



Franklin County

A Natural Setting for Opportunity

AGENDA FRANKLIN COUNTY BOARD OF SUPERVISORS TUESDAY, MARCH 19, 2013

- 1:30 P.M. Call To Order, Chairman David Cundiff
- 1:31 Invocation, Supervisor Bobby Thompson
- 1:32 Pledge of Allegiance, Supervisor Ronnie Thompson
- 1:33 Resolution of Appreciation/Retirement
✦ Ron Burroughs
✦ Todd Daniel
- 1:35 Public Comment
✦ Tracey Carter Lt Col (ret)
➤ Bridge Naming for Cpl. Kubasak
- 1:38 CONSENT AGENDA (REQUIRES ACTION)
REF: 1. Approval of Accounts Payable Listing, Appropriations, and Minutes for *February 19, March 7 & 12, 2013*
2. Award of Landfill Bulldozer (*See Attachment #5*)
3. Governmental Purchasing Month Proclamation (*See Attachment #3*)
4. Franklin County Utility Building Bid Award (*See Attachment 10*)
5. 2013 Ferrum Rescue Squad Special Entertainment Permit Approval (*See Attachment #4*)
6. Aging Services Bus Utilization (*See Attachment #13*)
7. County Administrator's Vehicle Replacement (*See Attachment #9*)
8. Virginia Commission for the Arts Challenge Grant (*See Attachment #8*)
9. Civil War 150 VTC Grant Application (*See Attachment #6*)
10. Baseball Official Per Game Rate Increase (*See Attachment #7*)
11. Surplus Vehicles/Aging Services (*See Attachment #11*)
12. Royal Flush Pump Out Program (*See Attachment #12*)

- 1:40 Jake Gilmer, AICP, LEED Green Associate
REF: 1. Livable Roanoke Valley

RICHARD E. HUFF II
COUNTY ADMINISTRATOR
1255 FRANKLIN ST., SUITE 112
ROCKY MOUNT, VIRGINIA 24151
(540) 483-3030
www.franklincountyva.org

- 2:00 Craig "Rocky" Rockwell, Operations Project Manager
REF: 1. Philpott Lake Presentation
- 2:20 Neil Holthouser, Director of Planning & Community Development
REF: 1. Stormwater Management Program Update
- 2:25 Patsy Akridge, Broker, Akridge Insurance
REF: 1. 2013-2014 Evaluation of Health Insurance Bids (hand-out)
- 3:25 Richard E. Huff, II, County Administrator
REF: 1. VDOT 6-Yr. Secondary Transportation Plan Work Session/Date?
2. Presentation of Proposed County Budget - FY 2013-2014
3. Other Matters
- 4:15 Other Matters by Supervisors
- 4:25 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.

APPOINTMENTS:

- Southern Area Agency on Aging - 3 Yr. Term (Term Expires 5/31/2013) (**See Attachment #1**)
- Aging Services Board - Unexpired Term/January 31, 2015/Snow Creek District/4-Yr. Term

Recess for Dinner

6:00 Call To Order, Chairman David Cundiff

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

Petition of Chad McGhee/Petitioner, J & K HTCC, LLP/Owner requesting a Special Use permit for "Day care centers, day nurseries," for property located at 6960 Booker T. Washington Hwy, Wirtz, Virginia in the Union Hall District of Franklin County, further identified as Tax Map/Parcel # 0280012800 in the Franklin County Real Estate Records. The subject property is currently zoned B-2, Business District General, which does not prescribe a specific density. The 2025 Comprehensive Plan of Franklin County identifies this area as a Village Buffer. The underlying Village Buffer does not prescribe a density, however,

Policy #1 for Villages states: Encourage small-scale residential subdivision, townhouses, garden apartments and apartments above commercial uses in locations that complement and support established or new villages with supporting convenience shopping, general business, elementary schools, recreational areas, fire and rescue sites, and churches. This application for Special Use Permit would not result in any residential uses for this property. (Case # SPEC-1-13-11335)

PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M., on Tuesday, March 19, 2013**, in the Board of Supervisors Meeting Room in the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider the proposed amendments to Article II - County Vehicle License Fee, Section 11-45-48. (**See Attachment #2**)

Call To Order and Action as Deemed Appropriate and Adjournment Thereafter

RISE & SHINE GUEST FOR MARCH IS RICK

SOUTHERN AREA AGENCY ON AGING

Teresa N. Carter, Executive Director

204 Cleveland Avenue

Martinsville, Virginia 24112

632-6442 & 632-6252 (fax)

1-800-468-4571

tcfontaine@southernaaa.org

7

Responsibility of the Board

The Board of Directors is the principal policy making unit of the area agency on aging (AAA). The AAA Board is autonomous, bound only by its legal responsibilities under its charter and by-laws and its contractual agreements with State, local government and other agencies.

The AAA Board has an obligation to fulfill the purposes stated in its charter and to accomplish the goals and objectives outlined in the annual area wide plan for services to the elderly. In doing these things, it should adhere to two basic concepts First; the Board of Directors has primarily and fundamentally a policy making role as distinguished from an implementation and administration role which is carried out by the staff of the AAA and its subcontractors. Second, the authority of the Board is derived from its group action. No individual Board member has authority over the area agency on aging.

The AAA Board should not be confused with other organizations such as the Planning District Commission, the AAA Advisory Committee, and the governing bodies of its contract agencies. The AAA Board may delegate authority for certain major policy decisions to subcontractors or advisory groups, but it is ultimately responsible for the total program it administers.

In its policy-making role, the Board of Directors has the following responsibilities: (this list is not all inclusive)

- Develop an area plan for aging services.
- Identify the needs of the elderly in the community.
- Establish long-range goals for meeting the needs of the elderly.
- Formulate short-range objectives for programs to be conducted in the community.
- Approve overall plans for carrying out the objectives.
- Assure compliance with the conditions of financial assistance (e.g. contract with Virginia's Department for the Aging).
- Assure adherence to legal constraints and sound financial management procedures.
- Adopt a written personnel policy, including a plan for affirmative action in providing equal employment opportunity.
- Hire and fire the Executive Director (although the Board has the option of directly employing all staff of the AAA, it is recommend that the selection of other staff be left to the Executive Director within personnel policy guidelines established by the Board).

The Board meets at least six times a year (usually on the last Monday of the month). Committee meetings are usually scheduled for the morning of the Board meeting.

3-YEAR TERMS EXPIRES DECEMBER 31st,

Mrs. Maggie Gray
129 Leeward Drive
Moneta, Virginia 24121

Expires 12/31/2015

Johnny Greer
1256 Beulah Road
Rocky Mount,, Virginia 24151

Expires 5/31/2013

Note: Number of Vehicles, Trailers, Motorcycles and Antique Vehicles provided by Information Technology from 2011 data.

The County should have a more accurate count of vehicles this fall when they are billed on personal property bills for the first time. Staff has proposed using \$250,000 from fund balance to cover the estimated decal revenue shortfall in FY13-14.

Options for recovering the revenue shortfall include:

- 1) Raising the fee to \$34.25 for FY14-15 so that the same total amount is collected over three fiscal years:
FY 12-13: \$25.00
FY 13-14: \$15.75
FY 14-15: \$34.25
Three Year Total would equal \$75.00.

The following Charts show the impact by Calendar Year and Fiscal Year for the vehicle license fee only (\$25):

Calendar Year			
2013		2014	2015
April	December	December	December
\$25	\$15.75	\$34.25	\$25

Fiscal Year		
12-13	13-14	14-15
April	December	December
\$25	\$15.75	\$34.25

Time line for implementation of the new ordinance:

- March 19, 2013: Adoption of License Fee Ordinance
- June 1, 2013: Programming Changes Completed
- September 1, 2013: Personal Property Book Completed, Bills Mailed

RECOMMENDATION:

Staff requests the Board to consider the adoption of the new ordinance after completion of the public hearing.

2

Article II – County Vehicle License Fee

Section 11-45. – Required; Exceptions.

(a) Every licensed motor vehicle, trailer and semitrailer normally garaged, stored, or parked or acquiring a situs within the county and capable of being operated on the streets, highways, roads, or other traveled ways in the county shall be licensed in accord with the provisions of this article and it shall be unlawful for any person to drive or operate any such vehicle on the streets, highways, roads or other traveled ways in the county, unless such vehicle is so licensed for the current year. The annual license fee shall be in addition to any other County license tax or fees, including personal property tax.

(b) This section shall not apply to the following:

- 1) To motor vehicles, trailers or semitrailers owned by the commonwealth, by any political subdivision of the commonwealth or by the United States government, or to non-licensed vehicles used exclusively for agricultural or horticultural purposes or vehicles held for sale by any manufacturer or dealer.

State law reference - Code of Virginia, § 58.1-3505.

- 2) A one- or two-wheel trailer not exceeding fifteen hundred (1,500) pounds, including its maximum load in weight (Gross Weight).
- 3) To vehicles of owners resident in any incorporated town in the county, which town imposes a license fee or tax on such vehicles. Nothing in this section shall be construed to require a license for any vehicle exempt from same under any laws of the commonwealth.

Section 11-46. – License Fee Year.

The license fee year under this article shall begin on the first day of January and shall expire on the last day of December of each year. The License Fee shall be applicable for the given tax year based on situs as of January 1st. There will be no proration of the License Fee upon disposal or change of situs during the given year.

Section 11-47. – Levy and Amount of Fee.

Effective July 1, 2013 and for the 2013 calendar year the following adjusted fees will be reflected on 2013 Personal Property Tax bills which are due December 5, 2013:

- (a) Fifteen dollars and seventy-five cents (\$15.75) on each motor vehicle.
- (b) Eight dollars and fifty cents (\$8.50) on trailers and semitrailers with a gross vehicle weight of more than one thousand, five hundred pounds (1,500).
- (c) Eight dollars and fifty-one cents (\$8.51) on antique or vintage licenses.
- (d) Ten dollars and seventy-five cents (\$10.75) on a motorcycle, with or without a sidecar.

Effective for the 2014 calendar year the following fees will be reflected on 2014 Personal Property Tax bills which are due December 5, 2014:

- (a) Twenty-five dollars (\$25.00) on each motor vehicle.
- (b) Twenty dollars (\$20.00) on trailers and semitrailers with a gross vehicle weight of more than one thousand, five hundred pounds (1,500).
- (c) Thirteen dollars and fifty cents (\$13.50) on antique or vintage licenses.
- (d) Eighteen dollars (\$18.00) on a motorcycle, with or without a sidecar.

Several special provisions are allowed by state code and are outlined below:

Special Classification	Amount
Members of the National Guard	One-half the annual license fee imposed by the County of Franklin - limit of two reduced fees.
Disabled Veterans	No Charge – limit of two vehicles
Former Prisoners of War	No Charge – limit of two vehicles
Persons Awarded the Medal of Honor	No Charge – limit of two vehicles

State law reference - Authority for above tax, Code of Virginia, § 46.2-752.

Section 11-48. – Authority of Commissioner of Revenue; Correction of or Relief from License Fees.

The Commissioner of Revenue shall have the authority to correct erroneous billings or assessments of vehicles for a license fee in any tax year upon submission of proper documentation as to such vehicles use, weight or other appropriate classification.



CERTIFICATE of RECOGNITION

By virtue of the authority vested by the Constitution in the Governor of the Commonwealth of Virginia, there is hereby officially recognized:

GOVERNMENTAL PURCHASING MONTH

WHEREAS, the Virginia Association of Governmental Purchasing, Inc. (VAGP) was established in 1958, is the largest chapter of the National Institute of Governmental Purchasing, with approximately 1,100 professional public purchasing members employed by nearly 350 public entities, comprised of cities, counties, towns, state agencies, colleges, universities, public schools, hospitals, political subdivisions, authorities and community service boards throughout Virginia; and

WHEREAS, the Capital Area Purchasing Association (CAPA), also a large chapter of the National Institute of Governmental Purchasing, was established in 1978, represents approximately 250 professional public purchasers from more than 55 public entities in the Virginia capital region; and

WHEREAS, the purchasing and materials management profession, with an aggregate purchasing power of billions of dollars, has a tremendous impact on the economy; and

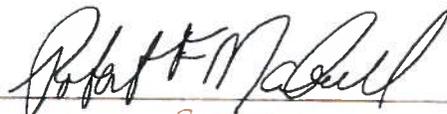
WHEREAS, purchasing and materials management professionals work diligently to establish and maintain ethical standards in buying and selling, to increase their knowledge of efficient procurement methods, to disseminate useful information to its members and to promote professionalism in public purchasing; and

WHEREAS, in addition to purchasing goods and services, the purchasing and materials management professions engage in, or have direct responsibility for, executing, implementing and administering contracts, developing forecasts and procurement strategies, supervising and monitoring the flow and storage of materials, and developing working relationships with suppliers; and

WHEREAS, governmental purchasing professionals contribute positively to our Commonwealth's public agencies and services by improving purchasing methods and practices and by utilizing new technologies to increase efficiency and improve processes;

NOW, THEREFORE, I, Robert F. McDonnell, do hereby recognize March 2013 as **GOVERNMENTAL PURCHASING MONTH** in our **COMMONWEALTH OF VIRGINIA**, and I call this observance to the attention of all our citizens.




Governor


Secretary of the Commonwealth

FRANKLIN COUNTY
Board of Supervisors

4



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> <i>2013 Ferrum Rescue Squad Special Entertainment Permit</i>	<u>AGENDA DATE:</u> <i>March 19, 2013</i>	<u>ITEM NUMBER:</u>
<u>SUBJECT/PROPOSAL/REQUEST:</u> <i>Special Entertainment Permit Approval for September 28, 2013 (Rain or Shine)</i>	<u>ACTION:</u>	<u>INFORMATION:</u>
<u>STAFF CONTACT(S):</u> Mr. Huff & Mrs. Tudor	<u>CONSENT AGENDA:</u> YES <u>ACTION:</u> YES	<u>INFORMATION:</u>
	<u>ATTACHMENTS:</u> YES	
	<u>REVIEWED BY:</u> <i>R&H</i>	

BACKGROUND:

Mrs. Corrie Whitefleet, Ferrum Rescue Squad Auxiliary, is requesting Board approval for their Special Entertainment Permit set for September 28, 2013. In the past, the Board has granted approval for the completed permit and in lieu of a bond the County is accepting a Certificate of Liability Insurance with a \$2/4M for each occurrence (*attached*) to be posted with the County Administrator (10) days prior to the day the festival is to begin per County Code Section 3-80.

DISCUSSION:

With all of the required County departments signing off on the proposed Special Entertainment Permit, the application is in order and the Certificate of Liability Insurance with a \$2/4M coverage is attached in lieu of the County bond. In accordance with County Code Section 3-80. Mrs. Whitefleet has also remitted the filing fee of \$100.00 (*attached*) per County Code Section 3-83.

RECOMMENDATION:

Staff requests Board approval on the proposed Special Entertainment Permit for the Ferrum Rescue Squad Auxiliary set for September 28, 2013.



Franklin County

A Natural Setting for Opportunities

APPLICATION FOR A SPECIAL ENTERTAINMENT PERMIT

(Completed applications are due in the County Administrator's Office sixty (60) days prior to the event)

DATE SUBMITTED:

March 1, 2013

NAME OF APPLICANT:

FERRUM RESCUE SQUAD

COMPLETE MAILING ADDRESS:

FRANKLIN ST - 40 WEST

FERRUM VA 24088

TELEPHONE NUMBER:

540-365-3338

CELL PHONE NUMBER:

EMAIL ADDRESS:

NAME OF PROMOTER:

FERRUM RESCUE SQUAD Auxiliary

COMPLETE MAILING ADDRESS:

FRANKLIN ST - 40 WEST

FERRUM VA 24088

TELEPHONE NUMBER:

540-365-3338

CELL PHONE:

540-493-2179 CORRIE Whitefleet

email: cmWHITEFLEET@gmail.com

FRS Auxiliary

1. Discuss the means by which the Festival will be financially supported:

foodsales + ENTRY FEE +

DONATIONS

2. Please describe the exact location of the proposed Festival including the tax map and parcel location of the property:

7155 DRY Hill Road
FERRUM, VA 24088

CROSSROADS Ruritan
CLUB Building

3. Please list the names and addresses of the owners of the property on which the event is to be held:

Ruritan Club, FERRUM, VA
7155 DRY Hill Road, 24088

4. Please list the dates for which the permit is to be issued and alternative rain date(s).

SEPT 28, 2013
RAIN OR SHINE

5. Discuss the nature and interest of the Applicant in the property on which the Festival is to be held (if any).

NONE

6. List persons or groups who will be performing:

Carl Scott + Glory Bound
SOUTHERN BREEZE

SUBJECT TO CHANGE + CONFIRMATION:

Gills CREEK GRASS
40 WEST

BRPAA
CLOGGERS

7. Outline your plans for the provision of the following:

OLD DOMINION cloggers

a. Sanitation Facilities: EXISTING RESTROOMS (2)

b. Garbage, Trash & Sewage Disposal: VOLUNTEERS Trash cans to dumpster

c. Food, Water & Lodging: FOOD, WATER available for sale

Vendor application on file 24 days ahead

APPROVED:

[Signature]

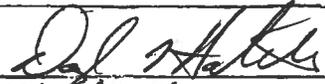
Franklin County Health Department

Date

3/5/13

d. Medical Services & Facilities: AMBULANCE AVAILABLE

e. Fire Protection: EXTINGUISHERS ON SITE

APPROVED:  3-5-12
Public Safety Official Date

f. Parking Facilities, Crowd Control & Traffic Control in and around the Festival Area: DESIGNATED PARKING / VOLUNTEERS

APPROVED:  03-04-2013
Sheriff's Department Date

8. Are outdoor lights or lighting to be used? Yes No IF yes, present a sketch showing the location of such lights and shielding devices or other equipment to prevent unreasonable glow beyond the point where the property is located. Also, indicate plans to insure compliance with the National Electrical Code.

APPROVED:  3-1-13
Franklin County Building Official Date

9. Will music be played either by mechanical devices or live performance in such a manner that the sound emanating will be unreasonably audible beyond the property on which the festival is located? If so, what measures will be used to curtail unreasonable sound levels? SOUND LEVELS WILL BE WITHIN REASON.

10. What is the best estimate of the expected attendance at this proposed festival? 300-500
"COMING + GOING"

11. What is the basis for your estimate? PRIOR EVENTS
ANNUALLY SINCE 2004

12. Attach a copy of the badge of admission and/or ticket used for entry into the festival (note that the badge or ticket must clearly state the time and date of the festival). NONE REQUIRED

13. Outline your plans for any advertising to be done to promote the festival: flyers at local
merchants; radio; CABLE TV; newspapers;
FRANKLIN COUNTY WEBSITE



Franklin County

14. I, CORRIE Whitefleet, hereby certify that on the dates of the proposed music or entertainment festival not more than a total of 0 tickets will be offered for sale. I further grant permission for the Board of Supervisors of Franklin County, its lawful agents, or duly constituted law enforcement officers to enter the property at any time for the purpose of determining compliance with the provisions of the Franklin County Code. I recognize that the Board of Supervisors of Franklin County shall have the right to revoke any permit issued upon noncompliance with any of its provisions or conditions.

Applicant Name: CORRIE Whitefleet on behalf of FERRUM RESCUE SQUAD

Applicant: C M Whitefleet
Signature

March 1 2013
Date

Applicant Name: _____

Applicant: _____
Signature

Date

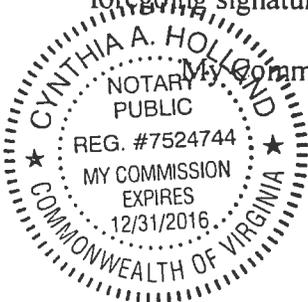
COMMONWEALTH OF VIRGINIA

COUNTY OF FRANKLIN, to-wit:

On this the 1 day of March, 2013

Whose name is signed to the foregoing instrument, personally appeared before me, acknowledged the foregoing signature to be his/hers, and made oath that the statement is true.

My Commission expires: 12/31/2016
Cynthia A. Holland
Notary Public



SHERIFF'S CERTIFICATION:

I hereby certify that on the dates of the proposed music or entertainment festival, and under the circumstances described by the promoter of the event, that adequate crowd control and security will be provided and I hereby convey approval of the promoter's plan for security.

Signature: McClernerton Jr.
Sheriff of County of Franklin

03-04-2013
Date

Estimate number of deputies or security officers to be provided: 0



CERTIFICATE OF LIABILITY INSURANCE

OP ID: GM

DATE (MM/DD/YYYY)

03/05/12

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER J. Mark Bowery Insurance 3713 Memorial Blvd. Kingsport, TN 37664 J MARK BOWERY INSURANCE, INC.	423-288-8347	CONTACT NAME: GINGER L MOWDY	
	423-245-9454	PHONE (A/C, No, Ext): 800-752-9620	FAX (A/C, No): 423-245-9454
		E-MAIL ADDRESS: GINGER@BOWERYINS.COM	
		PRODUCER CUSTOMER ID #: FRANK-1	
INSURED FRANKLIN COUNTY BOARD OF SUPERVISORS 1488 FRANKLIN STREET ROCKY MOUNT, VA 24151	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : VFIS		19720G
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			TR-2056313	07/01/11	07/01/12	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> MEDICAL MALPRACTI						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 3,000,000
							PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY			CM-1053859	07/01/11	07/01/12	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			CU-5053211	07/01/11	07/01/12	EACH OCCURRENCE \$ 2,000,000
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 4,000,000
	DEDUCTIBLE						\$
	RETENTION \$ NONE						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Ferrum Volunteer Rescue Squad property located at 9285 Franklin Street,
 Ferrum, VA fundraiser

CERTIFICATE HOLDER

CANCELLATION

FRANKL1

FRANKLIN COUNTY BOARD OF SUPERVISORS
 SHARON TUDOR
 1488 FRANKLIN STREET
 ROCKY MOUNT, TN 24151

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
 J MARK BOWERY INSURANCE, INC.

Franklin County Treasurer
1255 Franklin Street
Suite 101
Rocky Mount
Virginia, 24151
Phone - (540) 483-3078
Fax - (540) 483-3080

3/1/2013 03:18 PM Cashier 0003
T/Ref 1010020863 Reg 1010 Tran No 6326
Cash Report: 130301-01 for 3/1/2013

02 - Franklin County
Treasurer Lynda Messenger

COUNTY BUSINESS LICENSES
Validation Number: 057393 \$100.00
=====

Total	\$100.00
Check	(\$100.00)
Check No. 1144	

Thank You for Your Payment.

FRANKLIN COUNTY
Board of Supervisors



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> Award bid for new Landfill Dozer	<u>AGENDA DATE</u>	<u>ITEM NUMBER:</u>
<u>SUBJECT/PROPOSAL/REQUEST:</u>	March 19, 2013	<u>ACTION:</u>
Authorize purchase of Landfill Dozer	<u>CONSENT AGENDA:</u> Yes	<u>INFORMATION:</u>
<u>STRATEGIC PLAN FOCUS AREA:</u>	<u>ATTACHMENTS:</u> No	
County Government Services	<u>REVIEWED BY:</u> <i>RST</i>	
<u>GOAL #:</u>		
#3 Customer Service		
<u>ACTION STRATEGY:</u>		
Define and implement alternative methods for delivering County Services to expand citizen's options.		
<u>STAFF CONTACT(S):</u>		
Messrs. Huff, Moore, Sink		

BACKGROUND:

At the August 21, 2012 Board of Supervisors meeting the Board of Supervisors authorized staff to seek bids for a new Landfill Low Ground Pressure Dozer. Staff advertised pursuant to Franklin County procurement policy and received two bids on February 13, 2013 at 4:00 pm. It was also requested that bidders provide a trade-in price as an offset to the price for the new dozer since it is a replacement.

DISCUSSION:

Two (2) proposals were received. Carter Machinery Company, Inc. and James River Equipment submitted bids meeting the specifications as advertised. Specifications were drafted and reviewed with the assistance of our Landfill consultant Tom Flanagan of Joyce Engineering. Lawrence Equipment Company (Case) looked at the used dozer but did not submit a bid. Staff had requested that bidders provide a trade-in price for the used 2001 Cat D6R dozer. This used dozer has currently documented 6,352 hours of use. While the hours on the current dozer appear low staff feels that it represents a safety issue for use as the old landfill slopes become steeper and will require additional work as we proceed to closure of the cell. As previously noted the new dozer is a "Low Ground Pressure Dozer". It was also requested of the bidders that they provide a guaranteed maximum repair cost and guaranteed maximum maintenance expense cost for the first 5 years or

7,000 hours of use. Unsolicited, Carter Machinery has also offered a guaranteed re-purchase price in five (5) years of \$90,000 or 52% for the new dozer should Franklin County need to replace or change out the dozer due to future landfill development.

RECOMMENDATION:

Staff respectfully recommends that the Board of Supervisors authorize the County Administrator to award to Carter Machinery, Inc. (low bidder) a purchase order to acquire a 2013 Cat "Low Ground Pressure" Dozer in the amount of **\$109,435.00** including the trade-in and guarantees for repair and maintenance costs for a total price not to exceed \$120,795.00, as previously enumerated. The approved Landfill Capital Budget (CIP) currently has funds allocated for the purchase.



Franklin County

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BID SHEET FORM FOR

2013 LANDFILL DOZER

DATE/TIME OF BID OPENING: Wednesday, February 13, 2013

VENDOR RESPONDING	CONTACT PERSON	GROSS PRICE NEW DOZER	TRADE-IN ALLOWANCE OLD DOZER	BID BOND	GURANTEE 5-YR REPAIR MAINT. COSTS	GURANTEE MAX COST
James River Equipment	Darrell Robertson	\$177,645	\$74,000	X	\$23,953.87	\$127,598.87
Carter Machinery Co., Inc.	Mark Carlin	\$170,435	\$61,000	X	\$11,360.00	\$120,795.00

I hereby certify that the above responses to the bid or services request were received in a timely fashion and opened in public on 2, 13, 2013.

Signature [Handwritten Signature]
BIDSHEET FORMS/sharon

FRANKLIN COUNTY
Board of Supervisors

6



Franklin County
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EXECUTIVE SUMMARY

AGENDA TITLE: American Civil War Sesquicentennial Tourism Marketing Program	AGENDA DATE: 3/19/2013	ITEM NUMBER:
SUBJECT/PROPOSAL/REQUEST Request approval to apply for an American Civil War Sesquicentennial Tourism Marketing Program Grant for upcoming Franklin County CW 150 programs in 2013	ACTION:	INFORMATION:
STRATEGIC PLAN FOCUS AREA: Goal # 2 Action Strategy: Identify private and faith based partners for collaborative program and facility services.	CONSENT AGENDA: X ACTION:	INFORMATION:
STAFF CONTACT(S): Huff, Burnette	ATTACHMENTS:	
	REVIEWED BY: <i>REH</i>	

BACKGROUND:

Each year the state's Virginia Sesquicentennial of the American Civil War Commission, along with the Virginia Tourism Corporation, offer grant opportunities to communities who have a recognized CW 150 Committee. Since its inception, the local Franklin County CW 150 has had many successful programs in the promotion and commemoration of the American Civil War and Sesquicentennial. The committee has hosted and/or co-hosted with the Booker T. Washington National Monument the following statewide projects: the Legacy Program – a civil war document digital scanning program; the Civil War 150 History Mobile; and the American Turning Point Panel Exhibition that was on display in the Board room at the Government Center which had visitors from New York to Florida. Through the combined efforts of the County, re-enactors, and Civil War-related civic groups, one of the most successful events hosted to date has been the annual Franklin County Civil War Days, a three-day event of living history, battle reenactments and education.

DISCUSSION:

The Franklin County CW 150 Committee is seeking the Franklin County Board of Supervisor's approval to apply for grant funding through the VTC Marketing Leverage Program/VA Sesquicentennial of the American Civil War Commission. Grant funding will be used primarily for the marketing and execution of the 2013 Franklin County Civil War Days in September, as well as the marketing of other area Civil War-related events. The grant requires a 1:1 match of up to \$5000.00. We are requesting permission to apply for up to \$5000.00. Deadline for the grant application is April 2, 2013. Franklin County would provide the match through either the 2013 Tourism Microgrant program or through the Tourism department's operational budget.

RECOMMENDATION:

Staff requests approval to apply for the Virginia Sesquicentennial of the American Civil War Commission/VTC Tourism Marketing Grant in an amount up to \$5,000.

FRANKLIN COUNTY
Board of Supervisors

7



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> Baseball Official Per Game Rate Increase	<u>AGENDA DATE:</u> February 21, 2013	<u>ITEM NUMBER:</u>
<u>SUBJECT/PROPOSAL/REQUEST</u> Request from the Franklin County Baseball Association to increase per game pay for Junior League Baseball officials from \$22 to \$35.	<u>ACTION:</u>	<u>INFORMATION:</u>
<u>STRATEGIC PLAN FOCUS AREA:</u> Recreation	<u>CONSENT AGENDA:</u> X	<u>INFORMATION:</u>
<u>Action Strategy:</u>	<u>ACTION:</u>	<u>INFORMATION:</u>
<u>STAFF CONTACT(S):</u> Messrs. Huff, Burnette	<u>ATTACHMENTS:</u>	
	<u>REVIEWED BY:</u> RSH	

BACKGROUND:

In years past, the Franklin County Baseball Association Junior Boys League has typically played approximately twelve games each season, each with a one hour and forty five minute time limit. On many nights, teams can play two games in one evening. Currently, officials are paid \$22 per game, with two officials at each game. FCB, Inc has asked the Parks and Recreation Department to change the time limit to three hours and restrict teams to playing only one game per evening. Due to the longer potential game times, the Baseball Association has requested to increase the pay to \$35 per official to compensate for the additional playing time.

DISCUSSION:

Using a one hour, forty five minute time limit only allowed teams to get in three to four innings per game. The problem with this is that players were not getting sufficient playing time each game. Changing the schedule as requested will increase the officiating cost per game by \$26 (from \$44 to \$70). This increase represents an increase in part-time pay costs to the County related to this league by \$600 annually. To make this change revenue neutral, FCB, Inc has agreed to schedule fewer games in other leagues. All leagues would still play a minimum of twelve games to accommodate Dixie and Little League Guidelines.

RECOMMENDATION:

Staff respectfully requests approval from the Board to increase pay for Junior League Baseball Officials to \$35 per game.

FRANKLIN COUNTY
Board of Supervisors

8



Franklin County
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EXECUTIVE SUMMARY

AGENDA TITLE: Virginia Commission for the Arts Local Challenge Grant	AGENDA DATE: March 19, 2012	ITEM NUMBER:
SUBJECT/PROPOSAL/REQUEST Request approval of submission of a VCA Local Challenge Grant	ACTION:	INFORMATION:
STRATEGIC PLAN FOCUS AREA: Economic Development	CONSENT AGENDA: ACTION:	INFORMATION:
Action Strategy:	ATTACHMENTS:	
STAFF CONTACT(S): Messrs. Huff, Burnette	REVIEWED BY: <i>REH</i>	

BACKGROUND:

The Virginia Commission for the Arts annually offers a Local Challenge Grant in the amount of up to \$5,000 to communities to disburse to local arts organizations. This grant is matched by at least \$5,000 in other County budget contributions to arts organizations. For a number of years, the County has applied for and received the full funding amount and has then turned these funds over to the Blue Ridge Institute in Ferrum for marketing and other purposes. The match for these funds has historically been made through the County's giving to organizations such as the Crooked Road and other entities that promote regional arts initiatives.

DISCUSSION:

Staff feels that the receipt of the grant has been beneficial to the community in the past and has been matched by already anticipated organizational giving from the County's operational budget. For this reason, staff recommends continuing to apply for the full \$5,000 grant from the Virginia Commission for the Arts. Staff also recommends forwarding this grant, if received, to the Blue Ridge Institute for marketing and other purposes. The grant application is due on April 1, 2013.

RECOMMENDATION:

Staff respectfully requests approval from the Board to proceed with a grant request at the full \$5,000 amount and, if awarded, to forward the funding to the Blue Ridge Institute.

FRANKLIN COUNTY
Board of Supervisors

9



Franklin County
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EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> County Administration – Vehicle Replacement	<u>AGENDA DATE:</u> March 19, 2013	<u>ITEM NUMBER:</u>
<u>SUBJECT/PROPOSAL/REQUEST:</u> Vehicle Replacement	<u>ACTION:</u>	<u>INFORMATION:</u>
<u>STAFF CONTACT(S):</u> Messrs. Huff, Thurman	<u>CONSENT AGENDA:</u> X <u>ACTION:</u>	<u>INFORMATION:</u>
	<u>ATTACHMENTS:</u>	
	<u>REVIEWED BY:</u> <i>RET</i>	

BACKGROUND:

The vehicle assigned to the County Administrator currently has 128,000 miles on it and is 11 years old. Staff proposes to reassign this vehicle to the Public Works Director for use during working hours and replace the County Administrator's vehicle with a State Contract 2013 Chevrolet Tahoe at a cost of \$28,763.

DISCUSSION:

The Vehicle Committee has reviewed this request and recommends approval as funds are available in the Capital Vehicle Replacement Account, 3000-025-0071-7005.

RECOMMENDATION:

Staff recommends approval of the Vehicle replacement from available budgeted funds.

FRANKLIN COUNTY
Board of Supervisors

10



Franklin County
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EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> Utility Building	<u>AGENDA DATE:</u> March 19, 2013	<u>ITEM NUMBER:</u>
<u>SUBJECT/PROPOSAL/REQUEST:</u> Request Board approval to construct 6,000 sq.ft. utility building.	<u>ACTION:</u>	<u>INFORMATION:</u>
<u>STRATEGIC PLAN FOCUS AREA:</u> <u>Goal #</u> <u>Action Strategy:</u>	<u>CONSENT AGENDA:</u> Yes <u>ACTION:</u>	<u>INFORMATION:</u>
<u>STAFF CONTACT(S):</u> Messrs. Huff, Thurman	<u>ATTACHMENTS:</u> Yes	
	<u>REVIEWED BY:</u> RETT	

BACKGROUND:

The Department of General Properties is responsible for maintaining the physical property owned by the County. In addition to maintenance of buildings, grounds and equipment, the department is generally charged with storage of anything associated with general services (furniture, bulk purchases of office supplies, etc.)

Currently we (the County) have very limited storage capabilities. The area utilized on Tanyard Road (basement area of the "West Campus" at Franklin County High School) contains approximately 5,500 sq. feet. This area is used by no less than ten (10) separate departments and is basically at full capacity. The area has been a topic of discussion for potential expansion of the "West Campus" as well.

In addition to a lack of adequate storage, General Properties currently has no place (inside) to perform minor maintenance on lawn mowers, etc. nor is there a space to house necessary equipment such as a table saw.

DISCUSSION:

Last year, the Board of Supervisors granted permission to develop plans and accept bids for the construction of a 6,000 square foot utility/maintenance building. This building, if approved, will be constructed to the rear of the Franklin County Government Center.

Plans were developed for a pre-manufactured metal building to be placed on an existing pre-graded site. As advertised and bid, the project will include a finished exterior on a concrete pad. Minimal plumbing will be "roughed in" under floor for potential future needs. It should be noted that exterior concrete, etc. and interior components (including electrical) are not part of the base bid. It is anticipated that these will be completed as funds are available.

The project was recently bid in accordance with Franklin County's Procurement guidelines and eight (8) bids were received. The low base bid was submitted by Price Building, Inc., a Franklin County based firm. (See attached bid summary).

A Bid alternate #1 was requested which involved a potential "standing seam" roof in lieu of a "lapped" screw down system. While the standing seam roof would allow additional warranties, it has been determined (by staff) that for the type of

building being built – the lapped screw down system should be adequate.

Currently, Capital Line Item 3000-025-0192-7026 “Central Maintenance Facility” contains \$160,882.04 which is set aside for this project. While the base low bid exceeds funds available, negotiations are underway with Price Building, Inc. The ability to enter into such negotiations is outlined in our bid documents. It is anticipated that those talks will result in this phase of work being able to be completed with current funds.

RECOMMENDATIONS:

Staff requests permission to continue negotiations with Price Building, Inc. and enter into a contractual agreement for this phase of work. Said contract cannot exceed current available funding (\$160,882.04).



Franklin County
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BID SHEET FORM FOR

FRANKLIN COUNTY UTILITY BUILDING

DATE/TIME OF BID OPENING: FRIDAY, MARCH 8, 2013 @ 4:00 P.M.

VENDOR RESPONDING	ADDENDUM #1	ADDENDUM #2	BID BOND	BASE BID	ALTERNATE 1	TOTAL & ALT
Price Blower, Inc.	✓	✓	✓	\$169,800	\$10,900.00	
Nationwide Construction, RMD	✓	✓	✓	\$297,748	\$5,000.00	
Quality Structures	✓	✓	✓	\$204,900	\$8,500.00	
J. Hoffman & Sons, Inc.						
Shoulder Shady & Sons, Inc.	✓	✓	✓	\$269,141	\$9,044.00	
Art Contracting	✓	✓	✓	\$245,000	\$6,600.00	
Blair Construction	✓	✓	✓	\$175,750	\$5,450.00	
J. Stratton	✓	✓	✓	\$191,894	\$4,749.00	

I hereby certify that the above responses to the bid or services request were received in a timely fashion and opened in public on 3, 8, 2013

Signature (Sharon)

FRANKLIN COUNTY
Board of Supervisors

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Franklin County
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EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> Surplus Vehicles	<u>AGENDA DATE:</u> March 19, 2013	<u>ITEM NUMBER:</u>
<u>SUBJECT/PROPOSAL/REQUEST:</u> Request Board of Supervisors to declare out of service vehicles as surplus.	<u>ACTION:</u>	<u>INFORMATION:</u>
<u>STRATEGIC PLAN FOCUS AREA:</u> <u>Goal #</u> <u>Action Strategy:</u>	<u>CONSENT AGENDA:</u> Yes <u>ACTION:</u>	<u>INFORMATION:</u>
<u>STAFF CONTACT(S):</u> Messrs. Huff, Thurman	<u>ATTACHMENTS:</u> No	
	<u>REVIEWED BY:</u> <i>REH</i>	

BACKGROUND:

September 1, 1996, the County adopted a "Vehicle Policy". The policy was amended and re-adopted on February 15, 2005. Section four (4) of this policy governs vehicle replacement and the reallocation and/or sale of vehicles which are removed from service.

DISCUSSION:

Recently the Franklin County Department of Aging Services provided a list of two (2) vehicles which are requested to be declared "surplus". These vehicles are made available after determining they have become too costly to maintain. The vehicle are as follows:

- 2002 Ford "Mini-bus", VIN #1FDWE35522HB11771
- 1996 Ford "Mini-bus", VIN #1FDKE30G4THA46246

RECOMMENDATIONS:

Staff recommends that the Board of Supervisors declare the listed vehicles "surplus". It is further requested that the Board grant the vehicle committee authority to reallocate, sell and/or otherwise dispose of these vehicles in keeping with the said policy and in the best interest of the County.

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> "Royal Flush" and the mobile septic holding tank pump out Program.</p> <p><u>SUBJECT/PROPOSAL/REQUEST</u> TLAC consideration of taking ownership of the Personal Property and Administrative Duties Related to the "Royal Flush" and the mobile septic holding tank pump out Program.</p> <p><u>STAFF CONTACT(S):</u> Messrs. Huff, TLAC Executive Committee</p>	<p><u>AGENDA DATE:</u> March 19, 2013</p> <p><u>ACTION:</u></p> <p><u>CONSENT AGENDA:</u> <u>ACTION:</u> X</p> <p><u>ATTACHMENTS:</u> Yes</p> <p><u>REVIEWED BY:</u> <i>REH</i></p> <p><u>ITEM NUMBER:</u></p> <p><u>INFORMATION:</u></p> <p><u>INFORMATION:</u></p>
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BACKGROUND:

Starting in 2001, the Smith Mountain Lake Association and the Virginia Department of Health have had a Memorandum of Understanding to operate a Septic Pump-Out boat and two trucks for land based pump-outs. VDoH has historically used the grant funds to pay the personnel and then 75% of the other operating costs which totaled \$6,645 in 2010. VDoH paid \$4,984 and SMLA paid \$1,661.

VDoH no longer wishes to be involved in the program and desires to transfer assets and grant funding to a governmental entity. TLAC has been proposed as the Administrative entity to take over the program. VACo Risk Management has been consulted about covering the property and liability insurance for the program since TLAC would carry the Counties' sovereign immunity protection. Item # 12 on Page 3 of Attachment A outlines SMLA's expectations of TLAC while Item #11 on page 2 outlines SMLA's agreed to role. Attachment B was prepared by TLAC staff and is intended to answer additional questions that the Board members may have.

DISCUSSION:

VDoH indicates that the program may be dissolved unless transferred to another entity. TLAC has been suggested because it has the Administrative, payroll, and audit oversight already in place through the fiscal agent relationship with Bedford County. TLAC staff is supportive of this proposal. The obvious negative is the certainty of future grant funding is unknown. SMLA has indicated that they are willing to accept those expenses not covered by the grant if TLAC will accept the administrative oversight and ownership.

RECOMMENDATIONS:

AC has recommended approval of this proposal to the three Counties. If the Board believes this service is a critical component on Smith Mountain Lake, the TLAC Executive Committee recommends that a Memorandum of Understanding be developed with SMLA and possibly Ferrum College to continue the program.

March, 2013 - The Smith Mountain Lake Association has provided the following information regarding the program. PLD

Smith Mountain Lake Association Royal Flush Program

- 1) Background What the program includes
 1. One pump-out boat that travels the main body of the lake to provide on-water pump-out services
 2. Two pick-up trucks equipped with manual pump-out containers to provide services to boats permanently docked which are not able to or choose not to access a land based marina pump-out facility

- 2) Other helpful background information

Data collected by the American Electric Power Co. (AEP) in 2002 for their then proposed Shoreline Management Plan shows that there was an average of 750 boats on the lake during a normal summer boating season day. The count was over 2100 boats on one of the days during the 4th of July holiday weekend.

- 3) When did it start? 2001
 - a. In 2000 TLAC identified the opportunity to utilize Clean Vessel Act grant monies to protect the lake.
Basic, short MOU with VA DOH – including Period of Performance, Scope of Work, Terms and Conditions, and Compensation

- 4) Program Benefits –
 - a. Visibility of TLAC working to protect SML
 - b. Protection of SML ecology / diminished threat of a spill - reduces the introduction of excessive nitrogen and chemicals into SML waters
 - c. Protection of water supply
 - d. Education of the community (including Ferrum affiliation)
 - e. Protection of tourism industry
 - f. Protection of real estate industry
 - g. Revenue generated by SML
 - h. Ensure Bedford, Pittsylvania and Franklin counties remain attractive to businesses and private land owners

- 5) Budget – How much has been spent and source of funds for last several years?

2010 Expenses:

 - a. Insurance: \$3000.
 - b. Storage/Slip: \$1100.
 - c. Registration: \$25.
 - d. Scheduled Maintenance: \$500.

- e. Advertising/Marketing: \$600.
- f. Misc. (cleaning supplies, gloves, telephone, etc.) : \$700.
- g. Student Monitoring: \$720.

6) SMLA involvement

- a. Until 2010, SMLA managed the program in conjunction with Ferrum College. Ferrum students were interviewed by Ferrum staff and hired to work the boat and trucks. The partnership managed the training and scheduling of students. SMLA also managed the storage, equipment and maintenance of the pump-out boat. In 2011 VA DOH hired a supervisor who managed the Ferrum employees. In 2012, VA DOH decided they did not wish to repair the existing Royal Flush boat and that they would take direct control of the operation using a borrowed boat. It was intended that this would last for one year only.

7) Source of Federal/State funds

- a. Federal Clean Vessel Act grant which covers 75% of costs

8) VA DOH position as related to their desire to transfer the program elsewhere

The state prefers to focus their administrative efforts on marina-based, non-portable pump-out programs Clean Vessel Act grant projects. VA DOH also wants to cease detailed management of the project. Their objective is to subcontract the entire operation to a local entity, preferable a local government agency but SMLA would be acceptable to them (unfortunately, SMLA cannot accept the entire responsibility).

9) Reliability projection on funds moving forward

A rough estimate of future operating cost would be \$60,000/year. Capital investments for a new boat and purchase of the pickup trucks, plus associated equipment, required for dock pump outs.

10)Capital replacement plan

SMLA intends to replace capital as needed through funding by grants and contributions

11) A statement of what the Lake Association will do if the proposal is accepted regarding oversight

- a. Development and management of both operational and capital budgets
 - i. Provide 25% of matching funds required
- b. Development of all grant requests, scope of work, RFP and other required documentation
- c. Maintenance and management of the capital equipment (boats, pickup trucks and manual pumps and associated equipment)
- d. Reports to TLAC for submittal to VDH
- e. Scheduling
- f. Public relations

- g. SMLA is willing to provide volunteer liaison personnel for supervisor activities.
- h. Oversee hiring of candidates (students & supervisor) to be recommended to TLAC for final approval

12) Support requested from TLAC to keep the program viable

The specific responsibilities that would accrue to the management entity would include:

- a. Approve hiring and supervision of the part time personnel required to staff the program as recommended by SMLA (subcontract to Ferrum?).
- b. Provision of administration of the two programs
 - i. Payroll and bookkeeping
 - ii. Reports to VDH (as provided by SMLA)
- c. Provision of all insurance coverage required including a liability umbrella.
 - i. Acquire and take title to all capital equipment required
 - ii. A new boat (a lease option could be explored making it possible to pass on the operational expense to VDH)
 - iii. Two pickup trucks specially equipped with large tanks for transporting waste (VDH seems willing to cooperate in transferring the current truck at minimal expense)

13) SMLA cooperatively with TLAC develop and execute a contractual agreement with VDH covering their funding of a portion (75%) of operational costs.

Memo

To: TLAC Board of Directors

From: Pam Dinkle, Lake Management and Project Coordinator

Date: March 12, 2013

Re: Royal Flush SMLA/TLAC Cooperative Program Proposal

Please note that we are currently awaiting a soft approval from the Virginia Department of Health (VDH) for the SMLA's proposal for this year's septic pumpout boat program. An update will be provided at the Board meeting.

In anticipation of additional questions from the Board following your review of the SMLA's proposal (attachment A), the following information is provided.

Historical:

Over ten years ago, this office (then called the Smith Mountain Lake Policy Advisory Board) worked toward the purpose of getting a septic pumpout boat on Smith Mountain Lake through an opportunity with the Clean Vessel Act grant funds. The project/grant funds were approved and a tentative agreement was entered into with the VDH. However, before the agreement was ratified, both Bedford and Franklin County Boards of Supervisors indicated that they did not wish for TLAC/SMLPAB to handle this program. Following the June 8, 2000 TLAC/SMLPAB Board meeting, the agreement with VDH was terminated. Subsequently, the Smith Mountain Lake Association (SMLA) noted their interest in handling a septic pumpout program and entered into an agreement with VDH.

Potential Costs:

The SMLA proposes to enter into an agreement with VDH for the purchase of a new boat at a cost of \$87,000. It is anticipated that the grant funds will provide 75% (\$65,250) and the SMLA will provide the remaining 25% (\$21,750). SMLA is hopeful that TLAC will enter into a Memo of Understanding (MOU) with them for this program after they have purchased the boat. Since this boat will be purchased with Federal funds it will be necessary for the boat to be utilized for the initial purpose for a certain timeframe. VDH has indicated that five years would be long enough. TLAC will accept ownership of the boat if a cooperative program is established. The following estimates are for five years.

The remaining costs (excluding the boat) of SMLA's proposed program for 2013 is: \$60,523 (SMLA's 25% would be \$15,131)

If the program were to remain the same (number of hours, etc.) for the next four years, the total costs for the program to run five years would be: \$456,477 (25% - \$114,120 and 75% - \$342,357.75). This includes a potential 10% increase in costs each year to cover potential increases and repair costs. Note that this does not include the purchase of a new truck or two, which could potentially be necessary.

It must be noted that there is no certainty that the grant funding will continue to be available in future years, or if it is available, that it will be at the same level. Although the SMLA could modify the hours of availability, in order to meet the requirements that the new boat stay in service for five years, a five year commitment would be necessary from the SMLA to pay any and all costs of the Royal Flush program that are not covered by the grant. The SMLA has indicated that they are willing to make this commitment.

Level of TLAC Staff Work:

We recognize from other projects that no matter how such an agreement looks on paper, TLAC staff time will be required for a cooperative project such as this. Based on our knowledge of this program and the legal/governmental requirements for certain aspects of handling such a program, we anticipate that our staff's level of work would be limited to no more than 10% of the hours of one Senior Administrative Associate throughout the boating season and 5% of the Lake Management and Project Coordinator's time throughout the year. Additionally, Bedford County's Fiscal Management would process the payroll for the seasonal employees.

Committee:

Based on discussions with our Attorney, if TLAC is to enter into such a cooperative program it will be necessary for TLAC to establish an active Committee to oversee the program. Any volunteers from the SMLA working on the program would need to be members of that Committee.

Cash Flow:

Invoices for the program will be processed through TLAC. The SMLA would need to provide their funds to TLAC as a contribution. This means that TLAC will expend funds in advance and then the reimbursement request of the appropriate funds from VDH will be made. To assist with potential cash flow difficulties, we could include in the MOU the stipulation that the SMLA would provide their anticipated portion in advance of each year's pumpout season.

County Administrators/Interim County Administrator:

The SMLA has presented this proposal to Mr. Huff, Mr. Sleeper and Mr. Rogers. Each has indicated that this cooperative program could only be considered if the SMLA is willing to commit to handling all of the expenses not covered by the grant through VDH as well as the tasks indicated in Attachment A (page 2, #11). If approved by the Counties, a MOU would need to be developed that protects the Counties and assures them that the program will be fully funded by the SMLA (with or without grant funds from VDH) for the next five years.

Other Questions:

SMLA representatives familiar with this program will be in attendance at the Board meeting to answer any additional questions you may have.

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Aging Services Transportation for a Regional Tourism event.</p>	<p><u>AGENDA DATE:</u> March 19, 2013</p>
<p><u>SUBJECT/PROPOSAL/REQUEST:</u> Ferrum College requests assistance of the Franklin County Department of Aging Services for shuttle services for the Ferrum College Learn and Lodge participants as part of the FloydFestPLUS tourism event.</p>	<p><u>ITEM NUMBER:</u></p>
	<p><u>ACTION:</u></p>
	<p><u>CONSENT AGENDA:</u> Yes</p>
	<p><u>ATTACHMENTS:</u> No</p>
<p><u>STAFF CONTACT(S):</u> Messrs. Huff, Whitlow, Boyd, Carter</p>	<p><u>REVIEWED BY:</u> <i>REH</i></p>

BACKGROUND:

FloydFest is an annual event along the Blue Ridge for four days in July.

Ferrum College hosts an annual experience for FloydFest attendees called the FloydFestPLUS/Learn and Lodge program. Participants are offered lodging in one of the College's newest residence halls as well as educational and entertaining programs to enrich the FloydFest activities.

Ferrum College hopes to have 50 - 60 participants in this program as they already have four groups with paid in full reservations. These groups are coming from as far as Baltimore, New York and South Carolina. The participants length of stay is on average 3 nights, thereby giving them the opportunity to visit area attractions and businesses (The Crooked Road, Blue Ridge Institute, local restaurants, etc.)

DISCUSSION:

Ferrum College has requested the use of the Franklin County Department of Aging buses and drivers for the means of shuttling the FloydFestPLUS participants to and from the FloydFest activities. The request encompasses two (2) vans/buses equipped with drivers on Thursday, July 25th and Friday, July 26th and up to four (4) vans/buses equipped with drivers on Saturday, July 27th and Sunday, July 28th.

Current Aging Services drivers, which are covered by the County's liability insurance policy, will be given a chance to volunteer for this event. The County's Aging Services department will be reimbursed for hourly wages, fuel charges and mileage.

RECOMMENDATION:

Staff respectfully requests the Board of Supervisors' consent for the use of the Aging Services buses for transportation services for the Ferrum College FloydFestPLUS to promote regional tourism in our area.