Director of Finance
KIRBY W. DEAN, Director of Parks & Recreation
ANN MARIE FREEMAN, Director of Court Services
JEREMY C. HOLLOWAY, Fire & Rescue Chief
JENNIFER J. MONGOLD, Director of Human Resources
TERRI M. PERRY, Director of Technology
PHILIP S. RHODES, Director of Public Works
CELEST D. WILLIAMS, Director of Social Services
DIANA C. STULTZ, Zoning Administrator
TAMELA S. GRAY, Deputy Clerk
DONALD F. KOMARA, Residency Administrator
Virginia Department of Transportation
C. BURGESS LINDSEY, Assistant Residency Administrator
Virginia Department of Transportation

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**CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE.**

Chairman Cuevas called the meeting to order at 3:29 p.m.

Supervisor Chandler provided the Invocation and Administrator King led the Pledge of Allegiance.

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APPROVAL OF MINUTES.

On motion by Supervisor Chandler, seconded by Supervisor Wolfe-Garrison, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board approved the minutes of the regular meeting of May 23, 2018.

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CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING.

Chairman Cuevas presented a Certificate of Achievement from the Government Finance Officers Association for Excellence in Financial Reporting to Mrs. Davidson and the finance staff, and thanked the finance team for their excellent work. Chairman Cuevas said it is an honor for the County to receive the award annually, noting that the award reflects finance staff's quality work and indicates to taxpayers that their money is handled well. [This is the 36th consecutive year the Rockingham County Finance Department has received the award].

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AWARD OF SERVICE WEAPON – CORPORAL TODD DEPOY.

Sheriff Bryan Hutcheson requested that the Board award Corporal Todd Depoy with his service weapon. Corporal Depoy retired June 1, 2018, after 42 years with the County (20 years with the Sheriff's Office and 22 years with the County Schools). Sheriff Hutcheson noted Corporal Depoy, a dedicated, hardworking employee, is currently the most senior County employee.

On motion by Supervisor Kyger, seconded by Supervisor Chandler, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; in accordance with Virginia Code Section 59.1-148.3, the Board declared as surplus:

Glock Model 22, Serial #KYY480 – service weapon used by Corporal Todd Depoy

On behalf of the County, Sheriff Hutcheson presented Corporal Depoy with his service weapon.

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ADOPTION OF FY 2018-2019 BUDGET.

Chairman Cuevas noted the State presented a final budget.

Mrs. Davidson had previously summarized the following revisions made to the proposed budget after the April 11, 2018 public hearing, which includes State revenue updates:

The total proposed County budget for FY18-19 is \$363,074,491. Since the proposed budget meeting, changes have been made resulting in a total adopted budget of \$366,011,758. The Governor signed the state budget on June 8, 2018, and updates have been made to most of the figures. The appropriation of funds will take place on June 27, 2018.

The changes are outlined as follows:

1. An increase to the School Operating Transfer in the amount of \$559,111. The requested increase is to fund the final phase of the digital technology initiative and to fund an increase to Massanutten Technical Center (MTC). The increase to MTC is a result of a shift in student population between the County and City.
2. Administratively, the budget for the Jail Heating, Ventilation and Air Conditioning (HVAC) project has been moved to the Capital Projects Fund, resulting in a decrease of \$1.0 million to the General Fund Budget and an increase of \$2.0 million to the Capital Projects Fund Budget. The City's share of the project is now budgeted in with the Capital Project, no longer in the General Fund.

3. A reduction of \$125,000 for the Harrisonburg-Rockingham Community Services Board is projected as the debt service payment for FY19 is expected to be for six months, as opposed to the full year that was requested.
4. A new data collection position was added at the jail.
5. Miscellaneous changes to contributions to outside agencies increased the budget \$16,521.
6. An increase to Fund Balance usage in the amount of \$1,043,929 was used to cover the net increase of the five items above.
7. Small increases to the proposed budget for Other Funds are included in the adopted budget in order to implement the compensation and classification study that was performed. The results of the study not only affected the General Fund, but also included were the CSA, Water/Sewer and Landfill Funds.
8. Reduction to the proposed school transfer in the amount of \$339,739. The FY19 local request from the School Board is \$62,723,163, or \$219,372 more than the FY18 budget.
9. Increase to the General Fund Revenue for Constitutional Officers in the amount of \$276,142.
10. Reduction to the Fund Balance usage in the amount of \$615,881, for a total Fund Balance of \$1,686,669.

Supervisor Kyger made a motion, seconded by Supervisor Wolfe-Garrison to adopt the amended budget with the updates provided for FY 2018-2019, noting that appropriations and authorizations are pending for many portions of the budget as spending is requested.

Chairman Cuevas said appropriations will be made later, and noted there are a number of adjustments to be made due to the end of the fiscal year on June 30, 2018.

Carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board adopted the following amended budget with updates provided for FY 2018-2019, and with the understanding that appropriations and authorizations are pending:

COUNTY OF ROCKINGHAM, VIRGINIA			
PROPOSED BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2018			
REVENUES			
	AMENDED	PROPOSED	ADOPTED
	FY 2017-18	FY 2018-19	FY 2018-19
<u>GENERAL FUND</u>			
General Property Taxes	\$ 85,274,500	\$ 89,633,000	\$ 89,633,000
Other Local Taxes	11,521,350	11,741,350	11,741,350
Other Local Revenue	11,624,580	12,039,187	11,501,158
State Revenue	17,935,126	17,281,535	17,557,677
Federal Revenue	1,410,594	1,188,472	1,188,472
Debt Proceeds	27,769,530	-	-
Transfer from Other Funds	1,525,000		
Balance Carried Forward	5,075,254	1,258,622	1,686,669
TOTAL GENERAL FUND	\$ 162,135,934	\$ 133,142,166	\$ 133,308,326
Capital Projects Fund	\$ 22,082,153	\$ 550,000	\$ 2,550,000
School Capital Projects Fund	17,914,862	\$ 5,900,000	\$ 5,900,000

School Fund	137,268,400	\$ 137,268,400	\$ 137,427,511
School Cafeteria Fund	5,460,535	\$ 5,460,535	\$ 5,529,935
Massanutten Technical Center	5,913,027	\$ 5,913,027	\$ 5,987,506
Asset Forfeiture Fund	115,900	\$ 115,900	\$ 115,900
H'burg Rockingham Soc Services District	18,045,565	\$ 19,567,785	\$ 19,567,785
H'burg Rockingham Children's Services Act	9,287,883	\$ 10,205,110	\$ 10,208,433
Central Stores Fund	45,000	\$ 45,000	\$ 45,000
Self-Funded Health Insurance Plan Fund	29,956,000	\$ 30,555,120	\$ 30,555,120
Water & Sewer Utilities Fund	20,764,862	\$ 7,042,375	\$ 7,121,125
Lilly Subdivision Sanitary District	53,740	\$ 56,771	\$ 56,771
Smith Creek Water & Wastewater Auth	414,943	\$ 505,414	\$ 505,414
Countryside Sanitary District	19,042	\$ 19,190	\$ 19,190
Penn Laird Sewer Authority	29,024	\$ 29,018	\$ 29,018
Solid Waste Fund	13,262,513	\$ 4,950,822	\$ 4,997,126
Laird L Conrad Law Library Fund	50,585	\$ 50,585	\$ 50,585
Economic Development Authority	7,500	\$ 4,500	\$ 4,500
Human Resources Rental Fund	232,774	\$ 232,774	\$ 232,773
Emergency Medical Services Transp Fund	1,460,000	\$ 1,460,000	\$ 1,460,000
TOTAL REVENUES	\$ 444,520,242	\$ 363,074,492	\$ 365,672,018
EXPENDITURES			
	AMENDED	PROPOSED	ADOPTED
	FY 2017-18	FY 2018-19	FY 2018-19
<u>GENERAL FUND</u>			
General Government Administration	\$ 6,658,019	\$ 6,242,252	\$ 6,418,543
Judicial Administration	4,674,848	4,378,026	4,435,087
Public Safety	30,609,093	30,439,384	30,045,577
Public Works	2,801,520	2,802,609	2,655,115
Human Services	2,110,390	2,423,490	2,308,139
Parks, Recreation & Cultural	2,552,573	2,537,443	2,529,679
Community Development	2,460,400	3,070,974	2,994,644
Contributions	594,513	597,013	601,513
Contingency	94,117	250,000	250,000
Other Expenses	80,000	580,000	29,680
Transfers to Other Funds	98,959,830	67,460,284	68,679,656
Debt Service – County	2,529,671	2,843,444	2,843,444
Debt Service – Schools	8,010,960	9,517,249	9,517,249
TOTAL GENERAL FUND	\$ 162,135,934	\$ 133,142,166	\$ 133,308,326
Capital Projects Fund	\$ 22,082,153	\$ 550,000	\$ 2,550,000
School Capital Projects Fund	17,914,862	5,900,000	5,900,000
School Fund	137,268,400	137,268,400	137,427,511
School Cafeteria Fund	5,460,535	5,460,535	5,529,935
School Textbook Fund	-	-	-
Massanutten Technical Center Fund	5,913,027	5,913,027	5,987,506
Asset Forfeiture Fund	115,900	115,900	115,900
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Human Resources Rental Fund	232,774	232,774	232,774
Emergency Medical Services Transp Fund	1,460,000	1,460,000	1,460,000
TOTAL EXPENDITURES	\$ 444,520,241	\$ 363,074,492	\$ 365,672,018

Chairman Cuevas noted that Supervisor Breeden was sick and unable to attend the meeting, but indicated he was in support of the budget.

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TRANSPORTATION DEPARTMENT.

The Board heard Mr. Komara's report on the activities of the Transportation Department, including updates to bridge, road and rural rustic projects.

He noted that due to a record volume of rainfall in May and June, some roads remain under water. He said half of Hinton Road (Route 752) was washed away.

Mr. Komara said VDOT has been mowing along primary and secondary roads.

Mr. Komara announced that he will attend a meeting regarding Interstate 81 later in the evening. He noted that attendees will be able to point out the areas that they believe are the most troublesome spots.

A public hearing for the Secondary Six-Year Improvement Program will be held at the June 27, 2018 Board meeting. Mr. Komara provided the Board with the Construction Program Estimated Allocations for the Secondary System, which he will review in detail at the June 27 public hearing. Mr. Komara said the improvement program concentrates on the first two to three years, which are solid; but the next three years are more liquid. He noted that some programs on the handout have been completed.

In response to a question from Chairman Cuevas, Mr. Komara said the timing of road improvements might change if VDOT is not able to obtain needed rights-of-way. VDOT tries to finish funding road projects that are in process. The majority of funding used to be for hard surface roads and bridges, but now the funding is for gravel roads, he said.

Chairman Cuevas asked Mr. Komara to alert supervisors if there are issues obtaining rights-of-way in their districts.

Supervisor Kyger noted citizens have asked that the tall grass at the corner on Friedens Church Road (Route 682) be cut to the VDOT right-of-way. He still hopes to make contact with the citizen at the Friedens Church Road and Koiner Road (Route 995) intersection, to improve visibility to the west. VDOT continues to trim the hedge as much as possible. Mr. Komara noted that VDOT prepared an agreement for the gentleman to sign, but he has not called them back or been there when VDOT staff has been to his home. Mr. Komara said VDOT will approach the man for a right-of-way when future improvements are made on Friedens Church Road.

Supervisor Kyger said VDOT crews performed incredible work with the high water. While driving through his district, Supervisor Kyger saw many VDOT crews cleaning ditches and culverts, and opening pipes.

The other supervisors in attendance echoed Supervisor Kyger's comments about VDOT's work and asked Mr. Komara to pass that along to the VDOT crews.

Supervisor Chandler requested that VDOT replace the faded "Public Lake" sign on Cross Keys Road (Route 276) south of the Shenlake Drive intersection. He also noted there are several places where speed limit signs are hidden by hanging limbs.

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APPRECIATION TO OTHERS.

Supervisor Cuevas expressed appreciation to VDOT and Fire & Rescue crews who kept citizens safe during the heavy rains and flooding.

Supervisor Cuevas informed Social Services Director Celest Williams that he appreciates Social Services employees responding to citizens affected by the heavy rains, particularly those with well water issues and elderly citizens.

In response to a question from Supervisor Wolfe-Garrison, Mrs. Williams indicated 47 employees at Social Services were displaced by flooding in their offices. Half of those employees have moved back into their offices and the others will be able to return to their workspaces within a week. Mrs. Williams thanked Technology and Public Works staff for their immediate assistance.

Administrator King commended A.J. Simmons, Eric Hostetter and Brody Hummel from Public Works, as well as Fire and Rescue personnel and VDOT crews who were committed to solve problems as quickly and efficiently as possible.

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COUNTY ADMINISTRATOR’S STAFF REPORT.

The Board received and reviewed Administrator King’s staff report dated June 8, 2018.

Administrator King announced that starting on July 11, 2018; the Board meetings on the second Wednesday of each month will begin at 3:00. p.m., as established in the 2018 Meeting Schedule during the January 10, 2018 meeting.

On motion by Supervisor Chandler, seconded by Supervisor Wolfe-Garrison, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board designated Supervisor Kyger as the County’s voting member, and Administrator King as the alternate, at the Annual National Association of Counties (NACo) Conference to be held July 13-16, 2018.

Administrator King advised that his staff report contained several items to be addressed in Closed Meeting. Chairman Cuevas noted that some of the items discussed will result in action immediately after the Closed Meeting.

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COUNTY ATTORNEY’S STAFF REPORT.

Administrator King noted that Mr. Miller was out of town, but will participate in the Closed Meeting via teleconference.

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ASSISTANT COUNTY ADMINISTRATOR'S STAFF REPORT.

The Board received and reviewed Mr. Armstrong’s Community Development staff report dated June 13, 2018.

Mr. Armstrong reported that the Reservoir Street road-widening project is completed. Traffic is moving well and grass should be growing along the roadway soon.

County staff will begin work on the Massanetta Springs road improvement project soon, with Mr. Armstrong and Mr. Komara looking at easements and putting the project out for bid.

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FINANCE DIRECTOR’S STAFF REPORT.

The Board received and reviewed Mrs. Davidson’s staff report dated June 4, 2018.

On behalf of the Finance Committee, on motion by Supervisor Kyger, seconded by Supervisor Chandler, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board declared the following items surplus to be disposed of through the public surplus auction website:

Items to Declare Surplus – June 2018

Description	Quantity
P52 KVM switches and cables	Variety
Keyboards (wired) and mice (wired)	Variety
(2) 2Gb memory	Packs
Intel Network interface cords	Variety
Desk chairs (red) (black)	4
Laptop docks, power supplies	Variety
Computer bags	Variety
Computer desktop shells	Variety
Misc. Dell laptop arts-batteries, floppy drives	Variety
Phone chargers, phone protectors	Variety
3005 pr USB 3.0 port replicator plus cables	Variety
Ethernet cables	Variety
HP ProLiant ML310	1
HP ProLiant ML350 G6	1
HP ProLiant ML350 G6	1
HP ProLiant ML350	1
Misc. office equipment	Variety
Dell laptops (Latitude D830)	18
Laptops	16
Printers	9
Keyboards (wired)	5
Mice (wired)	5
Stackable inbox	2

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FINANCE COMMITTEE REPORT.

On motion by Supervisor Kyger, seconded by Supervisor Chandler, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board approved a Solid Waste Fund/Water and Sewer Fund write-off in the amount of \$277.02 for identified uncollectible balances.

Mrs. Davidson previously provided the Board with a Federal Grants Manual that addresses certain tasks, including procurement, indirect costs and cash management.

On motion by Supervisor Kyger, seconded by Supervisor Wolfe-Garrison, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board approved the Federal Grants Manual, in order for the County to comply with the Uniform Grant Guidance requirements.

Supervisor Kyger noted that the County transferred \$800,000 in the fall of 2017 for Schools to begin the design phase of the renovation projects at Fulks Run and John C. Myers Elementary Schools (Schools Capital Projects Phase 2). Since the design phase is almost complete, Schools is seeking approval to move forward with bidding the projects for construction. The County plans to issue debt in the fall of 2019 to reimburse money spent prior to the debt issuance. The first debt service payment will be in FY20, when there is an estimated reduction in debt service of \$620,107. The total new debt payment is estimated at \$1,250,000. School Administration pledged that remaining funds from the FY19 budget can be used toward the first year debt service payment. In FY21, an additional \$337,088 reduction is estimated. Between the estimated reduction and increased County funding, the new debt service payment will be made.

On behalf of the Finance Committee, Supervisor Kyger made a motion, seconded by Supervisor Chandler, to approve Schools’ Capital Projects Phase 2.

Chairman Cuevas requested that Mr. King schedule a School Board Liaison Committee meeting in July to discuss what has transpired with Capital Projects Phase 2 and what is anticipated in the future, to ensure there is good communication between the County and Schools.

Carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board approved Schools’ Capital Projects Phase 2.

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HUMAN RESOURCES DIRECTOR’S STAFF REPORT.

The Board received and reviewed Mrs. Mongold’s staff report dated June 13, 2018.

Mrs. Mongold reported that the Paypoint study was completed. Staff recommends the Board accept the results of the study and allow staff to implement the salary increases included in the FY19 budget.

Supervisor Cuevas asked the County Administrator, Assistant County Administrator, Director of Human Resources and Director of Finance to review the Paypoint study again to ensure there are no unanswered questions, before implementing the salary increases, as included in the FY19 budget.

On motion by Supervisor Kyger, seconded by Supervisor Wolfe-Garrison, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board accepted the Paypoint study, with the condition that the County Administrator, Assistant County Administrator, Director of Human Resources and Director of Finance review the Paypoint study again to ensure there are no unanswered questions, before implementing the salary increases, as included in the FY19 budget.

Mrs. Mongold indicated County and School staff recommended maintaining the same health insurance rates and coverage for the upcoming plan year beginning October 1, 2018, as the current year, with the exception that employees previously covered under the “married-married” structure pay a maximum of \$300, as presented to employees during the October 2017 open enrollment.

Mrs. Mongold asked that the Board also continue with the high deductible Health Savings Account (HSA), with a County deposit of \$750 for employee only or \$1,500 for employee plus dependent. She noted that Anthem will no longer use BenefitWallet as their HSA administrator. Six responses were received to a Request for Proposals, and staff recommends using Health Equity to serve as the HSA administrator, with lower monthly account fees than the current provider.

In response to a question from Supervisor Wolfe-Garrison, Mrs. Mongold indicated Health Equity goes into effect with the new plan year. Mrs. Mongold stated there will be an implementation process and communication with employees who currently have a HSA.

Supervisor Wolfe-Garrison made a motion, seconded by Supervisor Chandler, to accept staff’s recommendation to maintain the same health insurance rates and coverage for the upcoming plan year beginning October 1, 2018, with the exception that employees previously covered under the “married-married” structure pay a maximum of \$300 as presented to employees during the October 2017 open enrollment; and continue with the high deductible Health Savings Account (HSA), with a County deposit of \$750 for employee only or \$1,500 for employee plus dependent; and that Health Equity serve as the HSA administrator.

Chairman Cuevas told Mrs. Mongold that he hopes she will be available to answer questions from employees so they have a good understanding of their health plan before they receive bills or questions from doctors. Mrs. Mongold reiterated that high deductible health plan meetings will be held in July.

Mrs. Mongold noted that MetLife provided the County with a two-year rate guarantee and a third year guarantee of no more than a seven percent increase for dental insurance. The County will be entering the third year with MetLife and will see the seven percent increase on October 1, 2018. The increased fee, as listed below, is less than the County paid with the previous carrier. She noted that dental insurance is 100 percent employee paid:

MetLife Dental Rates					
100% Employee Paid					
		10/1/2017 Monthly	10/1/2017 Per Pay Check	10/1/2018 Monthly	10/1/2018 Per Pay Check
Employee Only		\$ 24.32	\$ 12.16	\$ 26.02	\$ 13.01
Employee + Spouse		\$ 45.24	\$ 22.62	\$ 48.42	\$ 24.21
Employee + Child		\$ 45.24	\$ 22.62	\$ 48.42	\$ 24.21
Employee + Children		\$ 71.58	\$ 35.79	\$ 76.60	\$ 38.30
Employee + Family		\$ 71.58	\$ 35.79	\$ 76.60	\$ 38.30

Carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board approved staff’s recommendations to maintain the same health insurance rates and coverage for the upcoming plan year beginning October 1, 2018, with the exception that employees previously covered under the “married-married” structure pay a maximum of \$300 as presented to employees during the October 2017 open enrollment; and continue with the high deductible Health Savings Account (HSA), with a County deposit of \$750 for employee only or \$1,500 for employee plus dependent; and that Health Equity serve as the HSA administrator.

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PUBLIC WORKS DIRECTOR'S STAFF REPORT.

The Board received and reviewed Mr. Rhodes’ staff report dated June 13, 2018.

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PUBLIC WORKS COMMITTEE.

Mr. Rhodes noted that bids for the Circuit Courthouse exterior renovation were received and opened on May 15, 2018. One bid was received from Renaissance Stone Masonry for \$154,493. Public Works staff recommended accepting Renaissance Stone Masonry’s bid. It was noted the work and charges will be split between fiscal year 2019 and fiscal year 2020, with 50 percent of the cost covered by the City of Harrisonburg.

On motion by Supervisor Kyger, seconded by Supervisor Chandler, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board approved the Circuit Courthouse exterior renovation bid in the amount of \$154,493 from Renaissance Stone Masonry.

Mr. Rhodes noted that four responses were received for the Earthwork and Pipe Installation and Repair Request for Proposal to provide repairs, maintenance and minor construction and installation of water and sewer facilities emergency work. Staff recommends approval of three of the proposals as three contractors will allow flexibility in scheduling and utilization of each company’s strengths. Services provided will generally be for emergency repairs or large line repairs that the County is not able to complete adequately in a timely manner. Services for new installations may also be utilized. The estimated expense under the contract is \$75,000 per year. Staff recommends that Bradford Morris Excavating, Algers Excavation and Partners Excavating be approved to perform the services with a contract period of three years, renewable for two additional one-year periods.

Chairman Cuevas confirmed that the spending on the Earthwork and Pipe Installation and Repairs is variable, as the contractors will be used as needed when there is an emergency.

On motion by Supervisor Kyger, seconded by Supervisor Wolfe-Garrison, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board approved contracting with Bradford Morris Excavating, Algers Excavation and Partners Excavating to perform earthwork and pipe installation and repair services with a contract period of three years, renewable for two additional one-year periods, and estimated spending under \$75,000 annually.

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TECHNOLOGY DIRECTOR'S STAFF REPORT.

The Board received and reviewed Mrs. Perry's staff report dated June 2018.

Mrs. Perry stated final phone installations should occur at the Sheriff's office on June 27, 2018, unless there are unforeseen issues.

In response to a comment from Chairman Cuevas about concerns with hackers, Mrs. Perry indicated that is the reason the County is having a cyber risk analysis performed, and implemented the KnowBe4 security training for staff. Technology staff is concerned and trying to stay on top of this issue by checking logs and doing everything possible to keep the County safe.

In response to a question from Supervisor Wolfe-Garrison, Mrs. Perry indicated she does not know when the County will receive a response regarding a cyber security audit grant application. Mrs. Perry stated if the grant is not awarded, Technology will request funding for an audit as it was requested by the auditors and needs to occur this year. Mrs. Perry thanked Supervisor Wolfe-Garrison for her support. Supervisor Wolfe-Garrison expressed appreciation to Mrs. Perry and Chief Holloway for the rapid turnaround to submit the grant.

Chairman Cuevas expressed appreciation for the work performed by Technology staff, as he realizes they interact with people in Richmond, Washington and other areas where the County has little control.

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FIRE AND RESCUE CHIEF'S STAFF REPORT.

The Board received and reviewed Chief Holloway's staff report dated June 2018.

Chief Holloway stated personnel were deployed to Page County twice during the day. In response to a question from Supervisor Wolfe-Garrison, Chief Holloway said Fire & Rescue is working on an overtime report for emergency personnel, but it will be quite a few hours. They have received 18 calls for personnel, which usually amounts to \$1,800 to \$2,000 per call-out, not including equipment.

Chief Holloway indicated there was over \$400,000 in damage in the County. He noted Environmental & Land Use Manager Lisa Perry has visited flood sites with Fire & Rescue personnel, and they continue to look at areas with concerns. He informed Chairman Cuevas that District 1 will not qualify for emergency assistance.

Chairman Cuevas expressed appreciation again to Chief Holloway and his department for responding to citizens' needs. He asked that Fire & Rescue personnel communicate with Community Development staff about issues they have encountered due to housing construction. When ordinances and regulations are drafted in the future, Community Development staff can take the issues observed into consideration so the County can benefit from the unfortunate consequences that occurred from the heavy rains. Chairman Cuevas said citizens do not like government telling them what to do, but it is in their best interest for government to set regulations regarding building construction and storm water issues in developments.

Chief Holloway noted that Community Development staff have been fully involved, as GIS has helped document flooded areas on maps for future events. He agreed that citizens do not like to have fire and building codes, but it is for their safety.

Supervisor Kyger interjected that Public Works came out with large pumps and every facet of the County did what was necessary to make sure people had some sense of comfort and safety. He said the County should never have to apologize for spending money for resources to take care of citizens' needs.

On motion by Supervisor Kyger, seconded by Supervisor Chandler, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board adopted the following resolution:

**RESOLUTION DECLARING A LOCAL EMERGENCY EXISTS
IN ROCKINGHAM COUNTY, VIRGINIA**

WHEREAS, the Board of Supervisors of ROCKINGHAM COUNTY, Virginia, does hereby find as follows:

1. That due to the occurrence of flooding due to severe rain events beginning May 21, 2018, ROCKINGHAM COUNTY is facing a condition of extreme peril to the lives, safety and property of the residents of ROCKINGHAM COUNTY;
2. That as a result of this extreme peril, the proclamation of the existence of an emergency is necessary to permit the full powers of government to deal effectively with this condition of peril.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Supervisors of ROCKINGHAM COUNTY, Virginia, that a local emergency now exists throughout ROCKINGHAM COUNTY; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of this emergency the powers, functions, and duties of the Director of Emergency Management and the Emergency Management organization and functions of ROCKINGHAM COUNTY shall be those prescribed by the laws of the Commonwealth of Virginia and the ordinances, resolutions, and approved plans of ROCKINGHAM COUNTY in order to mitigate the effects of said emergency.

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PARKS & RECREATION DIRECTOR’S STAFF REPORT.

The Board received and reviewed Mr. Dean’s staff report dated June 4, 2018.

Mr. Dean introduced Rockingham Park at the Crossroads Park Manager Marco Knorr, who came from Germany to the United States on a football scholarship. He coached football at the collegiate level and coached NFL Europe. Mr. Knorr has organized camps and athletic events, assisted in maintaining athletic fields, and performed athletic administration duties.

Mr. Dean requested that the Rockingham Park at the Crossroads grand opening be postponed from August 24-25, 2018 to the spring of 2019. He noted the grand opening date was aggressive to begin with, but heavy rains have delayed work at the park. He would like the opening to occur when the walking trails, playground and pavilion will be available.

By consensus of the Board, Mr. Dean was asked to determine a date when the park is more complete and Parks and Recreation staff is available for the opening. He was asked to provide a month’s notice before scheduling the date for the official dedication.

Mr. Dean suggested officially naming the street entering into the park as “Rockingham Parkway”.

In response to a question from Supervisor Wolfe-Garrison, Administrator King said the street is currently controlled by the County, but will ultimately be a VDOT roadway. He noted the County may name the street.

On motion by Supervisor Chandler, seconded by Supervisor Wolfe-Garrison, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board authorized Mr. Dean to name the street entering the Rockingham Park at the Crossroads as “Rockingham Parkway”.

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COURT SERVICES DIRECTOR’S STAFF REPORT.

The Board received and reviewed Mrs. Freeman’s staff report dated June 13, 2018.

Chairman Cuevas informed Mrs. Freeman that the Board appreciates the professional manner in which she handles the functions she performs for the County.

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OTHER COMMITTEE REPORTS.

The Board heard the following reports from Board members and staff:

AIRPORT

Supervisor Kyger reported that boardings have increased.

HARRISONBURG-ROCKINGHAM METROPOLITAN PLANNING ORGANIZATION (MPO)

Supervisor Chandler reiterated that the Interstate 81 meeting Mr. Komara mentioned, will be held later in the day, with Ms. Cooper representing the County.

CHAIRMAN

Chairman Cuevas announced that the Board was going into an expedited Closed Meeting and would take action after the Closed Meeting.

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CLOSED MEETING.

On motion by Supervisor Kyger, seconded by Supervisor Chandler, and carried by a roll call vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board recessed the meeting from 4:39 p.m. to 5:14 p.m., for a closed meeting 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; (3), Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; (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 (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.

MOTION: SUPERVISOR KYGER RESOLUTION NO: 18-11
SECOND: SUPERVISOR CHANDLER MEETING DATE: JUNE 13, 2018

CERTIFICATION OF CLOSED MEETING

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

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Board of Supervisors that such Closed Meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Rockingham County Board of Supervisors hereby certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Closed Meeting to 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 Board of Supervisors.

VOTE:
AYES: CHANDLER, CUEVAS, KYGER, WOLFE-GARRISON
NAYS: NONE
ABSENT: BREEDEN

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CLOSED MEETING ACTION.

At 5:15 p.m., Chairman Cuevas resumed the regular meeting to take action on items discussed during the Closed Meeting.

Administrator King stated the County declared the Dayton Learning Center as surplus property, and received three quality proposals for the building. He noted the proposal that serves the County best from a financial and community aspect is Blue Ridge Christian School’s proposal of \$400,000.

Supervisor Wolfe-Garrison made a motion, seconded by Supervisor Kyger, that the Board accept the Blue Ridge Christian School offer of \$400,000 for the Dayton Learning Center property, and authorize staff to prepare and execute the necessary documents to finalize the sale.

Chairman Cuevas said some details still need to be finalized, but the Board is placing this in the hands of the County Attorney and County Administrator, and requests that they expedite the sale so the County can make the facility available as soon as possible to the parties involved, so they can proceed with their business.

Carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board accepted the Blue Ridge Christian School offer of \$400,000 for the Dayton Learning Center property, and authorized staff to prepare and execute the necessary documents to finalize the sale as expeditiously as possible.

Administrator King reiterated proposals were received from three good, quality groups and stated the County greatly appreciates those proposals.

Administrator King stated one proposal was received for the old school property in the Chimney Rock area, which was declared as surplus property. The \$1,000 proposal was received from George Van Orden.

On motion by Supervisor Kyger, seconded by Supervisor Chandler, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board accepted the \$1,000 offer from George Van Orden for the old school property in the Chimney Rock area.

Chairman Cuevas informed Administrator King that the Board is tasking him and Mr. Miller with the details on surveying the property and preparing the deed to finalize the sale as expeditiously as possible.

Administrator King indicated staff recommended that the Board authorize staff to execute an agreement with Hose Company No. 4 for a County-constructed fire and rescue station on Port Republic Road. He noted the agreement is close to final, with details to be worked out by the County Attorney and County Administrator. The facility will send the County along the path of designing, advertising, and obtaining proposals for the Hose Company No. 4 facility. Another part of the proposal is that the Board needs to authorize the use of design-build on the project.

Chairman Cuevas requested a motion by the Board that the County Administrator, County Attorney and Fire Chief proceed with the details as expeditiously as possible to move Hose Company No. 4 to Port Republic Road.

On motion by Supervisor Chandler, seconded by Supervisor Kyger, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board authorized the County Administrator, County Attorney and Fire Chief to finalize and execute an agreement with Hose Company No. 4, and move forward with a design-build procedure for the design and construction of the Hose Company No. 4 fire station in the Port Republic Road area.

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RECESS.

At 5:22 p.m., Chairman Cuevas recessed the meeting for dinner.

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PUBLIC HEARING – SPECIAL USE PERMIT.

At 6:03 p.m., Chairman Cuevas opened the public hearing and Ms. Stultz reviewed the following special use permit request:

SUP18-121 C.A.S. Properties, LLC, 4615 Trissels Road, Broadway, 22815 for a small contractor's business (heating & air conditioning) on property located on the south side of Trissels Road (Route 809) approximately 500' west of Harpine Highway (Route 42), Election District #2, zoned A-1. Tax Map #65-(A)-9B

In response to questions from Chairman Cuevas, Ms. Stultz said the garage owned by Joseph G. Shank, II is still in operation. The garage and heating, ventilation and air conditioning (HVAC) business will operate in the same building for a while. The HVAC business (Custom Air Solutions, LLC) is owned by the applicants (Joseph G. Shank, III and Chad Esel), who plan to add a 3,000 square feet addition to the building, which will keep it under the 5,000 square feet allowed for a small contractor's business.

Joseph G. Shank, III (Joey) said the businesses will operate jointly in the building until his father (Joseph G. Shank, II) retires and closes his garage. At that time, the building will be used solely by Custom Air Solutions, LLC, which will have a shop to make ductwork and an accounting office.

Responding to additional questions from Chairman Cuevas, Ms. Stultz noted there were not many conditions placed on businesses in 1978, when the garage opened. She reiterated that there will be no more than five employees on the existing septic system. The five vehicles and five pieces of equipment are for the small contractor's business. As indicated, Joseph Shank, II is phasing out of the garage, so the HVAC business will utilize the entire building at that time.

In response to comments from Supervisor Cuevas regarding the items associated with the garage remaining on the property and understanding what is the garage and what is the HVAC business, Joey Shank explained that he wanted to make sure he could obtain a special use permit; then the next step is for him to purchase the property from his father. At that time, he will be responsible for the property and will follow the requirements of the special use permit, he said.

Supervisor Wolfe-Garrison noted that she had not visited the property, but understands there is equipment and machinery on the property that may not be related to the HVAC business.

Joey Shank said the farm equipment and machinery comes and goes, as the garage is still in business.

Supervisor Wolfe-Garrison stated that she also understands some clean-up work is needed to the outside area, and Joey Shank agreed to clean up the property.

Supervisor Wolfe-Garrison said she would like to wait until the property is cleaned-up and equipment that is not associated with the HVAC business is removed, before approving the special use permit. She suggested Mr. Shank and his father work with staff to determine what items need to be cleaned-up and removed. Supervisor Wolfe-Garrison noted this gives Mr. Shank motivation to proceed as he desires, with the knowledge that he will be granted the special use permit when the property is cleaned.

Chairman Cuevas noted there are 50-gallon drums on the property. He suggested organizing the drums and moving them to the back of the property.

No one spoke in opposition to the request.

Chairman Cuevas closed the public hearing at 6:14 p.m.

On motion by Supervisor Wolfe-Garrison, seconded by Supervisor Kyger, and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board tabled SUP18-121, C.A.S. Properties, LLC, 4615 Trissels Road, Broadway, 22815 for a small contractor's business (heating & air conditioning) on property located on the south side of Trissels Road (Route 809) approximately 500' west of Harpine Highway (Route 42), Election District #2, zoned A-1. Tax Map #65-(A)-9B until the Shanks are able to clean up the property to the satisfaction of staff and determine the VDOT entrance requirements.

Chairman Cuevas suggested Mr. Shank contact Ms. Stultz when they are ready for her to look at the property, and she can communicate with Supervisor Wolfe-Garrison.

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CLOSED MEETING.

On motion by Supervisor Kyger, seconded by Supervisor Chandler, and carried by a roll call vote of 4 to 0, voting recorded as follows: BREEDEN – ABSENT; CHANDLER – AYE; CUEVAS – AYE; KYGER – AYE; WOLFE-GARRISON – AYE; the Board recessed the meeting from 6:18 p.m. to 6:54 p.m., for a closed meeting pursuant to 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.

MOTION: SUPERVISOR KYGER RESOLUTION NO: 18-12
SECOND: SUPERVISOR CHANDLER MEETING DATE: JUNE 13, 2018

CERTIFICATION OF CLOSED MEETING

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

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Board of Supervisors that such Closed Meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Rockingham County Board of Supervisors hereby certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Closed Meeting to 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 Board of Supervisors.

VOTE:
AYES: CHANDLER, CUEVAS, KYGER, WOLFE-GARRISON
NAYS: NONE
ABSENT: BREEDEN

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RESUME MEETING.

At 6:55 p.m., Chairman Cuevas resumed the regular meeting to take action on items discussed during the Closed Meeting.

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OTHER BUSINESS.

The Board discussed the findings of the Lake Shenandoah Watershed Master Plan prepared in 2013 by The Timmons Group. The Board requested that staff update the study and present the revised Lake Shenandoah Watershed Master Plan to the Board at a work session on July 11, 2018, at 1:30 p.m.

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ADJOURNMENT.

Chairman Cuevas declared the meeting adjourned at 7:09 p.m.

Chairman