

THE FRANKLIN COUNTY BOARD OF SUPERVISORS HELD THEIR REGULAR MONTHLY MEETING ON TUESDAY, FEBRUARY 19TH, 2008, AT 1:30 P.M., IN THE BOARD OF SUPERVISORS MEETING ROOM IN THE COUNTY COURTHOUSE.

THERE WERE PRESENT: Charles Wagner, Chairman
Wayne Angell, Vice-Chairman
Leland Mitchell
David Hurt
David Cundiff
Russ Johnson
Bobby Thompson

OTHERS PRESENT: Richard E. Huff, II, County Administrator
Christopher L. Whitlow, Asst. County Administrator
Larry V. Moore, Asst. County Administrator
B. J. Jefferson, County Attorney
Sharon K. Tudor, CMC, Clerk

Chairman Charles Wagner called the meeting to order.

Invocation was given by Supervisor Bobby Thompson.

Pledge of Allegiance was led by Supervisor David Hurt.

Chairman Charles Wagner presented Mr. Wayne Angell the Chairman's gavel used during his Chairmanship on the Board.

PUBLIC COMMENT:

Chris Hodges/Proposed Dump Site/Old Ferrum Road

Chris Hodges stated the reason for appearing before the Board today was to discuss a proposed site for garbage dumpsters, on Old Ferrum Road next to water treatment plant. (The water treatment plant is a nice facility and we want to keep it that way).

The environmental issues and safety issues I am concerned about are:

1. Environment
2. Safety of others (excessive speed on Old Ferrum Road, limited sight distance)
3. Health issues – This proposed located would be less than 50 yards from my front door and 2 other houses) (I have a new born baby at home) rats, smell, blowing garbage, vehicles shining head lights in my home all hours of the night.

Meeting with Wilkie Nelson (VP from American Rivers, a conservative group based in Washington D.C., Scott Martin, along with Tom Inge and Clay Samples of the Ward Burton Wildlife Foundation. We talked about the Pigg River Water Park Project. Storey Creek is a tributary stream of Pigg River. Run-off or drainage from garbage site would seep into Storey Creek and pollute the Pigg River. We also learned that the Board of Supervisors have supported and allocated \$800,000 toward the water park project. My question to you Board members is why spend \$800,000 for a nice water park facility and pollute it upstream with garbage that washes down stream.

I would like to close now and thank each of you for hearing my concerns.

Sugar coat of dumpster site-compactator & landscaped with fence.

If it come to a vote of the Board, would you want this in your front yard.???

CONSENT AGENDA

APPROVAL OF ACCOUNTS PAYABLE LISTING, APPROPRIATIONS, TRANSFERS & MINUTES FOR – DECEMBER 18TH, 2007, JANUARY 15TH, 22ND, 29TH, 2008

APPROPRIATIONS

<u>DEPARTMENT</u>	<u>PURPOSE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
Public Safety	VDFP Grant	3505- 7001	1,000.00
Public Safety	VWCC Grant	3505- 5540	9,155.00

Parks and Recreation	Waterworld Donation from	3000-030-	6,148.00
	Grand Harbor subdivision	0043-7028	
	development		
Parks and Recreation	DGIF Grant	3000-030-	80,000.00
		0043-7028	
Total			<u>96,303.00</u>

Transfers Between Departments

None

GUIDELINES FOR THE USE OF THE FRANKLIN CENTER

The Franklin Center for Advanced Learning and Enterprise opened August 13th, 2007. The facility has been successfully accepted and used by the training partners, community, and employers. Many customers and employers have utilized and continue to access services addressing issues relative to employment, training, and education. The center's success is reflective of the commitment and dedication of its partners. In addition to offering and expanding programs and services, the Franklin Center serves as a center of training and business that will enhance economic development for the county of Franklin. With the popularity of the building, guidelines have been drafted for your approval.

Using a region's identified workforce development and education investment strategy as a framework, the program seeks to increase the literacy and readiness skills of the workforce; provide for the seamless and uniform management of workforce development resources and programs; and enhance the integration of education and training resources in a region.

It is apparent that Franklin County needs a trained workforce to remain competitive and The *Community Economic Development Strategy* describes securing a highly trained and competitive workforce as the County's most essential economic development priority. It is also promising that efforts for building effective workforce development partnerships have already proven to be successful and have the unlimited potential of generating future responsive strategies to ensure future economic health for the Franklin County community. The Franklin Center is an asset to the community and guidelines should be in place to insure the safety and security of the building.

RECOMMENDATION: Staff respectfully requests the Franklin County Board of Supervisors to authorize the county administrator and staff to formerly adopt and enforce guidelines for facility usage at the Franklin Center with an effective date of March 1, 2008.



**The Franklin Center of Advanced Learning
Room/Equipment Reservation**

50 Claiborne Avenue

Rocky Mount, VA 24151

Phone: 540-483-0179 Fax: 540-483-1297

Contact Person: Stacey Jones

E-Mail: StaceyJones@franklincountyva.org

Internet: <http://www.thefranklincenter.org/>

Customer Name _____

Reservation No: _____

Customer Company _____

Client Number: _____

Address _____

Issued Date: _____

City, State, Zip _____

Fiscal Year: _____

Contact: _____

Work Phone: () _____

Email: _____

Activity: _____

Total Hours: _____

Facilities Reserved: _____ Date: _____ Activity Time: _____

Notes: _____

For Profit Rates: \$25 per half day, \$50 per whole day

Coffee: \$5.00 per pot x _____ pots = \$_____ Total

Approximate number of people attending: _____

Furniture plan layout code (multipurpose rooms only): _____
 (Please note that furniture arrangement plans can not be changed by Franklin Center staff the day of the event.)

IP address for Video Conference (if needed): _____

Date/time to test audio/visual technology in advance of event to ensure compatibility and correct performance:

Approved By: _____

Customer Signature: _____

SPACE RENTAL AGREEMENT

To be eligible to use the facilities of The Franklin Center for Advanced Learning & Enterprise, your program or function must:

1. Have a clearly identifiable continuing education component, or otherwise
2. Be related to the teaching, economic development, workforce development, and/or public service missions of the Center.

Please complete the following information:

Event Title: _____ Date: _____ No. of Attendees: _____

Please check all that apply to your event:

<p><u>A/V EQUIPMENT</u></p> <p>_____ C/D player</p> <p>_____ computer</p> <p>_____ multimedia projector</p> <p>_____ conference call originating</p> <p>_____ conference call receiving</p> <p>_____ Internet connection</p> <p>_____ microphone</p> <p>_____ overhead projector</p> <p>_____ cable connection</p> <p>_____ screen</p> <p>_____ telephone line</p> <p>_____ TV/VCR</p> <p>_____ VCR w/ projector</p> <p>_____ Video Conference connection</p>	<p><u>FURNISHINGS</u></p> <p>_____ A/V table</p> <p>_____ display table</p> <p>_____ easel</p> <p>_____ flip chart stand only</p> <p>_____ head table</p> <p>_____ panel table</p> <p>_____ panel chairs</p> <p>_____ podium</p> <p>_____ registration table</p> <p>_____ refreshment table</p> <p>_____ sign holder</p> <p><u>REFRESHMENTS</u></p> <p>Local Catering Contacts (available upon request)</p> <p>Coffee: Regular or Decaffeinated, \$5.00 charge per pot</p>
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1. Is this your first visit to our facility? ___ Yes ___ No
2. How did you hear about our facility? ___ Newspaper ___ Brochure ___ Business Associate
 ___ Other
3. Why did you choose our facility over others?

Customer Signature: _____

Brief description of the event _____ _____ _____

I am authorized to act on behalf of this organization, and I am authorized to reserve space and services for the event as described in the estimate. I understand that charges will be made for the facilities and services described unless this reservation is cancelled in writing not less than two days prior to the program. I hereby certify that the proposed program meets the criteria specified above and will abide by the terms and conditions of The Franklin Center Space Rental Agreement set forth on the reverse side and incorporated by reference herein.

Terms and conditions set out on attached page 4 are herein included and made a part of this agreement.

Signature of Authorized Organizational Representative _____ Date _____

Print Name _____ Title _____

For the Franklin Center _____ Date _____

Sign and return the Agreement to: The Franklin Center for Advanced Learning & Enterprise 50 Claiborne Avenue, Rocky Mount, VA 24151
 Phone: 540-483-0179 Fax: 540-483-1297

Reservation No :	Room No:	Date Out:	By:
Reservation No:	Room No:	Date Out:	By:
Reservation No:	Room No:	Date Out:	By:

Directions to the Center:

MAP of Area

**Terms and Conditions of
 The Franklin Center for Advanced Learning & Enterprise
 Space Rental Agreement
 Lessee agrees to abide by the following terms and conditions:**

Distance Learning and Computer Classrooms: Rental of Distance Learning and Computer Classrooms include technical support from The Franklin Center Technical staff. Classroom equipment must be operated by or under close supervision of TFC staff. The Franklin Center will permit _____ to utilize TFC's local area network (LAN) and computer equipment for, training, education and access to the Internet. _____ Shall have responsibility to secure its own computer system used in TFC facilities, including hardware and software, and the information therein against caused by viruses or any other destructive agent. TFC makes no representations as to the security of its LAN, which is offered, to users for their convenience. Sending, receiving, viewing, downloading, or displaying illegal materials and graphics which may reasonably be construed as obscene is prohibited. TFC disclaims all warranties, express and implied, whether based in contract, tort, strict liability or otherwise, including all implied warranties of merchantability or fitness for a particular purpose, with regard to the LAN and all of its computer hardware and software relied upon or used by _____. TFC does not warrant that the use of the LAN or other equipment will be uninterrupted. In no event shall TFC be liable for lost profits or any special, incidental or consequential damages.

Rooms and Rental Policy: Space will be assigned based on set-up requirements and the expected number of participants. **The Franklin Center reserves the right to reassign function rooms as needed to ensure maximum efficiency and client service.** Meeting rooms must be vacated promptly on schedule or an additional rental charge may be assessed.

Copies: Copy services are available in the library at a cost of \$.10 per copy.

Liability Policy: Liability for Personal Property of Lessee. The Franklin Center shall not be responsible for the loss or damage to personal property of the Lessee resulting from theft, fire, or any other cause.

Smoking Policy: The Franklin Center is a non-smoking facility.

Open Flames: Candle burning and other open flames are not permitted in the facility at anytime with the exception of sterno burners for food products.

Rates Policy: Rates are subject to change each fiscal year and at other times by action of the Board of Supervisors.

Billing Policy: Clients of The Franklin Center agree to pay in advance all applicable charges for use of the center facilities and services. Payment must be received no later than two (2) business days before the scheduled event or the reservation will be forfeited.

Indemnification: To the extent permitted by law, Lessee shall indemnify and hold The Franklin Center harmless from and against any and all liability for property damage or personal injuries resulting from or in any way connected with, the condition or use of the premises covered by this Agreement, except liability for personal injuries or property damage caused solely by the negligence or willful misconduct of The Franklin Center.

Care of premises. At the conclusion of this Agreement, Lessee shall remove all of its property and any litter from the premises when no custodian is on duty. Lessee shall maintain the premises in at least as good condition as that in which they were delivered, allowing for ordinary wear and tear. Lessee shall be liable for any damage to the premises caused by Lessee or Lessee’s employees, agents, representatives or invitees. If extra cleaning is required as a result of your event, there will be a \$50 housekeeping surcharge invoiced after the event.

Definition: “The Franklin Center” as used in this Agreement shall mean The Franklin Center for Advanced Learning & Enterprise and its member institutions and the officers, employees, agents, and representatives of the Authority and its member institutions.

Cancellation Fees: Cancellation fees for events may be imposed with the following schedule:

Cancellation notice must be provided 48 hours or more in advance of the event to be able to reschedule or forfeit 100% of the fee. Note: ***Rescheduled events should take place within 12 months of originally scheduled date.***

Security: Security is the responsibility of the Lessee.

Customer Signature: _____

VENDING SERVICES BID AWARD/PARKS & RECREATION

Franklin County Parks and Recreation provides concessions through vendor agreements at organized recreation activity sites during the spring and fall seasons. Gendron’s Concessions operated in the concessions last fiscal year. These vendor contracts are issued annually. The County advertised for 2008 vending services in January. Franklin County Baseball (FCB) used to provide this service in the past at the park sites. However, due to changes in the IRS code related to maximum gross revenue receipts, FCB can no longer operate concessions.

Gendron’s Concessions was the sole vendor to respond to the 2008 Concessions Agreement advertisement process. Gendron provided this service to the citizens of Franklin County for the fee of \$200 at Waid #1 & #2 facility.

RECOMMENDATION:

Franklin County Parks & Recreation recommends approval to contract with Gendron’s Concessions for a period of one year of operation for a flat fee of \$200. This concession agreement applies only to Waid Recreation Park & Franklin County Recreation Park. The concession operator must maintain all applicable Virginia Department of Health operational permits.

PUBLIC SAFETY VEHICLE PURCHASE

Since 2006, Public Safety has expanded services with the addition of two positions. The Adoption Specialist and Solid Waste Enforcement Officer’s positions were added. Spare vehicles within the Department were assigned for these employees’ use to reduce operating expenses.

A 1997 Dodge 2500 4x4 pickup was assigned to the Adoption Specialist to use at the shelter for duties there. This vehicle was acquired through government surplus and was being utilized as a utility vehicle for Public Safety. This vehicle currently has 78,000 miles and is still serviceable. The vehicle will be reassigned within the Department of Public Safety. Although the adoption specialist uses this vehicle daily, it has not been a practical vehicle for her to use due to its size (too large).

The vehicle assigned to the Solid Waste Enforcement Officer has been used by a number of employees in the department. This vehicle is a 1998 Ford F-150 4x4 pickup that currently has in excess of 180,000 miles. This vehicle has been utilized well but is past its viable lifespan for public service.

In the case of each employee, a pickup is necessary, as they are required to haul various items in the performance of their jobs. Four-wheel drive is needed for each vehicle, as both will also be used for emergency management functions.

A smaller pickup would be practical for the Adoption Specialist to use at the shelter. The smaller size would be more economical yet still have enough capacity to haul shelter supplies as well as animals for our remote adoption events.

In the past, spare county vehicles have been converted to use for specialty purposes within Public Safety. In 2007, this process has been studied to determine if this is the most practical method to deliver services. In most cases, the vehicles that were reassigned are under utilized and have been unreliable for that reason when needed. Breakdowns become more frequent when a vehicle is not being regularly used. In the cases where the vehicles served as a mobile storage facility for a specialty team, trailers have been purchased to replace these vehicles for several reasons. Trailers can be deployed using multiple vehicles and have proven to be more reliable for specialty team use. Trailers are cheaper to maintain and insure. Once deployed, the towing vehicle can be used for event support functions; this eliminates the need for a second apparatus being dispatched to assist.

A reliable utility vehicle that has the towing capacity to tow these trailers safely is needed. Since it would be used on a regular basis, this vehicle would be serviceable when needed. If a utility vehicle is approved for purchase, the Dodge Pickup that is being retained will be assigned to the Solid Waste Enforcement Officer. This vehicle is practical for this purpose since it does not have the towing capacity to safely tow all the trailers that Public Safety currently utilizes but will meet the typical job responsibilities for the Solid Waste Enforcement Position.

The state contract bid list contains vehicles that would be suitable to meet the needs listed in this summary. The compact pickup on the state bid list is the Chevrolet Colorado. The 2008 4x4 extended cab model (6000-80-B) is available for \$16,106.00 as equipped through March 31, 2008. The 2008 Ford, F-250 4x4 (MA E194-480-1) pickup is listed on the state contract as \$20,278.00 as equipped. Its towing capacity is rated sufficient for the specialty trailers that it would be used to tow. CIP funds are budgeted and available to cover the cost to purchase both vehicles.

RECOMMENDATION:

Staff respectfully recommends authorizing the purchase of both vehicles from the state contract vehicle bid list as requested.

PUBLIC SAFETY UTILITY TRAILER FOR ANIMAL CONTROL

In 2006, federal guidelines regarding evacuation shelters for citizens require each locality to provide a plan that includes companion animals in the evacuation plans. It is fortunate that there has never been a local disaster that required mass evacuation of residents. Even though evacuation and sheltering is rare in Franklin County, the county is no less obligated to plan for sheltering citizens.

In the event a shelter is opened, the utility trailer will be staged outside of the shelter. Portable pet carriers of various sizes will be available for each evacuee to house each companion animal. The pet carriers can be stored inside the trailer where they will be transported to foster care providers or to local boarding centers and held until sheltering is no longer needed. If approved for purchase, the county Emergency Operations Plan will be updated outlining the domestic companion animal evacuation policy that will bring the county into compliance with federal recommendations.

In preparation for this summary, vendors were contacted that manufacture and/or sell utility trailers. Three vendors submitted bids for the trailer. These bids are attached to this summary. CIP funds are available to cover the purchase cost. The lowest bid received was **\$3,992.00** submitted by **Winger Farm Equipment and Trailer Sales** located in Troutville, VA. Bids were also received from New London Tractor and Equipment for \$4,125.00, and The Trailer Connection in Rocky Mount for \$4,400.00.

Specifications for the trailer were for a standard 14 foot utility trailer on tandem axles equipped with surge brakes and rated for 3,500 lbs each. The trailer specifications also called for a treated wooden floor, a side entry door with a fold down rear ramp door. If authorized for purchase, the trailers are immediately available as they are standard models in inventory at each respective dealer.

RECOMMENDATION: Staff respectfully recommends approval to purchase a utility trailer from the lowest of the three bids received.

County of Franklin		Date: 12/1/2007	
Vehicle Quote List:		Dept: Public Safety	
Bidder	Price	Effective Dates	Vehicle Type
Winger Farm Equipment and Trailer Sales	\$3,992.00		14-foot, tandem axle, livestock trailer
New London Tractor and Equipment	\$4,125.00		Same
Trailer Connection	\$4,400.00		Same

(Pulling Public Safety Utility Trailer for Animal Control Executive Summary until later in the afternoon) items as presented above.

MOTION BY: Wayne Angell
 SECONDED BY: David Hurt
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

VDOT – QUINN’S ESTATES

Tony Handy, Resident Administrator, VDOT, presented the Board with the following resolution for their consideration:

The Board of Supervisors of Franklin County, in regular meeting on the 19th day of February, 2008, adopted the following:

Quinn’s Estates
Shanleys Loop – Route 1432

WHEREAS, the street(s) described on the submitted Additions Form SR-5(A), fully incorporated herein by reference, are shown on plats recorded in the Clerk's Office of the Circuit Court of Franklin County, and

WHEREAS, the Resident Engineer for the Virginia Department of Transportation has advised this Board the street(s) meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation, and

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the street(s) described on the submitted Additions Form SR-5(A) to the secondary system of state highways, pursuant to §33.1-229, Code of Virginia, and the Department's Subdivision Street Requirements, and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage, and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

In the County of Franklin

By resolution of the governing body adopted February 19, 2008

The following VDOT Form AM-4.3 is hereby submitted and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee Signed (County Official):

Report of Changes in the Secondary System of State Highways

Project/Subdivision Quinn’s Estates

Type Change to the Secondary System of State Highways: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change: **New subdivision street**

Pursuant to Code of Virginia Statute: **§33.1-229**

Street Name and/or Route Number

► **Shanleys Loop, State Route Number 1432**

Old Route Number: 0

- From: Route 40
To: Cul de Sac, a distance of: 0.26 miles.
Recordation Reference: PB 0894 PG 00894
Right of Way width (feet) = 50 feet

(RESOLUTION #03-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to approve the aforementioned resolution as presented.

MOTION BY: Bobby Thompson

SECONDED BY: Russ Johnson

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

6-YEAR SECONDARY ROAD PLAN PUBLIC HEARING

Tony Handy, Resident Administrator, VDOT, presented the Board with a proposed 6-Year Secondary Transportation plan. General discussion ensued.

The Board will hold a work session with VDOT during their February 26th, 2008, meeting after the public hearings are held.

INTRODUCTION OF MICHAEL BURNETT, INTERIM TOURISM DIRECTOR FOR DEBRA WEIR AS A RESULT OF MILITARY LEAVE

GOLF STUDY

Scott Martin, Director of Commerce and Leisure Services, stated the Board commissioned the National Golf Foundation (NGF) to conduct a Market Feasibility Analysis for a golf instruction/driving range at Waid Recreation Area. The proposed facility is considered an added amenity to the County facilities and is intended to be used by both area residents and visitors. The County is considering a 40-acre portion of property immediately adjacent to the Waid Recreation Area. The initial market analysis was intended to provide the County with a general overview of the supply and demand for this type of facility.

The study was directed to be divided into four sections: potential demand sources, existing golf supply; the estimated current and future status of the regional golf marketplace; and preliminary financial considerations for the project. NGF Consulting Director Richard Singer spent the period from November 5-November 7 in Franklin County evaluating the site, the market, and interviews with area residents/potential users of the facility.

Upon review of the marketplace, NGF believes a golf facility at Waid Recreation Area may be successful though it would require some level of public support for development or operational costs. While the Roanoke market is not a top line golf community in terms of participation rates, Franklin County is above the average with over 3,000 golf households. The County alone has the potential to drive as many as 100,000 rounds annually. The market analysis suggests that the site at Waid would generate 20,000 visits annually, or 27,000 buckets. This use is sufficient to support a driving range in terms of use. If the County desired for the site to recoup a portion of its cost, it is possible to do so in relative short order. If the desire was to reach a break-even or profit position, NGF suggests this is only attainable if the land is donated AND some of the development costs are offset through public contribution. In order for the facility to be successful (no matter the profit interest), NGF believes that the following must be done:

- Develop a high quality facility with good management and customer service
- Operations must be efficient with a vigilant eye kept on cost-control
- The practice center must offer heated bays and be opened year-round
- There must be a commitment to marketing, especially in the pre-opening phase and the initial years of operations given the need to drive customers from the Smith Mountain Lake and east Roanoke suburbs.
- A very strong teaching program must be built to help stimulate latent demand for golf in the community. Ferrum College and the school system should be brought into the effort to create a new generation of golfers.

Staff has worked with a group of local golfers through this evaluation. The citizens group has an interest in exploring a partnership with the County to develop and operate a golf facility at this site. No details regarding the specifics of a private/public partnership for a golf facility have been addressed as this relationship is in the concept phase.

RECOMMENDATION:

Staff will present the report to the Board. Staff will seek guidance from the Board if they want to proceed with exploring partnerships that could facilitate further advancement of the golf instructional facility concept.

The Board stated they would like to include the Golf study in the Master Plan for Parks and Recreation.

VITICULTURE

Scott Martin, Director of Commerce and Leisure Services, briefed the Board on Franklin County initiating a Study of Viticulture in 2006. Viticulture is a unique agribusiness opportunity for Franklin County given the County position in the foothills of the Blue Ridge. Viticulture activity is increasing in the region as Floyd, Botetourt, and Bedford Counties all have active wine marketing and vineyard development programs. The draft study was drafted by County staff and the Roanoke Allegheny Regional Planning Commission. This study sought to address the opportunities and challenges present with the development of a viticulture program in Franklin County.

This study is in draft form. The study concludes that Franklin County, much like its neighbors, has the potential to develop and recruit wine making and grape growing operations, particularly in the western end of the County. The report also summarizes the existing matrix of Franklin County Planning documents that will impact viticulture activities and development.

The Board will be asked during the presentation of the plan if it has an interest in expanding the study to include a business support/development initiative for viticulture as part of an agribusiness program.

RECOMMENDATION:

Review the draft plan and convey recommendations and directions to County staff as the final report is prepared.

Mr. Huff will seek information from State officials and report back to the Board.

SML BEACH FEE RECOVERY

Scott Martin, Director of Commerce and Leisure Services, stated Smith Mountain Lake Community Park is a 37-acre public park facility located on Smith Mountain Lake. This is the County's only public park on SML for non-motorized recreational activities. The park is owned by the Commonwealth of Virginia and leased to the County for use as a community park. Phase I development was completed in 2003 and included the utility lines and causeway improvements necessary to carry traffic onto the site. Phase II was completed in 2007 and included the fishing pier, playground, restrooms, picnic shelter, drainfield, and park access road. Phase III has been broken into two smaller projects due to funding constraints. Component I of Phase III is under construction now and includes the public swimming area/beach, access trail, and parking lots. Component II of Phase III will include a concession building, bathhouse, and picnic shelters. Component II will be completed when funding becomes available. When open this spring, the beach at SML Community Park will be the only public swimming beach on the south shore of Smith Mountain Lake.

The beach is scheduled to open for public use on Memorial Day weekend. It will be open on weekends only through June 12th. It will then be operated seven days a week from June 12 – September 1st (Labor Day). The beach will be open daily from 10 AM – 6 PM. It will be closed for public access at all other times.

Staff sought recommendation from the County's insurance agency (VaCo) relative to the approach that County should take for operational risk management on site. Staff was advised by VaCo that it would be in the County's best interest to have the beach guarded during normal operations. Two lifeguards will be required to supervise the site. Staff will have increased maintenance on site as beach/sand activities will require daily clean-up. If fees are charged, staff recommends that a staffed position collect admission revenue.

Thus far, no visitor fees are required to enter any existing Franklin County park facility for general recreational activities. Specialized services, such as reserved facilities and special events/activities, may require a fee. The beach at SML will require that the County incur additional operational expenses given the need for lifeguards and increased maintenance coverage.

Ultimately, this is a philosophical decision for the Board – *should a public swimming beach be treated differently than all other general park use sites given the additional work force that is required for operation?*

After researching other localities’ beach operations, staff presents the BOS a matrix of options for management of SML Community Park’s swimming area. The State Park system treats beaches as revenue centers that help fund other park operations thus minimizing general tax support for park operations. SML State Park charges \$3.00 per car to enter the park and \$4.00 per person to use the beach. Virginia Beach and Norfolk provide lifeguard services at no cost on their beaches. They do this to encourage beach use. They feel the additional spending by visitors, coupled with reduction of risk for the beach users, will more than offset the cost of the service. The Corps of Engineers do not provide lifeguard services at Salt House Branch though they do charge a daily access fee ranging from \$1.50 for walk-ins to \$4.00 per vehicle.

Below is a table that lays out four revenue scenarios for the SML beach. Staff reviewed a number of options for fee recovery including charging all cars that enter the park. Staff determined that the most easily administered option would be to charge an entry fee at the beach itself. Park users that wish to visit other amenities at the park will continue to have no fee charged.

Projecting visitation rates for any first year operation are difficult. Variables such as weather, community awareness, accessibility, and price point will all impact use rates. DCR recreation demand surveys indicate that the amount of public outdoor swimming areas in the West Piedmont Planning District is sufficient to accommodate 50% of the region’s demand. The fee schedule below includes conservative use projections given the limited amenities that will be available for use on site this first year. (FICA, UE, Workers Comp are added on the worksheet)

Options	Wristband Fees for Beach Area	Cost of Lifeguards	Cost of Seasonal Workers	Worksheet	Operational Costs Carried By County
Option 1 Non-Resident Fee Recovery	\$4.20 per wristband x 25 non-resident fee x 88 days = \$9,240.00	9hrs x 88 days x \$8.00/hr x 2 guards = \$12,672.00 5hrs x 1 head lifeguard x 95 days x \$9.00/hr = \$4,275.00	4hrs x 88 days x \$10.00 = \$3,520.00 (8am-Noon Maintenance) 9 hrs x 88 days x \$7.50 = \$5,940 (9am-6pm Ticket Takers)	(Cost)\$29,575.00 (Rev)\$ 9,240.00	\$20,335.00
Option 2 0% Recovery	\$0.00 per wristband x 100 people x 99 days = \$0.00	9hrs x 88 days x \$8.00/hr x 2 guards = \$12,672.00 5hrs x 1 head lifeguard x 95 days x \$9.00/hr = \$4,275.00	4hrs x 88 days x \$10.00 = \$3,520.00 (8am-Noon Maintenance)	(Cost)\$22,923.00 (Rev) \$0	\$22,923.00
Option 3 50% Recovery	\$1.85 per wristband x 90 people x 88 days = \$14,652	9hrs x 88 days x \$8.00/hr x 2 guards = \$12,672.00 5hrs x 1 head lifeguard x 95	4hrs x 88 days x \$10.00 = \$3,520.00 (8am-Noon Maintenance) 9 hrs x 88 days x	(Cost)\$29,575.00 (Rev)\$14,652	\$14,923.00

		days x \$9.00/hr= \$4,275.00	\$7.50 = \$6,682.50 (9am-6pm Ticket Takers)		
Option 4 100% Recovery	\$4.20 per wristband x 80 people x 88 days = \$29,568.00	9hrs x 88 days x \$8.00/hr x 2 guards = \$12,672.00 5hrs x 1 head lifeguard x 95 days x \$9.00/hr= \$4,275.00	4hrs x 88 days x \$10.00 = \$3,520.00 (8am-Noon Maintenance) 9 hrs x 88 days x \$7.50 = \$5,940.00 (Ticket Takers)	(Cost)\$29,575.00 (Rev)\$29,568.00	\$7

County staff reviewed this revenue/funding matrix with the RAC at the February meeting. The RAC considered the options for over an hour. The RAC’s unanimous conclusion was that there should be no charge for the beach for the first year. The RAC recommended this funding option for the following reasons:

- Provision of Local Access to Public Waters
- Regional Partnerships & Cost Sharing
- Tourism & Increased Visitor Spending Opportunities
- The Level of Services Available on Site

The RAC recommends that staff review the actual attendance and operational costs at the close of the first year to determine if adjustments need to be made. RAC members further commented that the future addition of a concession, reservable shelters, and a bathhouse may produce revenue streams to assist beach operations.

The Department’s operational budget request for 2009 includes the matrix of funding options as presented in the above table. The Board’s direction from this agenda item will guide the 2009 budget request. Staff requests BOS direction relative to the County’s intent to recover some, all, or none, of the costs associated with beach operations

RECOMMENDATION:

Review operational models for SML Community Park Beach and provide direction to staff on a fee schedule for the site.

The Board stated there should be a fee charged implemented on the fee schedule. General discussion ensued. The Board concurred with the RAC’s recommendation to review actual attendance and operational costs at the costs of the first year to determine if adjustments need to be made.

ECONOMIC DEVELOPMENT WEB SITE

Scott Martin, Director of Commerce and Leisure Services advised the Board according to industry data, over 80% of economic development prospects narrow their field of selected communities based on information found on the web. Franklin County secured the service of a professional marketing agency, ND-P of Roanoke, to develop its first comprehensive economic development website. This is the same firm that designed the County’s new tourism marketing program - a program that is now award winning.

The new economic development website is designed to match and integrate with the County’s tourism marketing efforts. The website design team’s goal is to provide prospective businesses with a one-stop site where they can learn all about Franklin County. The site presents businesses with the data they are looking for when it comes to making a location decision. The site is highly flexible and will allow staff to make frequent updates to market the latest news and information from our community.

Staff will present the beta website to the BOS as an informational item. Staff is looking for feedback from the Board relative to the general “look & feel” of the site and how it presents the community.

RECOMMENDATION:

No formal Board action is required.

CHAPTER 27.1-DOCK FEES PUBLIC HEARING

Christopher Whitlow, Assistant County Administrator, presented to the Board: Chapter 27 of the County Code lists the various land development permit fees.

DOCKS: The current dock zoning permit fees are listed in Section 27-1 of the County Code as follows:

Docks, piers, etc. (2 or less slips)	\$50.00
Docks, piers, etc. (3 or greater slips)	\$50.00 + \$5.00 per slip

Prior to the Shoreline Management Plan (SMP) agreement with Appalachian Electric Power (AEP) and the Federal Energy Regulatory Commission (FERC), the County actively regulated docks through Chapter 25- Sections 471-476 (SML Overlay District). With the approval of the Shoreline Management Plan over four years ago, AEP assumed land and water development management responsibilities below the 800’ ft. contour. As such, AEP actively issues and enforces dock permits. However, the County continues to also issue dock permits and collect associated fees.

SIGNS: The current sign zoning permit fee(s) are located in a couple of places in the County Code as follows:

- 1) Section 27-1 – Land Use Development Fee Schedule

Signage	\$1.50 per square foot
---------	------------------------

- 2) Section 25-156.5 (d) Zoning Ordinance (Sign Permits)

A non-refundable sign permit fee of forty dollars (\$40.00) is due and payable with the filing of a sign permit application. Electric signs require an additional forty-dollar (\$40.00) fee.

During the last year or so, various concerns have been raised by dock builders as to why two land use / zoning fees are required (one by AEP and one by County Zoning). The dock builders contend if AEP issues a dock permit, then another \$50.00 charge from the County Planning Department is a mere rubberstamp and therefore, onerous on the builder. The dock builders do contend however, that a County building permit is still necessary and that the AEP permit serves its purpose in eliminating the extra step of a County zoning permit and fee. As many of the builders are heading toward this year’s dock construction season, this matter was again raised. County staff checked with our neighboring SML localities and notes that Pittsylvania County does not issue dock permits. Bedford County’s staff is currently considering recommending to eliminate their dock permits and associated fee as AEP and the Shoreline Management Plan cover this particular land use transaction.

While reviewing the land use fee schedule, staff noted a conflict between Sections 27-1 and 25-156.5 (d) of the County Code related to sign permit fees, whereby two different fees are currently listed. While Planning staff is currently charging one fee, it is important to clarify such fee within the County Code. Therefore, staff recommends the revision of the sign permit fee in Section 27-1 to a flat \$50 sign fee and to further revise Section 25-156.5 (d) to clarify such fee. (please note attachments)

One further revision to Section 27-1 Fee Schedule is being recommended, whereby the word “Zoning” is revised to “Land Use Permits” to better reflect the actual terminology for various transactions.

RECOMMENDATION: Staff respectfully requests the Board of Supervisors to consider scheduling a public hearing for March 25th, 2008 to ponder the adoption of an ordinance to revise the fee schedule for planning and development fees by amending Chapter 27, Land Use Development, Section 27.1 and Section 25-156.5 (d) accordingly.

Chapter 27 LAND USE DEVELOPMENT*

***Cross references:** Erosion and sediment control, ch. 7; subdivisions, ch. 19; water and sewer systems, ch. 22; zoning, ch. 25; PUD district ordinance, app. A.

[Sec. 27-1. Fee schedule.](#)

<i>SUBDIVISIONS</i> Minor subdivisions	\$75.00
Family divisions, subdivisions of 2 lots or less, boundary line adjustments etc. Vacations	\$50.00
Vacations requiring public hearing	\$200.00
Major subdivisions 3 lots or greater	\$125.00 + \$10.00 per lot
ZONING LAND USE PERMITS Single-family dwellings	\$35.00
Multi-family dwellings	\$35.00 per unit
Docks, piers, etc. (2 or less slips)	\$50.00
Docks, piers, etc. (3 or greater slips)	\$50.00 + \$5.00 per slip
All other accessory uses	\$25.00
Additions to primary structures	\$35.00
Signage	\$1.50 per square foot \$50.00 per Sign
<i>SITE PLAN REVIEW</i> Planned developments	\$250.00 + \$10.00 per acre
All Others	\$200.00 + \$10.00 per acre
<i>EROSION & SEDIMENT CONTROL</i> Agreement in lieu of plan	\$100.00
E & S plan review	\$200.00 + \$20.00 per acre
Stormwater management plan review	\$150.00 + \$25.00 per structure
Reinspect failed inspection	\$100.00
<i>PUBLIC WATER & SEWER REVIEW</i> <i>(CHAPTER 22)</i> Public water and sewer (residential)	\$200.00 + \$5.00 per structure/unit
Public water or public sewer (residential)	\$100.00 + \$2.50 per structure/unit
Public water and sewer (commercial/industrial)	\$200.00 + \$5.00 per 1,500 sq. ft. of floor space of structures
Public water or sewer (commercial/industrial)	\$100.00 + \$2.50 per 1,500 sq. ft. of floor space of structures
<i>REZONINGS</i> Planned developments	\$300.00 + \$10.00 per acre
Residential/agriculture	\$250.00 + \$5.00 per acre
Commercial and industrial	\$250.00 + \$5.00 per acre
<i>SPECIAL USE PERMITS</i> Planned developments	\$300.00 + \$5.00 per acre
Residential/agricultural	\$250.00 + \$5.00 per acre
Commercial and industrial	\$250.00 + \$5.00 per acre
<i>BOARD OF ZONING APPEALS</i> Appeal	\$200.00
Variance	\$200.00
Zoning compliance letter	\$75.00

(Ord. of 8-19-03; Res. No. 18-06-05, 6-21-05)

Chapter 25 ZONING *
 Sec. 25-156.5. Sign permits.

(d) A non-refundable sign permit fee of ~~forty dollars (\$40.00)~~ in **accordance with Section 27-1 (Fee Schedule) of the County Code** is due and payable with the filing of a sign permit application. ~~Electric signs require an additional forty dollar (\$40.00) fee.~~

(Res. No. 27-10-99, 10-19-99; Ord. of 6-15-04(2))

(RESOLUTION #04-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to authorizer staff to advertise for public hearing for the consideration of amending Chapter 27.1 – Land Use Development Fees to revise fees charged for sign permits and to eliminate fees charged for docks and piers as follows: change the review fee for sign permits from \$1.50 per square foot to \$40.00 per sign; eliminate the \$50.00 review fee for docks, piers (2 or less slips); and eliminate the \$50.00 plus \$5.00 per slip review fee for docks, piers (3 or greater slips). Furthermore, public hearings will also be scheduled to amend Chapter 25-156.5 (d) to reflect such changes accordingly. -

MOTION BY: Wayne Angell

SECONDED BY: David Hurt

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

ZONING ORDINANCE AMENDMENT STRATEGY

Russ Johnson, Supervisor, Gills Creek District, shared with the Board the following comments for the updating of the Franklin County’s Zoning Ordinance and future land use map...using outside expertise who have a broad and long-term perspective:

Why we need help to consider updating Franklin County's Zoning Ordinance and future land use map ... using outside expertise who have a broad and long-term perspective:

- Outside help can provide a broader perspective and innovative improvements
- Perhaps long-term issues and alternatives have not be identified
- “Research” has been narrow, thereby presenting only a few choices for consideration
- County staff is relatively new
- County staff is occupied with day to day demands
- Our citizens who have zoning need to be have more confidence in our guidelines
- Those of us who guide, interpret, and decide on zoning issues must feel that all factors and inter-relationships have been put before them for consideration

Consider a few possible issues:

1. Current ordinance require updating and needs to comply with State law and incorporate clustering in our residential and agricultural zoning districts, not just in planned districts
2. Future land use map along primary roads encourages too much residential
3. We are trapping so much land by allowing/encouraging construction along roads
4. Current ordinance (A-1 Zoning) is far too broad and actually allows by-right non-complementary uses (e.g. agricultural vs. A-1 subdivision, commercial vs. residential)
5. A-1 zoning fails to protect or encourage Franklin County's agricultural heritage, may need to consider A-20, A-40 districts.
6. Protections/restrictions in zoning districts need examination. Those living in residential districts need measures to preserve the residential character/uses of their district. Agricultural districts need protection from encroaching residential -- "a right to farm."
7. Mountain-side, mountain-top development require provisions to protect vistas and erosion

Short-term citizens with zoning need to feel as confident as possible with the guidelines that affect their property, their property values, and those of their neighbors. Long - term, Franklin County may elect to have comprehensive zoning in all districts. Consequently the ordinance needs to look at the entirety of Franklin County.

As part of our approach, suggest that a joint work session between Planning Commission and BOS is necessary for consistent approach to update ordinance. Periodic reports to PC and BOS to ensure update efforts remain on track. Buy-in by BOS essential.

Request is to take the next step, i.e., ask staff to price the project, identify the scope, identify expertise to help us, suggest a time-table and a project approach for the March meeting.

The Board concurred with the request and Mr. Huff will seek information/format and report back to the Board.

COMMERCE PARK WATER

Larry Moore, Assistant County Administrator, stated the Franklin Commerce Center water rates and fees were originally set by the Board of Supervisors on October 19, 1999. Since that time the County of Franklin has expanded to develop other water systems. The Phase I water system was brought on line in August 2005 and Forest Hills water system was completed in January of 2006. The Commerce Center is nearing completion of the McAirlands project and now should be reviewed as to rate continuity.

The County currently has three (3) different water system rates and two (2) different fee schedules. The availability fees and the connection fees for Phase I and Forest Hills are the same. The current rates of these two vary slightly, but are relatively close as reflected on the submitted chart. The rates for the Commerce Center are less than one third of either of the monthly rates for Phase I and Forest Hills. The bulk water rate is half of what it is for the other two. The County has spent over \$600,000.00 to upgrade the water system in the Commerce Center.

Mr. Moore presented the following rates and fees for County Systems/Section 22:

ARTICLE X. RATES AND FEES FOR COUNTY SYSTEMS

Revised Chapter 22

Alignment of water rates and fees

2/19/2008

LEGEND:

Red text – added text

Strike thru - text to be removed

ARTICLE X. RATES AND FEES FOR COUNTY SYSTEMS

Sec. 22-250. Commerce Center and Phase I water system rates and fees.

It is hereby ~~ordained by the Franklin County Board of Supervisors that the County of Franklin shall charge the same for water and connection fees at the Commerce Center and Phase I.~~ according to the following schedule:

~~Minimum rate/month/3,000 gallons . . . \$6.00~~

~~Rate/1,000 gallons over 3,000/month/1,000 gallons . . . 2.00~~

~~Connection fees:~~

~~5/8" meter . . . \$ 500.00~~

~~1" meter . . . 1,200.00~~

~~1 1/2" meter . . . 1,500.00~~

~~2" meter . . . 2,250.00~~

3" meter . . . 3,500.00
 Over 3" meter . . . Cost plus 10%

Availability fee . . . 400.00
 Disconnection fee . . . 3.00
 Reconnection fee . . . 20.00
 Late payment fee . . . 20.00
 Bulk water purchase rate/1,000 gallons . . . 4.00
 (Ord. of 10-19-99)

~~Cross references: Section 27-1, Fee Schedule.~~

Sec. 22-250.1 Commerce Center and Phase I of the countywide public water system rates and fees.

It is hereby ordained by the Franklin County Board of Supervisors that the County of Franklin shall charge customers of the **Commerce Center and Phase I** countywide public water system according to the following schedule of water rates and fees:

- (a) *Service deposit:* (refundable) One month's minimum water use charge.
- (b) *Hook-up fees:*

Meter Size	Availability Fee	Connection Fee	Total Hook-up Fee
5/8" x 3/4"	\$ 1,976.00	\$ 750.00	\$ 2,726.00
1"	2,767.00	1,050.00	3,817.00
1 1/2"	3,557.00	1,350.00	4,907.00
2"	5,731.00	2,175.00	7,906.00
3"	21,739.00	8,250.00	29,989.00
4"	27,668.00	10,500.00	38,168.00
6"	41,501.00	15,750.00	57,251.00
8"	57,312.00	21,750.00	79,062.00

~~An introductory discount shall be offered for hook up fees paid within one year of construction completion and acceptance of the Phase I water system, as follows:~~

Total Hook up Fee:	Discount of 20%
Availability Fee (Paid Alone):	Discount of 15%
Connection Fee (Paid Alone):	Discount of 10%

~~Following the discount period, the total hook up fee, availability fee and connection fees will be assessed at their adopted rates.~~

(c) *Fire protection hook-up and appurtenances:* Provision of fire hydrants, detector checks for fire flow, compound meters, and such appurtenances related to on-site fire protection suppression systems shall be assessed a one-time charge at the county's cost (including materials, labor, contractor and consultant services, and administration) to install the appurtenance(s) **paid for by the contractor/owner.**

(d) *Water use rates:* Customer pays the monthly minimum plus the customer pays for the volume of water used during the month above the monthly minimum amount at the adopted rates based on volume of water purchased.

(1) *Monthly minimum rates:*

a. *Community systems:* The monthly minimum shall be \$8.00/1,000 gallons applied to 75% of the monthly water usage anticipated for all connections (based on one ERC per connection or 4,000 gallons/month per residential connection). As an example, a community system having 30 homes has a monthly minimum of 30

homes x 4,000 gallons/month minimum water usage = 120,000 gallons/month x 75% = 90,000 gallons/month at the rate of \$8.00/1,000 gallons = \$720.00/monthly minimum charge. Should the number of connections within the community system increase or decrease, the monthly minimum shall be reconfigured.

~~An introductory offer shall be provided to community systems that execute a user agreement with the county by June 2004 or as approved by the county administrator, such that the monthly minimum established shall be \$8.00/1,000 gallons applied to 65% of the monthly water usage anticipated for all connections (based on one ERC per connection or 4,000 gallons/month per residential connection). As an example, a community system having 30 homes shall have a monthly minimum of 30 homes x 4,000 gallons/month minimum water usage = 120,000 gallons/month x 65% = 78,000 gallons/month at the rate of \$8.00/1,000 gallons = \$624.00/monthly minimum charge. The introductory offer monthly minimum, if accepted in a timely manner, shall set the monthly minimum terms to be applied to the community system during the entire period of its continuing water purchases as a community system. Should the number of connections within the community system increase or decrease, the monthly minimum shall be reconfigured according to the introductory offer.~~

~~After June 2004 or such date as approved by the county administrator, where service is available to community systems located along the Phase I project, the monthly minimum shall be based on 75% of the monthly minimum water usage anticipated for connections, as opposed to the 65% introductory offer.~~

b. *All other connections not listed in a. above:* Meter size flow minimum x \$8.00/1,000 gallons, as follows:

<i>Meter Size</i>	<i>Monthly Minimum Charge</i>
5/8" x 3/4" = 1 ERC = 4,000 gallon minimum	\$ 32.00
1" = 10,000 gallon minimum	80.00
1 1/2" = 20,000 gallon minimum	160.00
2" = 32,000 gallon minimum	256.00
3" = 64,000 gallon minimum	512.00
4" = 100,000 gallon minimum	800.00
6" = 200,000 gallon minimum	1,600.00
Larger than 6" determined by public works director	TBD

(2) *Monthly water purchase rates:*

a. *Monthly water purchase rates:* Customers shall be charged the monthly minimum, and the volume used each month above the monthly minimum amount shall be charged at the volume charges which are applicable, as follows:

<i>Volume Used/Month</i>	<i>Rate/1,000 Gallons Used</i>
Monthly minimum	As established above.
4,001-18,000 gallons	\$ 7.00
18,001-25,000 gallons	6.50
25,001-50,000 gallons	6.00
50,001-100,000 gallons	5.50
100,001 gallons and over	5.00

b. *Bulk water purchase:* \$8.00/1,000 gallons purchased/month plus one-time application fee of \$25.00. Bulk water purchases at locations other than the county's bulk meter station must receive prior approval from the public works director.

(e) *Late payment fee:* 1.5%/month of the unpaid balance, cumulative.

(f) *Disconnection fee:* \$20.00/disconnection up to two (2) disconnections/year per customer. If the customer wishes or is assessed three (3) or more disconnections/year, the fee shall be \$25.00/disconnection.

(g) *Reconnection fee:* \$40.00/reconnection.

(i) *Customer requested meter read:* \$25.00/meter read.

(j) *Meter test fee:* If requested by the customer, \$35 if the test is conducted by county staff; or cost plus 10% if by contractor or factory tested. The meter test fee shall be assessed only if the meter is accurate according to the test.

(k) *Utility plan review:* A separate fee from fees assessed by the planning and community development department shall be assessed for plan review of systems which seek to be turned over to the county. This fee shall be paid to the county treasurer in care of the public works department, as follows:

A minimum of \$150.00 flat fee plus \$0.25/linear foot of water line for first-time review. If subsequent reviews are required by the county for the same water plans, an additional \$150.00 flat fee shall be assessed for each subsequent review. Waterline inspections by county staff or county consultants shall be billed to the applicant at actual cost.

(l) *Lien provision for unpaid charges and fees and termination of service:* The lien provisions and policies regarding termination/cutting off of the water supply to the customer which are set forth in section 22-251 of the County Code for unpaid water charges and fees (including availability and connection fees, water rates, and other adopted rates and fees) shall be applicable to customers of the Phase I countywide public water system. (Res. No. 15-03-2004, 3-16-04(2))

Sec. 22-251. Unpaid water charges and fees shall be a lien upon real estate and termination of service.

It is hereby ordained by the Franklin County Board of Supervisors that any charges for water or connection fees which remain unpaid for thirty (30) days or longer after the due date thereof shall constitute a lien on the real estate to which the water was furnished or to which the connection fees were related and the county may, following a ten-day written notice to the property owner, docket such lien upon the land records in the clerk's office of the Circuit Court of Franklin County. Any fees or charges pursuant to this article setting rates and fees which are not paid within fifteen (15) days of the due date thereof shall result in termination/cutting off of the water supply to the customer. (Ord. of 10-19-99)

RECOMMENDATION:

It is recommended that the Board authorize the County Administrator to advertise for a public hearing to raise the water fees and rates at the Franklin Commerce Center to match those of Phase I. This will affect the two industries currently in the industrial park, (both having 2" (inch) meters), will generate monthly income of approximately \$512.00 and set rates for all future expansions. This will help offset the expenses and maintenance of the new water treatment plant.

**COMPARISON OF CHAPTER 22
CURRENT AND PROPOSED RATES & FEES**

CURRENT RATES Availability Fees			PROPOSED RATES Availability Fees		
Forest Hills	Phase I	Commerce Center	Forest Hills	Phase I	Commerce Center
Meter Size			Meter Size		
5/8" x 3/4"	\$1,976.00	\$400.00	5/8" x 3/4"	\$1,976.00	\$1,976.00
1"	\$2,767.00	\$400.00	1"	\$2,767.00	\$2,767.00
1 1/2"	\$3,557.00	\$400.00	1 1/2"	\$3,557.00	\$3,557.00
2"	\$5,731.00	\$400.00	2"	\$5,731.00	\$5,731.00
3"	\$21,739.00	\$400.00	3"	\$21,739.00	\$21,739.00
4"	\$27,668.00	\$400.00	4"	\$27,668.00	\$27,668.00
6"	\$41,501.00	\$400.00	6"	\$41,501.00	\$41,501.00
8"	\$57,321.00	\$400.00	8"	\$57,321.00	\$57,321.00

Connection Fees

	Forest Hills	Phase I	Commerce Center
Meter Size			
5/8" x 3/4"	\$750.00	\$750.00	\$500.00
1"	\$1,050.00	\$1,050.00	\$1,200.00
1 1/2"	\$1,350.00	\$1,350.00	\$1,500.00
2"	\$2,175.00	\$2,175.00	\$2,250.00
3"	\$8,250.00	\$8,250.00	\$3,500.00
4"	\$10,500.00	\$10,500.00	Cost + 10%
6"	\$15,750.00	\$15,750.00	N/A
8"	\$21,750.00	\$21,750.00	N/A

Connection Fees

	Forest Hills	Phase I	Commerce Center
Meter Size			
5/8" x 3/4"	\$750.00	\$750.00	\$750.00
1"	\$1,050.00	\$1,050.00	\$1,050.00
1 1/2"	\$1,350.00	\$1,350.00	\$1,350.00
2"	\$2,175.00	\$2,175.00	\$2,175.00
3"	\$8,250.00	\$8,250.00	\$8,250.00
4"	\$10,500.00	\$10,500.00	\$10,500.00
6"	\$15,750.00	\$15,750.00	\$15,750.00
8"	\$21,750.00	\$21,750.00	\$21,750.00

Total Hook-up Fees

	Forest Hills	Phase I	Commerce Center
Meter Size			
5/8" x 3/4"	\$2,726.00	\$2,726.00	\$900.00
1"	\$3,817.00	\$3,817.00	\$1,600.00
1 1/2"	\$4,907.00	\$4,907.00	\$1,900.00
2"	\$7,906.00	\$7,906.00	\$2,650.00
3"	\$29,989.00	\$29,989.00	\$3,900.00
4"	\$38,168.00	\$38,168.00	N/A
6"	\$57,251.00	\$57,251.00	N/A
8"	\$79,062.00	\$79,062.00	N/A

Total Hook-up Fees

	Forest Hills	Phase I	Commerce Center
Meter Size			
5/8" x 3/4"	\$2,726.00	\$2,726.00	\$2,726.00
1"	\$3,817.00	\$3,817.00	\$3,817.00
1 1/2"	\$4,907.00	\$4,907.00	\$4,907.00
2"	\$7,906.00	\$7,906.00	\$7,906.00
3"	\$29,989.00	\$29,989.00	\$29,989.00
4"	\$38,168.00	\$38,168.00	\$38,168.00
6"	\$57,251.00	\$57,251.00	\$57,251.00
8"	\$79,062.00	\$79,062.00	\$79,062.00

CURRENT RATES

PHASE I RATES

\$25.00 application fee +

Meter Size

Monthly Minimum Charge

Minimum

\$8.00 per 1,000 gallons

5/8" x 3/4" = 1ERC = 4,000 gallon minimum

\$32.00

1" = 10,000 gallon minimum

\$80.00

1 1/2" = 20,000 gallon minimum

\$160.00

2" = 32,000 gallon minimum

\$256.00

3" = 64,000 gallon minimum

\$512.00

4" = 100,000 gallon minimum

\$800.00

6" = 200,000 gallon minimum

\$1,600.00

Larger than 6" determined by Public Works Director

TBD

Forest Hills

Center

BULK WATER RATES

Minimum	\$21.50 per 3,000
3,001-10,000	\$6.50
10,001-50,000	\$6.30
50,001-100,000	\$6.10
100,001-250,000	\$5.90
250,001-500,000	\$5.60
500,001 or more	\$5.00

Minimum	\$6.00 per 3,000
3,001-10,000	\$2.00
10,001-50,000	\$2.00
50,001-100,000	\$2.00
100,001-250,000	\$2.00
250,001-500,000	\$2.00
500,001 or more	\$2.00

PROPOSED RATES

PHASE I & COMMERCE CENTER RATES

Meter Size

Monthly Minimum Charge

Minimum

\$8.00 per 1,000 gallons

5/8" x 3/4" = 1ERC = 4,000

\$32.00

gallon minimum

\$80.00

1" = 10,000 gallon minimum

\$160.00

\$256.00

Forest Hills	\$25.00 application fee + \$8.00/1,000 gallons
Phase I	\$25.00 application fee + \$8.00/1,000 gallons
Commerce Center	\$25.00 application fee + \$8.00/1,000 gallons

RATES/1,000
GALLONS USED

Forest Hills

(NO CHANGE FROM CURRENT RATES)

Volume Used

Minimum	\$21.50 per 3,000
3,001-10,000	\$6.50
10,001-50,000	\$6.30
50,001-100,000	\$6.10
100,001-250,000	\$5.90
250,001-500,000	\$5.60
500,001 or more	\$5.00

(RESOLUTION #05-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to authorize staff to advertise for public hearing the proposed amendments to Chapter 22 of the County Code as presented.

MOTION BY: Wayne Angell

SECONDED BY: Russ Johnson

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

COMMERCE CENTER SEWER RATES & FEES

Larry Moore, Assistant County Administrator, the County recently built a waste water treatment plant (WWTP) in the Franklin Commerce Center to serve the new McAirlaids development which is currently nearing completion. The WWTP cost approximately \$287,800.00. The County currently does not provide sewer service anywhere in the County. Existing water fees and rates were set by the Board of Supervisors on October 19, 1999. Since that time the County of Franklin has expanded to develop other water systems but not sewer.

The County has a permit (# VA0091103) to build a 20,000 gallon per day direct discharge plant which was approved by the DEQ on October 24, 2005. However, because McAirlaids would only generate approximately 1/10 of this flow, the County instead of building the direct discharge plant changed designs and built a subsurface discharge plant. The County has kept the permit active in case additional industries move to the Commerce Center and it does need to build the direct discharge plant. However, the County has never set rates or fees for the sewer system. Submitted is a comparison of what the adjacent counties or their authorities charge.

BEDFORD COUNTY PSA

<u>Meter</u>	<u>Availability</u>	<u>Connection</u>	<u>Total</u>	<u>Base</u> <u>Rate</u>	<u>Plus</u>
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5/8"	\$3,000.00	\$800.00	\$3,800.00
3/4"	\$3,000.00	\$800.00	\$3,800.00
1"	\$7,500.00	\$800.00	\$8,300.00
1 1/2"	\$13,125.00	\$800.00	\$13,925.00
2"	\$24,000.00	\$800.00	\$24,800.00
3"	\$48,000.00	\$800.00	\$48,800.00
4"	\$75,000.00	\$800.00	\$75,800.00
6"	\$150,000.00	Actual Cost	
8"	\$240,000.00	Actual Cost	
10"	\$394,000.00	Actual Cost	
12"	\$646,000.00	Actual Cost	

\$9.00	\$4.26 (per 1,000 gallons used)
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Based on a typical residence that has a standard 5/8" meter and uses 3,000 gallons of water a month. The sewer charge would be as follows: (The Western Virginia rate is using the rate which will be set in January of 2010 when Roanoke County and Roanoke City will be the same.)

Bedford County PSA	Henry County PSA	Rocky Mount (outside of town limits)	WVWA	Ferrum
\$21.78	\$26.00	\$22.50	\$20.30	\$19.00

Based on a typical commercial business that has a 2" meter and uses 30,000 gallons of water a month. The sewer charge would be as follows: (The Western Virginia rate is using the rate which will be set in January of 2010 when Roanoke County and Roanoke City will be the same.)

Bedford County PSA	Henry County PSA	Rocky Mount (outside of town limits)	WVWA	Ferrum
\$136.80	\$195.00	\$194.70	\$184.00	\$175.00

HENRY COUNTY PSA

Meter	Availability	Sewer Tap	Connection	Inspection
5/8"	\$500.00	4"	\$800.00	\$25.00
3/4"	\$500.00	6"	\$1,000.00	\$25.00
1"	\$1,250.00	8"	Have to Set	\$25.00
1 1/2"	\$11,000.00	10"	Have to Set	\$25.00
2"	\$17,600.00	12"	Have to Set	\$25.00
3"	\$33,000.00			\$25.00
4"	\$55,000.00			\$25.00
6"	\$110,000.00			\$25.00

	Monthly Rate	Up to Gallons	Plus for each 1,000 gallons
Residential	\$26.00	4,000	\$4.00
Business	\$39.00	4,000	\$6.00
Institutional	\$59.50	6,000	\$7.00

ROCKY MOUNT (OUTSIDE TOWN LIMITS)

TOWN OF ROCKY MOUNT (OUTSIDE OF TOWN LIMITS)

Meter	Availability	Connection	Total
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Gallons	Rate per gallon
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5/8"	\$1,250.00	\$2,000.00	\$3,250.00
1"	\$2,000.00	\$3,000.00	\$5,000.00
1 1/2"	\$5,000.00	\$4,000.00	\$9,000.00
2"	\$7,500.00	\$5,000.00	\$12,500.00
2 1/2"	\$10,000.00	\$6,000.00	\$16,000.00
3"	\$20,000.00	\$7,000.00	\$27,000.00
3" +	\$50,000.00	cost + 25%	

0-3000 gallons	\$22.50
3001-10,000 gallons	\$22.50 + \$6.60 (per 1,000 gallons)
10,001-50,000 gallons	\$22.50 + \$6.60 (7) + \$6.30 (per 1,000 gallons over 10,000)
50,001 or more	\$22.50 + \$6.60 (7) + \$6.30 (40) + \$6.10 (per 1,000 over 50,000)

**WVWA
2010 RATES**

In January of 2010, the rates of Roanoke City and Roanoke County will be the same. The rate at that time will be as follows.

**WVWA
2010 RATES**

<u>Meter</u>	<u>Availability</u>	<u>Connection</u>	<u>Total</u>
5/8"	\$2,000.00	\$1,500.00	\$3,500.00
3/4"	\$3,000.00	\$1,500.00	\$4,500.00
1"	\$5,000.00	\$1,500.00	\$6,500.00
1 1/2"	\$10,000.00	\$1,500.00	\$11,500.00
2"	\$16,000.00	\$1,500.00	\$17,500.00
3"	\$30,000.00	\$1,500.00	\$31,500.00
4"	\$60,000.00	\$1,500.00	\$61,500.00
6"	\$120,000.00	Actual Cost	
8"	\$180,000.00	Actual Cost	
10"	\$300,000.00	Actual Cost	
12"	\$400,000.00	Actual Cost	

<u>Meter</u>	<u>Base Rate</u>	<u>Plus</u>
5/8"	\$9.50	\$3.60 (per 1,000 gallons used)
3/4"	\$14.25	\$3.60 (per 1,000 gallons used)
1"	\$23.75	\$3.60 (per 1,000 gallons used)
1 1/2"	\$47.50	\$3.60 (per 1,000 gallons used)
2"	\$76.00	\$3.60 (per 1,000 gallons used)
3"	\$142.50	\$3.60 (per 1,000 gallons used)
4"	\$285.00	\$3.60 (per 1,000 gallons used)
6"	\$570.00	\$3.60 (per 1,000 gallons used)
8"	\$855.00	\$3.60 (per 1,000 gallons used)
10"	\$1,425.00	\$3.60 (per 1,000 gallons used)
12"	\$1,900.00	\$3.60 (per 1,000 gallons used)

**Ferrum Water and Sewage Authority
Water and Sewer Rate Schedule
Effective Date 7-1-2006**

Water Customers

1. Residential Unit: Houses and Apartments

First	1,000	gallons	\$12.00	Minimum
All Over	1,000	gallons	\$5.00	per 1,000 gallons

2. Commercial Unit: Non Manufacturing

First	2,000	gallons	\$30.00	Minimum
All Over	2,000	gallons	\$5.00	per 1,000 gallons

3. Industry/School

First	10,000	gallons	\$115.00	Minimum
All Over	10,000	gallons	\$5.00	per 1,000 gallons

4. College

First	1,600,000	gallons	\$10,600.00	Minimum
All Over	1,600,000	gallons	\$5.00	per 1,000 gallons

Sewer Customers

1. Residential Unit: Houses and Apartments

First	1,000	gallons	\$9.50	Minimum
All Over	1,000	gallons	\$4.75	per 1,000 gallons

2. Residential Unit: Houses and Apartments

Unlimited Usage	Non-metered		\$25.00	Flat Charge
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3. Commercial Unit: Non Manufacturing

First	2,000	gallons	\$42.00	Minimum
All Over	2,000	gallons	\$4.75	per 1,000 gallons

4. Industry/School

First	10,000	gallons	\$160.00	Minimum
All Over	10,000	gallons	\$4.75	per 1,000 gallons

5. College

First	1,600,000	gallons	\$13,075.00	Minimum
All Over	1,600,000	gallons	\$4.75	per 1,000 gallons

1. Connection Charges

Water

- a. 3/4" Meter \$850.00 Minimum or Cost plus 15% in Authority Right-of-Way
- b. Larger than 3/4" Meter Cost plus 15% in Authority Right-of-Way

Sewer

- a. \$1,000 minimum or Cost plus 15% in Authority Right-of-Way

2. Availability Fee

- a. Water \$1,500.00
- b. Sewer \$2,000.00

3. Non User Fee

- a. Water Minimum Rate
- b. Sewer Minimum Rate

4. New Customer Deposit

Two Months Estimated Bill

5. Late Payment Fee

1.5% per month, 18% per year

6. Reconnection Fee

\$40.00

7. Returned Check Fee

\$10.00

8. Septage Receiving Fee

\$75.00 per 1,000 gallons

NOTES:

1. Rates are based on actual water service metered usage.
2. All new sewer customers will have a metered water supply, and will be billed on water usage.
3. Late payment charge will be charged after 30 days. If full payment, including late payment charge, is not made within 60 days of the original issue, then customer will be subject to service termination and/or legal action.
4. Single meter connections with multiple users.
Each individual user's minimum usage allowance will be added together, and the additional usage above this total minimum will be billed at the above rate.

EXAMPLES OF TYPICAL MONTHLY SEWER BILLS FOR SURROUNDING MUNICIPALITIES

Based on a typical residence that has a standard 5/8" meter and uses 3,000 gallons of water a month. The sewer charge would be as follows: (The Western Virginia rate is using the rate which will be set in January of 2010 when Roanoke County and Roanoke City will be the same.)

Bedford County PSA	Henry County PSA	Rocky Mount (outside of town limits)	WVWA	Ferrum
\$21.78	\$26.00	\$22.50	\$20.30	\$19.00

Based on a typical commercial business that has a 2" meter and uses 30,000 gallons of water a month. The sewer charge would be as follows: (The Western Virginia rate is using the rate which will be set in January of 2010 when Roanoke County and Roanoke City will be the same.)

Bedford County PSA	Henry County PSA	Rocky Mount (outside of town limits)	WVWA	Ferrum
\$136.80	\$195.00	\$194.70	\$184.00	\$175.00

RECOMMENDATION:

It is recommended that the Board authorize the County Administrator to advertise for a public hearing to set the fees and rates to match those of Western Virginia Water Authority as shown on submitted sheet four (4). This will help offset the expense and maintenance of the new waste water treatment plant and publicly set the County's sewer rates.

(RESOLUTION #06-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to authorize staff to advertise for public hearing to set the fees and rates to match those of Western Virginia Water Authority as submitted.

MOTION BY: Bobby Thompson
 SECONDED BY: Russ Johnson
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

COUNTY'S DROUGHT CONTINGENCY PLAN

Larry Moore, Assistant County Administrator, shared with the Board a letter sent by the Governor's office dated November 29, 2007 requesting that localities review their drought water conservation and contingency plans and be prepared to implement those plans. If the localities did not have a plan, he strongly encouraged them to develop one as soon as possible. Franklin County recently started providing public water with purchase of water from Bedford County (Phase I) and the purchase of water from Rocky Mount (Forest Hills). In the future, Franklin County will be purchasing water from Western Virginia Water Authority. Bedford County and the Town of Rocky Mount currently do not have a drought contingency plan, but they both are working on developing one. Western Virginia Water Authority does have a drought contingency plan and it can be viewed on their web site.

The County has two different water systems with a third coming online in the near future and will consider the lead of the locality from which they are purchasing water. Staff has created a drought contingency plan based on the Western Virginia Water Authority plan since they were the only locality that supplied the county water that had a plan. The County does have public water in the parks, which are the Commerce Center, Landfill/LARC Field, Waid Park, and Recreation Park which use wells as a source. The parks are seasonal with Recreation, LARC and Commerce producing approximately 50,000 gallons a month in the summer.

RECOMMENDATION:

It is recommended that the Board authorize the County Administrator to consult with the individual locality we are purchasing water from and in conjunction with them, issue the stage warning (Stage 1, Stage 2 or Stage 3) called out for in the drought contingency plan.



Drought Contingency Plan

Franklin County has three (3) different water systems that provided water from three (3) different entities. The three localities are the Bedford Public Service Authority, the Town of Rocky Mount and Western Virginia Water Authority.

The Franklin County Drought Contingency Plan is based on the condition and severity of the drought and the guidelines for the restriction of water usage each locality determines is necessary. Bedford Public Service Authority will issue its warning based on the level of Smith Mountain Lake, how much water is flowing in from the Roanoke River and mostly how much water AEP is using to create power. The Town of Rocky Mount will make its decision based on the flow of the Blackwater River. WVWA bases their decision on the levels at Carvin's Cove Reservoir.

Flow information on the Roanoke River and Blackwater River are available at:

<http://waterdata.usgs.gov>

Information on Carvins Cove reservoir is available at:

<http://www.westernvawater.org>

The County Administrator is authorized to follow the lead of the locality from which Franklin County is purchasing water, and then issue one of the following water restriction notices to the citizens if deemed appropriate.

Stage 1-Voluntary Conservation
Stage 2-Mandatory Restriction
Stage 3-Emergency Restriction

Stage 1: Voluntary Conservation

Stage 1 in Franklin County's Drought Contingency Plan is Voluntary Conservation. The County Administrator determines if the drought is severe enough to issue a Stage 1 water restriction notice. The customers will be asked to voluntarily reduce their indoor and outdoor water consumption. If drought conditions worsen, Mandatory Restrictions will be enacted. Action steps of stage one include:

- Customers will be asked to reduce outdoor water use by:
 - Only using water before 10 a.m. and after 7 p.m.;
 - Reducing turf watering;
 - Using a broom, not the hose, to clean driveways and sidewalks;
 - Reduce vehicle washing;
 - Using bucket watering instead of hose watering when possible; and
 - Turning off ornamental fountains.
- Customers will be asked to reduce indoor water use by:
 - Identifying and repairing leaks;
 - Reducing shower time to five minutes or taking baths with less water;
 - Only using the clothes washer and dishwasher machines when there are full loads;
 - Storing water in the refrigerator instead of running it to get cold; and
 - Installing water-saver devices in the home, such as low-flow toilets and shower heads.

Franklin County reserves the right to modify this plan as conditions change.

Stage 2: Mandatory Restriction Action Steps

As drought conditions worsen, the County Administrator may move to Stage 2, where customers are required to reduce their water use. In addition to the steps in place under Voluntary Conservation, the following Mandatory Restrictions will be in place:

- Customers will only be permitted to water shrubbery, trees, lawns, grass, plants or other outdoor vegetation one time per week and only before 10 a.m. or after 7 p.m.;
- Washing vehicles except from a bucket or other container not exceeding three gallons in capacity or with recycled water will be prohibited;
- Washing driveways, sidewalks, exteriors of homes or other outdoor surfaces will be prohibited; however, any person regularly engaged in the business of washing such areas shall be permitted to use water for such purposes as long as the amount of water being used is minimized;
- The operation of any ornamental fountain or similar structure using water will be prohibited;
- The water level in swimming pools may be supplemented only to the extent necessary to preserve structural integrity or to the extent necessary to provide for the safe operation of the pool's chemical feed equipment;
- Golf courses will only be allowed to be watered before 10 a.m. and after 7 p.m.
- Restaurants and similar establishments will be prohibited from serving water unless specifically requested by the customer;
- Flow testing of fire hydrants will not be permitted;
- Customers who do not abide by these mandatory restrictions will be subject to an educational warning letter for the first (1st) offense; a fine of \$50.00 for the second (2nd) offense; and a fine of \$100.00 for the third (3rd) offense within a citizen noticed drought restriction period. Subsequent violations will be subject to water service termination and reconnection fees.

Franklin County reserves the right to modify this plan as conditions change.

Stage 3: Emergency Restriction Action Steps

During the continued existence of extraordinary drought conditions, the County Administrator may move to Stage 3, where certain uses of water not essential to public health, safety and welfare are curtailed. In addition to the steps in place under Voluntary Conservation and Mandatory Restrictions, the following Emergency Restrictions will be in affect:

- All public water uses not required for health or safety will be prohibited;
- Watering outdoor vegetation will be prohibited, except from a watering can or other container not exceeding three gallons in capacity or with recycled water. Any person regularly engaged in the sale of plants will be permitted to irrigate only in the amounts necessary to prevent the loss of nursery stock;
- Golf courses will only be permitted to water fairways, and greens before 10 a.m. and after midnight;
- The filling or refilling of swimming pools or wading pools will be prohibited;
- Fire hydrant use will only be permitted for fire protection; and
- Residential customers who exceed the greater of 5,000 gallons per month of consumption or use more than their base usage for the same period in the previous twelve (12) months will be charged two-times the rate. Residential customers who continue to use more than 5,000 gallons per month consumption or use more than their base usage for the same period in the previous twelve (12) months will be subject to water service termination and reconnection fees.

Franklin County reserves the right to modify this plan as conditions change. If you have questions about Franklin County's drought contingency plan, please call Public Utilities at (540) 483-6660.

(RESOLUTION #07-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to approve staff's recommendation as presented.

MOTION BY: David Hurt

SECONDED BY: David Cundiff

VOTING ON THE MOTION WAS AS FOLLOWS:

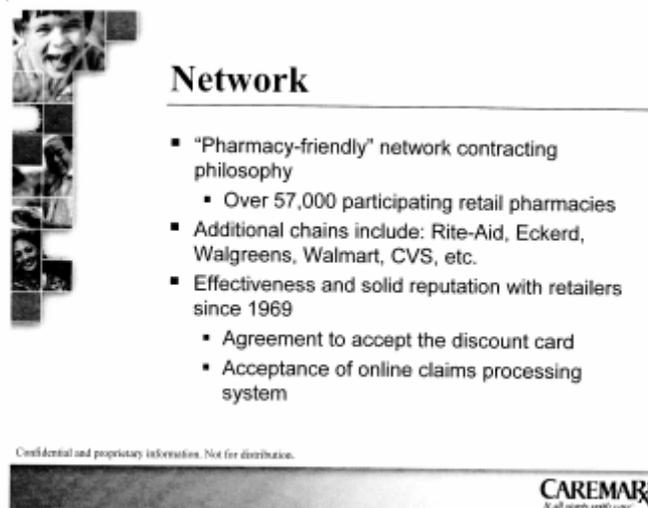
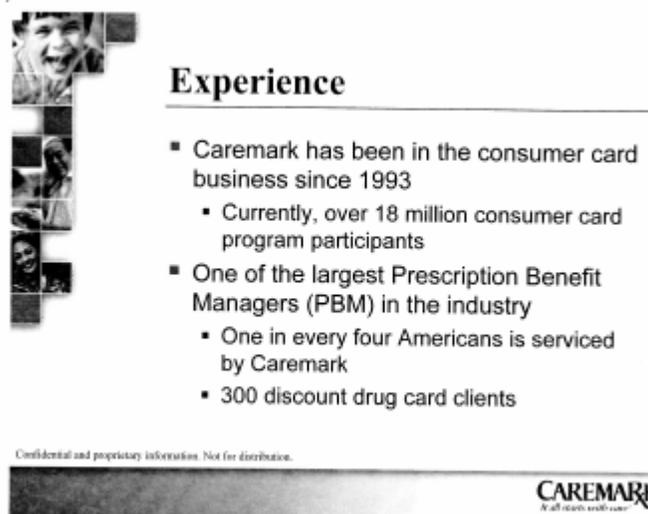
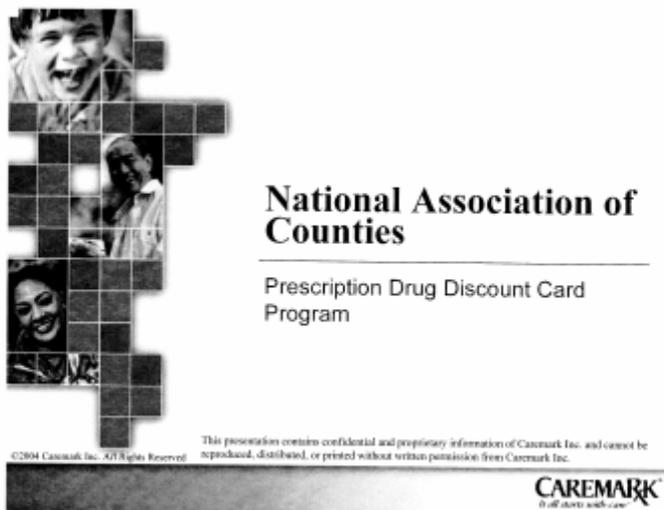
AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

NACO PRESCRIPTION DRUG PLAN

Larry Moore, Assistant County Administrator, stated the County has received inquiries from citizens regarding a Prescription Drug Discount card being sponsored by other Counties in Virginia. The National Association of Counties, in partnership with Caremark Rx, is offering a free prescription drug discount card to member counties all over the country.

The NACO prescription drug discount card offers an average discount of 20% savings off retail and an average 50% savings off generics through the mail service for the uninsured or underinsured residents of the county. There is no enrollment or membership fee and no restrictions or limits on the frequency of use. Cardholders and their family members may use the card any time their prescriptions are not covered by insurance. Staff has contacted several other counties who have already implemented this program and discovered nothing negative in their experience. There is no fee to the County, no administrative work necessary, and the County receives a monthly report showing usage rates and the average savings. NACO provides all of the marketing materials, supplies and customer service to enrollees. The County will partner with the Human Services Agencies, Public Safety, and other health agencies in the area to get the word out and distribute cards.

The following PowerPoint presentation was presented for the Board's consideration:





Mail Service

- Delivery via mail to location of program participant's choice
- Toll-free customer service for program participants
- Additional program participant savings

Confidential and proprietary information. Not for distribution.



SpecialtyRx

- High cost specialty medicines with additional program participant savings
- Toll-free access to clinical support staff for program participants
- Convenience of mail service

Confidential and proprietary information. Not for distribution.



RECOMMENDATION: Staff recommends entering into an agreement with Caremark through the National Association of Counties to offer the NACO Prescription Drug Discount Card Program to the residents of Franklin County.

(RESOLUTION #08-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to authorize staff to enter into an agreement with Caremark through the NACO Prescription Drug Discount Card Program to the residents of Franklin County.

MOTION BY: David Hurt
 SECONDED BY: Bobby Thompson
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

SCHOOL CAPITAL PROJECTS FUNDING REQUEST/FERRUM PAVING PROJECT

Lee Cheatham, Director of Business and Finance, School System, shared with the Board the school capital project funding requests for the 2007-2008 fiscal year:

Revenues:

Unused Balance of County School Capital Projects Fund for 2006-07 to be carried over into 2007-08	\$ 171,236
County School Capital Projects Fund for 2007-08	<u>1,100,000</u>
Total Revenues	1,271,236
Less – School Facilities and Demographic Study – Study Funded on June 19, 2007	(106,000)
Less – Bus Garage Boiler Replacement Project – Project Funded on June 19, 2007	(124,550)
Less – Lee M. Waid Elementary School Projects – Projects Funded on June 19, 2007	(406,513)

Less – Callaway Paving Project – Project Funded on October 16, 2007	(208,353)
Plus – Unused Contingency on 3 Projects Above	<u>39,667</u>
Balance	465,487
Less – Amount to be Allocated to Future Projects	<u>(243,820)</u>
Balance of Revenues Being Requested	<u>\$ 221,667</u>

Proposed Expenditures:

Ferrum Paving Project:	
Project Bid – See Attachment	\$ 172,200
Geogrid	16,247
Engineering Fees	14,000
Surveying Fees – Compass Point	2,000
Contingency	<u>17,220</u>
Total Proposed Expenditures	<u>\$ 221,667</u>

F.C.P.S. - FERRUM ELEMENTARY SCHOOL 2008 PARKING LOT IMPROVEMENTS PROJECT FEBRUARY 14, 2008 BID OPENING SHEET			
	Name	Company	BASE BID
1	Barry Hale	ACI Virginia Paving	No Bid
2	Earl Webb	Price Building	No Bid
3	Earl Long	Adams Construction	No Bid
4	Charles Jennings	C.J. Paving Inc.	\$180,000.00
5	Walter Hopkins	S.R. Draper Paving Co.	\$197,610.00
6	Jerry Roberts	Flat Top Excavating	No Bid
7	Melissa Richards	Worley Ready Mix	No Bid
8	William Gee	H & S Construction Co.	\$286,350.00
9	Kevin Arrington	Arrington Paving Co.	\$172,200.00

Arrington Paving Co.'s bid of \$172,200.00 is recommended.

(RESOLUTION #09-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to approve the school capital project funding in the amount of \$221,667 as presented.

MOTION BY: Bobby Thompson

SECONDED BY: Russ Johnson

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

MATHEW HENDRY

Rick Huff stated a claim has been filed involving a school bus and Mathew Hendry. Mr. Huff stated the claim was an accident dated of November 1, 2007 @ 3:20 p.m. would have to be denied for the next step to occur.

(RESOLUTION #10-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to deny the claim as presented.

MOTION BY: Wayne Angell

SECONDED BY: David Cundiff

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

**MARSHALL BLAIR/WEST PIEDMONT PLANNING DISTRICT COMMISSION
(RESOLUTION #11-02-2008)**

BE IT THEREFORE RESOLVED, by the Board of Supervisors to re-appoint Marshall Blair to serve on the West Piedmont Planning District Commission with said term to expire December 31, 2010.

MOTION BY: David Cundiff

SECONDED BY: David Hurt

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

**WAYNE ANGELL/ALTERNATE ON ROANOKE REGIONAL JAIL BOARD
(RESOLUTION #12-02-2008)**

BE IT THEREFORE RESOLVED, by the Board of Supervisors to re-appoint Wayne Angell as alternate for Charles Wagner on the Roanoke Regional Jail Board with said term to expire 12/31/2008.

MOTION BY: David Cundiff

SECONDED BY: David Hurt

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

**COLLECTING HEAVY METALS AT THE GREEN BOX SITES @ REGULARLY SCHEDULED
TIMES**

Russ Johnson, Supervisor, Gills Creek District, stated he has received requests from concerned citizens to have the County pick up for disposal of TV's, batteries, mercury, (hazardous materials). With certain disposal guidelines in place for these items by the state general discussion ensued with the County Administrator stating he would forward a report back to the Board regarding hazardous materials disposal.

WESTLAKE/PUBLIC SAFETY LEASE

Darryl Hatcher, Director of Public Safety, stated for several years, the Sheriff's Office has leased a substation in the Westlake area for officers to utilize. The facility has never operated to its full potential. Sheriff Hunt is attempting to maximize the space by assigning personnel to work out of that office. The Department of Public Safety identified the Westlake area as one of the communities in which to improve services due to a number of reasons. Lack of reliable EMS response to the Hardy area, increased call volume in the community, and citizen demand for services are just a few of the factors noted in the station planning report delivered during the Board of Supervisors planning session in July 2007. Staffing for an EMS transport vehicle to be available 24/7 was hired in January, 2008 and is currently in a field training status. Plans are to assign them in the Westlake area due to calls for service and response time concerns. The Sheriff's Office and Department of Public Safety have worked together to locate a suitable location for a joint facility that will improve citizen services in the area. A joint facility will eliminate duplication of resources needed for separate offices. Needs for each agency are similar enough that a joint facility will prove to be practical and fiscally responsible.

I. Strategic Plan Review:

GOAL #1 Emergency Response – Provide consistent county- wide emergency & fire services with responses of 8 minutes 90% of the time within the County's identified village centers and 10 minutes 85% of the time outside the identified village centers.

The Westlake area is one of the fastest growing communities in Franklin County. Public Safety identified the need for growth in that area in a report that was presented to the Board of Supervisors in July 2007. Fire and EMS call volumes have created a demand for services that will continue to grow. Coupled with response times that are higher than average, the area requires expansion of Police, Fire and EMS services.

Services provided from the current Sheriff's Office substation have been limited. Although the substation has been in place for several years, practical applications for it have not been considered, as it is not large enough to accommodate officers effectively. Staff use it as a base point, but a lack of usable office space has limited the substation from being a functional office to serve the community.

II. Station analysis

Location:

The current location of the YMCA at 13205 Booker T. Washington Highway in Willard Office Plaza has been identified as a suitable location for a temporary Public Safety Center. Plans are to construct a permanent facility, but until a suitable permanent location is obtained, a temporary facility needs to be established. Meetings with the YMCA building owner have been productive and if the owner is agreeable to the concept of locating Public Safety agencies in the facility.

III. Staffing:

The proposed facility will be a partnership between the Franklin Co. Sheriff's Dept. and the Dept. of Public Safety. As these agencies share common interests, the joint venture is practical to reduce costs that would be duplicated if two separate facilities were staffed and maintained in the community. Staffing from the sheriff's office would comprise of the personnel already assigned to Westlake. Sheriff Hunt has assigned officers and staff to permanently man the station on a daily basis. Deputies assigned to the Westlake station are using the facility as their local base point prior to going on patrols. A clerical assistant has been assigned to work in the office daily, Monday – Friday. Six paramedic/firefighters will be assigned to work at the station and coverage will be provided on a 24 hour; seven days per week basis. The personnel will utilize an ambulance that was recently replaced by Scruggs Rescue.

IV. Facility Needs:

The Sheriff's Office needs for the facility will primarily consist of office space for several Civil Processors, an investigator, and administrative assistant. A conference room is needed to provide a location for Westlake staff meetings and shift roll calls. An interview room is planned for the facility to provide officers with a place to conduct investigations. Public Safety staff needs for the facility will be those typically associated with any fire/EMS station. Staff will require sleeping quarters, a day room, as well as a training facility. Common areas of the facility that are needed will be restroom facilities with showers as required by OSHA. A break room and a waiting area for the public with a separate entrance will be available.

The YMCA facility already has several of the facility needs in place. ADA compliant restrooms with Showers are already in place. The space already has an office area that is suitable for an administrative assistant to use. Three entrances are already in place that will allow for private entrances for all staff as well as the public. The facility is centrally located in the Westlake community at the Scruggs Road, Rt. 122 intersection and can be easily accessed by the public. The facility is also large enough to accommodate the identified needs for both the Sheriff's Office and Public Safety. Upgrade expenses will be reduced since there will be no need for major plumbing renovations.

V. Renovation expenses:

The expenses to renovate the facility will be reduced, as Sheriff's Office and Public Safety staff will share common areas. These include the break area, restrooms, showers, and waiting area. Renovations will primarily consist of constructing walls to create office space, meeting space, sleeping quarters, and training space. Those identified are:

Sheriff's Office

- Create common wall originating from the rear wall of the building to approximately $\frac{3}{4}$ of the way to the front of the facility.
- Create framing walls that originate from the common wall to the sidewall to create individual office areas.
- Each wall will be covered with gypsum wallboard with sound dampening materials to provide privacy for occupants.
- Erect a wall that will delineate the public entrance from the Public Safety side of the facility to create a public entrance and waiting area.
- Frame for a solid core door at the Sheriff's Office end of the common hallway located outside of the existing restroom/shower facilities.
- Install doors at the entrance to each office (2), interview room, and observation room. (Four total)

Public Safety:

- Erect two walls that will create four areas. The wall will originate from the rear of the facility, pass beside the exposed column and extend to the front wall of the structure. Erect the second wall to originate at the junction of the waiting area wall/current interior wall that will run

perpendicular to the first wall. This wall will intersect and enclose the current exposed column and will extend to the exterior wall.

- Install a door from the waiting area into the proposed day room.
- Install double doors between the day room and break room area.
- Install double doors between the day room and proposed training room area.

Electrical:

- Install electrical circuits, in compliance with building codes, which separate the circuits for each room.
- Install switch circuits to control lights at each doorway.

HVAC:

- Reroute air intake from hallway to the hallway area created outside of the Sheriff's Office spaces.

Flooring;

- Cover existing carpeting to protect it during renovations.

Painting:

- Painting costs/labor will be provided by the lessee.

Computer access:

- Computer runs, cable, and access points, will be provided by the lessee. Server access and hardware are already in place in the existing substation. This equipment can be relocated by county I.T. staff.

The areas that are identified for renovation consist of approximately 2000 square feet of space. The renovation costs are \$45,000.00 as quoted. This calculates to \$22.50 per square foot for complete renovation. Renovation fees can be covered using excess EMS billing revenue funds and Sheriff's Office asset forfeiture funds. There is \$20,000 available from asset forfeiture and there are funds available in the current Public Safety CIP budget to cover the remaining renovation expenses.

VII. Lease fees:

A copy of a proposed lease agreement is included with this summary. The quoted cost for the lease is \$12.00 per square foot. The building measures 3444.33 square feet. The monthly rate for the lease would be \$3444.33. This would make the yearly lease expense \$41,331.96. The owner of the existing Sheriff's Office substation is agreeable to releasing the County from the current lease for the Sheriff's office without incurring any penalty. The current lease fee for the Sheriff's substation is \$14,000 per year. That space consists of approximately 1000 square feet. By combining the Sheriff's Office and Public Safety facilities into one location, the lease fee for the current substation could be applied to the amount to lease the proposed property. This leaves a remainder of \$27,331.96. The Westlake Public Safety facility will eliminate the need to use Hardy Rescue for responses in Franklin County. The County currently provides \$10,000 per year for Hardy Rescue. These funds can be applied to the lease fees as well. The remaining annual lease fee of \$17,331.96 can be derived from EMS billing revenue and Sheriff's Office asset forfeiture funds. The lease is a five year lease which can be terminated at such time as permanent quarters are provided in the Westlake Towne Center.

RECOMMENDATION:

Staff recommends that the Board authorize a lease to combine EMS and Sheriff's Office services in the Westlake Community per the proposal listed. Funds for the remainder of FY08 will be absorbed within current budgets and FY09 costs built into the proposed budget.

(RESOLUTION #13-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to approve staff's recommendation as presented.

MOTION BY: David Cundiff

SECONDED BY: Russ Johnson

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

PUBLIC SAFETY UTILITY TRAILER FOR ANIMAL CONTROL

In 2006, federal guidelines regarding evacuation shelters for citizens require each locality to provide a plan that includes companion animals in the evacuation plans. It is fortunate that there has never been a local disaster that required mass evacuation of residents. Even though

evacuation and sheltering is rare in Franklin County, the county is no less obligated to plan for sheltering citizens.

In the event a shelter is opened, the utility trailer will be staged outside of the shelter. Portable pet carriers of various sizes will be available for each evacuee to house each companion animal. The pet carriers can be stored inside the trailer where they will be transported to foster care providers or to local boarding centers and held until sheltering is no longer needed. If approved for purchase, the county Emergency Operations Plan will be updated outlining the domestic companion animal evacuation policy that will bring the county into compliance with federal recommendations.

In preparation for this summary, vendors were contacted that manufacture and/or sell utility trailers. Three vendors submitted bids for the trailer. These bids are attached to this summary. CIP funds are available to cover the purchase cost. The lowest bid received was **\$3,992.00** submitted by **Winger Farm Equipment and Trailer Sales** located in Troutville, VA. Bids were also received from New London Tractor and Equipment for \$4,125.00, and The Trailer Connection in Rocky Mount for \$4,400.00.

Specifications for the trailer were for a standard 14 foot utility trailer on tandem axles equipped with surge brakes and rated for 3,500 lbs each. The trailer specifications also called for a treated wooden floor, a side entry door with a fold down rear ramp door. If authorized for purchase, the trailers are immediately available as they are standard models in inventory at each respective dealer.

RECOMMENDATION: Staff respectfully recommends approval to purchase a utility trailer from the lowest of the three bids received.

County of Franklin		Date: 12/1/2007	Dept: Public Safety
Vehicle Quote List;			
Bidder	Price	Effective Dates	Vehicle Type
Winger Farm Equipment and Trailer Sales	\$3,992.00		14-foot, tandem axle, livestock trailer
New London Tractor and Equipment	\$4,125.00		Same
Trailer Connection	\$4,400.00		Same

(RESOLUTION #14-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to approve staff's recommendation as presented.

MOTION BY: David Hurt
 SECONDED BY: Bobby Thompson
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

WESTLAKE LIBRARY FUNDING

David Bass, Library Director, opened his remarks by stating the Board of Supervisors has pledged \$208,500 towards outfitting the Westlake Library with furnishings and equipment and providing a basic collection of materials. Of the pledged amount, only \$100,000 has been appropriated to date for items that require a long lead time to obtain. Of that amount, \$97,500 has been allocated to order the initial collection (7,500 items @ average price of \$13.00). In order to accommodate a late spring or early summer opening of the branch, the Library must encumber the appropriated funds for the following items: Information technology, i.e. computers, routers, phone system (as per Sandie Terry estimate), \$55,000; licenses to expand existing computer systems (circulation, patron access, etc.), \$8,000; security gate for book security system, \$7,500; locally built circulation desk, computer desks, \$9,000; staff desks and workroom furniture, \$6,000; bid on Floyd County's shelves, tables, etc., \$4,200; remaining shelves and end panels not available from Floyd, \$7,600; meeting room chairs and tables, \$9,000; remaining furniture not available from Floyd, including but not limited to paperback racks, multi-media racks, display case, etc.; \$6,000. This total projected expenditure of \$112,300 will exhaust the currently available funds.

The one item not included above that will require extensive turn around time is the collection. Plans are to have 7,500 to 10,000 items on the Westlake Library shelves by opening day. As a normal course of business, the Library adds approximately 8,000 items a year to the downtown location. The Library staff, however, will have only a few months to prepare that number or more for the branch. The process to add books is time consuming and labor intensive. The process requires a perusal of reviews, selection of titles followed by purchase, a certain amount of time for delivery depending on the materials and the vendor, an inventory of items upon receipt, and

an on-line download of records from the appropriate cataloging vendor. The records have to be edited and then loaded to the Library's system. The books then have to be affixed with a spine label, covered with a protective laminate, and stamped with a name and address. In order for a basic collection to be ready by opening day for the Westlake branch, the Library needs to start acquiring and processing materials immediately.

RECOMMENDATION:

The bulk of the funds still to be appropriated are earmarked for equipment and remaining furnishings. The Library staff requests that the remaining \$108,500 in pledged monies to the Westlake Library project be appropriated to cover the final necessary equipment purchases and begin the development of the material collection.

(RESOLUTION #15-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to approve staff's recommendation as presented with said funds to come from the Board's contingency fund.

MOTION BY: Wayne Angell
 SECONDED BY: Russ Johnson
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

CLOSED MEETING

(RESOLUTION #16-02-2008)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to into a closed meeting in accordance with 2.2-3711, a-5, Prospectivea-7, Consult with Legal Counsel, of the Code of Virginia, as amended.

MOTION BY: David Cundiff
 SECONDED BY: Leland Mitchell
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

MOTION: Leland Mitchell **RESOLUTION: #17-02-2008**
 SECOND: David Cundiff MEETING DATE February 19th, 2008

WHEREAS, the Franklin County Board of Supervisors has convened an closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act: and

WHEREAS, Section 2.2-3712(d) of the Code of Virginia requires a certification by this Franklin County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Franklin County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Franklin County Board of Supervisors.

VOTE:
 AYES: Mitchell, Hurt, Cundiff, Angell, Johnson, Thompson & Wagner

NAYS: NONE
 ABSENT DURING VOTE: NONE
 ABSENT DURING MEETING: NONE

Chairman Wagner adjourned the meeting.

 CHARLES WAGNER, CHAIRMAN
 CHAIRMAN

 RICHARD E. HUFF, II
 COUNTY ADMINISTRATOR