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Staff Briefing Meeting, Monday, April 20, 2015, 1:30 p.m., Government Center, Verona, VA.

PRESENT: Michael L. Shull, Chairman  
David A. Karaffa, Vice-Chairman  
Carolyn S. Bragg  
Jeffrey A. Moore  
Marshall W. Pattie  
Tracy C. Pyles, Jr.  
Larry J. Wills  
Timmy Fitzgerald, Director of Community Development  
Jennifer M. Whetzel, Director of Finance  
Patrick J. Morgan, County Attorney  
Patrick J. Coffield, County Administrator

VIRGINIA: At an adjourned meeting of the Augusta County Board of Supervisors held on Monday, April 20, 2015, at 1:30 p.m., at the Government Center, Verona, Virginia, and in the 239<sup>th</sup> year of the Commonwealth....

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EMPLOYEE OF THE YEAR RECOGNITION

Faith Souder, Personnel Director, made the following comment:

Good afternoon. I am here today to recognize our Employee of the Year for 2014. First I will tell you a little about the program.

The Employee of the Year is a personnel recognition program established by the Board of Supervisors and County Administrator to recognize one or more employees each year for their commitment and contribution to the organization. All full-time employees except department heads are eligible. Nominations are required from department heads in the form of a letter or memorandum. The employee of the year is then selected by a panel consisting of the Assistant to the County Administrator, Human Resources Director, and a rotating department head.

At this time I would like to recognize our Employee of the Year for 2014 – Crystal Knott. Crystal is the Technical Support Manager in the Information Technology Department. She has been with the department since June of 2004. Crystal was nominated by her Director, Jackie Zetwick. She states that in the past year, Crystal has tackled several extremely important projects and done so with very little impact to the users. Those projects considered of replacing over 200 pc's from ordering, configuration and replacing them; replacing network equipment; replacing 9 wireless access points in the Government Center; and replacing the entire ECC server and software upgrade. She took a lead role in all of these projects and everything came off without a problem. Crystal, we would like to recognize you for all your hard work behind the scenes and commitment to the County, your department and the citizens of Augusta County.

We have one honorable mention and that is Tammy Coulter with the Augusta County Library. This past year, Tammy was very successful in expanding the reach of our limited staff and budget by developing existing and new partnerships. Working with Augusta County Schools, the Library continued the successful, and NACo Achievement Award winning, Title 1 Library Card Program and Rubber Ducky Literacy Club. Thank you for your dedication and commitment to the County.

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April 20, 2015, at 1:30 p.m.

VDOT ROADS

1. The Board discussed the VDOT status report of March 23, 2015, staff briefing meeting.

The Board accepted the report as information.

2. The Board discussed VDOT Six-Year Plan.

The Board authorized placing on the May 13, 2015, public hearing agenda for consideration.

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ECONOMIC DEVELOPMENT

The Board discussed the Economic Development monthly report of March 23, 2015, staff briefing meeting.

Amanda Glover, Director of Economic Development, introduced Carrie Chenery as the Executive Director for Shenandoah Valley Partnership.

The Board accepted the monthly report as information.

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FIRE AND RESCUE

1. The Board discussed the Fire and Rescue monthly report of March 23, 2015, staff briefing meeting.

The Board accepted the monthly report as information.

2. The Board discussed Rockbridge Mutual Aid Agreement.

The Board authorized placing on the April 22, 2015, consent agenda for consideration.

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ERRONEOUS ASSESSMENT

The Board discussed refund as certified by the Commissioner of Revenue and approved by the County Attorney for the following:

1. McCann Delivery Services, Inc.                      \$2,740.49

The Board authorized placing on the April 22, 2015, regular agenda for consideration.

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FLOOD PLAIN OVERLAY ORDINANCE

The Board discussed advertisement for public hearing.

The Board authorized placing on the April 22, 2015, regular agenda for consideration.

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OUTDOOR MUSICAL OR ENTERTAINMENT FESTIVAL

The Board discussed application as submitted by Nexus Services, Inc. for an outdoor event to be held at 27 S. Windsong Court, Fishersville, Virginia on April 25, 2015 (Wayne District).

The Board authorized placing on the April 22, 2015, consent agenda for consideration.

April 20, 2015, at 1:30 p.m.

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PLANNING COMMISSION/PUBLIC HEARINGS

1. REGIONAL LANDFILL – ORDINANCE

The Board discussed a request to consider an ordinance to amend Section 19-31 in the Augusta County Code regarding adjusting fee schedule for disposing of waste at the regional landfill. This ordinance will not become effective unless also approved by Staunton and Waynesboro.

2. ACSA – EASEMENT REQUESTS

The Board considered granting of easements of water and sewer for the following:

- a. Hornet Road (Wayne District)
- b. Boliver Street (North River District)

The Board authorized placing on the April 22, 2015 public hearing agenda for consideration.

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WAIVERS/ VARIANCES – NONE

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MATTERS TO BE PRESENTED BY THE BOARD - NONE

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MATTERS TO BE PRESENTED BY STAFF

Staff discussed the following:

- 1. Audit Committee Meeting - Jennifer Whetzel, Finance Director, mentioned that the Audit Committee reviewed revisions to general fund balance policy.

The Board authorized placing on the April 22, 2015 regular agenda for consideration.

- 2. CATS – Ms. Whetzel reported that the Transit Development Plan will be discussed at the Planning District Committee meeting tonight (April 20<sup>th</sup>).

- 3. Dams – NRCS is currently assisting with the development of a rehabilitation plan and design for the Upper North River Dam No. 77, known locally as Hearthstone Lake. The plan should be completed by September 30, 2015 and the design by March 31, 2016. An additional technical and financial assistance of \$2,763,000 (65%) has been approved for NRCS to assist with the construction of this dam. A non-Federal match of 35% must be approved by sponsor (County and State funding).

The Board authorized placing on the May 13, 2015 regular agenda for consideration.

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CLOSED SESSION

On motion of Mr. Karaffa, seconded by Ms. Bragg, the Board went into closed session pursuant to:

**(1) the personnel exemption under Virginia Code § 2.2-3711(A)(1)**

[discussion, consideration or interviews of (a) prospective candidates for employment, or (b) assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific employees]:

- A) Boards and Commissions

April 20, 2015, at 1:30 p.m.

CLOSED SESSION (cont'd)

**(2) the economic development exemption under Virginia Code § 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 its interest in locating or expanding its facilities in the county]:

A) Pending Economic Development Prospect(s)

On motion of Mr. Karaffa, seconded by Ms. Bragg, the Board came out of Closed Session and adjourned subject to the call of the Chairman.

Vote was as follows: Yeas: Pattie, Karaffa, Shull, Wills, Moore, Bragg and Pyles

Nays: None

Motion carried.

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The Chairman advised that each member is required to certify that to the best of their knowledge during the closed session only the following was discussed:

1. Public business matters lawfully exempted from statutory open meeting requirements, and
2. Only such public business matters identified in the motion to convene the executive session.

The Chairman asked if there is any Board member who cannot so certify.

Hearing none, the Chairman called upon the County Administrator/ Clerk of the Board to call the roll noting members of the Board who approve the certification shall answer AYE and those who cannot shall answer NAY.

Roll Call Vote was as follows:

AYE: Pattie, Karaffa, Wills, Shull, Moore, Bragg and Pyles  
NAY: None

The Chairman authorized the County Administrator/Clerk of the Board to record this certification in the minutes.

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Chairman

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County Administrator