

**LUNENBURG COUNTY BOARD OF SUPERVISORS
GENERAL DISTRICT COURTROOM
LUNENBURG COURTS BUILDING
LUNENBURG, VIRGINIA**

Minutes of March 29, 2018 Meeting

The continued meeting of the Lunenburg County Board of Supervisors was held on Thursday, March 29, 2018 at 5:30 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors Edward Pennington, Frank Bacon, Charles R. Slayton, Mike Hankins, Robert Zava, County Administrator Tracy M. Gee, Deputy County Administrator Nicole Clark, and County Attorney Frank Rennie. Supervisors T. Wayne Hoover and Alvester Edmonds were absent.

Chairman Slayton called the meeting to order.

Supervisor Hankins gave the invocation and led the pledge of allegiance.

Chairman Slayton requested additions to the agenda from the Board and the public.

Supervisor Bacon made motion, seconded by Supervisor Zava and unanimously approved, to enter into public hearing regarding the reassessment tax rate.

Administrator Gee shared the advertised Notice of Proposed Real Property Tax Increase Following Reassessment. She noted that as a result of the reassessment, the tax rate would need to be lowered to \$0.36 per \$100 of assessed value to offset the increased assessment totals for real estate in Lunenburg County. However, she and the Finance Committee recommend the Board vote to keep the tax rate at the current rate of \$0.38 per \$100 of assessed value, therefore realizing about \$212,000 increase in potential real estate tax collection on the increased amount of \$55.9 million in property values. Administrator Gee noted that the full \$212,000 would not be in the proposed FY2019 budget, due to allowing for potential delinquencies and abatements.

Commissioner of the Revenue Liz Hamlett thanked the Board for their support during the reassessment process. She added that it was a more seamless process this time with the new CAMA system. She also thanked her staff for the hard work they contributed to the reassessment process.

There was no public comment.

Supervisor Bacon made motion, seconded by Supervisor Pennington and unanimously approved, to exit the public hearing regarding the reassessment tax rate.

Supervisor Zava made motion, seconded by Supervisor Bacon and unanimously approved, to adopt a tax rate of \$0.38 per \$100 of assessed value, therefore realizing an increased amount of \$55.9 million in assessed property values resulting in approximately \$212,000 increase in expected tax revenue.

Administrator Gee shared a list of County Office and Department FY2018-19 budget requests. Commonwealth Attorney Robert Clement submitted a request for the county to supplement the amount needed to hire a full-time prosecutor to assist him with his demanding case load. He would need an additional \$29,132 plus benefits for a total amount of \$49,490. Major DJ Penland requested additional funding for the E911 department to implement a new E911 monitoring system, as the current system is at the end-of-life. The State will fund \$75,000 by a PSAP CAD Grant. The \$169,000 total grant requires a \$94,000 local match for FY19. The FY18 grant of \$103,830 for mapping did not require a local match. Mr. Ollie Wright, Secretary of the Electoral Board, presented the Electoral Board and Registrar's budget requests. He advised that their budget is mostly determined by the state as well as the number of elections required to be held each year. He added that this year a dual primary will be held for both parties resulting in a higher projected

expense. Mr. Wright noted that Registrar Carolyn Parsons will require \$6,000 in additional part-time help due to all voter registration cards being converted to electronic cards.

Sheriff Arthur Townsend submitted a request to the Board asking to move FY18 vacancy savings funds in the amount of \$53,000 to the Capital Fund in order to purchase two new vehicles before June 30th. He maintained one full-time position vacancy in order to purchase new vehicles to ensure deputies have more reliable vehicles, but will be filling that position in FY19.

Supervisor Hankins made a motion, seconded by Supervisor Edmonds and unanimously approved, to move \$53,000 from the Sheriff's vacancy savings to the Emergency Services Capital Fund in order to purchase two new vehicles.

Ms. Justine Young, Director of Piedmont Senior Resources, approached the Board. She stated that the Older Americans Act Funding requires a 10% match from the localities, and the member counties originally agreed to the match to obtain federal funding. PSR received \$853,191 in OAA Funding for FY2017-18, therefore, the member counties would be required to provide combined funding of \$85,319. Mrs. Young shared a breakdown of the senior population in each member county. Lunenburg's senior population is 1,722, representing 14.12% of Federal funds. Therefore, Lunenburg's FY2018-19 funding should be \$12,047. Mrs. Young explained that she had received commitments from a few of the other member counties. She added that she understands some localities may not be able to fund the full request this fiscal year; however, this is the future goal. She and her associate, Jordan Miles, continued to explain many of the services PSR provides to senior residents in Lunenburg and that they have several residents on a waiting list.

Ms. Abigail Barnes, Lunenburg Board member for Madeline's House, thanked the Board for their support in the past. She advised that they have moved their facility to the Farmville area and it is a very nice place for children and adults. She noted that the grant funds they receive go towards their rent payment. Any county funding and donations go directly to assisting residents. The average a cost of \$254 per day per client. The organization is requesting an increase from \$2,000 to \$7,000, but Ms. Barnes thanked the Board for their support, adding that any funding the Board can provide is very helpful.

Mrs. Pamela DeCamp, Managing Attorney of the Farmville location of Virginia Legal Aid Society, provided the Board a review of the services and cases her organization provides to the county. She noted that their donation request is based on a formula relative to the number of low-income residents in each locality. Mrs. DeCamp requested \$4,902 for FY2018-19, up from \$4,713 for the current year.

Administrator Gee reviewed the list of community requests not speaking before the Board, the majority of which requested flat-funding for FY2018-19. Southside Virginia Community College requested a small increase for a total of \$4,823, based on the number of Lunenburg students attending classes. The Board previously approved a \$3,300 increase to the Commonwealth Regional Council annual dues to \$19,000 total. The increase will allow for non-profit organizations in each locality to receive grant writing services at no cost.

Superintendent Charles Berkley and Assistant Superintendent James Abernathy presented the School Board's budget. Mr. Berkley stated that they tried to address the questions and concerns discussed at the meeting of the two finance committees. He advised that the composite index changed and requires about \$100,000 in additional local funds. Mr. Berkley and the School Board are requesting an additional \$212,000 in additional funding for the FY2018-19 school year. The school budget was based on an ADM of 1,409 students. Mr. Abernathy added that the additional funding will be used to lessen the salary gap between teacher and administrator salaries in Lunenburg County and surrounding counties. He noted that health insurance costs for both the school's portion and the employee's portion would be increasing and a raise would help to offset the cost to the employees. He pointed out that the budget included only a 7 percent increase in expenses, which includes the additional cost for salaries and health insurance. Mr. Abernathy stated that they are seeking the Board's help to offset the additional expenses.

Supervisor Zava questioned how many teaching position vacancies had been filled. Mr. Berkley replied that all the positions had been filled but a couple started with non-licensed teachers who gained licensure during the year. He

added that he is not expecting the high turnover from retirements for the upcoming year as they did the previous year. Mr. Berkley advised that the proposed budget does not include any capital improvements or new school buses. He is currently down six buses; the cost of a new bus is \$83,000.

Administrator Gee presented her preliminary budget to the Board. She advised that she included an additional \$180,000 estimate in real estate tax revenue from the estimated \$212,000 in collections by keeping a \$0.38/\$100 real estate rate from the reassessment. She noted that a few small adjustments had been made to other revenue line items, mostly increases in sales tax, public service, and machinery and tools. She provided two options for expenses. One option was level funding and the second included a 2% increase in salaries for each department. Administrator Gee also included an additional \$210,000 in funding for the school system in both options. She advised that the proposal option that includes a 2% salary increase requires the use of \$414,625 in reserve funds, but does not fully fund the staffing requests for the Commonwealth Attorney or Registrar. She requested that the Board consider using reserve funds and seriously consider a tax rate increase for the following fiscal year in FY20. Ms. Gee also indicated that if the Board wishes to add funds to the Capital Improvement Fund for the School for a bus, there is a reserve of \$280,000 in the Debt Service Fund that could be transferred.

Administrator Gee then reviewed a list of capital improvement needs for the near future. Supervisor Bacon suggested flat-funding all the community organization requests. The Board agreed. Supervisor Zava commented that the County can't keep a deficit year after year. He suggested that the Finance Committee meet to review and adjust some of the projected figures. Supervisor Hankins stated that the budget is a very difficult process. He added that services need to be maintained while still trying to keep tax rates low. Supervisor Bacon commented that he is not in favor of raising the real estate tax rate twice within a few months and could not recommend a real estate rate increase for FY19. He is in favor of flat-funding except in the cases of special circumstances and he supports the additional funding for the school system. Supervisor Bacon requested that Administrator Gee research the possibility of raising the personal property tax rate. Ms. Gee indicated that one cent on the personal property tax rate is about \$10,000 in revenue. The current rate is \$3.60 and is competitive with surrounding localities.

Administrator Gee advised that she received two proposals from the audit services RFP. One proposal was provided by Robinson, Farmer, Cox and the second by Creedle, Jones & Alga. She provided rating sheets to the Finance Committee and consulted with the School Finance Director. Robinson, Farmer, Cox rated the highest for their experience and understand of the County's finances, by all three committee members.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to contract with Robinson, Farmer, Cox for auditing services for the upcoming fiscal year.

Supervisor Bacon made a motion, seconded by Supervisor Hankins and unanimously approved, to adjourn.

Tracy M. Gee, Clerk
County Administrator

Charles R. Slayton, Chairman
Board of Supervisors