

THE FRANKLIN COUNTY BOARD OF SUPERVISORS HELD THEIR ORGANIZATIONAL MEETING ON WEDNESDAY, JANUARY 2nd, 2013, AT 4:00 P.M., IN THE BOARD OF SUPERVISORS MEETING ROOM LOCATED IN THE GOVERNMENT CENTER, 1255 FRANKLIN STREET, SUITE 104, ROCKY MOUNT, VIRGINIA.

THERE WERE PRESENT: David Cundiff, Chairman
Cline Brubaker, Vice-Chairman
Bob Camicia
Ronnie Thompson
Charles Wagner
Leland Mitchell
Bobby Thompson

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

Richard E. Huff, II, County Administrator, called the meeting to order.

Invocation was given by Supervisor Bobby Thompson.

Pledge of Allegiance was led by Supervisor Ronnie Thompson.

PRESENTATION OF RESOLUTIONS

**BILLIE WAYNE STOCKTON
RESOLUTION OF APPRECIATION**

WHEREAS, Billie Wayne Stockton began his law enforcement career on March 11, 1981, and

WHEREAS, Billie retired on January 1, 2012 after almost 31 years with the Franklin County Sheriff's Department, and

WHEREAS, Billie Wayne served in almost every capacity within the Sheriff's Department including Dispatcher, Road Deputy, Investigator, Patrol Lieutenant, Captain and culminated in the department's highest appointed position as Chief Deputy, and

WHEREAS, Billie Wayne acknowledges that his career as a law enforcement officer was always focused on making a difference in his community, and

WHEREAS, his 30+ years as a Deputy Sheriff were served with kindness, compassion and public service as its central themes while crediting God, family and friends as his stabilizing influence through the years.

BE IT THEREFORE RESOLVED, by the Franklin County Board of Supervisors to recognize Billie Wayne Stockton for his 30 plus years of service to the citizens of Franklin County and the Franklin County Sheriff's Department, and

BE IT FURTHER RESOLVED, to wish Billie Wayne Stockton much joy and happiness in his retirement years.

Billie Wayne Stockton, thanked the Board and staff for all of their support throughout the years. Mr. Stockton thanked the Board for allowing him to serve the community.

**RESOLUTION OF APPRECIATION
COMMISSIONR OF REVENUE/MARGARET TORRENCE**

WHEREAS, the County had been operating with tax collection software written in the 1980's and patched numerous times over the years, and

WHEREAS, the Commission of the Revenue and her staff embarked on a project in conjunction with the Treasurer and Information Technology Departments to customize a commercial software solution to meet the needs of Franklin County and comply with all requirements of Virginia law and County Code, and

WHEREAS, this project, due to its complexities required just over one year of intense work and data conversion to assure accuracy was the paramount achievement, and

WHEREAS, the Commissioner, and her staff dedicated considerable effort including numerous weekends and evenings for prolonged periods of time

BE IT THEREFORE RESOLVED, by the Franklin County Board of Supervisors to recognize the diligent hard work of the Commissioner of the Revenue and her staff to successfully implement the new software solution and

BE IT FURTHER RESOLVED, to express the Board’s heartfelt appreciation for the dedication and perseverance involved in the project to better serve the citizens of Franklin County.

**RESOLUTION OF APPRECIATION
INFORMATION TECHNOLOGY/STEVE THOMAS**

WHEREAS, the County had been operating with tax collection software written in the 1980’s and patched numerous times over the years, and

WHEREAS, the Information Technology staff served as project manager to undertake a complete conversion to a commercial software solution to meet the needs of Franklin County and comply with all requirements of Virginia law and County Code, and

WHEREAS, this project, due to its complexities required just over one year of intense work and data conversion to assure accuracy was the paramount achievement, and

WHEREAS, the Information Technology programming and database staff dedicated their total time and effort including holidays, weekends, and evenings to the project

BE IT THEREFORE RESOLVED, by the Franklin County Board of Supervisors to recognize the diligent hard work of the Information Technology staff to successfully implement the new software solution and

BE IT FURTHER RESOLVED, to express the Board’s heartfelt appreciation for the dedication and perseverance involved in the project to better serve the citizens of Franklin County.

CHAIRPERSON NOMINATIONS

Richard E. Huff, County Administrator, opened the floor for nominations for 2013 Board Chairman.

David Cundiff Nominated by: Ronnie Thompson

**CLOSE NOMINATIONS FOR CHAIRMAN
(RESOLUTION #01-01-2013)**

BE IT THEREFORE RESOLVED, by the Board of Supervisors to close the nominations for 2013 Chairman.

MOTION BY: Charles Wagner
SECONDED BY: Bobby Thompson
VOTING ON THE MOTION WAS AS FOLLOWS:
AYES: Mitchell, Thompson, Wagner, Brubaker, Camicia, Thompson & Cundiff

(RESOLUTION #02-01-2013)

BE IT THEREFORE RESOLVED by the Board to appoint David Cundiff as 2013 Chairman to the Board of Supervisors.

MOTION BY: Ronnie Thompson
SECONDED BY: Bob Camicia
VOTING ON THE MOTION WAS AS FOLLOWS:
AYES: Mitchell, Thompson, Wagner, Brubaker. Camicia, Thompson & Cundiff

VICE-CHAIRPERSON NOMINATIONS

Chairman Cundiff opened the floor for nominations for 2013 Vice-Chairman.

Cline Brubaker Nominated by: Bob Camicia
Leland Mitchell Nominated by: Charles Wagner

(RESOLUTION #03-01-2013)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to close the nominations for 2013 Vice-Chairman.

MOTION BY: Bobby Thompson
 SECONDED BY: Charles Wagner
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Thompson, Wagner, Brubaker, Camicia, Thompson & Cundiff

(RESOLUTION #04-01-2013)

BE IT THEREFORE RESOLVED by the Board to appoint Cline Brubaker as the 2013 Vice-Chairman.

MOTION BY: Bob Camicia
 SECONDED BY: Ronnie Thompson
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Thompson, Wagner, Brubaker, Camicia, Thompson & Cundiff

BOARD MEETING DATES

ADOPTED MEETING DATES FOR 2013

All County residents are hereby encouraged to attend public meetings of the Franklin County Board of Supervisors. To facilitate this public participation, the Board will meet on the following dates and times in **2013**.

Tuesday, January 15, 2013 @ 1:30 P.M.
 Tuesday, February 19, 2013 @ 1:30 P.M.
 Tuesday, March 19, 2013 @ 1:30 P.M.
 Tuesday, April 16, 2013 @ 1:30 P.M.
 Tuesday, May 21, 2013 @ 1:30 P.M.
 Tuesday, June 18, 2013 @ 1:30 P.M.
 Tuesday, July 16, 2013 @ 1:30 P.M.
 Tuesday, August 20, 2013 @ 1:30 P.M.
 Tuesday, September 17, 2013 @ 1:30 P.M.
 Tuesday, October 15, 2013 @ 1:30 P.M.
 Tuesday, November 19, 2013 @ 1:30 P.M.
 Tuesday, December 17, 2013 @ 1:30 P.M.

All meetings will be held in the Board Room at the Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia unless otherwise duly noticed. All public hearings will be held at 6:00 P.M. for the convenience of the public. All interested parties are encouraged to attend. Any person with a disability who needs accommodations to fully participate in these public hearings should notify Sharon K. Tudor, MMC, Clerk, by calling (540) 483-3032 at least 7 days prior to the meetings.

(RESOLUTION #05-01-2013)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to approve the aforementioned listing of meeting dates and time schedule for the Board of Supervisors during 2013:

MOTION BY: Bob Camicia
 SECONDED BY: Cline Brubaker
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Thompson, Wagner, Brubaker, Camicia, Thompson & Cundiff

2013 HOLIDAY SCHEDULE FOR COUNTY EMPLOYEES

During the Franklin County Board of Supervisor's Organizational Meeting, held on Wednesday, *January 2, 2013 at 4:00 P.M.*, the Board adopted the 2013 State of Virginia's legal holidays plus any changes made by the Governor during the year for State employees. The following list is found in the Code of Virginia Section 2.2-3300.

PROPOSED HOLIDAYS FOR 2013

Friday, January 18, 2013	Lee Jackson Day
Monday, January 21, 2013	Martin Luther King, Jr. Day
Monday, February 18, 2013	Presidents' Day
Monday, May 27, 2013	Memorial Day
Thursday, July 4, 2013	Independence Day
Monday, September 2, 2013	Labor Day
Monday, October 14, 2013	Columbus Day
Monday, November 11, 2013	Veterans Day

Thursday, November 28, 2013
Friday, November 29, 2013
Wednesday, December 25, 2013
Wednesday, January 1, 2014

Thanksgiving Day
Thanksgiving Friday
Christmas
New Year's Day

(RESOLUTION #06-01-2013)

BE IT THEREFORE RESOLVED by the Board to approve the aforementioned proposed holiday listing for **2013** plus any changes made by the Governor during the year for State employees.

MOTION BY: Charles Wagner

SECONDED BY: Ronnie Thompson

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Thompson, Wagner, Brubaker, Camicia, Thompson & Cundiff

BOARD RULES OF PROCEDURE

**FRANKLIN COUNTY BOARD OF SUPERVISORS
RULES OF PROCEDURE**

The following Rules of Procedure are adopted by the Franklin County Board of Supervisors to enable the Board to discharge its duties and responsibilities effectively and efficiently and to facilitate the exercise of its authority and powers in the Code of Virginia. It is the Board's intent to generally follow Robert's Rules of Order (Newly Revised, 10th Edition) unless superseded by state law or (*written*) Board practice.

1. ORGANIZATIONAL MEETING

The Board shall elect a chairman and vice chairman at the Board's Organizational Meeting to be held on the first business day of January. Terms for chairman and vice chairman shall be for a one (1) year term.

2. REGULAR MEETINGS

The Board of Supervisors shall adopt a schedule of the times, dates, and places of its regular meetings, for each calendar year, at its organizational meeting. Should the Board's regular meeting day fall on a County holiday, the meeting will be held on the next business day following the holiday.

3. SPECIAL MEETINGS

The Board may hold special meetings by establishing a special meeting date, time, place and an agenda for said meeting at a regular meeting. The Clerk shall post and publish notice of the special meeting in accordance with the Virginia Freedom of Information Act, §2.2-3707 VA Code Ann., not less than three (3) days prior to the day of the special meeting.

A Called Meeting may be convened when called by the chairman or requested by two or more of the members of the board of supervisors. The call or request shall be made to the clerk, and shall specify the matters to be considered at the meeting. Upon receipt of such call or request, the clerk of the governing body, after consultation with the chairman, shall immediately notify each member of the governing body and the attorney for the county in writing delivered in person or to his place of residence or business to attend such meeting at the time and place stated in the notice. Such notice shall specify the matters to be considered at the meeting. No matter not specified in the notice shall be considered at such meeting, unless all members are present. The notice may be waived if all members of the governing body attend the special meeting or sign a waiver.

4. VOTING

Motions properly made cannot die for lack of a second and shall be voted on as though they had been seconded.

5. REQUEST FOR FUNDS OUTSIDE OF NORMAL BUDGET CYCLE

Whenever any delegation or individual shall make a request or appeal for County funds for the benefit of an outside or non-County agency or program, the following guidelines shall be followed.

A. Budget Preparation Calendar.

Whenever possible, the request shall be submitted in accordance with the budget preparation calendar.

B. Explanation and Background.

Any such request shall be accompanied by a brief narrative explanation of the request and background as needed.

C. Carry-over of Requests.

If it is not possible to utilize the annual budget preparation calendar, the request shall be carried over to the next regular meeting following introduction to the Board.

D. Waiver of Carry-over.

Waiver of the carry-over period shall be granted if the request is considered an emergency by the majority of the Board, or for any reason if approved unanimously by all Board members.

E. Emergency.

Emergency is defined as an unforeseen circumstance or combination of circumstances that calls for immediate action to secure and protect the health, safety and general welfare of the inhabitants of Franklin County.

6. CITIZEN COMMENT PERIOD

Any citizen of the County that wishes to address the Board on any topic may do so by calling the Board Clerk's Office one (1) week in advance of the meeting and requesting that their name and topic be added to the agenda. Walk-ins will be allowed to speak if time is available under the same conditions. The citizen will be granted 3 minutes to present their issue and if the Board wishes to schedule further time, may direct staff to place the subject on the next available agenda. Only one person per side (position), per topic will be allowed to speak under the Citizen Comment Period per Meeting. A total of 15 minutes will be allowed for Citizen's Comments on the agenda. Public Comments will be received by the Board during the 3rd Tuesday meeting at 1:30 P.M., and at 6:00 p.m. at the 4th Tuesday meeting prior to public hearings unless a citizen can clearly demonstrate that an earlier time is necessary. **(Amended/Resolution # 21-06-2006 & # 07-01-2007)**

7. MOTIONS TO RECONSIDER

Motions to reconsider an action by the Board must be made by a member of the Board who previously voted with the prevailing side when the reconsidered motion was originally voted on. Since a second is not required, any member may second the motion to reconsider and the motion shall be decided by a majority vote of the members present.

8. PLACING OF AGENDA ITEMS

The County Administrator, based on input from the Board, shall develop the agenda for each meeting.

Individual Board members who wish to address the Board on a topic may do so under "Other Matters from Supervisors". If the Board wishes to investigate a topic further, it can direct staff to place the topic on a future agenda, bring back a staff report with the appropriate research, or take action as it see fit. **(Amended/Resolution #07-01-2007)**

9. PUBLIC HEARINGS

It is the purpose and objective of the Board of Supervisors to give each citizen an opportunity to express his/her views at public hearings and to treat all speakers equally and with courtesy. While it is often necessary to have a presentation by an applicant or staff, it is the desire of the Board to hear from the public, and therefore, the applicant and staff presentations shall be as brief as possible.

Each speaker shall be limited to three minutes unless speaking for a larger group in which case, 5 minutes shall be allotted.

Speakers shall direct their presentations/comments/questions to the Board and not the audience.

10. APPOINTMENTS TO BOARDS AND COMMISSIONS

County staff shall maintain an up to date listing of available vacancies on Boards and Commissions and shall publish such list to the County's web site and make available in the Office of the County Administrator. 60 days in advance of scheduled vacancies, staff shall make the Board aware of upcoming vacancies and shall advertise such vacancies throughout the County. All candidates shall be required to complete a County application to serve on a Board or Commission and applications shall be distributed to the Board as soon as is practical.

**APPLICATION PROCESS FOR APPOINTMENTS TO BOARDS & COMMISSIONS
(Amended/Resolution #07/1/2013)**

- ❖ *Require all interested persons to complete applications as provided by the Clerk's office.*
- ❖ *Clerk then forwards applications for any open positions to the BOS for review.*
- ❖ *Position vacancies and potential candidates are then discussed as a closed session item under personnel.*
- ❖ *Subject to clean background checks, appointments are then made in open session.*
- ❖ *Address only new appointees going forward (i.e. sitting members are grandfathered and will not have to go through the full process of completing another application or background check)*

(RESOLUTION #07-01-2013)

BE IT THEREFORE RESOLVED by the Board to approve as the Board Rules of Procedure, as submitted.

MOTION BY: Leland Mitchell
 SECONDED BY: Ronnie Thompson
 VOTING ON THE AMENDED MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Thompson, Wagner, Brubaker, Camicia, Thompson & Cundiff

TLAC BOARD APPOINTMENTS

Board Appointment	Bob Camicia
Citizen Appointment	Russ Johnson

Deferred until January 15, 2013 meeting.

WEBB PETITION DEFERRED UNTIL FUTURE BOARD MEETING

(RESOLUTION #08-01-2013)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to defer Ronald Webb's rezoning petition, Rezone Case# 9-12-10843 for a period not to exceed 90 days.

MOTION BY: Bob Camicia
 SECONDED BY: Ronnie Thompson
 VOTING ON THE MOTION WAS AS FOLLOWS:
 AYES: Mitchell, Thompson, Wagner, Brubaker, Camicia, Thompson & Cundiff

Chairman Cundiff adjourned the meeting for a joint dinner meeting hosted by the Farm Bureau highlighting occurring events within the region regarding Agriculture in Franklin County. General discussion ensued.

Chairman Cundiff adjourned for dinner hosted by Farm Bureau.

DAVID CUNDIFF, CHAIRMAN
 CHAIRMAN

SHARON K. TUDOR, MMC
 COUNTY CLERK