

**VIRGINIA:** At an adjourned meeting/budget work session of the Board of Supervisors of the County of Patrick, held in the Second Floor Conference Room in the Patrick County Veterans' Memorial Building thereof on Thursday, May 10, 2007 at 4:00 p.m.

**PRESENT:** David G. Young, Chairman; Jonathan Large, Vice Chairman; H. Danny Foley, Sr., Crystal P. Harris, and Roger L. Martin, Board Members; Michael Burnette, County Administrator; Jeannie Frisco, Assistant County Administrator; Eric Helms Monday, County Attorney; Mary Beth Roberson, Assistant to the County Administrator; and Donna P. Shough, Bookkeeper.

The Chairman called the meeting to order.

The Chairman opened the Public Comment Period. The Chairman asked for comments from the public / department heads. Two County Department Heads spoke during this session.

1.) Jane Fulk addressed the Board regarding the Circuit Court's 2007-2008 Budget request. She stated, "I feel that I need to move up since I'm not anywhere with anybody else in the 21<sup>st</sup> Judicial Circuit or any of the other court reporters / assistants to judges". Mr. Foley asked Mrs. Fulk if she based her information on similar positions in surrounding areas. She advised that she had. She stated that the 21<sup>st</sup> Judicial Circuit is the only one that does not give recording fees to the court reporter, which totals approximately \$12,000 per year. She noted that the County Administrator's recommended budget includes a new line item named Jury Pay totaling \$2,000, which she was not aware of. Mrs. Shough advised that the Treasurer has requested that she take over the task of writing Jury Pay checks; therefore, this new line item needed to be included in the budget. Mrs. Fulk stated, "But the Clerk usually does that; I don't. It probably ought to go in her budget, not mine." Mrs. Shough advised that per the Clerk of Circuit Court, this line item should be placed in the Circuit Court Budget. Mrs. Fulk stated, "She writes it. I don't have anything to do with that. I don't keep up with it." She cited Code Section 17.1-622 relating to same. She stated, "I know why I have the expenses of the Jury Commission, because I did that for fifteen years. I think Susan does it now, but I don't know why she took it over." She advised that this line item could remain in her budget for the time being. She provided the Board with pay scales for her position from surrounding localities for the years 1994 and 1996. The Chairman noted that the County does not pay the average salary of teachers or county

positions. He stated that the Board has discussed salary issues during previous budget work sessions and has decided to address those concerns as a whole in the near future. Mr. Martin stated, "If you do one, you're setting fire in the middle of a drought". Mrs. Fulk noted that the localities that she contacted regarding salaries are different from the areas that Mrs. Handy, former County Administrator, contacted when completing the salary scale. She advised that she did not provide Mrs. Handy with a list of names and contact numbers to use while completing the survey. She provided the Board with a letter from Judge Clark, dated April 30, 2007, requesting that her job title be changed to Executive Assistant. The Chairman stated, "We need to look at our entire pay scale and we need to look at longevity increases". The Board deferred action on this issue until later in the meeting.

2.) Joan Rogers addressed the Board regarding the Department of Social Services (DSS) 2007-2008 Budget request. She advised that she had submitted a budget request to the Board of Supervisors in March based on estimated State budget figures. She noted that during the Board's April 30<sup>th</sup> meeting, she requested an additional \$20,000 from the County for an additional eligibility position at which time the Board tentatively committed to fund at least \$15,000 towards same. She advised that she received the State's budget figures on May 8<sup>th</sup>, which includes a lot of reallocation changes that resulted in higher local matches. She stated, "They are putting more on the local government than in the past". She provided the Board with a memo regarding DSS's current budget and the proposed 2007-2008 State and County budget. She advised that in order to maintain the Department of Social Services' current programs and staff, an additional \$31,593 would be needed. She noted that an additional \$47,600 is needed to create an additional eligibility position. She stated that according to a recent Quality Management Review, which was conducted by the State, it is recommended that the Patrick County DSS employ two additional eligibility workers due to the fact that the agency is not adequately staffed to meet the current caseloads and anticipated future program demands. She stated that she is aware that the County is not financially able to fund two positions at this time; therefore, she has requested additional funding for only one worker. The Chairman asked if DSS requires proof of U.S. residency when an individual applies for assistance. Mrs. Rogers stated that all applicants are required to provide proof of Patrick County and

**U.S. citizenship. Mr. Burnette advised that DSS's 2007-2008 Local Budget Request totals \$363,907, which is \$82,064 over the current budget. The Board deferred action on this issue until later in the meeting.**

**The Chairman closed the Public Comment Period.**

**The Board discussed the proposed 2007-2008 County Budget.**

**Mr. Burnette advised that during the April 30<sup>th</sup> budget work session, a total of \$131,849 was added back to the County Administrator's recommended budget. He stated that as of May 8<sup>th</sup>, the County's proposed revenue was decreased by \$151,662 due to changes in the Communications Fees / E-911 Taxes, which were made by the State. He said that the proposed budget's bottom line, excluding today's additional funding requests, is -\$296,852.**

**Mr. Monday advised that the Courtroom Security Fee could be doubled from \$5.00 to \$10.00, which could generate an additional \$12,000 to \$15,000 per year. He noted that this ordinance amendment would require a public hearing, which the Board could address during its regular May meeting.**

**Mr. Large reiterated his concern about the need to set aside a sufficient amount of funds for the new jail facility. He advised that the County should take a more active approach in advertising its real estate that is for sale so that the general public is aware of same.**

**The Board tentatively agreed to reduce the funding for laptop computers for the Board of Supervisors to \$6,000.**

**Mr. Burnette advised that the collection of delinquent taxes by the County Attorney has the potential to become a large revenue source, which would commence July 1st. Mr. Monday stated, "I see no reason why my department should not be able to pay for itself". He said that the County could include \$88,000 in it's projected revenue for fiscal year 2007-2008. Mr. Burnette noted that the number of delinquent taxes would decrease each year the County Attorney collects same; therefore, this would be a "short-term" solution. Mr. Large advised that the public should be made aware that the County Attorney would be allowed to take the necessary steps to collect delinquent taxes. Mr. Monday stated that the Treasurer's office has done a great job collecting taxes, which is reflected in the County's high collection rate.**

**Mr. Foley inquired about the elimination of the proposed Public Service Authority (PSA) Director for fiscal year 2007-2008. He recommended that the Economic Development Director oversee the PSA. Mr. Burnette advised that the County has approximately five and a half months to obtain approximately eighty easements, an estimated 120 user agreements, complete the required environmental work, and bid out the project. He stated that he does not currently have a sufficient amount of staff to accomplish this project. Mr. Monday advised that a law clerk would be joining his staff this summer and suggested focusing his efforts on obtaining user agreements and easements. He noted that he would be able to write the easement documents. Mr. Foley stated that the annual salary for a PSA Director should be less than Mr. Burnette's recommendation of \$40,000. Mr. Burnette advised that he might be able to hire a qualified person for \$35,000 per year. He noted that he would be looking for a skilled employee who has PSA and grant writing experience and is capable of operating large equipment. He advised that existing clerical staff and the Maintenance Department would assist the PSA Department. Mr. Foley stated that it is his opinion that additional staff would be needed for the new department. Mr. Large asked Mr. Burnette look into the possibility of the Town of Stuart managing the project for the County.**

**The Chairman advised that per Mr. Large, the Sheriff feels that he would not be able to provide three Student Resource Officers for the elementary schools in the upcoming year. Mrs. Harris stated that the three new positions would put a strain on the current staff at the Sheriff's Department. The Board directed the County Administrator to contact Sheriff Hubbard regarding same.**

**Mr. Large noted that the public should be reminded of the upcoming reassessment. He reiterated his concern about setting aside a sufficient amount of funds for the new jail facility. Board Members Harris and Foley noted that they would like to reduce the Machine and Tool Tax rate.**

**On motion by Jonathan Large, seconded by Crystal P. Harris and carried, it is hereby ordered that a synopsis of the budget for informative and planning purposes including a proposed increase in the Real Estate Tax for Fiscal Year 2007-2008 be advertised for a Public Hearing on Monday, June 11, 2007 commencing at 6:00 p.m., as provided in Section 15.2-2506, 1950 Code of Virginia, as amended.**

**Voting Aye: Young, Large, and Harris**

**Voting Nay: Foley and Martin**

**Mr. Martin stated that he voted against the motion because he feels that the Board had not spent an adequate amount of time reviewing the proposed budget.**

**Mr. Large was absent for the remainder of the meeting.**

**The Chairman noted that the Board held two budget work sessions in April and that each session lasted several hours. Mr. Martin stated that there were hurricane-force winds during one of those meetings; however, some Board Members were not willing to reschedule same. The Chairman noted that the State has reduced its allocations to many programs; therefore, the County must increase its contributions to agencies to cover the funding shortages.**

**The Board agreed to give a three percent salary increase to the Circuit Court Secretary and to fully fund the Department of Social Services' budget request that was presented during today's meeting by Mrs. Rogers.**

**Ordered that the Board be adjourned until May 14, 2007 commencing at 1:00 p.m.**

**, Chairman**