AGENDA
FRANKLIN COUNTY BOARD OF SUPERVISORS
TUESDAY, AUGUST 21, 2012

1:30 P.M. Call To Order, Chairman David Cundiff

1:31 Invocation, Supervisor Charles Wagner

1:32 Pledge of Allegiance, Supervisor Bob Camicia

1:33 Presentation of Resolution of Appreciation
The Galen B. Brubaker Family
The John L. Echternach Family
The Dennis K. Eggleston Family

1:42 Public Comment
- Gary Widener – Recycling/Scruggs Site
- Judy Meyer – Bridge To Life with Champs

1:51 CONSENT AGENDA (***REQUIRES ACTION***)

REF:
1. Approval of Accounts Payable Listing, Appropriations, and Minutes for July 17, August 1 & 3, ***2012***
2. Landfill Collection Truck Bid Award ***(See Attachment #4)***
3. Authorization to Advertise for Landfill Bulldozer ***(See Attachment #9)***
4. Parks & Recreation Software Bid Award ***(See Attachment #5)***
5. Lease Extension – Family Preservation Services ***(See Attachment #6)***
6. Stormwater Management Grant Application ***(See Attachment #10)***
7. Disposal of Fluorescent Light Bulbs ***(See Attachment #8)***
8. Selection of Health Insurance Consultant ***(See Attachment #7)***

1:55 Shewana Hairston, VPI Extension
REF: 1. Va. Cooperative Extension-Franklin County Programs & Achievements Update ***(See Attachment #11)***

2:10 Larry Jackson, APCO Representative
REF: 1. Storm Update Presentation

2:20 Daryl Hatcher, Director of Public Safety
REF: 1. Tom's Knob Radio Tower ***(See Attachment #12)***

2:40 Lois Macdonald, Executive Director, Free Clinic
REF: 1. Program Update

2:50 Richard E. Huff, II, County Administrator
REF: 1.
2. Other Matters

3:00 Other Matters by Supervisors
- ***David Cundiff, Chairman – 5K Race (See Attachment #13)***

3:15 Request for Closed Meeting in Accordance with 2.2-3711, a-1, Personnel, a-3, Acquisition of Land, of the Code of Virginia, as Amended.

Certification of Closed Meeting in Accordance with 2.2-3712 (d), of the Code of Virginia, as Amended.

5:00 Recess for Dinner

6:00 Call To Order, Chairman David Cundiff

6:01 Recess for Previously Advertised Public Hearings as Follows:

PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately ***6:00 P.M., on Tuesday, August 21, 2012***, in the Board Meeting Room located in the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider the following: ***(See Attachment #1)***

State Route 953 (Ellerbee Road) – Gills Creek Magisterial District
Secondary Route 953, from Route 678 (Edwardsville Rd.) to 0.40 miles south of Route 678 for a distance of .40 miles, serves no public necessity and is no longer necessary as a part of the Secondary System of State Highways.

COUNTY OF FRANKLIN, VIRGINIA
ANNOUNCEMENT OF PUBLIC HEARING
TO CONSIDER CONVEYANCE OF COUNTY PROPERTY

In accordance with the provisions of Section 15.2-1800 of the Code of Virginia, as amended, notice is hereby given to all interested parties that the Board of Supervisors of the County of Franklin, Virginia will conduct a public hearing on a proposal to convey Parcel ID Number 0980001400 being described as Map: 09800; Parcel: 01400; Deed Book 142; Page 256 in the Franklin County Clerk of Circuit Court Office. The

property was formerly used as the Endicott Voting Precinct. The tract is represented by corners A, B, C & D (plat on file in the Board Clerk's Office) containing approximately 1,089 sq. ft. and the building itself contains approximately 312 sq. ft. and may be considered to be conveyed to the adjoining property owner. ***(See Attachment #2)***

COUNTY OF FRANKLIN, VIRGINIA
ANNOUNCEMENT OF PUBLIC HEARING
TO CONSIDER AN OPTION TO PURCHASE PROPERTY

In accordance with the provisions of Section 15.2-1800 of the Code of Virginia, as amended, notice is hereby given to all interested parties that the Board of Supervisors of the County of Franklin, Virginia will conduct a public hearing on a proposal to grant a two year extension of an option to Ferrum College to purchase 82 acres, more or less, from Franklin County for community development purposes. This property is currently known as the West Franklin Industrial Park, located adjacent to Ferrum College on Rt. 40 West of Rocky Mount. ***(See Attachment #3)***

Call To Order and Action As Deemed Appropriate from Public Hearings & Adjournment Thereafter

RISE & SHINE GUESTS FOR AUGUST ARE BOBBY THOMPSON & LARRY

FRANKLIN COUNTY
Board of Supervisors

Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

AGENDA TITLE: Abandonment of the remaining Route 953 (Ellerbee Road)-Gills Creek Magisterial District	**AGENDA DATE:** August 21, 2012 **ITEM NUMBER:**
SUBJECT/PROPOSAL/REQUEST: The remaining portion of Route 953 (Ellerbee Road) to be abandoned from VDOT's secondary street	**ACTION: Yes** **INFORMATION:**
STRATEGIC PLAN FOCUS AREA: **Action Strategy:** N/A	**CONSENT AGENDA:** **ACTION:** **INFORMATION:**
STAFF CONTACT(S): Lisa Cooper, VDOT-Lisa Gibson and Jay Knight	**ATTACHMENTS:** Yes **REVIEWED BY:** REH

BACKGROUND:

In March of 2000, the Board of Supervisors abandoned a portion of Route 953 (Ellerbee Road). As part of the abandonment, Mr. Thomas Newbill was allowed to place a locked gate at the portion of the road that was abandoned. The heirs and descendants of those interned in the Anderson/Shaon cemetery located on the portion of the road that was abandoned were issued keys to the gate to have access to the family cemetery. In 2000, the entire road was not abandoned due to the fact that one of the property owners, L. G. Richards, was not in favor of the abandonment.

In April 2012, Mr. Newbill called Planning staff requesting the remaining portion of Route 953 (Ellerbee Road) be abandoned. Mr. Newbill has since purchased the property that was formerly owned by L. G. Richards. Mr. Daniel Gish also owns property on the corner of Edwardsville Road and Ellerbee Road and he does not have objections and is in favor of the abandonment. (See Mr. Gish's letter attached.) The Newbill and Gish families are the only homes on this road and the only property owners. Both families have trouble with individuals constantly using this road as a source of illegal hunting, four-wheelers and trespassers. Mr. Newbill and Mr. Gish have no problem with the heirs and descendants of the Anderson/Shaon cemetery to still have access to the family cemetery.

In June of 2012, the Board of Supervisors in accordance with abandonment of a road from the secondary system of State Highways under 33.1-151, of the Code of Virginia, granted a public hearing in August, 2012, and enter into a resolution to post the prescribed notices of intent to abandon the remainder portion of Route 953 (Ellerbee Road). Staff in accordance with Section 33.1-151 posted the notice in the Courthouse, posted a sign of notice on the corner of Route 953 (Ellerbee Road) and Route 678 (Edwardsville Road), and published the notice in two (2) issues of the Franklin NewsPost.

DISCUSSION:

Mr. Thomas Newbill and Mr. Daniel Gish would like the Board of Supervisor to abandon the remainder of Route 953 (Ellerbee Road). The portion to be abandoned would be Secondary Route 953 (Ellerbee Road), from Route 678

(Edwardsville Road) to 0.40 miles south of Route 678 (Edwardsville Road) for a distance of 0.40 miles, which serves no public necessity and is no longer necessary as part of the Secondary System of State Highways.

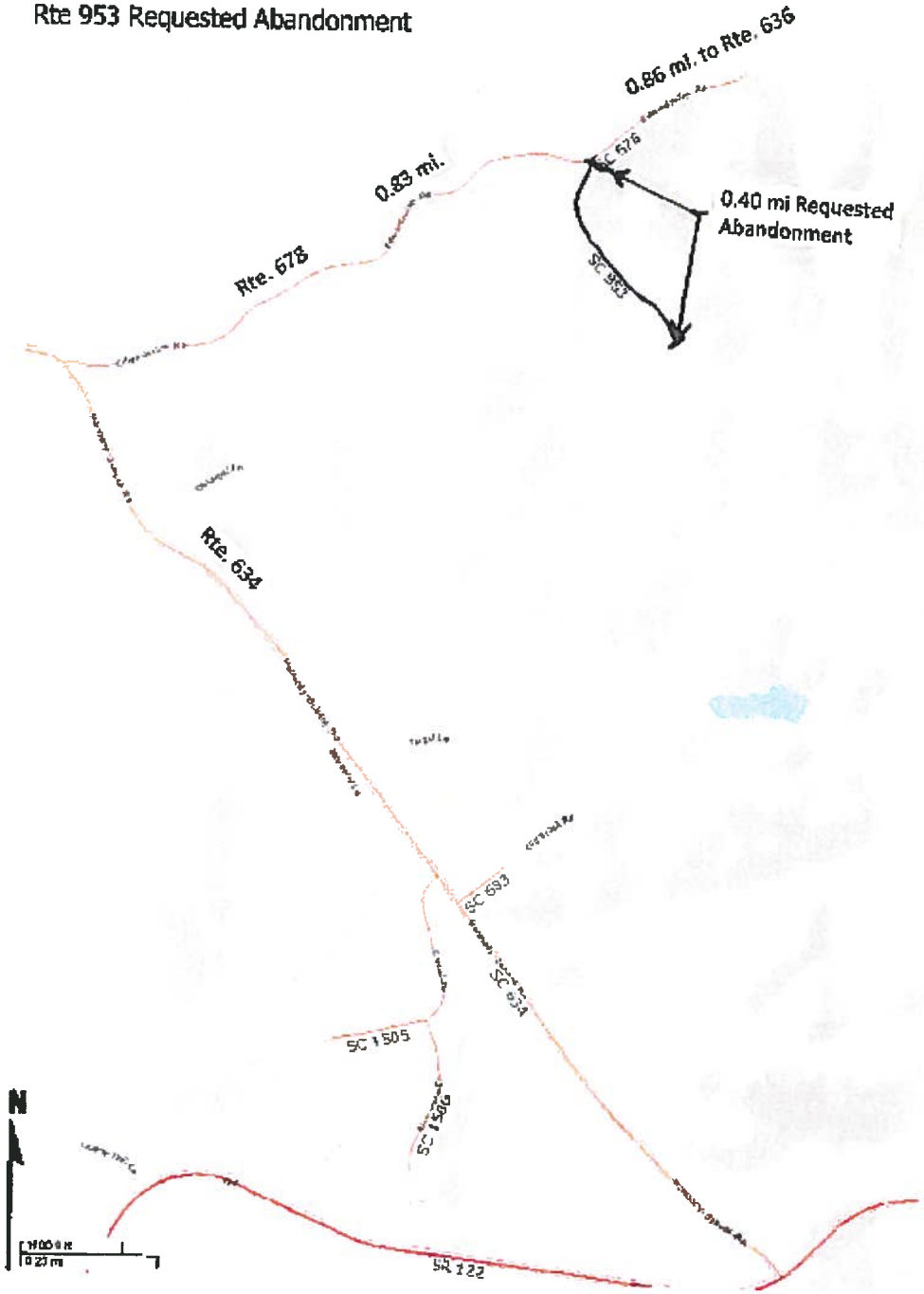
Section 33.151 of the Code of Virginia states the Board of Supervisors based on the available information can determine abandonment of the road warranted by:

- No public necessity is served, or
- Current safety and welfare of the public is best served.

RECOMMENDATION:

Following the scheduled public hearing, staff respectfully requests that the Board of Supervisors by resolution approve the abandonment of the portion of road from Secondary Route 953 (Ellerbee Road), from Route 678 (Edwardsville Road to 0.40 miles south of Route 678 (Edwardsville Road) for a distance of 0.40 miles. This portion of the Ellerbee Road serves no public necessity and is no longer necessary as part of the Secondary System of State Highways.

Rte 953 Requested Abandonment



PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately ***6:00 P.M., on Tuesday, August 21, 2012***, in the Board Meeting Room located in the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider the following:

State Route 953 (Ellerbee Road) - Gills Creek Magisterial District
Secondary Route 953, from Route 678 (Edwardsville Rd.) to 0.40 miles south of Route 678 for a distance of .40 miles, serves no public necessity and is no longer necessary as a part of the Secondary System of State Highways.

A sketch of the section of State Route 953 being proposed for abandonment is on file at the Franklin County Board Clerk's Office located at 1255 Franklin Street, Suite 111, Rocky Mount, Virginia and the office of the Resident Engineer 1255 Franklin Street, Suite 103, Rocky Mount, Virginia.

Any person with a disability who needs accommodations to fully participate in this public hearing should notify Sharon Tudor, Clerk, Board of Supervisors in the County Finance Office at least 7 days prior to the hearing.

Sharon K. Tudor, MMC, Clerk
Board of Supervisors

(Franklin News Post)
Please advertise in your Friday, August 3, 2012 edition

(Roanoke Times)
Please advertise in your Sunday, August 5, 2012 edition

abandonment/ph953/vdot

MONTMORENCI TREE FARMS, LP
345 Old Brook Road
Hardy, VA 24101
540-721-3967
Email: thomasnewbill@earthlink.net
May 9, 2012

Mr. Bob Camicia
Supervisor, Franklin County
143 Charlotte Lane
Hardy, VA 24101

RE: Abandonment of County Route 953

Dear Bob:

Attached to this letter are four attachments: 1- copy of News Post article on the matter, 2- location map, 3- detail sketch showing road section in question, and 4- adjoining landowner statement from Mr. Gish. Mr. Gish and I are the only two landowners affected. This information, plus an on-site visit, will hopefully give you a reasonable summary of the issue. We understand there will be a public hearing.

We respectfully ask the Board of Supervisors for the following:

1. Abandon section **A-C** on the sketch (approx 0.4 tenths of a mile). This will allow Montmorenci to move the gate, now at point **C**, to point **B**. Section **A-B** also serves as Mr. Gish's driveway.
2. In deed book 585, p 1615-1618, Franklin County, a deed of easement provides the heirs and descendants of the Anderson/Shaon cemetery (point **D** on sketch), access to the cemetery over that section of the road, and that they be provided a key to the gate across the road. Ten keys were mailed to all known descendants in 2000. There have been no subsequent issues on access.We therefore ask that since the same locks will be used, there is no need to send additional keys to these individuals.

As before, we have no wish to interfere with those wishing to visit the cemetery; we only wish to protect our property. Please contact me if you require additional information. Thank you for your attention to this matter.

Sincerely yours,

Tom Newbill, Managing Partner

4 enclosures

Supervisors avert dispute over property

By KEN BRADLEY
Staff Writer

The Franklin County Board of Supervisors may have defused a dispute between heirs of an old cemetery and adjoining property owners Tuesday night when it voted to abandon an old roadway but require the property owner on which the old roadway lies to mail keys to a locked gate across the roadway to all heirs.

The old roadway is State Route 683 off State Route 122 near Hardy and hasn't been maintained by Virginia Department of Transportation since 1964, according to VDOT Resident Engineer Mel Quesenberry.

Thomas C. Newbill Jr. appeared before the supervisors last week during a public hearing and said that, except for a small area of property owned by Kenneth Plybon, the discontinued portion of the roadway lies entirely within the boundaries of Newbill's property.

Newbill said the old discontinued roadway leads to the Anderson/Shaon family cemetery, which is also on his property.

Newbill said because he is experiencing trespassers and delinquent behavior occurring on his property he has fenced his land and put a locked gate across the old roadway.

"But I have no intention to keep anyone from visiting the cemetery," said Newbill. "I have told Morris Goad, an heir, anytime he or other heirs want to visit the cemetery to call me and I will furnish them a key to unlock the gate. So far, I have not received a response from Mr. Goad.

Additionally, Newbill said he has prepared a deed of easement to the cemetery that allows all heirs to visit the cemetery on his property.

Blue Ridge District Supervisor Hubert Quinn said he wonders if Newbill can legally put a gate across the old roadway unless the road is abandoned by action of the supervisors.

(Continued on Page 8)

Supervisors

(Continued from Page 1)

"There's a difference between discontinued maintenance and abandonment," said Quinn.

David Gish, whose property adjoins Newbill's property, told the supervisors that the road is a neighborhood headache.

"Our families ought to be important," said Gish. "The old roadway is a constant source of illegal spotlighting by deer hunters, four-wheelers and such. I am in support of the abandonment of the road."

Daniel Gish said his property adjoins the end of the roadway and "it has been a public toilet for 29 years. I ask you to abandon it to help me protect my kids."

Morris Goad, a family heir to the cemetery, told the supervisors he is opposed to the roadway being abandoned.

Kenneth Plybon, whose property adjoins Newbill's property, described the cemetery as one that has been taken over by Mother Nature.

"We're not talking about a cemetery like the one on U.S. 220 North," said Plybon.

Ben Campbell, a family heir to the cemetery, told the supervisors that he would like to retain the right to get into the cemetery without having to call Newbill to get a key to unlock the gate.

"With the gate across the road, it makes you feel like you are trespassing," said Campbell.

Wayne Angell (Blackwater District), chairman of the board of supervisors, said the locked gate is restricting the right of way in a sense.

"I think all the heirs should be given a key to the lock on the gate so they won't have to call Mr. Newbill to get one," said Angell.

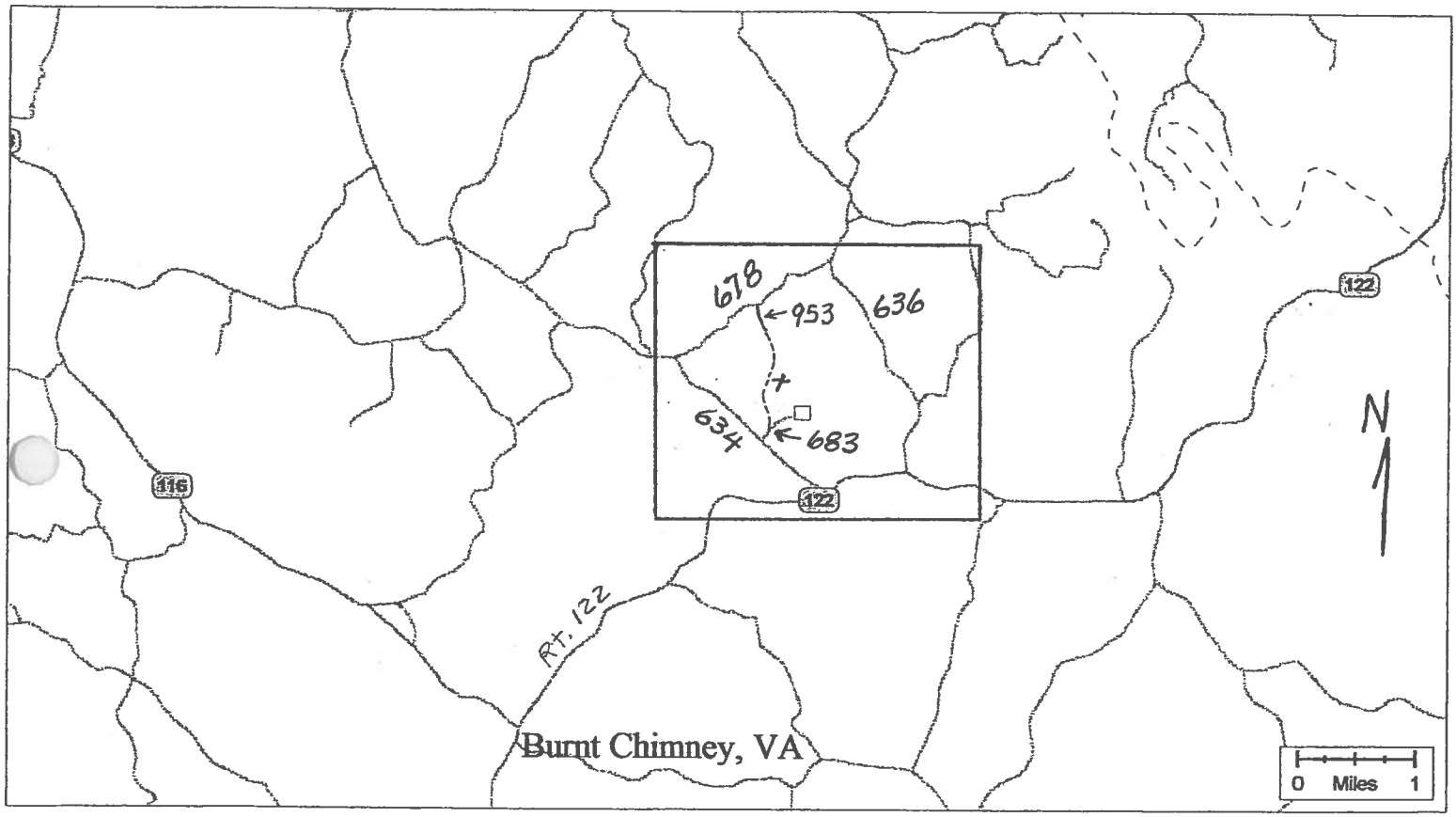
Newbill said that he is agreeable to mailing every heir a key and will do so once he gets the names and addresses of the heirs.

Under that agreement, Supervisor Don Riddle (Gills Creek District) said he thinks Newbill needs to protect his property and made the motion to abandon the road with the stipulation that Newbill mail keys to all the heirs to the cemetery. His motion passed, 7-0.

FRANKLIN NEWS POST
March 27, 2000
Vol 95, Number 37

(2)

LOCATION MAP

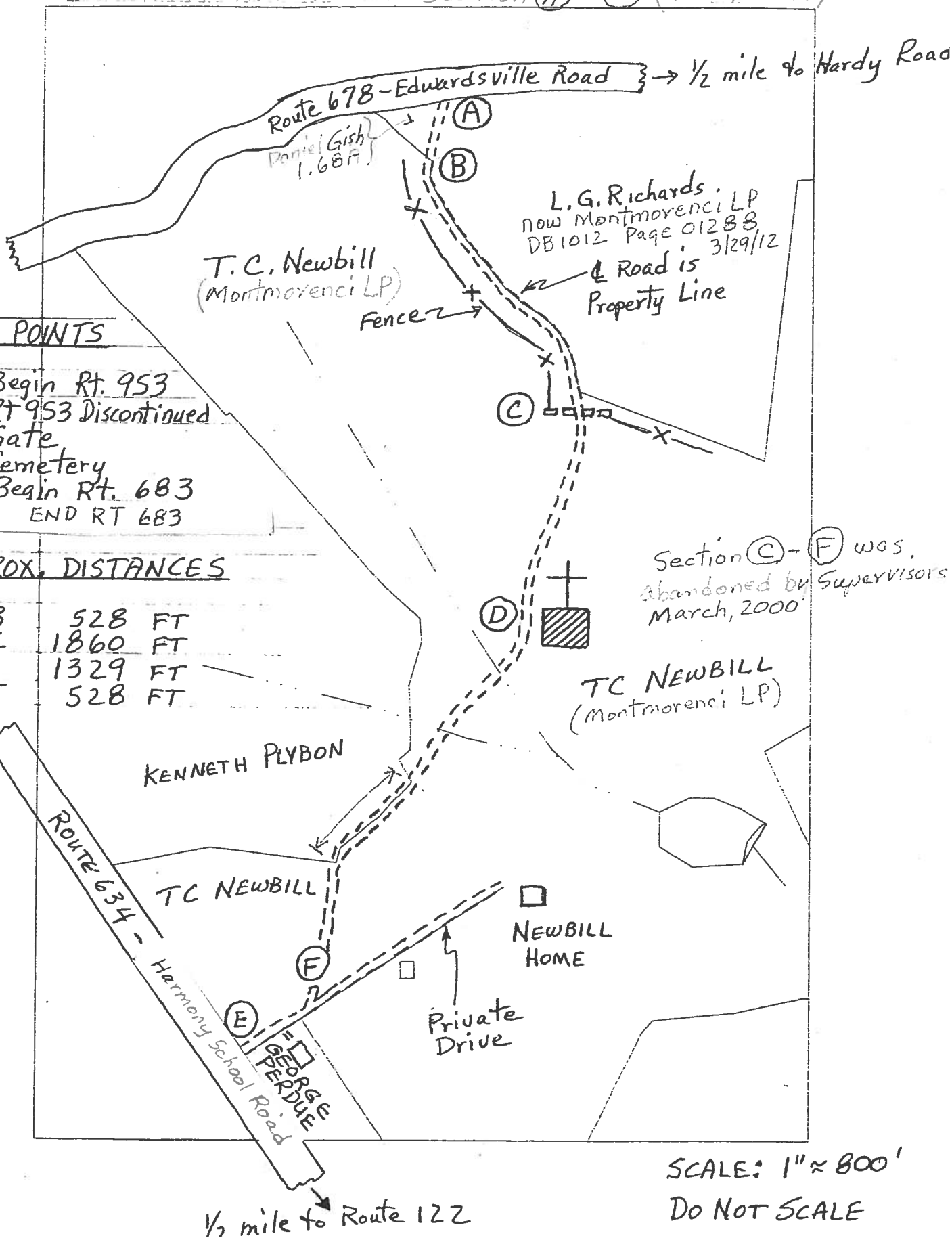


(3)

T. C. NEWBILL PROPERTY

Located ≈ 4 miles North of Burnt Chimney off Route 122 on Routes 634 and 678.

REQUEST Abandonment Section (A) - (C) (≈ .4 mile)



KEY POINTS

A - Begin Rt. 953
B - Rt 953 Discontinued
C - Gate
D - Cemetery
E - Begin Rt. 683
F - END RT 683

APPROX. DISTANCES

A - B	528 FT
B - C	1860 FT
C - D	1329 FT
E - F	528 FT

SCALE: 1" ≈ 800'

DO NOT SCALE

(4)

Daniel Gish
803 Edwardsville Road
Hardy, VA 24101

April 30, 2012

Lisa Cooper
Franklin County Planning and Development
120 East Court Street
Rocky Mount, VA 24151

RE: request to abandon Ellerbee Road (RT 953) off Edwardsville Road (RT 678)

Dear Ms. Cooper:

My family and I live at 803 Edwardsville Road. My property also fronts on Route 953 for approximately 500 feet. Route 953 is not maintained by the county, but is shown on road maps as a public road; and as such, is used by citizens as any other road. Route 953, however, terminates approximately one-half mile from Edwardsville Road, and the only adjoining property owners are myself and Mr. Thomas Newbill (Montmorenci LP). There are no homes or buildings on this road.

The old roadway is a constant source of illegal hunting, four-wheelers, trespassers, and the like. Sometimes there will be cars coming and going at all times of the day and night. It is a neighborhood headache. The road serves no citizens except Mr. Newbill and me. It should be abandoned by the county, so that I can take the same steps to protect my family and property that are available to other landowners.

Please contact me if you require additional information. Your consideration is appreciated. Thank you.

Sincerely yours,

Daniel L. Gish

Daniel Gish

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FRANKLIN COUNTY
Board of Supervisors

Franklin County
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EXECUTIVE SUMMARY

AGENDA TITLE: **Former Endicott Voting Precinct Property**	**AGENDA DATE:** **August 21, 2012**
SUBJECT/PROPOSAL/REQUEST: Board direction on potential disposition of property	**ITEM NUMBER:** **ACTION:** Yes
	CONSENT AGENDA:
	ATTACHMENTS:
STAFF CONTACT(S): Messrs. Huff, Thurman	**REVIEWED BY:** RETH

BACKGROUND:
Since December of 1955, the County of Franklin has owned a small parcel of property in the Endicott section of Franklin County. This parcel contains a small cinderblock structure that was used as a voting precinct until the fall of 1997. At that time, the "Endicott Voting Precinct" was relocated to the Crossroads Ruritan Building.
After much review, it has been determined that this property consists of approximately 1,089 square feet and is identified on the County tax map as parcel 0980001400. The current values assigned to the property are $5,000 for land and $2,800 for building for a total of $7,800. It should be noted that the land value shown may be incorrect as earlier maps reflected the parcel continuing to the creek and State Route 783 (Endicott Hill Road). This has been determined to not be the case.

DISCUSSION:
Since the relocation of the Endicott Precinct in 1997, this building has sat vacant. While the building is still structurally sound and has few, if any roof leaks, the building cosmetics have declined over the years.
A brief update of the property was presented to the Board in July 2012. This update was intended to seek Board direction as to what, if anything, the County wishes to do with the property.
At that meeting, it was decided to advertise and hold a public hearing on August 21, 2012 to determine if there may be any outside interests with regard to purchasing the property.

RECOMMENDATION:

Staff respectfully requests direction from the Board with regard to what, if anything, to do with the property. The following are potential actions the Board may consider.

1. Entertain any possible offers as a result of the public hearing
2. Leave the property "as is"
3. Make cosmetic improvements (painting gables, soffits, etc.) and the possible installation of a new roof
4. Remove the structure from the property

COUNTY OF FRANKLIN, VIRGINIA
ANNOUNCEMENT OF PUBLIC HEARING
TO CONSIDER CONVEYANCE OF COUNTY PROPERTY

In accordance with the provisions of Section 15.2-1800 of the Code of Virginia, as amended, notice is hereby given to all interested parties that the Board of Supervisors of the County of Franklin, Virginia will conduct a public hearing on a proposal to convey Parcel ID Number 0980001400 being described as Map: 09800; Parcel: 01400; Deed Book 142; Page 256 in the Franklin County Clerk of Circuit Court Office. The property was formerly used as the Endicott Voting Precinct. The tract is represented by corners A, B, C & D (plat on file in the Board Clerk's Office) containing approximately 1,089 sq. ft. and the building itself contains approximately 312 sq. ft. and may be considered to be conveyed to the adjoining property owner.

A copy of the proposed conveyance is available for review in the Board Clerk's Office, Sharon K. Tudor, MMC, Clerk, 1255 Franklin Street, Suite 111, Rocky Mount, Virginia.

Said public hearing will be held at approximately **6:00 p.m., Tuesday, August 21, 2012** in the Board of Supervisor's Meeting Room, located in the Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia.

All requests for reasonable accommodations due to a disability should be made to the County with at least a 48 hour notice.

All interested parties are encouraged to attend.

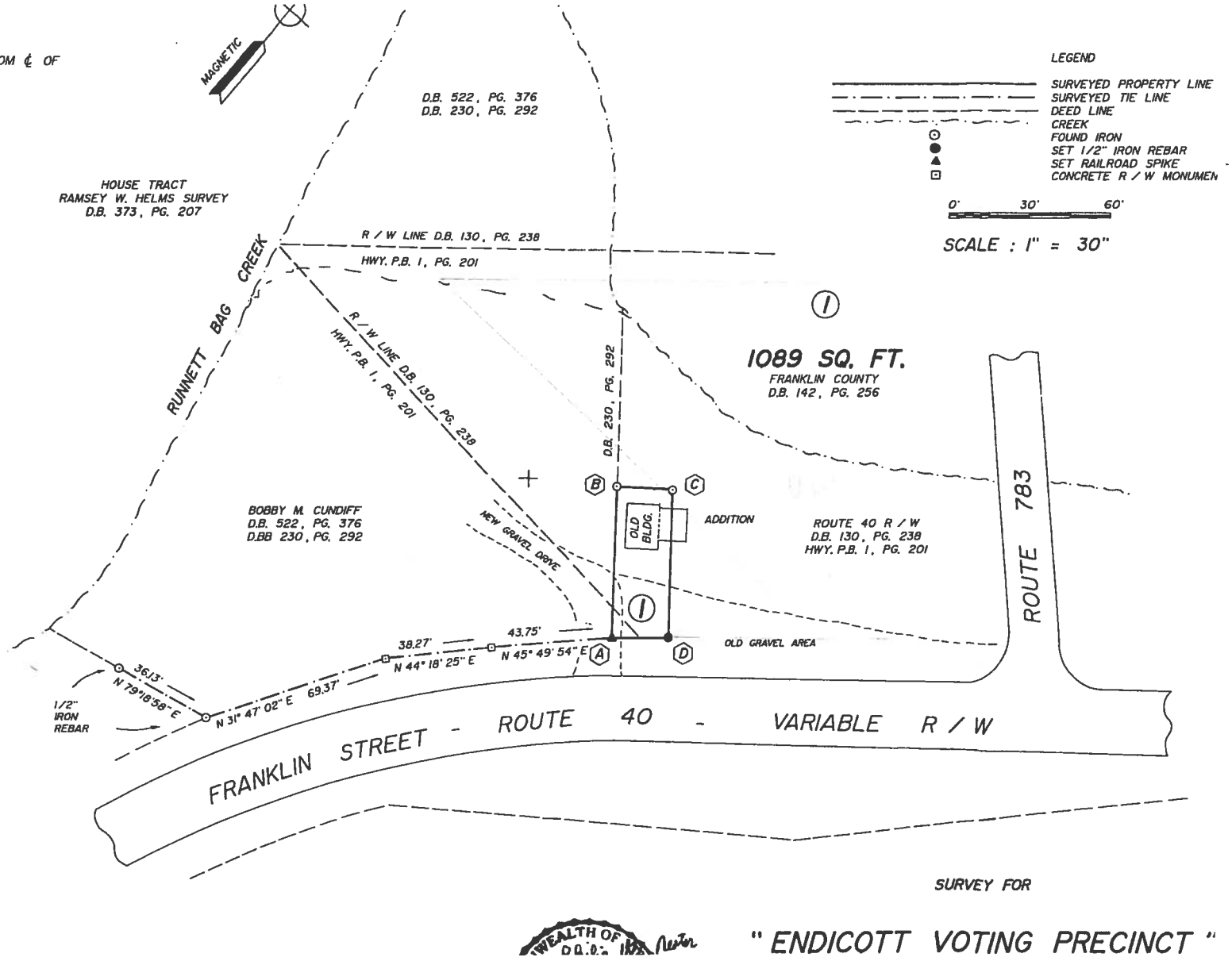
BY: Sharon K. Tudor, MMC
Sharon K. Tudor, MMC, Clerk
Franklin County Board of Supervisors

FRANKLIN NEWS POST:
Friday, August 3 & 10, 2012 editions

;7'

RON REBAR 25' FROM ℄ OF

)6'



SURVEY FOR

" ENDICOTT VOTING PRECINCT "

COUNTY OF FRANKLIN, VIRGINIA
ANNOUNCEMENT OF PUBLIC HEARING
TO CONSIDER AN OPTION TO PURCHASE PROPERTY

In accordance with the provisions of Section 15.2-1800 of the Code of Virginia, as amended, notice is hereby given to all interested parties that the Board of Supervisors of the County of Franklin, Virginia will conduct a public hearing on a proposal to grant a two year extension of an option to Ferrum College to purchase 82 acres, more or less, from Franklin County for community development purposes. This property is currently known as the West Franklin Industrial Park, located adjacent to Ferrum College on Rt. 40 West of Rocky Mount.

A copy of the proposed option agreement is available for review in the office of the County Administrator, 1255 Franklin Street, Suite 112, Rocky Mount, Virginia.

Said public hearing will be held at approximately **6:00 p.m., Tuesday, August 21, 2012, at the Board of Supervisors Room located in the Government Center, Board of Supervisor's Meeting Room, Suite 104, Rocky Mount, VA.**

All requests for reasonable accommodations due to a disability should be made to the County with at least a 48 hour notice.

All interested parties are encouraged to attend.

_____
Sharon K. Tudor, MMC, Clerk
Franklin County Board of Supervisors

FRANKLIN NEWS POST:
Friday, August 3 & 10, 2012 editions

4

FRANKLIN COUNTY
Board of Supervisors

Franklin County
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EXECUTIVE SUMMARY

AGENDA TITLE: Award bid for Solid Waste Collection Truck	**AGENDA DATE** August 21, 2012 **ITEM NUMBER:**
SUBJECT/PROPOSAL/REQUEST: Purchase of Solid Waste Front Loader Collection Truck pursuit to RFP.	**ACTION:** **CONSENT AGENDA:** Yes
STRATEGIC PLAN FOCUS AREA: County Government Services	**INFORMATION:**
GOAL #: 3 Customer Service	**ATTACHMENTS:** Yes
ACTION STRATEGY: Define and implement alternative methods for delivering County Services to expand citizen's options.	**REVIEWED BY:** RKH
STAFF CONTACT(S): Messrs. Huff, Moore, Sink	

BACKGROUND: At the February 21, 2012 Board of Supervisors Meeting the Board approved to seek bids for a Solid Waste Front Loader Collection Truck. All bids were received on May 1, 2012 at 4:00 pm. We will replace the 2002 Volvo with the new truck and use the 2002 Volvo for a spare backup collection truck. The approved FY 2011-12 annual capital budget currently has funds available in the amount of $250,000 to purchase a new solid waste collection truck.

DISCUSSION: We received 5 different bids (see attached) from 3 different vendors with different trucks and bodies. The only RFP received that met the bid specifications was the Autocar at the bid price of $235,031.32.

RECOMMENDATION: It is recommended that the Board of Supervisors award the Solid Waste Front Loader Collection Truck to Advantage Truck Center with the E-Z Pack Body for the purchase price of $235.031.32 as it fully meets the bid specification. Funds are currently available in the Landfill CIP.

Franklin County

BID SHEET FORM FOR

Refuse Collection Truck

DATE/TIME OF BID OPENING: Tuesday, July 10, 2012 @ 4:00

VENDOR RESPONDING	CONTACT PERSON	TELEPHONE NUMBER	AMOUNT OF QUOTE	MEETS SPECS YES/NO
Cavalier Equip. Corp.	Mark Flippo	✓ Bond	#206,005.00	
Mid Atlantic Waste	Johnny Frazier	✓ 2013 Mack 2013 Peter	#215,478.00 #231,015.00	
Advantage Truck Center	Bruce Stadler	✓ Autocar	#235,031.32 #242,200.63	

I hereby certify that the above responses to the bid or services request were received in a timely fashion and opened in public on 7, 10, 2012

Signature S K Tudor

BIDSHEETFORMS/sharon

FRANKLIN COUNTY
Board of Supervisors

Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

AGENDA TITLE: Parks & Recreation Software	**AGENDA DATE:** August 21, 2012 — **ITEM NUMBER:**
SUBJECT/PROPOSAL/REQUEST Seeking approval to purchase Recreation Software to meet the demands of Parks and Recreation Department.	**ACTION:** Yes — **INFORMATION:**
STRATEGIC PLAN FOCUS AREA: **Goal # 3** Implement a simple registration process for the citizens of the County to gain better access to classes, programs, services and facilities by improving program, facility and revenue management software to automate recreation administration.	**CONSENT AGENDA:** Yes **ACTION:** — **INFORMATION:**
Action Strategy: Secure software to assist with the registration process, facility scheduling and reports for Parks and Recreation.	**ATTACHMENTS:** No
STAFF CONTACT(S): Messrs. Huff, Moore, Burnette	**REVIEWED BY:** RCK

BACKGROUND:

Franklin County Parks and Recreation (P&R) organizes and administers a variety of youth athletic programs, adult athletic programs, special events, classes, trips and workshops. These programs serve over 15,000 citizens in Franklin County. Currently, the P&R department contracts with a local company for our online registration process. In order to manage revenue, improve department efficiency and monitor online registration there is a need for a larger more efficient system than our local provider can support. As the population and demographics continue to grow and shift the County will be faced with new challenges while working to meet the vision and demand of the County.

DISCUSSION:

Decisions such as how services are delivered, who they are delivered to and when they are delivered will require data that is easy to obtain and readily available. For the P&R department to succeed we are looking to implement an integrated recreational solution that will compliment the community vision, better serve the population growth and allow for an enriched recreational experience for all citizens. Modern up to date software will allow our department to automate and provide program registration, shelter and facility registration, calendars and game schedules throughout the County.

After receiving and reviewing five Request for Proposals, representatives from the Recreation Department and the IT Department used a scoring mechanism to rate the companies based on needs and services. Staff identified that three of the five companies had several features unavailable that would not improve our current structure. It was a unanimous decision based on features, benefits and the total one year cost of the selected company to recommend Active Network as the vendor providing services that meet the County's needs.

2012 Franklin County Parks & Recreation Software Data

Vendors	Features Not Available	Nearby References	Upfront Cost	Recurring Cost	Total One Year Cost
Active Network	5	Botetourt, Christiansburg, Danville and Roanoke City	$12,600	$10,000	$22,600
Rec Trac	3	Blacksburg, Charlottesville, , Henry and Hopewell	$40,070	$4,662	$44,774
Rec Pro	14	NONE	$20,550	$4,000	$24,550
Energov	48	NONE	$36,086	$15,000	$36,086
Leisure Services	41	NONE	$5,514	$3,560	$5,514

RECOMMENDATION:

It is staff's recommendation that Active Network be awarded the contract for recreational software to serve as the Parks and Recreation tracking system. It is respectfully requested that the Board authorize the County Administrator to enter into a contract with Active Network at a cost of $22,600 for the first year and $10,000 thereafter.

Funds are available in the Parks and Recreation operational budget.

FRANKLIN COUNTY
Board of Supervisors

Franklin County
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EXECUTIVE SUMMARY

AGENDA TITLE: **Lease extension for Family Preservation Services, Inc.**	**AGENDA DATE:** **August 21, 2012**
SUBJECT/PROPOSAL/REQUEST: Request Board consideration to extend the current lease for 12 months	**ITEM NUMBER:** **ACTION:** Yes
STAFF CONTACT(S): Messrs. Huff, Thurman	**CONSENT AGENDA:** Yes **ATTACHMENTS:** Yes **REVIEWED BY:** RETH

BACKGROUND:
On October 21, 2008, the Board of Supervisors approved the lease of office space for Family Preservation Services, Inc. This approximate 2,760 square foot space is located in the front section of a building (owned by the County) at 40 West Church Street, in Rocky Mount, VA. The original lease was for a two year period and as outlined in the lease agreement, two previous extensions have been approved.

DISCUSSION:
Family Preservation Services has expressed interest that the Board consider a lease extension for their offices at 40 West Church Street. The agency continues to be a good tenant and if approved, their lease would continue through November 16, 2013.
The monthly rent was increased last year to $1,600.

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RECOMMENDATION:
Staff respectfully requests that the Board of Supervisors consider the approval of a lease extension of one year for Family Preservation Services, Inc. at the lease rate of $1,600 per month for the proposed term.

CORPORATE OFFICE
10304 Spotsylvania Avenue, 3rd Floor
Fredericksburg, VA 22407
(540) 710-6085 / (800) 447-8709
(540) 710-6447 Fax

FRANKLIN REGION
40 West Church Street
Rocky Mount, VA 24151
(540) 483-0312
(540) 483-0343

FAMILY PRESERVATION SERVICES, INCORPORATED

August 2, 2012

Mr. Michael Thurman
Franklin County Director of Facilities
445 Franklin Street
Rocky Mount, VA 24151

Dear Mike:

I am writing in regards to the lease for our Franklin County Regional Office which expires in November 2012. We have greatly enjoyed partnering with the county and wish to renew our lease with Franklin County for another year. Please feel free to contact me with any questions or concerns at (540) 483-0312.

Thank you for your time and consideration. I look forward to speaking with you soon.

Sincerely,

Ann B. Minnix, LCSW
VA Assistant State Director

THIS LEASE AGREEMENT is made and entered into on this **6th** day of **November, 2008** by and between the **COUNTY OF FRANKLIN**, a political subdivision of the Commonwealth of Virginia, hereinafter referred to as Lessor and **FAMILY PRESERVATION SERVICES, INC.,** hereinafter referred to as Lessee.

WITNESSETH:

THAT FOR AND IN CONSIDERATION of the actual payment of monies as hereinafter set forth and the benefits accruing to the parties hereto, which both parties deem adequate consideration for this Agreement, Lessor and Lessee agree as follows:

1. Lessor rents and leases to Lessee and Lessee hires and leases from Lessor a portion of the former Developmental Center Building containing approximately 2,670 square feet (a specific area having been earlier agreed upon) fronting on and being located in that portion of the above described building fronting on West Church Street, Rocky Mount, Virginia. **Note:** the building bears address of 40 West Church Street, Rocky Mount, Virginia 24151. All vehicle parking (as it relates to this lease) shall occur on County-owned property to the "rear" of building unless otherwise approved. Care shall be taken to maintain access to the rear of the "Cox's" building and strict adherence to the Town of Rocky Mount parking requirements.

2. Rent will be in the amount of $1,550.00 per month payable **no later than the 4th day** of each month. **Any rental payment not paid by the 10th day of any calendar month for that month shall increase by Five Dollars ($5.00) for each day that such payment remains unpaid.**

3. The term of the lease shall be for a period of two (2) years and **shall start on November 16, 2008 and end at midnight on November 16, 2010** and further, the lessee is granted the option to renew for additional one (1) year intervals, unless notified otherwise by the Lessor sixty (60) days prior to end of original lease. Lease extensions beyond the original two (2) years may be subject to rate negotiations, etc. Should the Lessee desire to renew said lease, that intent must be presented in writing to the Lessor sixty (60) days (or more) prior to the lease expiration.

4. Lessee will be responsible for its cleaning services.

5. Lessee will be responsible for its phone and data services. Lessor shall be responsible for payment of water, sewage and electricity.

6. Lessee will be responsible for maintaining the leased premises in as good condition as exists upon the initiation of this lease, save from normal wear and tear. Lessee shall provide a general liability policy with the Lessor named as the insured in the amount of at least $1,000,000.00.

7. Any contacts directed to the Lessor shall be made at the office address of the Franklin County Administrator and any contacts to the Lessee shall be made at 1304 Plantation Road, Roanoke, Virginia 24012.

8. This Lease is executed by Richard E. Huff, II, Administrator of Franklin County, pursuant to authority of the Franklin County Board of Supervisors granted on October 21, 2008.

Witness the following signatures and seals.

COUNTY OF FRANKLIN

BY:_____(SEAL)
RICHARD E. HUFF, II

FAMILY PRESERVATION SERVICES, INC.

BY:_____(SEAL)

COMMONWEALTH OF VIRGINIA
COUNTY OF FRANKLIN, to-wit:

The foregoing deed was acknowledged before me on this the _____ day of _____ 20___ by **Richard E. Huff, II, Administrator of Franklin County**.

My commission expires: _____

_____
Notary Public

COMMONWEALTH OF VIRGINIA
COUNTY OF FRANKLIN, to-wit:

The foregoing deed was acknowledged before me on this the _____ day of _____ 20____ by_____ of the **Family Preservation Services, Inc.**

My commission expires: _____

_____
Notary Public

FRANKLIN COUNTY
Board of Supervisors

Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

AGENDA TITLE: **Selection of Health Insurance Consultant**	**AGENDA DATE:** August 21, 2012 **ITEM NUMBER:**
SUBJECT/PROPOSAL/REQUEST **Request to Enter into an Agreement with an Independent Health and Dental Insurance Consultant**	**ACTION:** **INFORMATION:**
STRATEGIC PLAN FOCUS AREA: N/A **Goal #** **Action Strategy:**	**CONSENT AGENDA:** YES **ACTION:** YES **INFORMATION:**
STAFF CONTACT(S): Messrs. Huff, Copenhaver	**ATTACHMENTS:** YES **REVIEWED BY:** RCH

BACKGROUND:

Last year the Board of Supervisors authorized County staff to advertise and solicit proposals for a health and dental insurance consultant.

DISCUSSION:

A total of nine proposals were received with consulting fees ranging from $20,000 to $205,000. Based upon the excellent working relationship the County, Town and School System has enjoyed with our current consultant, Patsy Akridge, staff recommends we enter into a three year agreement with Ms. Akridge for health and dental insurance consulting services beginning with the 13-14 fiscal year. The annual fee to the County will be approximately $6,167 or $20.83 per contract. The County has been paying $19.59 per contract for at least the past 12 years.

Staff also recommends we contract with Ms. Akridge to perform a feasibility study of the County and School insurance benefit structures to answer the following questions as well as other questions that may arise from Staff and the Board:

- What incentives are available for health and dental insurance cost containment?
- Should the County, Town and Schools merge their health and dental insurance plans?
- How do the County and Schools obtain a more equitable benefit structure?
- What are the benefits/reservations of implementing a wellness program?
- Should the County, Town and Schools consider self-insuring a portion or all of their health and dental insurances?
- When should a high deductible plan with a Health Savings Account component be offered?

The total cost to the County of the feasibility study is a one-time payment of $7,537 and includes a joint request for proposal, analysis and implementation schedule. It is anticipated that the feasibility study would begin this month so that results may be obtained and analyzed as part of the budget process.

RECOMMENDATION:

Staff respectfully requests the Board to allow the County Administrator to enter into a contract with Patsy Akridge for the services outlined above.

Franklin County
Analysis of Fees Related to Health Insurance Consultant Proposals

Annual Basic Consulting				
Total Fee of $27,000 for Schools, County and Town of Rocky Mount				
Breakdown Based on Number of Contracts:				
Consulting Fees Begin in FY13-14				
	Number of Contracts	% of Total	Allocation of Annual Basic Consulting	
County	296	22.84%	$6,167	
Town	62	4.78%	$1,292	
Schools	938	72.38%	$19,542	
Total	1,296	100.00%	$27,000	

Feasibility Study/RFP					
Phase I Feasibility Study is a One-time Fee of $15,000 for a Three Year Strategy					
Phase II Feasibility Study is a One-time Fee of $7,500 if needed for Year Four and Five Strategy					
Joint RFP, Analysis and Implementation Cost = $18,000					
	Number of Contracts	% of Total	Allocation of Phase I Feasibility Study	Allocation of Phase 1I Feasibility Study	Allocation of RFP Based on Feasibility Study
County	296	22.84%	$3,426	$1,713	$4,111
Town	62	4.78%	$718	$359	$861
Schools	938	72.38%	$10,856	$5,428	$13,028
Total	1,296	100.00%	$15,000	$7,500	$18,000

FRANKLIN COUNTY
Board of Supervisors

Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

AGENDA TITLE: **Disposal of florescent light bulbs**	**AGENDA DATE:** **August 21, 2012**
SUBJECT/PROPOSAL/REQUEST: Request Board of Supervisors approval to donate lamps	**ITEM NUMBER:**
	ACTION: Yes
	CONSENT AGENDA: Yes
	ATTACHMENTS: No
STAFF CONTACT(S): Messrs. Huff, Thurman	**REVIEWED BY:** RSH

BACKGROUND:

The County has recently completed the retrofit of lighting fixtures in the Goode Office Building, Old sections of the Courthouse, Former County Administration building and offices at 40 West Church Street in Rocky Mount. This upgrade consisted of replacing ballasts and lamps in existing T12 florescent fixtures, T8 electronic ballasts and lamps were installed making the lighting in these areas much more energy efficient while providing better quality of light.

In addition to eliminating fire hazards of the old oil filled ballasts, the County will receive a $5,017 incentive from AEP for this work.

DISCUSSION:

This upgrade has resulted in us having approximately 2,000 T12 florescent tubes in which to dispose. Most of the lamps certainly have life left in them and General Properties will retain some to be used in other areas that we continue to have this type of fixture. However, it is not feasible to keep them all.

To properly destroy the remaining fixtures we are looking at a cost to the County of 47¢ per tube. This "disposal" is in keeping with DEQ standards due to the fact that florescent lamps have been determined to contain small amounts of mercury.

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RECOMMENDATION:

Staff respectfully requests that the Board consider allowing the surplus lamps to be donated to the local "Habitat Store". This donation would save the County approximately $900 and would benefit Habitat with the potential resale of the lamps.

An inquiry was made to DEQ on August 10, 2012 and they conclude this action would not be in conflict with their regulations. It should be noted the County will keep on file a letter of transmittal from Habitat when lamps exchange hands.

FRANKLIN COUNTY
Board of Supervisors

Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

AGENDA TITLE: Request to seek proposals for a new Landfill dozer.	**AGENDA DATE** August 21, 2012 **ITEM NUMBER:**
SUBJECT/PROPOSAL/REQUEST: Authorize the County Administrator to seek proposals for a new Landfill Dozer.	**ACTION:** **CONSENT AGENDA:** Yes
STRATEGIC PLAN FOCUS AREA: County Government Service	**INFORMATION:**
GOAL #: Customer Service	**ATTACHMENTS:** No
ACTION STRATEGY: Define and implement operational methods for delivering County Services to citizen	**REVIEWED BY:**
STAFF CONTACT(S): Messrs. Huff, Moore, Sink	

BACKGROUND:
The approved FY11-12 annual capital budget included the approval of funds for the purchase of a new Landfill Dozer. At that time it was decided to delay the purchase until we were farther along with the development of the new landfill and planning for the closure of the old landfill was further studied. Funds in the amount of $300,000 were set aside in the capital budget to purchase the equipment.

DISCUSSION:
The current 2001 (CAT D6R) dozer was purchased when there was a need to push-load a 615 pan, grub stumps, work the rock in the borrow pit and other heavy work to which it was suited. For quite awhile the pan was not used and last year was traded on the new landfill compactor. The current dozer has 6,230 hours on the machine and is considered low hours but is in need of a new under carriage and the blade needs to be rebuilt with new pins and bushings due to extended use. The cost for repairs is estimated to be $30,000. Staff is recommending trading this machine in on a better suited machine. The landfill needs have changed from utilizing brute strength to needing a more nimble machine with the ability to build and dress slopes on grades that are too steep to efficiently and safely work. Due to the current upgrades and necessary extension/development at the existing Landfill to extend its life expectancy the slope inclines of 3 to 1 create a real safety concern as well as the stability of the current machine. A low ground pressure/flat track dozer with a 6 way blade would be much more efficient & safer but would also greatly improve productivity and operator efficiency. Initial analysis indicates a new dozer will be less expensive to purchase than repairing and continuing to utilize the

current dozer. The new dozer is projected to be bid for less than $225,000 and will be specifically made for working on steep hill sides. The trade in is estimated at $30,000 which would result in a net difference projected at $195,000 plus the savings of repair estimated at ,000.

RECOMMENDATION:

It is requested that the Board of Supervisors authorize the County Administrator to seek proposals for a new low ground pressure/flat track Landfill dozer including trade in of the existing dozer. Proposal results will be returned to the Board with a recommendation for award of the equipment. Funds are available in the Landfill CIP.

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FRANKLIN COUNTY
Board of Supervisors

Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

AGENDA TITLE: Grant proposal for Stormwater Program Development	**AGENDA DATE:** August 21, 2012 **ITEM NUMBER:**
SUBJECT/PROPOSAL/REQUEST: Proposal seeking grant funding from the Virginia Department of Conservation and Recreation, to assist in the development of a local Stormwater Management ordinance and program, pursuant to new state-wide stormwater quality requirements.	**ACTION:** Yes **INFORMATION:** **CONSENT AGENDA:** **ACTION:**
STRATEGIC PLAN FOCUS AREA: **Action Strategy:** N/A	**INFORMATION:** **ATTACHMENTS:** Yes
STAFF CONTACT(S): Neil Holthouser, Director of Planning	**REVIEWED BY:** RGS

ACKGROUND:

In response to increasing federal environment regulations related to water quality, the state of Virginia has adopted legislation requiring all localities in Virginia to develop and implement new rules related to the management of stormwater. The new state rules are set to go into effect on July 1, 2014, after which most types of development will have to control the amounts of chemicals, minerals, and other contaminants found in stormwater runoff.

When the new rules were originally proposed, localities were given the option of developing their own stormwater management programs, or relying on the Virginia Department of Conservation and Recreation to review and approve stormwater quality plans. In April 2012, however, the state legislature passed a new law requiring each locality to develop and implement its own local program, thus denying the option to rely on DCR for plan review and approval. As a result of the law, Franklin County must develop and approve a stormwater management program - including necessary ordinance revisions, program guidelines, training, and staff certification - by the effective date of July 1, 2014.

In light of this new requirement for localities, the state has created a $1.2 million fund to assist localities in program development through a competitive grant process. Grant funds are available to assist with:

- Ordinance development
- Program development (guidelines, supplemental handouts, etc.)
- Staff training & certification
- Staffing/resource/fiscal analysis
- Community education

Grant funds are not to be used for ongoing or recurring costs, such as personnel, salaries or benefits. If awarded, grants are 100% funded by the state, and do not require any matching funds from the local government. The deadline for proposals is September 10, 2012. Grants are scheduled to be awarded by December 1, 2012. Grant funds cannot be used to retroactively reimburse the county work performed prior to December 1, 2012.

A copy of the RFP for grant proposals is attached to this Executive Summary.

REQUEST:

Planning staff is in the process of developing a grant application for submittal by the September 10, 2012, deadline. Although details of the proposal have not been finalized, staff is considering a request for funding in each of the following eligible areas:

- Ordinance development
- Program development (guidelines, supplemental handouts, etc.)
- Staff training & certification
- Staffing/resource/fiscal analysis
- Community education

At this time, staff requests authorization from the Board of Supervisors to submit a grant application to DCR for stormwater program development, with the understanding that no local funds or in-kind match are required.

Staff will provide the Board with a copy of the completed grant proposal in a subsequent Friday packet correspondence.

DCR
Virginia Department of Conservation & Recreation

07-30-2012

DCR Document # DCR199-211
(07/2012)

2012 Virginia Locality Stormwater Program Development

REQUEST FOR PROPOSALS

Grants to be awarded through DCR from the following sources:
Commonwealth of Virginia Water Quality Improvement Funds (state)
Virginia Chesapeake Bay Regulatory and Accountability Program Fund (federal)
Virginia EPA Section 319H fund (federal)

Issued By:

Virginia Department of Conservation and Recreation (DCR)
Division of Stormwater Management
203 Governor Street, Suite 206
Richmond, VA 23219
Email: swmgrants@dcr.virginia.gov

RFP and Grant Awards Timeline:

July 30, 2012	Issue request for proposals
September 10, 2012	Deadline for submitting applications and proposals
October 5, 2012	Target date for Stormwater award decisions & public notice
November 5, 2012	Public Comment Period Closes
December 1, 2012	Target date to begin executed Stormwater project agreements
June 30, 2014	Target completion date for all project awards (1½ years after award)

2012 Virginia Locality Stormwater Program Development

REQUEST FOR PROPOSALS

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A. PURPOSE AND BACKGROUND

The purpose of this Request for Proposals (RFP) is to solicit proposals to establish grant agreements through competitive negotiation for Virginia Locality Stormwater Program Development. As authorized in the *Code of Virginia 10.1-2128 Stormwater Management* and as mandated by Section 10.1-603.3 C of the Stormwater Management Act, the Virginia Department of Conservation and Recreation (DCR) is making grant funding available in support of projects to build local government programs and capacity that will result in the development of local stormwater programs consistent with the Virginia Stormwater Management Act and applicable regulations.

Specifically, development of local stormwater programs will include local adoption of water quality standards for development and redevelopment that are equal to or more stringent than the state standard. A minimum requirement is the development of a draft package to be submitted for review by DCR by April 1, 2013; specific requirements for the draft package are detailed in this RFP.

B. ELIGIBLE APPLICANTS

Counties, cities, planning district commissions and soil and water conservation districts are eligible for grants to be awarded through this RFP.

C. ELIGIBLE AND REQUIRED ACTIVITIES

The following **Required Activities** must be included in any proposal:

- Submission to DCR of a primary contact name and contact information for the development of the local stormwater management program by April 1, 2013.
- Proposals must include a development of a preliminary draft ordinance (does not have to be approved by local elected body) by April 1, 2013.
- Proposals must include a development of a draft funding and staffing plan which must include: a list of program funding sources, a description of staff roles and numbers of staff personnel by locality department by April 1, 2013.

The following are additional **Eligible Activities** for Local Stormwater Program Development:

- Development of new or revised local ordinances to address stormwater runoff in accordance with the revised Virginia Stormwater Management Regulations that became effective on September 13, 2011.
- Local program assessment and capacity building resulting in development of a funding and staffing plan to include:
    - Evaluation of development trends and activity as compared to existing staffing levels;
    - Analysis of existing staff skills related to implementation of the stormwater management technical criteria;
    - Determine the program staffing needs by local government employees and/or contracted services;
    - Evaluation of administrative and other tools (administrative staff, computers, mapping, vehicles) needed to support stormwater program implementation;
    - Identification of training needs.

- Development of a local stormwater management program including:
    - Policies and procedures for the review and approval of stormwater, stormwater pollution prevention and pollution prevention plans;
    - Policies and procedures for obtaining and releasing of bonds;
    - Requirements for site inspections;
    - Procedures for reporting and recordkeeping;
    - Requirements for the long-term inspection and maintenance of best management practice (BMPs) facilities;
    - Policies and procedures for the enforcement of the stormwater management requirements;
    - Fee structure to support the program.
- Training and education of staff in stormwater management principles and regulations. Training may include regulatory requirements such as the revised water quality and water quantity criteria, runoff reduction method, and/or energy balance equation.
- Establishing BMP data collection and tracking policies and procedures to report implementation.
- Development of land use ordinance provisions (zoning and/or subdivision ordinance) that eliminate impediments for the use of such runoff reduction techniques such as impervious cover reduction and promote or require environmental site design.
- Communication and outreach to the public and stakeholder groups.
- Development of local manuals or similar documents containing stormwater management technical criteria and processes.

Where applicable, proposals must demonstrate that appropriate partnerships exist to implement the project. Letters documenting the support/contributions of project partners are required.

D. ACTIVITIES NOT ELIGIBLE FOR FUNDING

Activities not eligible and will not be supported with this funding include:

- Funds not provided for any Stormwater Program development activities already underway and fully supported with other funding sources for the same activities.
- Tasks and activities to develop new programs and/or enhance existing programs will need to differentiate between existing funded work and new work supported by these grant funds.
- Indirect Costs, agency operating expenses for purposes of replacing or otherwise reducing any general, non-general, or special funds allocated or appropriated to any state agency.
- Funding may not be used by state agencies for projects located on state-owned land/facilities; however, a grant may be awarded to a local government for efforts undertaken on lands owned by the Commonwealth and leased to a local government.

E. AVAILABLE FUNDING

- Approximately $1.62 M is available now through June 2014 from the Commonwealth of Virginia. These funds will be provided as follows: Approximately $1,000,000 from State of Virginia Water Quality Improvement Fund (WQIF), $250,000 from 319H Clean Water Act Federal Funds and $370,000 from Chesapeake Bay Restoration and Accountability Program's Federal funds. The award

range for eligible projects is $10,000 minimum and $100,000 maximum. If eligible multi-jurisdictional proposals are justified, a higher maximum amount may be considered.

- Match is not required; however, any match reported is credited toward program accomplishments.
- Funding is available for projects to begin December 1, 2012, which is the target date for executing project grant agreements. All proposals must provide for a defined project period for expenditure of funds by June 30, 2014. The dates will be defined in the grant agreements.

F. GRANT AGREEMENT REQUIREMENTS & GUIDELINES

The Department of Conservation and Recreation will make use of a standard grant agreement template and general terms and conditions for state and federally funded grant projects for awarding funding through this request for proposals.

Projects selected for funding will be required to provide quarterly progress reports and a final report to the assigned DCR Project Manager. Reporting guidelines are included in the standard grant agreement under Section (5) SCOPE OF SERVICE. Administrative and programmatic guidelines for projects awarded funding are available in the DCR Grant Project Management Manual available at http://www.dcr.virginia.gov/stormwater/grants.shtml.

G. APPLICATION PACKAGE REQUIREMENTS

The application package for the Locality Stormwater RFP includes three required components and other optional components. All required components must be submitted in order for the proposal to be considered for review. Optional submission elements may enhance the application package.

APPLICATION PACKAGE DOCUMENTS **All components must be in an electronic format (PDF or Microsoft Word)**				
Proposal Narrative/Scope of Work (See Guidelines) – ***required(section K)***	☐	Yes	☐	No
Budget Detail (See Guidelines) – ***required (Section L)***	☐	Yes	☐	No
Letters of Support from partners –***required***	☐	Yes	☐	No
Vicinity Map: 8 ½ x 11 inch (limited to 1 page) - *optional*	☐	Yes	☐	No
A minimum requirement is the development of a draft package to be submitted for review by DCR by April 1, 2013; specific requirements for the draft package are detailed in this RFP. - ***required***	☐	Yes	☐	No
Photos (limited to 2 pages, PDF or word) – *optional*	☐	Yes	☐	No
Description of previous accomplishments (limited to 1 page, PDF or Word): Description of other successful and related projects for which your organization has been the lead. – *optional*	☐	Yes	☐	No

H. PREPARATION AND SUBMISSION INSTRUCTIONS

In order to be considered for selection, project sponsors must submit their proposal to include the Application Form, a project proposal narrative and budget narrative. Applicants are required to provide

their proposals electronically (via E-mail or CD-ROM - Microsoft Word files are preferred) to the Virginia Department of Conservation and Recreation **by midnight on Friday, September 10, 2012**. Incomplete application documents not delivered or mailed accordingly will be disqualified.

Email application packages to: swmgrants@dcr.virginia.gov
Please use the email subject line: *"Locality Stormwater Program Development RFP < insert Sponsor name >"*

If mailing a CD-ROM, please address the final application package to:

Robbie Gargiulo, Programs Manager
Division of Stormwater Management
Virginia Department of Conservation and Recreation
203 Governor Street, Suite 206
Richmond, Virginia 23219

I. EVALUATION AND AWARD CRITERIA

Projects will be scored based on the evaluation criteria and the bonus points sections listed below, in order to prioritize projects for the distribution of available funds. A team of DCR and other agency or local government interests will evaluate grant applications and proposed projects. Final decisions for project selection are the discretion of the DCR Director. All projects approved for funding through this RFP will be made available for public comment at least 30-days prior to executing grant agreements. Each grant award will be determined by DCR based on scoring criteria, number of applicants and available funds and may be less than requested The recommended award list will be posted for public comment on the DCR RFP Opportunities web site:

http://www.dcr.virginia.gov/stormwater_management/wqtmdlrfpgrant.shtml

Basic Eligibility (Pre-Screening) Criteria **All of these criteria must be met in order for a full review to be completed.**	**Points**
Eligible Applicant: The applicant is eligible according to those listed in Section B of the RFP	1
Non-Eligible Activities: The project does not include any of the non-eligible activities outlined in Section D of the RFP	1
Partnerships: The proposal contains the required letter of support from any planned and/or named project partners	1
Submission Requirements: The proposal meets all submission requirements as outlined in the RFP [e.g. deadline, application materials, etc.]	1
Other Submission Restraints: The proposal does not violate any special submission requirements outlined in the RFP [i.e., RFP require partnerships to be]	1
Meet the Minimum Funding Requirements	1
Basic Eligibility (Pre-Screening) Criteria Required Points	**6**

Proposals that do not meet all 6 Basic Eligibility Criteria will not be eligible for full proposal review.

Evaluation Criteria	Points
Targets and Priority Goals: Does the proposal address any of the Funding Targets listed on Page 1 of the RFP? Is the proposed work in line with meeting specific eligible activities, tasks or goals for any of the target areas?	30
Narrative: Does the project narrative provide enough detail to describe the project need, project steps, project staff and roles, and project results?	10
Project Objectives, Timeline and Milestones: Does the project narrative provide a detailed list of objectives? Does it provide the project's anticipated deliverables (ordinances, policies; procedures; funding & staffing plan) and outcomes (impacts, consequences, or results)? Does it include a schedule for completion of the minimum requirements? How well does the timeline and milestones convey that the project will be completed successfully?	10
Project Design and Methodology: How well is the overall project designed to meet the goals and expectations identified in the RFP or for meeting the proposed nonpoint source program objectives including the specific plans or methodology to be used to achieve the project objectives?	10
Cost Effectiveness: How cost effective is the project in achieving measurable results? In evaluating the cost-effectiveness, consideration will be given to the availability of other funding for the project, the leveraging of public and private matching funds and the interaction of the proposed project in relation to other associated projects or programs.	10
Dissemination and Transferability of Results: Does the project describe how the results will be transferred to other parts of Virginia or integrated into broader policies and programs to protect or restore the waters of Virginia? Does the proposal adequately describe how results will be communicated or what methods or techniques will be developed that can be used by others?	5
Technical Expertise: Does the proposal demonstrate that the project will engage appropriate technical expertise and assistance throughout planning, design and implementation to ensure projects are technically sound and feasible?	5
Partnerships: Does the project include communication of stormwater management program elements with local partners, stakeholders and elected officials?	5
Experience and Past Grant Work of Applicant: Does the applicant have experience and capacity to manage and administer grants and similar projects? If not, does the project engage partners who will be able to complete tracking tasks? Does the proposal demonstrate the capability of the project sponsor and partners in providing for the successful completion of the project (e.g. qualifications and expertise)?	5
Locality and Community Engagement: How well will the project engage local stakeholders? How will the benefits of the stormwater management program to water quality be communicated to the general public? Will the project result in a high-level of public engagement and interaction?	5
Education and Outreach: Do the education and outreach activities listed in the proposal clearly support the outcomes?	5
Evaluation Criteria Maximum Points	**100**

Bonus Criteria **RFP bonus points will be given to those proposal that meet any of the criteria below**	Points
Proposals from localities that are not subject to the Chesapeake Bay Preservation Act or are not currently designated as an MS4.	20

J. DCR CONTACTS

General Questions regarding the Locality Stormwater Program Development and related activities should be directed to Ginny Snead, at (804) 786-3998 or ginny.snead@dcr.virginia.gov.

Direct general questions regarding the grant application process to the attention of Robbie Gargiulo, Programs Manager, using the email address: robbie.gargiulo@dcr.virginia.gov.

Project sponsors should contact the appropriate DCR regional office identified below to discuss specific project ideas and questions for local or regional projects.

- Kelly Miller, Regional Manager, Abingdon: 355 Deadmore Street, Abingdon, VA 24210; Phone: (276) 676-5529, fax #: (276) 676-5527, Email: Kelly.miller@dcr.virginia.gov
- Kelly Miller, Regional Manager, Christiansburg: 8 Radford Street, Suite 102A, Christiansburg, VA 24073; Phone: (540) 394-2585, Email: Kelly.miller@dcr.virginia.gov or jim.echols@dcr.virginia.gov
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- Darryl Glover, Regional Manager, Richmond: 4949-C Cox Road, Glen Allen, VA 23060; Phone (804) 527-4795, fax (804) 527-4798, Email: Daryl.glover@dcr.virginia.gov
- Jim Echols, Regional Manager, Staunton: 44 Sanger Lane, Suite 102, Staunton, VA 24401; Phone: (540) 332-9991, fax #: (540) 332-8956,jim.echols@dcr.virginia.gov
- Noah Hill, Regional Manager, Suffolk: 1548 Holland Road, Suffolk, VA 23434; Phone: (757) 925-2468, fax #: (757) 925-2388, Email: Noah.hill@dcr.virginia.gov
- E. Wayne Davis, Regional Manager, Tappahannock: P. O. Box 1425, Tappahannock, VA 22560; Phone: (804) 443-6752, fax #: (804) 443-4534, Email: wayne.davis@dcr.virginia.gov
- Kelly Vanover, Regional Manager, Warrenton: 98 Alexandria Pike, Ste 33, Warrenton, VA 20186; Phone: (540) 347-6420, fax #: (540) 347-6423, Email: Kelly.vanover@dcr.virginia.gov

K. PROPOSAL NARRATIVE GUIDELINES

Below is an outline that serves as the proposal narrative guidelines. Please ensure that all aspects of this outline are addressed in the Proposal submission.

1. Applicant Information:

a) Name of Organization
b) Mailing Address
c) Federal ID #
d) DUNS # (Duns & Bradstreet)
e) Contact Person
f) Title
g) Phone Number
h) Email
i) Fax Number
j) Type of Organization (PDC, SWCD, Local Government)

2. Project Information:

a) Name of Project
b) Project Start Date
c) Project End Date (NLT 06/30/14)
d) Amount of Funding Requested
e) Describe any other applicable funding that has/is being used toward work related to this project

3. **Programmatic Project Information**:
   a) Does your jurisdiction lie within the boundaries of the Chesapeake Bay drainage? Yes/No
      i. Does your jurisdiction currently have an established stormwater program? Yes/No
      ii. If yes, are you requesting funds to enhance your program? Yes/No
   b) If no, are you requesting funds to establish a stormwater program? Yes/No
   c) Is your jurisdiction currently an MS4 (Phase I or Phase 2)? Yes/No
   d) Who is the contact person for the development of your local stormwater program?

4. Project Partners and/or Participating Jurisdictions. For each one, please document:
   a) Name of Organization
   b) Role
   c) Contact Person
   d) Funding Allocation, if provided

5. Work Plan

Describe the scope and methodology of the planned work. Detail how the eligible activities listed in Section C will be carried out. Explain partner involvement where applicable. Include a timeline that links each of the pertinent activities to a date.
It is strongly recommended that this Work Plan section of the Proposal Narrative use the Evaluation Criteria categories in Section I as an outline.

6. Products/Outcomes

List and describe the final outcomes planned. Include the reporting and delivery plans for each of the partners and stakeholders involved.

L. BUDGET DETAIL GUIDELINES

Use the following guidelines for determining budget categories for estimated project expenses. DCR grant agreements for projects awarded funding will include a Project Budget and Expense Report Template, which breaks down the project budget into categories. This form is to be used for reimbursement request according to actual expenses within each of the budget categories. All costs must be reasonable and necessary. Adherence to Generally Accepted Accounting Principles and all applicable state regulations must be followed.

Personnel: Grant funds for personnel charges should only be for staff within the project sponsors organization and for staff members who are directly involved in the project. This category does not include contractual staff. In-kind personnel contributions from project partners may be listed as personnel under the Match funds section of the budget narrative. Use the actual annual salary or hourly wage of project staff to determine expenditures and/or match amounts based on estimated time to be spent working on the project.

Fringe Benefits: In the budget narrative please provide the percentage used for fringe benefits, the basis for its computation, and the types of benefits included.

Travel: Mileage traveled and other costs for travel including lodging and meals. Travel reimbursements are for actual costs based on organization policies, and is not to exceed those

included in the *Commonwealth of Virginia Policies & Procedures, Topic No. 20335, State Travel Regulations.* A maximum vehicle mileage rate of $0.555/mile should be used (2011 IRS rate).

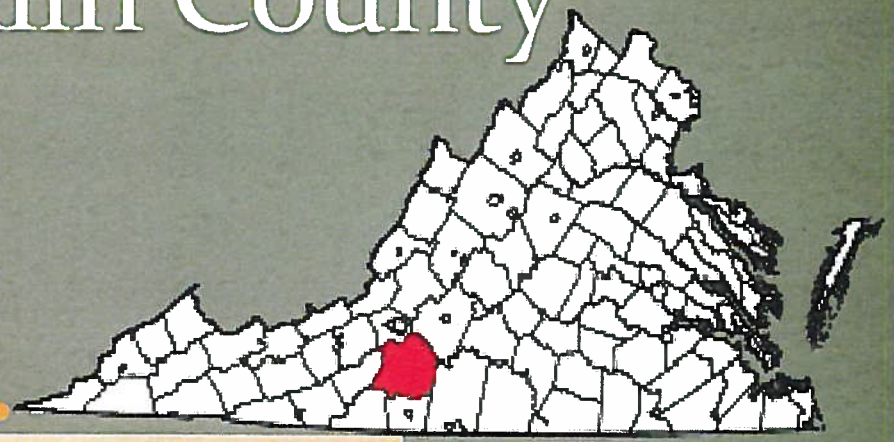
Supplies: This category includes tangible property items with a per unit cost value of less than $5,000. Supplies must be itemized in the budget narrative.

Contractual: Contractual costs include subcontracted work to be completed by those other than the project sponsor such as design and engineering services, legal contracts, easement surveys, and analysis of water samples.

Other Direct: Miscellaneous items. These items must be listed in the budget narrative, in sufficient detail to determine if they are reasonable and allowable.

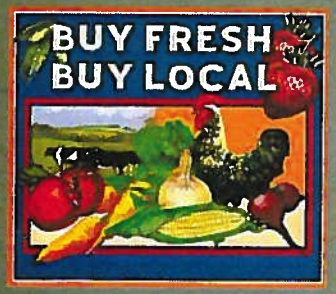
Indirect: No indirect costs will be funded. Indirect charges may be used as project Match. The indirect cost rate must be documented in the match narrative.

VCE-Franklin County



VCE-Franklin County Family and Consumer Sciences

Organized two local foods workshop to be held at the Franklin Center



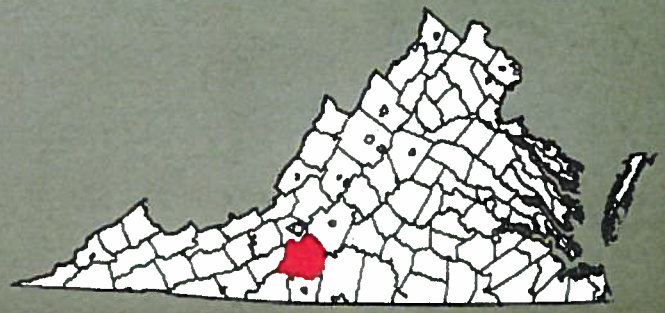
September 18th and October 3rd

September 18th Speakers

Local Example of Need-Ferrum College

Virginia Grown-Resources and Weights and Measurments-VDACS

Farmers' Market and Customer Service-Virginia Cooperative Extension

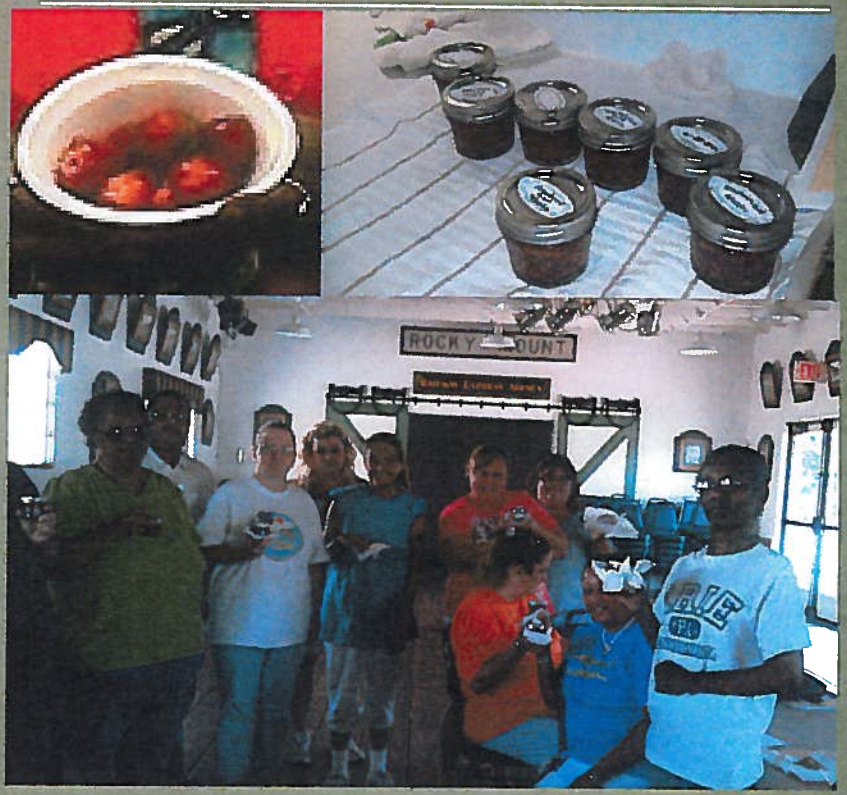


VCE-Franklin County
Family and Consumer Sciences

Conducted programs for EHS to increase clients life skills.

Clients participated in the Community Garden, which lowered there monthly grocery bill. Participants also learned how to can produce, which allows them to have a variety of fresh produce in and out of season.

Pictures from Class



VCE-Franklin County 4-H

4-H Camp was canceled due to the power outage that we had in early July. A make-up camp will be held on the weekend of Oct. 5-7, 2012 (we had approximately 95 people in all registered for Franklin County including campers, c.i.t., teens, and adult volunteers)

Members of the Franklin County Eagles 4-H club (teen) club went to 4-H Congress on the VT campus in June for state competitions. Adrianna Wilson, received special recognition as the overall winner of the science fair, her project was calculating optimal travel routes using Java programming.

VCE Franklin County
ANR

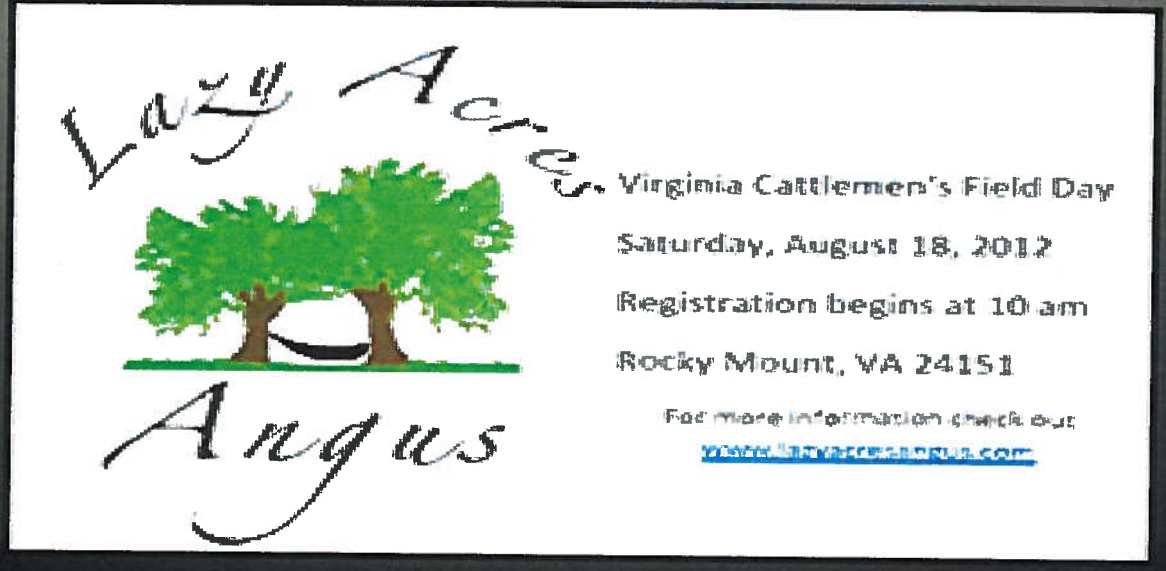
Energy Audit Workshop provided Thursday Aug. 16th

The program will access Dairy, Poultry, Greenhouse and Tobacco producers' energy use, explain energy efficient equipment, and help producers find grant money and/or cost share programs to implement program.

36 participants enrolled

VCE Franklin County ANR

Virginia Cattlemen's/Angus Field Day



VCE Franklin County
ANR

We are pleased to be hosting the State Field Day in Franklin County, thanks to Jason and John Thurman and Steve Furrow

All are welcome

There will be discussions on Fertility, Reproductive Physiology, Cattle Judging, Vendor Displays, Cattle Displays, Lunch, and other activities

VCE Franklin County
ANR

Master Gardeners

Helping with Habitat for Humanity

Working in the Booker T. Washington Garden and will support the Harvest Festival at Booker T. Washington

Participated in planting a row to support food banks and harvested

FRANKLIN COUNTY
Board of Supervisors

Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

AGENDA TITLE: Tom's Knob tower site power installation project	**AGENDA DATE:** August 21, 2012 **ITEM NUMBER:**
SUBJECT/PROPOSAL/REQUEST Radio system upgrade/approve request to solicit bids for project.	**ACTION:** **INFORMATION:**
STRATEGIC PLAN FOCUS AREA: Goal # Action Strategy:	**CONSENT AGENDA:** **ACTION:** **INFORMATION:**
	ATTACHMENTS:
STAFF CONTACT(S): Messrs. Huff, Whitlow, Hatcher	**REVIEWED BY:** REH

BACKGROUND: As part of the 2006 communications project, a communications tower was constructed on Tom's Knob to serve the southern and southeastern portions of Franklin County including the communities of Snow Creek, Fork Mountain, and Sontag. The 140 foot tower is located on a leased parcel of land on the furthest eastern crest of Tom's Knob. The lease is for a 5 year period that began in 2006 with automatic renewal of the agreement for a total of 20 years and is due for renewal in 2026.

Access to commercial power was unavailable at the time the tower was constructed due to the remote location and distance from existing power lines and was further hindered as landowners were reluctant to grant easements through their property to the nearest power lines. A power system was designed and installed to provide power to the communications equipment at the site that consists of a solar power array and a back-up emergency generator. The power system met the needs of the site but limits any expansion at the site for future needs. Tom's Knob is the only communications site in the entire system that does not have currently have commercial power installed.

The site originally contained four receivers for the public safety communications system and equipment from B2X Communications to provide internet service to the Snow Creek and Sontag areas. In 2011 a transmitter was relocated from the Grassy Hill site to Tom's Knob to improve communications in the Snow Creek and Fork Mountain areas. The transmitter greatly improved communications but it also exceeded the capacity of the power system which has led to an increased number of outages at the site. In order to improve the communications system any further, commercial power will need to be installed to the site for its long term sustainability.

DISCUSSION: In 2011, a radio communications system committee was formed to investigate problems with the public safety radio system. This committee is comprised of representatives from every stakeholder within the public safety system that uses our communications system as well a citizen representative with extensive experience in the design and configuration of radio communication systems. The committee studied the improved communication that resulted from the relocation of the transmitter to the Tom's Knob site. There were still a few remote areas with poor coverage however, the vast majority of the Snow Creek and Fork Mountain areas saw a significant improvement according to first responders in those communities. It should be noted that the transmitter on Tom's Knob only provides a single channel, transmitting at the lowest wattage, that must be shared by fire, rescue and law enforcement responders while

operating in these areas.

Increased radio coverage to these areas brings the power system issue to the forefront. The installation of the transmitter caused an increase in demand on the limited power available from the solar array at Tom's Knob. On sunny days, with the system only being used for routine operations, the solar array can only generate enough power to supply the original equipment installed at the site. The addition of the transmitter created a demand that exceeds the capacity of the solar generating cells. When the transmitter is used by responders, it exceeds the available power supply by as much as 10 amps. The excess power must be pulled from the batteries, which draws them down frequently to less than half of their charge. This damages the batteries. The increased drain causes the generator to start in order to meet the electrical demand. In short, the use of the transmitter causes the generator to operate more frequently and for longer periods which decreases battery life and increases fuel consumption. In February 2012 the original batteries were replaced as they have a 5 year life expectancy. The cost to replace the entire battery bank was $18,553. Additional costs for the Tom's Knob site in FY 11 – 12 were $1,520 for fuel, $7,891 for radio repair expense, $4,789 in generator maintenance, and $4,847 to maintain the solar array for a total annual cost of $37,600.

The communications committee is in the process of interviewing communications engineering firms to oversee improvements to the public safety communications system. In this process, it has become obvious that the Tom's Knob site will be needed to provide coverage into the southern and eastern portions of the county. In order to do this, additional communications equipment will be needed at that site. In light of the power supply problems that a single transmitter has created on the current solar power system, the committee feels it is imperative that commercial power be installed at the site and recommends the county pursue the process of installing power. Connecting to commercial power will make the site expandable to meet our future needs as we continue to improve public safety communications in the county.

Since development of the site, a suitable route for access to commercial power has been determined. This route is approximately 6000 feet in length and will bypass those landowners that have refused to grant easements through their property. In addition, the identified route will allow an alternate access road to the site that will cut the driving distance to the site in half. The current access road is 4.7 miles in length and is accessed from Muddy Fork Rd. The proposed access route is 2 miles in length and is accessed from Tom's Knob Rd in the Sontag area.

The projected cost to install commercial power to the site will exceed the threshold to solicit bids to perform the work as power to the site will need to be installed underground to prevent disruption during storms due to fallen trees. It is projected that the cost of the project will be less than $100,000. For comparison, the cost to maintain the current power system at Tom's Knob has exceeded $50,000 in the past 24 months. It is anticipated that the savings from maintain the power system will pay for the installation within 4 years. Staff has identified available funding to complete the project from 2011-12 carryover funds.

<u>RECOMMENDATION</u>: The public safety communications committee and county staff respectfully request the Board of Supervisors to authorize staff to solicit bids to install commercial power to the Tom's Knob tower site.

Dear Business Owner:

First, may we thank you for being a part of the fabric of Franklin County and supporting the livelihood of this wonderful county. We are thankful most of all for your support of **Franklin County High School** and its many wonderful opportunities and activities.

The **Senior Class** (Class of 2013) would like for you to partner with us in our endeavors in the upcoming year. We, the class officers, were selected by our peers to represent them and make decisions for the greater good of our class and our school. In the upcoming year, we will be planning and financing many events for the Senior Class. In order to do so, fundraising becomes vital to our program. This year, we've selected a **5K run** as our focus event to raise money.

Your sponsorship would go towards funding this event, so that the money raised by the 5K run, can be wholly placed into our class fund, and later used towards our class picnic, senior trip, senior banquet and other special events. We have designed "levels" for sponsorship, however any donation is greatly appreciated. Enclosed, is a copy of these sponsorship categories.

We thank you for your consideration, and willingness to support the students of Franklin County High School. Your contribution will be recognized and greatly appreciated by not only the Senior Class, but by Franklin County High School as a whole.

Thank you for your time and consideration,

2013 Senior Class Officers of FCHS

Allyson Lynch – Class Sponsor
Kassandra Peters – President
Morgan Atkins - Secretary
Megan Vest - Vice President
Linsey Schiemann – Treasurer

EAGLE STRUT 5K SPONSORSHIP LEVELS

PLATINUM SPONSOR-$500.00 AND ABOVE

GOLD SPONSOR-$250.00 AND ABOVE

SILVER SPONSOR-$100.00 AND ABOVE

BRONZE SPONSOR-$50.00 AND ABOVE

NOTABLE MENTION-BELOW $50.00