

May 14, 2019
Work Session

**Pittsylvania County Board of Supervisors
Work Session
May 14, 2019**

VIRGINIA: The Work Session of the Pittsylvania County Board of Supervisors was held on May 14, 2019 in the Main Conference Room, County Administration Building, Chatham, Virginia 24531. Chairman, Dan River District, Joe B. Davis, called the Meeting to Order at 4:30 PM. The following Members were present:

CALL TO ORDER (4:30 PM)

Attendee Name	Title	Status	Arrived
Joe B. Davis	Chairman - Dan River District	Present	4:24 PM
Charles H. Miller	Vice Chairman - Banister District	Absent	
Tim R. Barber	Supervisor - Tunstall District	Absent	
Elton W. Blackstock	Supervisor - Staunton River District	Present	4:28 PM
Ben L. Farmer	Supervisor - Callands-Gretna District	Present	4:23 PM
Ronald S. Scearce	Supervisor - Westover District	Present	4:23 PM
Robert W. "Bob" Warren	Supervisor - Chatham-Blairs District	Present	4:22 PM

Also in attendance were Mr. J. Vaden Hunt Esq., County Attorney; Mr. Gregory L. Sides, Assistant County Administrator for Planning & Administration; Mr. Richard N. Hicks, Assistant County Administrator for Operations; and Mrs. Kaylyn M. McCluster, Deputy Clerk.

AGENDA ITEMS TO BE ADDED/REMOVED

Motion to remove item 5a., Go Virginia Robotic Grant Match Funding Request Discussion, from the Agenda, and add, under Staff Reports, Website Refresh and Radio Tower Change Order Discussion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Robert W. "Bob" Warren, Supervisor - Chatham-Blairs District
SECONDER:	Ben L. Farmer, Supervisor - Callands-Gretna District
AYES:	Davis, Blackstock, Farmer, Scearce, Warren
ABSENT:	Miller, Barber

APPROVAL OF AGENDA

Motion to approve Agenda.

**Board of Supervisors
May 14, 2019
Work Session**

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Robert W. "Bob" Warren, Supervisor - Chatham-Blairs District
SECONDER:	Elton W. Blackstock, Supervisor - Staunton River District
AYES:	Davis, Blackstock, Farmer, Searce, Warren
ABSENT:	Miller, Barber

PRESENTATIONS

a. VDOT Secondary Six-Year Plan Discussion (Staff Contact: Gregory L. Sides); (30 minutes)

Mr. Jay Craddock, (VDOT), was present to receive feedback from the Board about which roads they would like to see included in the Secondary Six (6)-Year Plan for the County. Mr. Blackstock stated he would like to see Pocket Road put on the list. Mr. Warren stated it looked like they could possibly put six (6) of those roads on the Plan. Mr. Farmer questioned the Districts that the roads were located in. Mr. Craddock responded with the following: Oliver's Lane - Dan River; Friendly Drive, Brushy Mountain Road, Berry Road, Victoria Road, Hawkins Road, Oxford Road, Brown Road, and Craddock Lane - Callands-Gretna; Ponderosa Road - Tunstall District; and Pocket Road - Staunton River.

Mr. Farmer stated he would like to include Friendly Drive, because it has been on there a number of years and Mr. Davis asked for the Oliver's Lane connection.

There was consensus of the Board to include Friendly Drive, Oxford Road, Pocket Road, and Oliver's Lane in the Secondary Six-Year Plan for the County.

Mr. Craddock will bring those back for approval at the Board's June Business Meeting.

b. Library Feasibility Study Update (Staff Contact: Lisa W. Tuite); (15 minutes)

Mr. Gil Entzminger provided the Board with an update from the Library Feasibility Study. His Presentation can be found on the County's website at <https://www.pittsylvaniacountyva.gov/>.

STAFF, COMMITTEE, AND/OR CONSTITUTIONAL OFFICER REPORTS

a. Building and Property Committee Update (Staff Contact: Richard N. Hicks); (10 minutes)

Mr. Hicks gave a brief update to the Board regarding the Courts and Jail Facilities Update that was presented by Moseley Architects at the May 2, 2019, Property/Building Committee Meeting. He stated there was discussion about building a smaller jail off-site, but unfortunately the County does not have enough property for this at the current time. There is a Meeting scheduled with the Sheriff and the Judge to go over this Report on May 23, 2019. There will also be a formal Presentation made to the full Board at the June 18, 2019 Meeting. Moseley Architects will then finalize their Report and present to the Board at the July 16, 2019 Meeting. He also stated the County was approached by Roy Ford requesting for the County to purchase a small piece of property located on the Old Blair's School soccer field. There is also the possibility of a citizen donating two (2) parcels of land to the County due to her living in Washington and no longer

**Board of Supervisors
May 14, 2019
Work Session**

wanting the property. It is anticipated that a swap of the properties could take place between the gifted land and Mr. Ford's property. There will be a Public Hearing held at the June 18, 2019, Meeting to take care of this.



COUNTY ADMINISTRATION
P.O. Box 426 • 1 Center Street
Chatham, Virginia 24531
Phone (434) 432-1768

Pittsylvania County Property/Building Committee Report
May 2, 2019
6:00 p.m.

Courts and Jail Facilities Update:

Option 1. Jail Space Needs – 190 beds (\$40,022,0000)
Jail and Courthouse will not fit on existing property due to a lack of parking
Would require a 3- story facility
Off-site option for jail would require 15-20 acres of land for a single- story facility

Option 2. Reduced jail size option - 60± beds (\$15,204,000)
Remaining inmates would be sent to Regional Jail
Parking requirements would still not be met
Off-site option would require an estimated 5 acres of land

Staff and architect are refining long term operational costs for both options
Staff and architect are refining allowable comp positions for reduced jail and staffing levels

Potential off-site options (copies of plats included in packet):
DSS Property (no additional property beyond current footprint)
Pet Center Property (majority of additional land may be unsuited for future development)

Future Actions:
May 23, 2019 – 7:30 a.m. (Courthouse Committee Meeting)
June 18, 2019 – 4:40 p.m. (Presentation to Board of Supervisors at June Workshop)
July 16, 2019 – 4:30 p.m. (Presentation of Final Report to Board of Supervisors)

Acquisition of Property

Request from Ford Brother's to purchase property adjoining the Blair's School property
Property currently being leased as a portion of the adult soccer fields
Exploring option of land swap with potential donated property near Ringgold

BUSINESS SAVVY. PEOPLE FRIENDLY.
Richard N. Hicks, Assistant County Administrator
richard.hicks@pittgov.org

b. Pet Center Update (Staff Contact: James P. McLaughlin); (10 minutes)

Mr. McLaughlin was present and gave a brief update to the Board on the Pet Center. He stated they have a 92% live release for the year so far. Adoptions are not as high as they would like but they have partnered with the Virginia Federation of Humane Societies, which they are now a member, and are very pleased. The total in Grants which includes in-care donations, such as donated food, totals \$24,800 during the first four (4) months. They have received over \$9,000 in cash donations from the public. They have surpassed the \$50,000 fundraising goal for the first six (6) months. The Pet Center has reduced the number of full-time employees and increased

part-time employees, which has helped the fixed costs. Mr. McLaughlin also provided the below handout to the Board which outlines upcoming fundraisers for the Pet Center.

Coming Events



National Adoption Weekend at the Danville PETSMART

Join us from 12PM-3PM



The Chatham Cruise In is back!
Join us on May 25th in Chatham for a great time
We will be there with adoptable dogs from 4PM -
6PM



**Join us the 1st Sunday of
every month for great
brews and adoptable dogs
from 1PM - 4PM**



c. Website Refresh (Staff Contact: Scott Budd)

Scott Budd, Director of Information Technology, was present to give a brief overview of the

County's website refresh. Mr. Farmer suggested that the County into an add-on for the County's website that would allow the County to have an app for smartphones in order for citizen to easily access the County's information.

d. Radio Tower Change Order Discussion (Staff Contact: Richard N. Hicks)

Mr. Hicks stated that construction has begun on the Callands and Old Mayfield radio towers. As a part of this Project, Harris will be adding additional equipment to the Kentuck Radio Tower ("Kentuck Tower") behind Kentuck Middle School. After the bids were awarded, the County was contacted by AT&T, and it expressed an interest in leasing space on the Kentuck Tower. To move forward, County Staff required AT&T to perform a structural analysis of the tower and provided it information on the additional equipment being installed by the County. After completing the structural analysis, it was determined that the Kentuck Tower did not meet the new loading requirements for the County's new equipment or for AT&T's proposed equipment. Shortly thereafter, the County was contacted by Verizon about leasing space on the Kentuck Tower. AT&T revised its structural analysis to include the Verizon equipment. None of the equipment meets the current loading requirements. AT&T hired a firm to design a set of plans and specifications to modify the footings and loadings for the Kentuck Tower that would result in said Tower meeting the loading specifications for the County, AT&T, and Verizon's equipment. The Company that completed the plans and specifications for the Kentuck Tower improvements was from North Carolina. County Staff contacted the Company about pricing the improvements, but our Purchasing Director had concerns with their lack of knowledge of Virginia Procurement standards. County Staff discussed putting the Project out for bids, which would be a long process, and the County Staff would still need an Engineer to manage the Project and sign-off on plans and specifications that were completed by another firm. The selection of an engineering firm would again be a long process. The County's intent is to have all of this work completed during the construction phase of the two (2) new Towers, so Harris Communications can complete its installation of the equipment at the same time. A bidding process would not fit into that time line. Black & Veatch is the current general contractor for the construction of the two (2) Towers. County Staff contacted Black & Veatch and asked if it was willing to take those plans and specifications, review them, and provide the County with a cost to have its current contractors perform the work by Change Order. Black & Veatch has submitted the Change Order in the amount of \$191,200. County Staff has advised AT&T and Verizon that Kentuck Tower modifications will be necessary, and that the County will require each Party to pay one-third (1/3) of the cost of said modifications. Both seem to be in agreement, contingent upon the final cost. If the other Parties determine that a Tower Space Lease is not in its best interests, the Kentuck Tower modifications would be the County's sole financial responsibility. County Staff is in the process of attempting to secure the execution of a Kentuck Tower Cost Sharing Agreement.

Mr. Blackstock asked if this met the Procurement Policy, and Mr. Hicks stated that Ms. Gibson may not agree that it does. Mr. Blackstock suggested amending the Motion for the night's Business Meeting contingent upon legal verification of compliance with the Virginia Public Procurement Act.

e. Other Reports

**Board of Supervisors
May 14, 2019
Work Session**

BUSINESS MEETING DISCUSSION ITEMS

ADJOURNMENT

Mr. Davis adjourned the Meeting at 6:09 PM.