



Agenda
Board of Supervisors Meeting
Tuesday, March 23, 2021 at 6:00 PM
War Memorial Building Courtroom
2 S Main Street, Madison, Virginia 22727

Call to Order, Pledge of Allegiance & Moment of Silence

Determine Presence of a Quorum/Adoption of Agenda

Public Comment

Special Appearances

1. Consideration: A Resolution to Denounce Organ Harvesting (Jackson)

Consent Agenda

2. A. Minutes from the March 9, 2021 Meeting
B. Minutes from the March 18, 2021 Meeting

Constitutional Officers, County Departments, Committees & Organizations

3. Report: Status of Committees and Vacancies (Frye)

Old Business

4. Consideration: EMS Interim Station Lease Amendment (Hillstrom)
5. Worksession: FY22 Budget (Hobbs)
6. Consideration: Schedule Hearing on Disposal of Thift Road Property (Hobbs)
7. Status Report: County Administration Offices Relocation (Hobbs)
8. Status Report: County Administration Furniture and Fixtures Needs (Frye)

New Business

9. Consideration: FY21 Purchases (Hobbs)

Information/Correspondence

Public Comment

Closed Session

Adjourn

A RESOLUTION TO DENOUNCE ORGAN HARVESTING
RESOLUTION #2021-6

WHEREAS, it has come to the attention of the Madison County Board of Supervisors that there are reports of mass killing of prisoners and members of religious and ethnic minority groups in foreign countries in order to obtain organs for transplants in an appalling practice known as “organ harvesting”; and

WHEREAS, all individuals should be informed of the potential sources of organs before they make the decision to travel to a foreign country for the purpose of buying, selling, or receiving organs; and,

WHEREAS, the Madison County Board of Supervisors desires to assist in raising awareness of this issue;

NOW THEREFORE, BE IT RESOLVED BY the Madison County Board of Supervisors, that it strongly condemns the illegal and immoral practice of organ harvesting regardless of where it occurs; and,

AND BE IT FURTHER RESOLVED that this resolution is to be provided to the Madison County delegation to the Virginia General Assembly and its Congressmen and United States Senators.

ADOPTED this 23rd day of March, 2021, on motion of Supervisor _____, seconded by Supervisor _____.

R. Clay Jackson, Chairman
Madison County

	Aye	Nay	Abstain	Absent
R. Clay Jackson	___	___	___	___
Charlotte Hoffman	___	___	___	___
Kevin McGhee	___	___	___	___
Amber Foster	___	___	___	___
Carty Yowell	___	___	___	___

MEETING #11 - March 9

At a regular meeting (#1) of the Madison County Board of Supervisors on March 9, 2021 at 4:00 p.m. in the War Memorial Building courtroom at 2 N. Main Street:

- PRESENT R. Clay Jackson, Chair
- Charlotte Hoffman, Vice-Chair
- Kevin McGhee, Member
- Amber Foster, Member (*Via GoToMeeting Platform*)
- Carty Yowell, Member
- Jack Hobbs, County Administrator
- Sean Gregg, County Attorney
- Jacqueline Frye, Deputy Clerk

**Call to Order, Determine Quorum, Pledge of Allegiance & Moment of Silence
Determine Presence of a Quorum/Adopt Agenda**

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised that the following will need to be added to the Consent Agenda:

- 1. Supplemental Appropriations (4)
- 2. Debt Resolution (#2021-5)

And:

Following the acceptance of the Agenda, a motion will be needed to allow Supervisor Foster to join virtually.

The County Attorney referred to the fact that today's request will be Supervisor Foster's second request to attend virtually;

To which the Chairman explained that the first request was COVID related, which doesn't count; today's request will actually be her first non-COVID related request.

Supervisor McGhee moved to adopt today's Agenda as amended, seconded by Supervisor Hoffman. *Aye: Jackson, Hoffman, McGhee, Yowell. Nay: (0). Absent: Foster.*

0. Motion for Madison County Non-Emergency Meeting Conducted Electronically Statement

The County Administrator reported that:

"Supervisor Foster advised Chairman Jackson on March 9, 2021, that she will be unable to be physically present for this meeting due to a transportation problem. It was noted that Supervisor Foster is participating in the session electronically from the road somewhere between Charlottesville and her residence.

Accordingly, pursuant to Section 2.4.F of the Madison County Board of Supervisors Bylaws and Rules of Procedure, Supervisor Hoffman moved to conduct this meeting electronically in compliance with Virginia Code Section §2.2-3708.2 and confirm that:

A. A quorum of the Board is physically present

B. Adequate arrangements have been made for the voice of the Member to be heard by all persons in this room."

Seconded by Supervisor Yowell. Aye: Jackson, Hoffman, McGhee, Yowell. Nay: (0). Absent: Foster.

Public Comment: Chairman Jackson opened the floor for public comment. With no comment(s) being brought forth, the comment opportunity was closed.

Special Appearances:

1. Report: Broadband Task Force (Yowell & McGhee): Supervisor Yowell advised that Mr. Peter Work, Broadband Taskforce member, will provide highlights, followed by the Board's representatives.

Peter Work, Broadband Taskforce representative, was present to provide highlights regarding the Madison County Board of Supervisors' action to create a Broadband Taskforce with a mission to:

- a. study
 - b. opine
- And
- c. Report on the Commission's recommendation that the Board establish a Broadband Authority for Madison County, in an effort to facilitate the extension of affordable, high-speed, broadband service, as well as cellular phone service throughout the locality, pursuant to the Virginia Wireless Authorities Act

Currently, the Broadband Taskforce consists of:

- Supervisor Yowell
- Supervisor McGhee
- Mike Mosko, Commission Chair
- Francoise Seillier-Moiseiwitsch, Commission Member
- Peter Work, Commission Member

With a mission to consider and opine on the

To date, the Broadband Task force has:

- a. Studied the Virginia Wireless Services Authority Act
- b. Conferred with State Officials at the Virginia Telecommunications Initiative (VATI)
- c. Met with and conversed with representatives from neighboring jurisdictions (Albemarle, Culpeper, Greene, Orange & Rappahannock
- d. Talked with broadband providers (including REC and Madison Gigabit)
- e. Developed a plan of action for creating a Broadband Authority

Addition highlights focused on reasons for recommending the creation of an authority, which would greatly enhance:

- Education
- Economic opportunity
- Healthcare
- Public safety
- Energy & the environment
- Agriculture
- Governmental performance & civic engagement

Additional information provided focused on the Authorities established in:

- Albemarle
- Orange
- Culpeper (establishment of a Broadband Committee)

In closing, he noted that a detailed report is provided in today's meeting packet, and questioned if the County would desire to:

- Advertise notice of and to hold a public hearing whether to create a Broadband Authority
- Decide upon the appropriate size and composition of said authority
- Recruit members with desired skills and experience
- Prepare articles of incorporation for the authority and file them with the State Corporation Commission to obtain a charter
- Determine and authorize initial staffing and budgetary support for the authority
- Authorize use of the Visitor's Centers' upstairs conference room and some office space to accommodate initiate meeting/activities of the authority
- Suggested size of membership (as recommended by the Virginia Wireless Service Authorities suggestions)

Comments from the Board:

- *Supervisor McGhee: Referred to the fact that the pandemic has exposed the lack of internet/wireless capability throughout the locality and many weaknesses due to the lack of adequate service and connectivity; verbalized skepticism as to whether the public would be willing to invest in the endeavor the County is going to have to look for ways to secure funding mechanisms to assist with providing effective connectivity within the County; verbalized much interest in responses from the citizens on this endeavor.*
 - *Supervisor Yowell: Referred to the fact that the value of the authority must not be understated, and that the powers of the Board of Supervisors over the authority will be limited to those appointed to serve on the authority, even though the Board may have a few members who serve; also suggested that if a resolution will be put into place, he encouraged that the public know what the concept means in order to provide effective input; encouraged folks to read through the document as provided; additional highlights focused on the fact that:*
 - i. Three (3) out of five (5) Counties have established an authority (page 6)*
 - ii. The Board of Supervisors elected to create an authority (page 8)*
 - iii. There are 'pros/cons' of establishing an authority*
 - iv. Most authorities have at least seven (7) members, which include at least two (2) BOS members with one consisting of the entire Board*
 - *Feels there is an asset to having a Board member in place*
 - *Rappahannock County representatives advised that Madison County could share grant writing opportunities with Madison*
 - *Assess input from Rappahannock Electric Cooperative*
- Suggested that an advertisement be published in order to attain input from the citizens.*

The County Attorney advised that he will research the existing lawsuit, and noted that Central Virginia Electric Cooperative (out of Louisa County) is the entity involved in the lawsuit (i.e. not REC).

Supervisor Hoffman: Advised that she read today's document that has been presented.

Chairman Jackson: Questioned the budget for the authority (established in Rappahannock County); To which Chuck Jackson, MAD/RAPP, advised that Rappahannock County has yet to adopt the bylaws and that there is now a dispute over why the Board Chairman should be the Chair of their Broadband Authority.

Additional questions focused on:

- Staff time that may be required
- Outline of associated costs (i.e. start-up vs. ongoing)

- Whether grant funding can be attained if an authority is vs. isn't in place

Mr. Work suggested that the Board advertise to search for qualified members with a strong interest to serve on the Broadband Authority; noted that the County may consider forming a partnership with Rappahannock (and not a joint authority), REC and other service providers; also provided a list of cell, cable and fiber providers.

Chairman Jackson: Referred to the structure of the membership (i.e. seven [7] members), and the scope of what an authority can do; questioned if this is based on the articles of incorporation or state mandate;

To which the County Attorney advised that (in his opinion) forming a Broadband Authority for anything other than to attain WIFI, may be a bit cumbersome, and referred to the amount of structure that will be in place.

Tracey Gardner, Director of Economic Development & Tourism, was present to provide highlights of a recent discussion on property rights as it pertains to attaining broadband services.

Supervisor Yowell: Suggested that the following individuals would be consulted on the broadband issue:

- Tracey Gardner, Director of Economic Development & Tourism
- Brian Gordon, Director of Emergency Communications
- Clint Hyde, Madison Gigabit
- Bruce Livingston, IT

The Finance Director was present and advised that IT is currently under a heavy workload with the extensive projects; feels that adding the request to participate in broadband activities will place additional time constraints on staff. Chairman Jackson noted that today's request will not require massive amounts of staff time, but input from IT staff is absolutely essential.

After discussion, it was the consensus of the Board to request that the Broadband taskforce discuss today's input and return further feedback in regards to whether or not to appoint a Broadband Authority.

Consent Agenda

2.
 - A. Approve Minutes from the February 23, 2021 Meeting
 - B. Waive Permit and Solid Waste Disposal Fees for the May 1, 2021 Madison Day Event
 - C. Approve Payment of Invoices from Bond Proceeds
 - (\$864,528.11 for the Madison Primary School & \$84,638.06 for the Co. Adm. Ctr. Renovations)
 - i. FY21 Adopted Capital Budget [Resolution #2021-5]
 - ii. FY2021 Proposed Supplemental Appropriation #47 - \$487,344.00
 - iii. FY2021 Proposed Supplemental Appropriation #48 - \$4,360.88
 - iv. FY2021 Proposed Supplemental Appropriation #49 - \$32,201.71
 - v. FY2021 Proposed Supplemental Appropriation #50 - \$2,691.25

Supervisor Yowell moved that the Board adopt the Consent Agenda as presented, seconded by Supervisor McGhee. *Aye: Jackson, Hoffman, McGhee, Yowell. Nay: (0). Absent: Foster*

Resolution #2021-5 reads as follows:

RESOLUTION # 2021-5

RESOLUTION TO APPROPRIATE THE FISCAL YEAR 2021 MADISON COUNTY CAPITAL BUDGET FOR MARCH 2021

WHEREAS, on May 12, 2020 the Madison County Board of Supervisors adopted a Capital Budget for Madison County for Fiscal Year 2021 in the amount of \$27,301,962; and

WHEREAS, the Fiscal Year 2021 Adopted Capital Budget includes school operations and capital funding for the Madison County School Division equaling \$7,862,640; and

WHEREAS, the Board of Supervisors is required to appropriate for actual expenditure the adopted Fiscal Year 2021 budget; and

WHEREAS, 15.2-2506 and §21.1-94 of the Code of Virginia indicate that the Board of Supervisors may make annual, semiannual, quarterly or monthly appropriations for contemplated expenditures; and

WHEREAS, the Board of Supervisors desires to make a monthly appropriation for capital expenditures;

NOW, THEREFORE, BE IT RESOLVED on this 9th day of March 2021, that the Madison County Board of Supervisors hereby appropriates the Fiscal Year 2021 Adopted Capital Budget for March 2021 in the amounts specified for each fund contained in said budget; with such appropriations summarized below:

General Operations	\$ 31,052
County Capital Projects Fund	1,800
School Capital Projects Fund	-
	\$ 32,852
Total Capital Appropriations	\$ 32,852

Adopted this 9th day of March, 2021, by the Madison County Board of Supervisors, on motion of Supervisor Yowell, seconded by Supervisor McGhee.

Constitutional Officers, County Departments, Committees & Organizations

3. A. Committee Appointments (Frye): The Deputy Clerk advised that, James M. Lohr and Roger L. Clatterback have advised that they desire to serve another five-year term on the Board of Zoning Appeals Board; And that: John Stamp and Scott Lohr have expressed a willingness to serve an additional four-year term on the Building Code Board of Appeals through 3'10'2025, which will still leave one (1) existing vacancy on the BCAB.

Ms. Suzanne Long will also be notified that the Board accepts the reappointment request for James Lohr and Roger L. Clatterback to the Board of Zoning Appeals Board (through 4'17'26.

Supervisor McGhee moved to reappoint John Stamp and Scott Lohr to serve an additional four (4) year term on the Building Code Board of Appeals (through 3'10'2025), seconded by Supervisor Hoffman. ***Aye: Jackson, Hoffman, McGhee, Yowell. Nay: (0). Absent: Foster.***

B. Monthly Reports:

Treasurer: Stephanie Murray, Treasurer, was present and advised that her department is working to collect delinquent tax payments.

Clerk of the Circuit Court: Leeta Louk, Clerk of the Circuit Court, was present to advise that her office processed the following:

- 198 deeds
 - 4 marriage licenses issued
 - \$91,600 was allocated to the State
 - \$29,283 was allocated to the County
 - Concealed weapons permits are still being purchased
 - Jury trials haven't yet commenced
 - Verbalized concerns as to parking in the town once jury trials reconvene
- *Chairman Jackson: Advised that the issues with parking have been incorporated into the CIP and are being assessed.*

Department of Social Services: Valerie Ward, Director of Social Services, was present to advise that things are going well in her department; efforts are being initiated to ensure that the County's children and elderly have the necessary food and other supplies that they need; there are currently twenty-nine (29) local children in foster care and thirteen (13) young adults, which is a record low.

CPMT: Chairman Jackson advised that a member of the CPMT hasn't been attending meetings.

- *Supervisor Hoffman: Suggested that a letter be sent to inquire as to whether the member is still interested in serving,*

After discussion, it was the consensus of the Board to request that a letter be sent to the applicant to for input.

Planning Commission: Pete Elliott, Commission member, was present and advised that the Commission is working on a variety of items, and is willing to review other recommendations as provided by the Board of Supervisors.

Commissioner of the Revenue: Brian Daniel, Commissioner of the Revenue, was present and advised that his staff is working on personal property and real estate assessments and getting information updated in the land books.

Facilities: Roger Berry, Director of Facilities, advised that the landfill has produced several tons of mulch; DEQ inspection scheduled for Friday; currently have four (4) students performing community service at the landfill.

E911: Brian Gordon, Director of Emergency Communications, was present and advised that he has conversed with the State regarding the NextGen grant process; was informed that the State doesn't plan to fund the course, which was previously approved several months ago; however, there was an increase in funds from the state recently with a response that there are plans to honor the prior commitment to fund the recorders ; requested that the Board allow acceptance of the upgrade and reimbursement (\$2,650.44) which is already noted in the budget; right-of-way at Hoover Ridge tower site should be brought before the Planning Commission in April 2012 - will start attending meetings to help answer any questions pertaining to the request; advised that full connectivity with Verizon should be in place and going live and the end of May/first of June 2021.

IT: Bruce Livingston, IT, was present and advised that he has been working with the contractors and architects to get audio visual in place at 410 N Main and 414 N Main; helping establish VPN at other offices on Main Street.

Emergency Management Services: John Sherer, Emergency Management Services Coordinator, was present to report that:

- 400 folks are being vaccinated every Wednesday at the Madison County Firehouse
- 4,544 citizens have received at least one vaccination
- 1,669 citizens have received both vaccinations

- 1,000 doses were administered at the Culpeper Clinic last week
- Plans are for vaccination clinics to be in place until early April 2021
- County's allocation of the vaccination has been increasing each week
- VDH hopes to have everyone vaccinated by the summer
- COVID hotline has received 2,388 calls between February 1-March 1, 2021

EMS: Noah Hillstrom, Director of Emergency Medical Services, was present and provided the following highlights from his monthly report:

- 142 calls
- 11 minutes average response time (many in Syria)
- Currently fully staffed
- Working to recruit for a few vacant FTE candidates for future paramedic slots
- Mental health work-up has been provided in today's packet for review
- Current report yielded outcome for the entire county
- Cost will be about \$3,334 monthly for all employees (\$24.33 per Madison County employee) through "Talk Space" (virtual component) for a 12-month period
- Recommended that the County elect to utilize the aforementioned service for at least 12 months

The County Administrator advised that the inquiry for mental health support has been on the County's docket for a while; plans will be to ask for this service in the upcoming budget process; verbalized support and plans to perform a work-up for review and consideration.

Mr. Hillstrom noted that several EMS staff are now capable of providing COVID vaccinations if necessary; the rescue squad assistance grant will allow for the purchase of additional CPR devices and AED's. Highlights were provided regarding a sudden cardiac arrest incident in the County where an athletic training coach was provided assistance by Katherine Crothamel by use of an AED which resulted in a life-saving endeavor. Noted that additional AED's will allow for quick response and allow people to defibrillate and perform emergency CPR techniques in order to save lives.

Old Business

4. EMS: Report on Additional Leased Space at 1490A N. Main Street (Hillstrom): Noah Hillstrom, Director of Emergency Medical Services, noted that the current tenant at 1490 N. Main Street (Poised & Polished) will be vacating their existing space and requested that this space (of about 900 sq. ft at a cost of \$900 per month) will be secured for use by his department, as it will allow his staff to operate in a more efficient manner; also noted that Mr. David James (owner) has asked that the lease be in force for at least three (3) years.

The County Administrator advised that emergency medical services personnel do need additional space, and that today's proposal will be a temporary fix for about three (3) years; suggested that the Board also assess what can be done on a long-term basis.

- *Supervisor Hoffman: Advised that based on conversations with Steve Grayson, Madison County Volunteer Rescue Squad, a more permanent space could be available within a year.*

Mr. Hillstrom provided a diagramed layout of the existing space and also noted that a more permanent space option would be effective; will also converse with Mr. James to attain a layout of the work that he's planning to do to the recent vacated building space.

After discussion, it was the consensus of the Board to request that Mr. Hillstrom consult with Mr. James to see if he would be willing to consider the establishment of a one or two-year lease instead, and report back to the Board within two weeks.

Mr. Hillstrom also provided a photograph of department staff in an official EMS uniform; noted that this is something that can be budgeted for the future, as it's consistent with what other rescue personnel are wearing. **Economic Development & Tourism:** Tracey Gardner, Director of Economic Development & Tourism, was present and advised that a correspondence was received from the Department of Recreation pertaining to scheduling a public hearing for the scenic byway designation of Route 231;

To which the Board of Supervisors noted that a public hearing has been held and requested that signage be erected to denote and publicize the approved designation.

Additional highlights from her departmental report focused on:

- The Virginia Travel guide has Madison County (Red River Farm) pictured on the cover
- 2021 has been designated as the "year of the road trip"
- Currently have one (1) tenant at \$100 per month at the Visitor's Center beginning March 1st
- Ace Collision is utilizing their additional Body Shop at same location and looks great.
- Catch the Chef, Wolfstown mercantile and Cake Krums will be offering delivery services
- Health and Wellness Medical Services, LLC changed their Grand Opening and Ribbon Cutting to March 20th.
- Orange Madison Family Physicians is coming to Madison where Wellspring was located
- Madison Day is on for 2021; Karen Coppage is currently looking for volunteers for May 1st
- Attended Virtual Tourism Industry call March 1st
- Attended weekly CVPED meetings, VEDA Impact ED meetings and spring Virtual conference later in the month. CVSBDC Advisory meeting Tuesday, March 9th.
- Google analytics was down, hope to have numbers before the meeting
- Several Central VA SBDC seminars this week including Success Through e-commerce, managing
- Sending out updated SBA info and PPP info as it comes in
- Follow up work done for the IDA Board
- Received VABB info
- Blueway designation for Route 231 will now begin at Spicer's Mill on Route 15

Finance: Mary Jane Costello, Finance Director, advised that an offer has been made to a potential candidate for the Accounting Manager position with no confirmation received for a start date; working with EMS on their departmental budget and recommended that current numbers for the department continue through until April/May 2021, and that numbers be assessed at that time.

IT: The Finance Director noted that the work required for IT staff on 410 N Main and 414 N Main will have a considerable impact on the IT budget; IT budget hasn't been compiled and will need to be done.

ERP Project: The Finance Director noted that the all vendors for the ERP project want to approach the project in a different way and that every phase has a separate kick-off date established; a detailed schedule for the vendors was presented for review; reported that a meeting with representatives from Avinity has been scheduled for March 18, 2021 from 1:30 p.m. to 3:30 p.m.

Budget Session - 3'18'2021: Discussions focused on the need to move the budget session to a later time on March 18, 2021 in order to allow for the Finance Director, Treasurer and Commissioner of the Revenue to attend.

Commonwealth Attorney: Clarissa Berry, Commonwealth Attorney, was present (via virtual platform) and advised that all is going well in her office; questioned whether her office will be connected to the fiber along Main Street and

whether there is a timeline for this to be initiated, and also questioned the time frame for the project; noted that the Assistant Commonwealth Attorney has experienced a positive life-changing event and will return to the office shortly.

Bruce Livingston, IT, was present and advised that the Commonwealth Attorney's office will be the last office to receive connectivity at this time, and that funding will be required.

The Finance Director noted that discussions have been held with Mr. Livingston to discuss what will need to be done within the budget to accommodate the cost for installing fiber.

- *Chairman Jackson: Noted that efforts are being done to install fiber at 410 N. Main and 414 N. Main, as well as other county offices; costs will be compiled and initiated within the IT budget; it's also anticipated that the mission to install fiber should be complete within a years' time.*

5. Report: Furniture & Fixtures for County Administration Center: The Deputy Clerk provided a draft of estimates for equipment needed for 410 N. Main and 414 N. Main Street with an estimated total for all purchases.

The County Administrator advised that no budget has been established for the proposed purchases; goal is to complete the project during FY21 so monies for furniture and fixtures for the renovated space would not be included in the FY22 budget; advised that more concrete numbers will be provided once all details have been sorted out.

New Business

6. FY22 Budget Worksession (Hobbs): The County Administrator provided a packet for the upcoming budget work session, and it has been added to the website. Highlights of the report were verbalized as follows:

- Revenue projections/County's tax base

Stephanie Murray, Treasurer, was present and advised that numbers haven't yet been received from the state; County has currently received about \$500,000 more in revenue compared to what was received this time last year; feels that the effects of the ongoing pandemic haven't affected Madison as much as it has on the more urban areas within the state; VPA and CSA funding was calculated based on FY20 actuals with an additional five percent (5%) being added to each line item; if the real estate and personal property rates remain the same, the budget will be about \$349,000 less than the previous fiscal year; the emergency legislation that allowed a gain of funding in 2021 will disappear after June 30, 2021; most line items are about the same as last year, excluding grant funding which can't actually be budgeted until the funds have been received.

The County Administrator advised that more will be known by the next budget Worksession, once the budgets have been reviewed from the school and constitutional offices. Board members were asked to present any questions on today's document to the County Administrator.

Additional highlights included the following:

- Healthcare costs: A slight increase is anticipated
- Budget Request Presentations: No budget request has been received from the following:
 - ❖ Health Department
 - ❖ Internet Technology
 - ❖ Emergency Medical Services
- Goals & Priorities: Board expectations on goal dates

- Capital Improvement Plan: Summary of projected capital spending on vehicles, construction project, etc. hasn't been presented to date
- "Baked In" Budget: Includes proposed healthcare cost increase; COLA for full-time employees; pay adjustments for part-time employees and some full-time positions; revenue needs; sale of real estate (Criglersville Elementary School, Thrift Road Complex)
- School Budget: Budget expected to be adjusted to include the proposed five percent (5%) pay increase approved by legislature
- CSA Budget: Program is trending; proposing to budget a five percent (5%) increase over FY20 actual figures
- County Administrator Center furniture & fixtures: Project completion will require an uplift which hasn't been scoped; cost estimates and a needs list is being compiled
- Administration fees: Annual update to building department fees
- Donations: Many requests are higher than last years
- Simple and 'external agency' budgets: Most are required, set or at least non-controversial
- Cigarette Tax: Ordinance needs to be in place before enforcement can be initiated; net revenue is questionable at this time
- Personnel Items: Multiple requests for conversion of PT to FT; increase in PT hours and pay raises
- Financial software implementation costs: Additional PT and OT will be required to implement the systems and has been requested by multiple departments
- Employee counseling services: The pandemic and other factors have created a need for better employee counseling in the areas of mental health, therapy, and addressing personal issues and others
- Upcoming Milestone dates: balanced budget presented; discussed; authorization to advertise budget; budget hearing and approval

The following items were tentatively agreed to by consensus:

- 22300: Legal Aid (Funding allocation eliminated for this agency)
- 32200 Madison Volunteer Fire Dept (Funding increase due to aide that will be allocated to the County)
- 51100: Madison Health Department: No budget request received to date
- 52200: RRCSB (Funding increase accepted due to improvement of services rendered)
- 51700 Piedmont Regional Dental Clinic (Entity transferred assets to Culpeper Wellness; County Administrator advised to reach out to the organization)
- 71100: Parks & Recreation: Increase being sought was accepted to fund salary increase for two (2) existing positions
- 72501: Boys & Girls Club (Funding allocation reduced to \$2,000)
- 72602: Senior Center (No budget request presented - funding allocation to remain at \$500)

Funding allocation to remain flat for:

- 72604: Madison County Fair
- 81100: Planning Commission
- 81111: Central VA Econ. Dev. Pship.
- 81300: Foothills Hsg. Corp.
- 81301: Aging Together
- 81400: Board of Zoning Appeals
- 81401: Building Code Appeals Board
- 81600: Rappahannock Rapidan Plan. Dist.
- 81601: VA Regional Transit
- 81700: Geographic Information System
- 82600: Forestry Service
- 83400: Northern VA 4-H TXF-DEBT Svc. (Fund 40)
- 81900: Skyline CAP

- 82200: Rappahannock River Basin Comm.
- 81800: Virginia Career Works -Pied. (Funding allocation will be reduced to \$500)
- 82400: Culpeper Soil & Water Cons. Dist. (Funding increase accepted)
- 81100: SBDC (Funding allocation set at \$500)
- Allocation to be set at \$500
- Mad Cats (No budget request submitted)
- Madison Early Learning Center (Funding request will not be allocated)

After discussion, it was questioned if the Madison Free Clinic has applied for any of the Cares Act Funding; it was the consensus of the Board to elimination funding allocation, to which Supervisor Yowell abstained from participating in the Board consensus.

The Finance Director advised that the consolidated budget will need to be added to the County website and that she needs a generated line item budget; noted that comparative numbers will also be necessary.

- *Chairman Jackson: Advised that all necessary information needs to be put in order to ensure that the County is in compliance with all budgetary guidelines.*

It was further noted that a budget work session has been scheduled for March 18, 2021 with a balanced budget being presented on March 23, 2021 prior to advertisement.

Additional comments from the Finance Director focused on generic benefits.

- *Chairman Jackson: Stressed the fact that calculation of the budgetary items is a major priority and must be completed and in order within the time constraints as established; also referred to the recommended pay increases and additional positions; additional discussions will be needed on the following new positions:*

12110 County Administrator (request to add FT Management Specialist - \$81,281.52 & FT shared employee - \$47,358.46)

Discussions focused on the large amounts associated with the aforementioned positions.

The Finance Director noted that the job descriptions for the aforementioned positions does include job duties that are currently being initiated by existing personnel; suggested that the County not have two (2) employees with the same type of job description and duties.

- *Supervisor McGhee referred to the fact that a five percent (5%) COLA will total about \$70,000 which will result in an additional two cents (2) tax increase.*

Information/Correspondence

County Code: The County Administrator advised that the updated County code of ordinances has been uploaded to the County website.

Events at Hoover Ridge: The County Administrator reminded the Board that the revised code exempts the PRA from having to obtain permission from the Board to hold special events at the site.

Bond Release: The County Administrator reminded the Board that the revised code also eliminated the need for the Board to set and release bond amounts for permitted erosion and sediment control projects.

County Admin Bldg. Furniture & Fixtures: The County Administrator advised that information is being compiled for furniture and fixtures, and IT equipment that will be needed for the conference rooms, plus appropriate signage.

Rapidan Service Authority: The County Administrator advised that Steven S. Hoffman has officially resigned from the Rapidan Service Authority; his current term was set to expire in June 2021 and that his replacement can be discussed in closed session.

Disposal of County Property: The Board had requested that a public hearing be held on the proposed disposal of the Criglersville Elementary School and the Thrift Road Complex, which was scheduled due to an oversight; this will still need to be advertised.

The County Administrator advised that the government is proposing to allocate another round of “CARES Act” funding to the localities; it was noted that the County will have until December 2024 to spend these funds; suggested that the Board consider using these monies to help fund an EMS station.

The Finance Director referred to the list of priorities provided by the County Administrator and advised that the schedule for Tyler is slightly different; noted that representatives at Tyler Technologies are trying to get the county to commit to the need to have more time, which isn't the case.

Public Comment

Chairman Jackson opened the floor for public comment. The following individual(s) provided comment(s):

Tiny Tang (Fairfax, VA) was present and read the following letter for the record:
"I am originally from China and now a US citizen living in Fairfax County. I am very excited to address you today, because I could never do this in China. This is especially true because I am a Falun Gong practitioner. Falun Gong teaches gentle exercises, meditation, and the principles of Truthfulness, Compassion, and Tolerance. It has benefited the holistic health of over a hundred million people around the world. Because of Falun Gong's roots in ancient Chinese spirituality and its unprecedented popularity, the Chinese Communist Party outlawed the practice in 1999. It also began a brutal persecution of Falun Gong practitioners, which continues to this day. Millions of innocent Chinese were arrested and tortured just for telling people about Falun Gong, including my Mom. She was arrested 6 times. The US State Department has cited credible reports that the CCP has gone so far as to execute and sell the organs of Falun Gong practitioners. China has become a major international center for organ transplants, and many American patients travel there for this purpose. In fact, a Northern VA resident recently received an offer from China of a kidney transplant for \$50,000. The issue of forced organ harvesting in China has been underreported in the US media. In response, Fairfax, Shenandoah, Frederick, Prince William and Loudoun Counties recently passed resolutions to educate their residents about the practice, and today I ask you to do the same. Please introduce and pass a resolution to raise awareness of this issue. We are submitting petitions from local residents in support of this request." Currently, we cannot stop the CCP from committing this crime, but your action will prevent the citizens of Madison County from becoming the unwitting accomplices to murder of innocent people and also help educate our citizens about the evil nature of the Chinese Communist Party."

Ling Faun: (formerly of Vietnam) was also present to read the following letter for the record:
"I live in Prince William County and would like to make comments on the issue of organ harvesting. Here in the US, we would consider it shocking to think that a government would deprive someone of their livelihood, freedom and even of their life because of their religious affiliation, but this occurs in China regularly, as officials of the Chinese Communist Party have turned inconsideration of people of faith into a profit generating enterprise. A group of distinguished international experts recently quoted that 'forced organ harvesting has been committed for years throughout China on a significant scale' and government partitioners have been one of the main sources or organ supply. The CCP atrocious crime has been initiated on many of other religious faiths as well. This issue should concern the citizens of Madison County because members of the community that need an organ may consider traveling to China for a transplant without an awareness of the organ harvesting activity that is practiced there. In the US, the wait for a matching liver or kidney can take several years; however, in China, these organs can be supplied in a matter of weeks. Can you imagine finding out after the fact that your new organ was taken from a person who had been imprisoned for his/her religious beliefs and then executed just so the CCP could provide you with his/her

organ(s)? Imagine the effect on your emotional and future well-being to have to live with this knowledge for the rest of your life. I hope you all will consider passing a resolution to alert the residents and medical professionals about this issue so that they may make an informative decision they travel to China for an organ transplant. Thank you very much for your support."

With no further comment(s) being brought forth, the public comment opportunity was closed.

Closed Session -

On motion of Supervisor Hoffman, seconded by Supervisor McGhee, the Board convened in a closed session pursuant to Virginia Code Sections:

- A. 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probably litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigation posture of the public body;
- B. 2.2-3711(A)(29) for discussion of the award of a public contract involving the expenditure of public funds and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiation strategy of the public body;
- C. 2.2-3711 [Personnel] Discussion, consideration, or interviews of prospective candidates for appointment to the Rapidan Services Authority and other committees; and
- D. 2.2-3711(A)(1) for discussion on the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of the County Administrator.

Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).

Supervisor Hoffman left during the closed session

Supervisor McGhee moved that the Board reconvene in open session, seconded by Supervisor Yowell. **Aye: Jackson, McGhee, Foster, Yowell. Nay: (0). Absent: Hoffman.**

Supervisor McGhee moved to certify that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1), 2.2-3711(A)(7) and 2.2-3711(A)(29) and only matters that were identified in the motion to convene in a closed session were heard, discussed or considered in the closed meeting, seconded by Supervisor Foster **Aye: Jackson, McGhee, Foster, Yowell. Nay: (0). Absent: Hoffman.**

It was noted that Steven S. Hoffman had resigned his appointment as one of Madison County's representatives on the Rapidan Service Authority and that he had provided twenty-one (21) years of service to Madison County in that role.

On motion of Supervisor McGhee, seconded by Supervisor Foster, Supervisor Yowell was appointed to fill the remainder of Steven S. Hoffman's term on the Rapidan Service Authority, which expires on June 24, 2021. **Aye: Jackson, McGhee, Foster, Yowell. Nay: (0). Absent: Hoffman**

Adjourn:

With no further action being required, on motion of Supervisor McGhee at about 7:56 p.m., seconded by Supervisor Yowell, the meeting was adjourned until 6:00 p.m. on March 18t, 2021 in the War Memorial Building Courtroom for a budget work session. **Aye: Jackson, McGhee, Foster, Yowell. Nay: (0). Absent: Hoffman.**

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Clerk of the Board of the Madison County Board of Supervisors
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on:

Adopted Items:

Resolution #2021-5 [Appropriate the FY2021 Madison County Capital Budget for March 2021]



Agenda
Board of Supervisors Meeting
Tuesday, March 9, 2021 at 4:00 PM
County Administration Building, Auditorium
414 N Main Street, Madison, Virginia 22727

- Call to Order, Pledge of Allegiance & Moment of Silence
- Determine Presence of a Quorum / Adopt Agenda
- Public Comment
- Special Appearances

- 1. Report: Broadband Task Force (Yowell & McGhee)

Consent Agenda

- 2. A. Minutes from the February 23, 2021 Meeting
- B. Permit and solid waste disposal waiver for the May 1, 2021 Madison Day Event
- C. Payment of project invoices from bond proceeds (\$968,527.85)
- D. Resolution 2021-5: Capital budget appropriation (\$32,852)
- E. Supplement 21-47: 3 new school buses (\$487,344)
- F. Supplement 21-48: Reallocation of capital budget for fiber run (\$4,360.88)
- G. Supplement 21-49: COVID-19 vaccination clinics (\$32,201.71)
- H. Supplement 21-50: Second round of Sheriff's Department bonuses (\$2,691.25)

Constitutional Officers, County Departments, Committees & Organizations

- 3. A. Committee Appointments (Frye)
- B. Monthly Reports

Old Business

- 4. EMS: Report on Additional Leased Space at 1490A N. Main Street (Hillstrom)
- 5. Report: Furniture & Fixtures for County Administrator Center (Frye)

New Business

- 6. FY22 Budget Worksession (Hobbs)

Information/Correspondence

Public Comment

Closed Session (Negotiation & Legal)

Adjourn *Until March 18, 2021 at 2:00 p.m. in the War Memorial Building Courtroom for a Workshop on the FY22 Budget)*

MEETING #12 - March 18

At a Budget Workshop Meeting (#4) of the Madison County Board of Supervisors on March 18, 2021 at 6:00 PM in the War Memorial Building courtroom at 2 S. Main Street in Madison, VA:

PRESENT: R. Clay Jackson, Chair
Charlotte Hoffman, Vice-Chair
Kevin McGhee, Member
Amber Foster, Member
Carty Yowell, Member
Jack Hobbs, County Administrator

Call to Order

Chairman Jackson called the meeting to order.

Pledge of Allegiance & Moment of Silence

Determine Presence of a Quorum/Adopt Agenda

Chairman Jackson noted that a quorum was present.

Supervisor Yowell moved to adopt the Agenda as presented, seconded by Supervisor McGhee.

Aye: Foster, Jackson, Hoffman, McGhee, Yowell. Nay: (0).

Public Comment, Special Appearances, Consent Agenda

There were no comments from the public or special appearances. No consent agenda was presented.

FY22 Budget Worksession

County Administrator Hobbs gave a presentation on a proposed FY22 budget. After some discussion, the Board members indicated that deliberations would continue during the meeting on February 23.

Assistant County Administrator/Finance Director Costello indicated that she had concerns about the use of fund balance in the proposed budget. It was noted that her work on the IT and EMS budget proposals has not been submitted for review to date. It was also noted that Supervisor McGhee, Assistant County Administrator/Finance Director Costello and County Administrator Hobbs are scheduled to meet on Monday at 3 PM to refine a draft budget advertisement reflecting figures in the proposal.

Information/Correspondence

Chairman Jackson noted that the Rapidan Service Authority had met earlier in the day and that the group took no action relative to lawsuits or the request by Greene County to leave the authority.

By consensus, the Board asked that a draft resolution opposing organ harvesting be prepared for its consideration.

Public Comment

There was no public comment.

Closed Session

There was no closed session.

Adjourn

There being no further business, on a motion by Supervisor McGhee, seconded by Supervisor Foster, at about 7:28 PM the meeting was adjourned. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*



Agenda
Board of Supervisors Meeting-Budget Worksession
Thursday, March 18, 2021 at 6:00 PM
War Memorial Building Courtroom
2. S. Main Street, Madison, Virginia 22727

Call to Order, Pledge of Allegiance & Moment of Silence

Determine Presence of a Quorum/Adoption of Agenda

Public Comment

Special Appearances

Consent Agenda

FY22 Budget Worksession

Information/Correspondence

Public Comment

Closed Session

Adjourn

Boards/Committees/Authorities As of 3'18'2021

Board of Zoning Appeals

Ms. Suzanne Long, BZA Clerk, has forwarded a request onto the Court(s) to reappoint Mr. Lohr & Mr. Clatterbuck *(both terms will expire 4'11'2026 after reappointed).*

Board of Zoning Appeals (5-year term)	Rodney Lillard	12/31/2022
	E. J. Aylor, Jr.	11/9/2021
	James M. Lohr	4/11/2021
	Roger L. Clatterbuck	4/11/2021
	Douglas Coppedge	12/31/2024

Building Code Board of Appeals

I have received one (1) application for consideration to fill the one vacancy, which is an unexpired term.

Building Code Board of Appeals (4-year term)	John Stamp, Alternate	3/10/2025
	Vacancy	3/10/2023
	Scott Lohr	3/10/2025
	Chris Artale	3/10/2023
	J. Daniel Crigler	3/10/2023
	Matthew Brian Utz	3/10/2023

Mahalo.

Frye

County Committees	Appointments Eff. In 2021	Term Expires
Board of Zoning Appeals (5 years)	Rodney Lillard	12/31/2022
<i>Appointed by Circuit Court</i>	E. J. Aylor, Jr.	11/9/2021
As needed - 5 year term	<i>James M. Lohr (Letter submitted to the Court)</i>	4/17/2021
	<i>Roger L. Clatterbuck (Letter submitted to the Court)</i>	4/17/2021
	Douglas Coppedge	12/31/2024
Building Code Appeals Bd. (4 years)	John Stamp, Alternate	3/10/2025
As required - 4 year term	Vacancy	3/10/2023
	Scott Lohr	3/10/2025
	Chris Artale	3/10/2023
	J. Daniel Crigler	3/10/2023
	Matthew Brian Utz	3/10/2023
Community Policy Mgmt. Team (1 yr.)	Charlotte Hoffman, Board Rep.	12/31/2021
	Brenda G. Allen	12/31/2021
	Wade Kartchner	12/31/2021
	Valerie Ward	12/31/2021
	Jeannette Alexander	12/31/2021
	Vacancy	12/31/2021
	Taisha Chavez	12/31/2021
	Mary Jane Costello	12/31/2021
	Tiffany Woodward	12/31/2021

Electoral Board (appointed by circuit court) (3 years)	Mark Farmer	12/31/2022
	Susanna Spencer	12/31/2023
	Margaret Douglas	12/31/2024

Family Assessment & Planning Team (1 year)	Morgan Corbin	12/31/2021
	Shelly Morris	12/31/2021
	Drew Eanes	12/31/2021
	Vacancy	12/31/2021
	Shannon Smith	12/31/2021
	Tiffany Woodward	12/31/2021
	Missy Dillon	12/31/2021

Industrial Dev. Authority (4 years)	Paul D. Utz	4/11/2022
	Steve Grayson	4/11/2024
	Douglas Parsons	4/11/2024
	William Hale	4/11/2023
	Steven S. Hoffman	4/11/2023
	James C. Graves	4/11/2021

Park & Recreation Authority (4 years)	<i>Kendall Fears</i>	<i>12/31/2024</i>
	<i>Edwarren (Moonie) Frazier</i>	<i>12/31/2024</i>
	<i>Nathan Carter</i>	<i>12/31/2024</i>
	Danny Crigler	12/31/2022
	David Sisson	12/31/2022
	Connie Deatherage	12/31/2022
	R. Clay Jackson, Board Rep.	12/31/2021
	Carty Yowell, Board Rep.	12/31/2021

Planning Commission (4 years)

Nancy B. Coppedge	1/31/2022
Fay T. Utz	1/31/2024
Mike Mosko	1/31/2024
Nathan Cowan	1/31/2023
Peter Work	1/31/2023
Pete Elliott	1/31/2021
Stephen Carpenter	1/31/2023
Francoise Seillier-Moisewitsch	1/31/2023
J. Daniel Crigler	1/31/2024
R. Clay Jackson, Board Rep.	12/31/2021
Carty Yowell, Board Rep.	12/31/2021

Social Svcs. Board (4 years)

Tina Weaver	12/31/2022
Scott Allen Bennet	6/30/2024
Jerry J. Butler	6/30/2024
Charles "Nick" McDowell	6/30/2023
Charlotte Hoffman, Board Rep.	12/31/2021

Topping Fund Committee (as needed)

<i>R. Clay Jackson, Board Rep.</i>	<i>12/31/2021</i>
<i>Amber Foster, Board Rep.</i>	<i>12/31/2021</i>
<i>Jack Hobbs</i>	<i>12/31/2021</i>
<i>Megan Ingram</i>	<i>12/31/2021</i>
<i>Greg Cave</i>	<i>12/31/2021</i>

Tourism Committee (3 years)

<i>Lydia Hansen</i>	<i>12/31/2023</i>
<i>Lynn Graves</i>	<i>12/31/2023</i>
<i>Alan Webb</i>	<i>12/31/2022</i>
<i>Janine Jenson-Oakerson</i>	<i>12/31/2022</i>
<i>Brent Lohr</i>	<i>12/31/2021</i>
<i>Tracey Gardner, Ex Officio</i>	<i>12/31/2021</i>

External Committees

Blue Ridge Committee for Shenandoah National Park Relations (1 year)	<i>Carty Yowell, Board Rep.</i>	12/31/2021
	<i>Kevin McGhee, Board Rep.</i>	12/31/2021
	<i>Bruce Bowman, Member</i>	12/31/2021
	<i>James Ballard, Alternate</i>	12/31/2021
Central Virginia Economic Development Partnership (3 years)	<i>Jack Hobbs</i>	12/31/2021
Central VA. Reg. Jail (1 year)	<i>Erik Weaver</i>	12/31/2021
	<i>Kevin McGhee</i>	12/31/2021
Germanna Comm. College Bd. (1 year)	Sarah Berry	6/30/2024
	Ann Tidball	6/30/2022
Madison Extension Council (1 year)	<i>R. Clay Jackson, Board Rep.</i>	12/31/2021
Piedmont Workforce Dev. (1 year)	<i>Amber Foster, Board Rep.</i>	12/31/2021
	Annette Hyde	12/31/2021
Rapidan Service Authority (4 years)	Troy Coppage	12/31/2024
	Carty Yowell	6/24/2021
Rappahannock Juvenile Detention (1 year)	<i>Nancy Coppedge</i>	12/31/2021
	<i>Charlotte Hoffman, Alternate</i>	12/31/2021
	<i>Mary Jane Costello (Finance Com.)</i>	

Rappahannock River Basin (1 year)	<i>Carty Yowell</i>	<i>12/31/2021</i>
Rappahannock Rapidan Comm. Svc. Bd.	<i>Valerie Ward</i>	<i>12/31/2021</i>
	<i>Mesha Jones</i>	<i>12/31/2024</i>
	<i>Amber Foster, Board Rep.</i>	<i>12/31/2021</i>
Rappahannock Rapidan Division of Court Svcs.	<i>Jeffrey Early</i>	<i>9/23/2022</i>
District Nine Alcohol Safety Action Program		
Rappahannock-Rapidan Regional Commission	<i>Charlotte Hoffman, Board Rep.</i>	<i>12/31/2021</i>
4th Wed Feb-Apr-Jun-Aug-Oct-Dec/1 year	<i>Jack Hobbs</i>	<i>12/31/2021</i>
Rappahannock-Rapidan Food Policy Council	<i>Brad Jarvis</i>	<i>12/31/2021</i>
January then every other month at 5:30pm, usually on the third or fourth Tuesday		
Regional Preparedness Advisory Committee for Interoperability	<i>Brian Gordon</i>	<i>12/31/2021</i>
Bi-monthly or as needed / 1 year		
Skyline Community Action Partnership (CAP)	<i>Kevin McGhee, Board Rep.</i>	<i>12/31/2021</i>
4th Monday at 6:00 PM/1 year	<i>Peter Work</i>	<i>12/31/2021</i>
Thomas Jefferson Area Criminal Justice (OAR)	<i>Kevin McGhee, Board Rep.</i>	<i>12/31/2021</i>
1st Wed. (Quarterly) @ 6:00 p.m. - Water Street Ctr. (407 E. Water St., Cville	<i>Clarissa Berry</i>	<i>12/31/2021</i>
2nd Wed. (Jan., March & May) @ 7:00 p.m. / 1 year		
Thomas Jefferson EMS Council	<i>Kevin McGhee, Board Rep.</i>	<i>12/31/2021</i>
1 year	<i>Carty Yowell</i>	<i>12/31/2021</i>
School Capital Improvement Plan Committee	<i>R. Clay Jackson, Board Rep.</i>	<i>12/31/2021</i>

As needed/1 yr

Carty Yowell, Board Rep.

12/31/2021

Jack Hobbs, County Administrator

1

Shenandoah Committee

Tracey Williams Gardner

12/31/2021

4x annually - rotating counties / 1 year

Jack Hobbs

12/31/2021

Board Liaison Assignments and Other Appointments

Director of Emergency Management

R. Clay Jackson, Board Rep.

12/31/2021

Deputy Director of Emergency Management

Jack Hobbs

12/31/2021

Coordinator of Emergency Management

John Sherer

12/31/2021

Deputy Coordinator of Emergency Management

Brian Gordon

12/31/2021

Historical Society Liaison (1 year)

Charlotte Hoffman, Board Rep.

12/31/2021

Madison County Fire Dept. Liaison (1 year)

Amber Foster, Board Rep.

12/31/2021

Madison Town Council Liaison (1 year)

R. Clay Jackson, Board Rep.

12/31/2021

Carty Yowell, Board Rep.

12/31/2021

Madison County School Bd. Liaison (1 year)

Carty Yowell, Board Rep.

12/31/2021

R. Clay Jackson, Board Rep.

12/31/2021

Madison County Rescue Squad Liaison (1 year)

Charlotte Hoffman, Board Rep.

12/31/2021

Madison County Library Bd. Liaison (one year)

Charlotte Hoffman, Board Rep.

12/31/2021

Planning Commission Liaison (one year)

R. Clay Jackson, Board Rep.

12/31/2021

Carty Yowell, Board Rep.

12/21/2021

Tourism Committee Liaison (one year)

R. Clay Jackson, Board Rep.

12/31/2021

THIS LEASE AGREEMENT made this ____ day of _____ 2021 is intended to replace the lease dated March 12, 2019 and all subsequent amendments thereto and shall remain in full force and affect except for changes as noted herein, by and between David L. James and Michelle L. James, husband, and wife, (hereinafter referred to as "Landlord"), and, the County of Madison, hereinafter referred to as "Tenant", whose business address is 414 N. Main Street, Madison VA, 22727.

WITNESSETH:

WHEREAS, Landlord is the sole owner of the following described real estate, to-wit: 1490 and 1490-A North Main Street, Madison VA 22727, containing approximately 3300 square feet in the County of Madison, Virginia;

WHEREAS Tenant desires to lease the above-described premises for the purpose of house Emergency Medical Services Facility;

NOW, THEREFORE, in consideration of the mutual covenants contained herein the parties hereby agree as follows:

DESCRIPTION OF THE PREMISES

Landlord agrees to lease, and Tenant agrees to rent the entire building on the above-mentioned property, consisting of 3300 square feet more or less. Rent includes water, sewage, and the use of a trash container. Landlord shall pay all costs related to water, sewage, and trash disposal related to the Tenant's use of the property. Tenant shall pay for all costs related to propane usage for demised premises.

TERM OF LEASE

Tenant agrees to lease the above-described premises for an initial period of 2 years beginning on the 1st day of May 2021.

IMPROVEMENTS

Tenant may, at any time during this Lease, with the prior written consent of the Landlord, make alterations and additions to the premises at Tenant's own expense. All additions or alterations approved shall become a fixture and a part of the real estate. Landlord agrees, as a term of the lease, to paint the interior of the new space, construct an entrance way joining the two spaces, install five (5) doors between the offices, install one wall, and install floor carpet covering in the new addition (excluding restrooms), at County expense, totaling no more than \$10,800, in a style and manner in keeping with the rest of the building, prior to tenant taking possession.

RENT

Tenant agrees to pay to Landlord at 83 Willow Way Lane, Haywood, VA, a sum of three thousand two hundred (\$3,200) dollars per month for the lease of the premises, to be due and payable on the 1st day of each month beginning on the 1st day of May, 2021, and continuing under the expiration of the lease.

Landlord shall pay the water and sewer, for the leased premises.

SECURITY DEPOSIT

No security deposit is required as part of this lease.

REAL ESTATE TAXES

During the term of this Lease, Landlord shall pay all real estate taxes and assessments imposed on the demised premises by the State, County, or other lawful governmental authority.

USE OF PREMISES

The parties expressly agree that this Lease is executed in order that Tenant may conduct, house its Emergency Medical Services Operations, including vehicle storage, sleeping accommodations, and other accessory uses related to the operation of an EMS station upon the premises, and that the demised premises shall not be put to any other use without the prior written consent of the Landlord.

TERMINATION OF LEASE

This lease shall expire 24 months after possession date of May 1, 2021. Tenant shall have the right to renew this lease for three successive one year terms at the same terms and conditions. Tenant shall notify Landlord of its intention to renew the lease by notifying Landlord at least ninety days before the expiration of the lease term. Tenant herein agrees to notify Landlord of intent to renew or vacate at least 90 days prior to the expiration of this lease. However, at the Tenants discretion this lease may remain in effect on a month-by-month basis upon the expiration of the initial term with the 90-day notification remaining in effect.

ASSIGNMENT AND SUBLEASE

This lease may not be assigned or transferred by Tenant without Landlord’s prior written consent. No sublease shall be allowed without Landlord’s written consent.

Landlord hereby agrees that, during the term of the Lease, he shall, in the matter of keeping the building and demised premises in good repair, do the following: keep all outside

walls and the roof of the building in proper and substantial repair, and maintain all common areas of the premises. Landlord agrees to maintain the heating and air conditioning units in good working order.

RIGHT OF ENTRY TO REPAIR

Landlord reserves the right for himself, his agents, and employees to enter upon the premises at any reasonable time to make repairs, alterations, or improvements; provided, however, that such repairs, alterations, or improvements shall not unreasonably interfere with Tenant’s operations. Such right to enter shall also include the right to enter upon the premises for purpose of inspection.

INSURANCE

Landlord shall maintain all public or common areas in a condition free from all physical and fire hazards. Landlord shall adequately insure the building and all public or common areas for fire, casualty, hazard, and liability. Tenant shall maintain the demised premises with a renter’s liability coverage of one million dollars (\$1,000,000). Landlord shall be named as co-insured.

DAMAGE OR DESTRUCTION BY FIRE OR NATURAL CAUSES

If, during the term of the Lease, the building on the demised premises is destroyed by fire, natural causes, or other casualty, or so damaged thereby that it cannot be repaired with reasonable diligence within sixty (60) days, this Lease shall terminate as of the date of such damage or destruction. However, if said building can with reasonable diligence be repaired within 60 days, said building shall be repaired by Landlord, as quickly as reasonably possible, and this Lease shall remain in full force and effect, provided, however, rent shall be abated for any part of the said building which is rendered unfit for occupancy for the period that such unfitness continues.

DEFAULT ON PAMENT OF RENT

If any monthly installment of rent as herein called for remains overdue and unpaid for ten (10) days, Landlord shall impose a penalty of five (5) percent of the monthly rental amount for each month overdue. If any monthly installment of rent and interest as herein called for remain overdue and unpaid for thirty (30) days, Landlord may, at his option, at any time during such default, declare this Lease terminated and take possession of the demised property.

The parties, having read and understood the provisions of this Lease, agree for themselves, their heirs, administrators, personal representatives, executors, and assigns to be bound thereby.

In Witness Whereof, the parties have executed this Lease on this ____ day of _____, 2021.

DAVID L. JAMES (SEAL)

MICHELLE L. JAMES (SEAL)

County of Madison

(SEAL)

By: Clay Jackson
Chairman, Madison County Board of Supervisors

CLINICAL AFFILIATION AGREEMENT

This AGREEMENT is made this **9th** day of **March 2021** between **Madison County EMT** (hereinafter “the Clinical Facility”) and **Germanna** Community College, an institution or agency of the Commonwealth of Virginia (hereinafter “the College”).

WHEREAS, the College is an educational institution with an approved program in **Emergency Medical Services** (Nursing/Dental Assisting/Other Clinical Program), (hereinafter “the Program”) which requires clinical experiences of students enrolled therein (“Students”); and

WHEREAS, the Clinical Facility is a health care facility which has the resources in equipment and staff to provide the clinical experiences required by the **Emergency Medical Services** Program of the College; and

WHEREAS, it is to the benefit of the College that the resources of the Clinical Facility be made available to Students for the required clinical experiences; and

WHEREAS, it is to the benefit of both the College and the Clinical Facility to cooperate in the educational preparation of Students so as to promote excellence in patient care, to ensure professional competence, and to provide maximum utilization of community resources;

NOW THEREFORE, in consideration of the promises herein contained and other good and valuable consideration the parties agree as follows:

1. Purpose

The purpose of this AGREEMENT is to establish procedures and guidelines for the provision of clinical experiences within the Clinical Facility for Students.

2. The College’s Responsibilities

The College agrees to:

- a. Present Students for clinical experiences who have adequate preclinical instruction and who, in the discretion of the faculty of the College, have adequately fulfilled the preclinical requirements of the curriculum;
- b. Provide evidence demonstrating that Students meet the Clinical Facility’s physical examination requirements;
- c. Inform Students that they will be required to submit to, and pay for, a criminal background check performed by a third party clearinghouse or the Clinical Facility, containing such search parameters as the Clinical Facility indicates, to determine whether they are at a minimum listed on the “List of Excluded Individuals and Entities” maintained by the Office of the Inspector General for the Department of Health & Human Services, or otherwise have a criminal record. Upon the Clinical Facility’s request, the College will have Students provide, as a condition of their participation in the Program, the release of evidence directly to the

Clinical Facility showing that a background check was performed and its results. In no event, however, will the College disseminate Students' background check results of which it might become aware, including the fact that no record exists, in derogation of § 19.2-389(B) of the *Code of Virginia*. If a student does not have a satisfactory background check, the Clinical Facility may prevent him/her from participating in the Program.

- d. Obtain, or provide evidence of herein, comprehensive insurance coverage for Students and faculty in accordance with Virginia law. In particular, malpractice coverage shall be determined by § 8.01-581.15 of the *Code of Virginia*, as amended, which law provides limits to coverage that may change on an annual basis;
- e. Inform Students of the rules, regulations, policies and procedures of the Clinical Facility and require their conformance to such rules, regulations, policies and procedures as a condition of their participation in the clinical experience;
- f. Advise the Clinical Facility no less than two (2) weeks prior to the commencement of the clinical experiences of the number of Students who are scheduled to participate and the dates and hour each such student will be assigned to clinical experiences as determined by the Program curriculum and students' class schedules;
- g. Provide the services of a faculty member of the Program, or other College liaison, who will:
 - (1) Plan, in conjunction with staff member(s) of the Clinical Facility the clinical experiences and patient care assignments which will fulfill the clinical requirements of the Program curriculum; and
 - (2) Meet with staff member(s) of the Clinical Facility to discuss the quality of the clinical experiences and any problems which may have arisen in the provision of those experiences.
- h. Retain responsibility for the education of Students in and for the curriculum of the Program, its design, delivery, and quality; and
- i. Maintain all educational records and reports relating to Student experiences.

3. The Clinical Facility's Responsibilities

The Clinical Facility agrees to:

- a. Provide supervised clinical experiences for Students which fulfill the curriculum requirements of the Program and meet the objectives agreed upon by the College and the Clinical Facility;

- b. Provide the College with a minimum of 90 days written notice in the event it is unable to place Students;
- c. Provide Students and faculty with an orientation to the Clinical Facility, or orientation packets about the Clinical Facility, which will include training about the Health Insurance Portability and Accountability Act of 1996 (HIPAA), especially as it relates to the Clinical Facility’s confidentiality requirements;
- d. Provide Students with instruction regarding blood-borne pathogens, and how, when and why to report incidents;
- e. Require Students to sign confidentiality statements regarding the protection and confidentiality of patient medical records;
- f. Provide facilities for clinical experiences which include reasonable library, classroom, conference room and locker room space, and whenever possible, office and storage space;
- g. Provide the services of unit staff members who will:
 - (1) Assist the College’s coordinating faculty members with the planning of clinical experiences and patient care assignments; and
 - (2) Meet with the College’s coordination faculty members to discuss the quality of the clinical experiences and any problems which may have arisen in the provision of those experiences; and
- h. Plan, administer and retain responsibility for all aspects of the patient care program and provide for qualified supervision of all patient activities; and
- i. Allow faculty members of the College access to the facilities of the Clinical Facility for the purposes of coordinating, observing and instructing Students;
- j. Provide, on forms furnished by the College or as otherwise approved by the College, an evaluation and report on the performance of each Student.

4. Responsibility of the College and the Clinical Facility

The College and the Clinical Facility agree that:

- a. The maximum number of Students participate in clinical experiences will be determined by the parties;
- b. The parties will advise one another of changes in supervision and instructing personnel, changes in applicable policies, changes in student enrollment, and changes in the availability of resources;

- c. Emergency treatment of Students for any injuries incurred during clinical activities must be covered through the Students’ personal health insurance plan, or through their own resources. Personal health insurance coverage for the College’s faculty and/or Students will not be the responsibility of the College and/or Clinical Facility;
- d. The Clinical Facility may at any time summarily relieve a student from a specific assignment, or request that a student or faculty member leave a patient care area for causes related to the quality of patient care;
- e. The Clinical Facility may require that any student be withdrawn from participation in the clinical experience provided that the Clinical Facility first consults with the College and gives specific reasons for the withdrawal, which reasons shall not be among those prohibited under “f” below;
- f. Neither party shall unlawfully discriminate against any student on the basis of race, religion, sex, creed, age, national origin or disability;
- g. Students are volunteers at the Clinical Facility and not employees of either party during their clinical experience; and
- h. The parties are independent contractors in relation to one another and neither party is authorized or permitted to act as an agent or employee of the other;

5. Governing Law

This agreement is made in **Locust Grove**, Virginia, and shall be governed by the laws of the Commonwealth of Virginia.

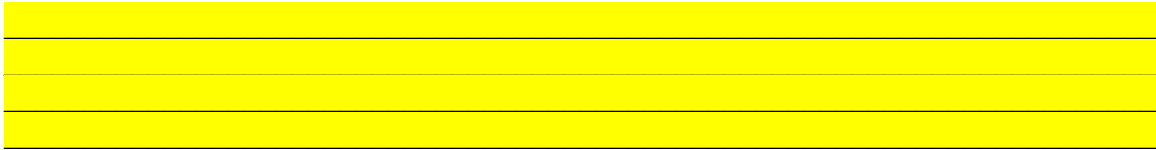
6. Length of Agreement

This Agreement commences on **March 9, 2021** and is in effect for one (1) year with automatic renewals for up to four (4) subsequent one (1) year terms. It shall be reviewed each year by the parties, and it may be terminated by either party in writing and delivered by certified mail at least ninety (90) days prior to the date of termination for that year.

Should notice of termination be given by either party to this Agreement, Students currently assigned to the Clinical Facility by the College shall be permitted to complete any clinical internship assignment which is in progress at the Clinical Facility.

Termination of this Agreement may be affected by either party at the addresses of correspondence given below:

Notice of termination to the Clinical Facility shall be directed to:



Notice of termination to the College shall be directed to:

**Pamela D. Bertone, M. Ed., NRP, CCEMT-P
Program Director/Asst. Professor of EMS
Germanna Community College EMS Education Program
2130 Germanna Highway
Locust Grove, VA 22508-2102**

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed on the day, month, and year as written above:

Madison County EMT
Clinical Facility Name

By: _____
Authorized Officer



Authorized Officer's Printed Name

Date: _____

Germanna Community College

By: 

Title: **Vice President for Administrative Services**

Date: _____ 3/11/21 _____



February 24, 2021

Mr. R. Clay Jackson
Chairman of the Board of Supervisors
414 N. Main Street
Madison County, VA 22727

County-wide Emergency Air Medical Transport Proposal – Madison County, Virginia

Introduction: This proposal is made by PHI Air Medical for Madison County, VA on February 24, 2021, regarding County-wide participation in the PHI Cares membership program. PHI provides medically necessary emergency air medical transportation. A PHI Cares membership covers the uninsured or otherwise uncovered portion of the flight charges which may be incurred by members requiring medically necessary emergency air medical transportation on a PHI aircraft.

Purpose: PHI Air Medical is offering Madison County, VA a special rate to cover all Madison County residents through the PHI Cares program in accordance with the terms and conditions set forth below and stated in a defined service agreement entered into between the two parties. All standard terms and conditions of the PHI Cares program shall be applicable to Madison County except as otherwise set forth in the service agreement between the two parties.

Our standard terms and conditions may be viewed on our website at: www.PHICares.com.

In the event a resident of Madison County, VA is transported from Madison County or an adjacent county by PHI Air Medical, the Madison County-wide membership will cover all out-of-pocket expenses for a resident’s PHI Air Medical transport.

Membership Fee: For and in consideration of the services described above, the annual membership fee for **4,949** households and the household dependents of these residents will be **\$8.00** per household, per year for a total of **\$39,592.00**. This is an annual fee, with no monthly charges, sign-up fees, or additional taxes.

Terms of Proposal: This proposal is valid through **December 31, 2021**. Upon acceptance, it will be replaced by a service agreement. The provision of PHI Cares membership for Madison County as outlined in this proposal will be subject to (i) Madison County’s verbal or written acceptance of this proposal, and (ii) PHI Air Medical’s receipt and approval of a fully executed service agreement between the two parties.

*Membership is not an insurance product and does not pay for services provided by any ground ambulance provider or any other transport provider. Membership and renewal fees are subject to change.

Thank you for your consideration of this life-saving emergency air medical benefit for the residents of Madison County, VA.

Sincerely,

Brian Coutts

Brian Coutts
Program Director
PHI Cares Membership Program
2800 N. 44th Street
Phoenix, AZ 85008
Office: 602.224.3562 Cell: 480.510.2945
BCoutts@PHIAirMedical.com
www.PHICares.com

{N1534372 -}

PHI NATIONAL AIR MEDICAL MEMBERSHIP



PHI Cares Membership Special for Virginia Emergency Services Employees
Join online at www.PHICares.com

60

PHI Bases
Nationwide

12+

Local Employees
Per Base

24/7/365

Serving Your
Community

1

Air Medical Industry
Flight Per Minute

\$45

1-Year Household Membership

Coupon Code: **VA911**

Rate Expires 12/31/2021

PHI Cares Membership Highlights

- No out-of-pocket costs, co-pays, or deductibles for PHI Air Medical transports.
- There is no financial limit to the cost for your medical transports.
- Your membership includes immediate family and up to three non-family members at the same address.
- Your benefits cover both scene calls and inter-facility hospital transfers.

If you or an eligible household dependent are transported by PHI Air Medical, please notify the PHI Air Medical membership department, so we can help ensure you do not receive a bill. Benefits only apply if a member is transported by PHI Air Medical.

For more information, please visit our website: www.PHICares.com.

**Notice of Public Hearing Related to
Disposition of Public Property**

The Madison County Board of Supervisors will hold a public hearing during its meeting on April 27, 2021, at 6:00 p.m. in the War Memorial Building courtroom at 2 S. Main Street in Madison, Virginia to take public comment on whether the Board should sell, transfer, or otherwise convey the following property:

1. 2.000 acres at 302 Thrift Road/State Route 657, further identified as Tax Map Parcel Number 39-37, including the structures and manufactured buildings located thereon.

This public hearing is being held pursuant to Virginia Code Section 15.2-1800.

Jack Hobbs
County Administrator

Publish: April 1 and 8, 2021

3'19'2021

Furniture & Fixtures for 410 N. & 414 N.

Please be advised that this document is still a working draft in progress. To date, most of us are still working with other vendors and/or waiting on quotes to be compiled and received.

At this time, the only item that I have received a purchase order for is the entry for the *reupholster & fabric for the auditorium seats*, which is highlighted on the excel spreadsheet.

This is definitely a work in progress, and I anticipate that periodic updates will be provided until this endeavor is complete.

Frye

Zone/Space	Item	Who	Units	Cost Ea.	Runout
410 N. Main Street					
Treasurer	Filing Cabinet	SM	14	\$220.00	3,080.00
Treasurer	Tri-boro boxers	SM	2	\$167.95	335.90
Treasurer	Rubber Mallet	SM	1	\$4.07	4.07
Treasurer	Record storage rack	SM	2	\$207.95	415.90
Conference Room	COR Conference Table		8 seats	\$1,034.00	1,034.00
Conference Room	COR Conference room seats		8 chairs	\$99.99	799.92
Conference Room	Conference table		10 seats	\$1,395.00	1,395.00
Conference Room	Conference room seats		10 chairs	\$99.99	999.9
Building & Zoning	Office Chair mats		4	\$67.32	269.28
Building & Zoning	Plan Review Desk		1	\$182.50	182.5
Building & Zoning	Reception Chairs/Office			\$971.97	971.97
Building & Zoning	Book Shelf/File Cabinet			\$199.99	199.99
Building & Zoning	L-Shaped Desk			\$279.99	279.99
Building & Zoning	Lateral File Cabinet			\$869.99	869.99
Building & Zoning	Plan Table Countertop			\$500.00	500
Commissioner	Bookshelf	BD	1	\$300.00	300
Commissioner	Breakroom Table/Chairs	BD	1	\$1,500.00 (est.)	1,500
County Administrator (1)	Vacant Office				
County Administrator (2) Reupholster auditorium seats		RB		P.O. done	\$6,444.47
County Administrator (2) Fabric for auditorium seats		RB		on 3/1/2021	
County Administrator (3)	Conference room table	JH	12 seats	\$2,199.00	2,199
County Administrator (3)	Conference room seats	JH	12 chairs	\$99.99	1,199.88
County Administrator (3)	Conference room kitchenette	JH		450 (est)	450
County Administrator (4)	Lobby bulletin board	JF		350	350
County Administrator (5)	Vacant Office	JH			
County Administrator (6)	Vertical filing cabinet	JF	1 cabinet	\$800.00 (est.)	800
County Administrator	Used desk/Chair for corner			\$350.00 (est.)	350
County Administrator	Metal mail organizer		30 slots	\$450.00	450
Voter Registrar	Desk with Credenza for Office	LE	1	\$797.99	797
Voter Registrar	L-shaped Office Desk	LE	2	\$720.00	1,440
Voter Registrar	Closet storage Organizer for Election Supplies	LE		\$129.00	129
Voter Registrar	Shelves for Voting equipment	LE	2 to 4	\$88.00 (est.)	280
Voter Registrar	Fireproof & waterprooflocking file cabinet	LE		\$2,689.00	2,689
Finance	Desk	MJC	1	5,000.00	5000
IT	Conference Room TV stands	BL	2	\$108.99	219.98
IT	TV's	BL	2	\$1,800	3600
IT	LogitechMeetUp & Expansion Mic HD Video	BL	1	\$1,198.00	1,198
IT	Conf. Room phones, support, accessories, etc.	BL		\$2,051.76	2051.76
IT	Thin Client Extended Chasis	BL	2	\$1,567.34	1567.34
					\$44,353.84
*Items requested for 410 N. & 414 N. Main Renovation Projects					

MADISON COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

9.

MEETING DATE: March 23, 2021

AGENDA TITLE: Consideration: FY21 Purchases

INDICATED MOTION(s): TBD

STAFF LEAD: County Administrator Jack Hobbs

TIMING: There has been some conversation during Board meetings over the past few months on items that would be paid from FY21 funds, but these have not been formally approved. Now that we are past the budget proposal work, staff would provide a preliminary oral report on these prior to moving toward completing procurement and receipt of each before the end of the fiscal year.

DISCUSSION Items include:

1. The requested Building Official's vehicle
2. Furniture and fixtures for the renovated County Administration Center
3. Various "change order" items for the County Administration Center project
4. The facilities study in the capital budget
5. Animal shelter items out of the animal welfare fund

Our hope is to advise the Board that official requests on these will be coming in the next few meetings once they have been more fully developed.

FISCAL IMPACT: TBD

REFERENCES: N/A

HISTORY: These items/issues are for the most part routine and/or it is known that they were coming.

RECOMMENDATION: Express concerns and redirect the staff as per the Board's discretion.

ENCLOSURES: None