

**Pittsylvania County Board of Supervisors
Finance Committee
Tuesday, August 14, 2019, Meeting**

VIRGINIA: The Finance Committee of the Pittsylvania County Board of Supervisors was held on Wednesday, August 14, 2019, in the Main Conference Room of the County Administration Building in Chatham, Virginia 24531. Ronald S. Searce called the Meeting to Order at 3:30 p.m. The following Committee Members were present:

Ben L. Farmer
Charles H. Miller, Jr.
Robert W. Warren

The following Board Members were also present:

Tim R. Barber
Elton W. Blackstock
Joe B. Davis

Mr. David M. Smitherman, County Administrator; Mr. J. Vaden Hunt Esq., County Attorney; Gregory L. Sides, Assistant County Administrator; Mrs. Kimberly Van Der Hyde, Finance Director; and Mrs. Kaylyn McCluster, Deputy Clerk, were also present.

Approval of Agenda

Motion made by Dr. Miller, seconded by Mr. Farmer, to approve Agenda, which was unanimously approved.

New Business

(a) PCSA Water Project

Mr. Adcock presented an update to the Board on the PCSA's plan to construct a new water transmission and distribution system from Henry County to Highway 29. Mr. Farmer asked if there were any long-term projects for the Northern part of the County. Mr. Adcock stated it was possible for Altavista to expand and sell to Hurt, but there is currently no demand in Hurt to push projects that direction. Mr. Warren questioned if there had been any conversation with Danville to see if they would be interested in helping to get water in those directions, and Mr. Adcock stated that Danville was aware of the Project, but the PCSA had not reached out to Danville regarding this. Mr. Warren suggested reaching out to Danville to see if it is interested and to know that the PCSA have done due diligence. Mr. Barber stated he views this as an economic development investment for opportunities and long-term planning.

(b) Carry-Over Requests

Mrs. Van Der Hyde presented the Departmental requests to carry unused prior fiscal year funds into the current Budget. Motion by Mr. Warren, second by Mr. Farmer, to recommend the

approval of the County Administrator's recommended FY20 Budget Amendment to the full Board, which was unanimously approved by the Finance Committee Members present.

(c) Public Safety Capital Fund

There was discussion proposing an Emergency Capital Reserve Fund Policy. When there are unused monies from Departments not meeting their required call volumes, this money will be placed into this Fund to address unforeseen fire and rescue needs. This will still have to be approved by the Board, and the agencies will have to give a detailed reason of why this money is needed and detailed description of how the problem occurred. Motion by Mr. Warren, seconded by Mr. Farmer, to establish the Public Safety Capital Fund with the Board having full oversight and present to the full Board, which was unanimously approved.

(d) Rescue 1 Repair Request

Mr. Slemp stated it would cost over \$14,000 to rebuild/repair the Rescue 1 truck. There have been numerous issues with this vehicle, and it is constantly in and out of the shop for repairs. Mr. Slemp stated there is stale Grant money that can be used to cover the cost to overhaul this engine to get it ready for sale. Motion by Mr. Farmer, seconded by Mr. Warren, to allow Mr. Slemp to work with Mrs. Van Der Hyde to access the Grant funds and begin overhaul disposition.

Due to time constraints, the Finance Committee allowed Mr. Spain to present Item 6d before recessing.

(6d) DSS Legal Fee Reimbursement and Revenue Loss

Mr. Spain informed the Committee that the Department of Social Services had failed to seek reimbursement (15.5%) for legal fees. In FY18 and 19, the unreimbursed legal fees totaled approximately \$145,000, which is due to the County. Mr. Spain is seeking payment of the previous five (5) local fiscal years and that amount totals \$283,994.26.

Motion by Mr. Farmer, seconded by Mr. Warren, to recess the Finance Committee Meeting, which was unanimously approved.

The Finance Committee recessed at 4:56 PM.

Motion by Mr. Warren, seconded by Dr. Miller, to reconvene the Finance Committee Meeting, which was unanimously approved.

The Finance Committee reconvened at 5:28 PM.

Staff Reports

(a) FY19 End-of-Year Report

Mrs. Van Der Hyde gave a preliminary end-of-year report to the Committee. The billing date change and the Treasurer's Office's late payment posting has caused difficulty in estimating the final numbers. Generally, the only operating Department that exceeded its annual budget was the Sheriff,

due to overtime expense. Overtime has increased by approximately \$135,000 over the past four (4) fiscal years.

(b) Sheriff's Recruitment Promissory Notes

Mr. Smitherman stated, since it's creation on July 1, 2018, thirty-one (31) Deputies have taken advantage of the Sheriff's Recruitment/Retention Program. There have been two (2) Deputies leave prior to the full four (4)-year Promissory Note Satisfaction Period; one (1) has repaid the bonus and one (1) has not. The County does plan to recoup these funds.

(c) Registrar's Part-Time Employees

Mr. Smitherman stated that Kelly Bailess, Registrar, has hired a Part Time position that was not included in the FY2020 Budget. Mr. Smitherman had made Ms. Bailess aware numerous times that the Board would not appropriate funds to hire additional employees. The Committee recommended Staff set up a meeting with Ms. Bailess at a future Finance Committee Meeting.

Motion by Mr. Warren, seconded by Dr. Miller, to recess the Finance Committee Meeting, which was unanimously approved.

The Finance Committee recessed at 5:54 PM.

Motion by Mr. Warren, seconded by Mr. Farmer, to reconvene the Committee Meeting, which was unanimously approved.

The Finance Committee reconvened at 6:03 PM.

Closed Session

Motion by Mr. Farmer, seconded by Mr. Warren, to enter Closed Session, which was unanimously approved by the Finance Committee Members present.

(a) Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.

Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Legal Authority: Virginia Code §§ 2.2-3711(A)(5), (6), and (8)

Subject Matter: Project 500

Purpose: Discussion/Review of Potential Incentives, Expenditure of Public Funds, and Utility Agreement for Unannounced Industry

The Finance Committee entered Closed Session at 6:04 PM.

The Finance Committee returned to Open Session at 6:20 PM and the following certification was recorded:

**PITTSYLVANIA COUNTY FINANCE COMMITTEE
CERTIFY CLOSED MEETING**

BE IT RESOLVED that at the Meeting of the Pittsylvania County Finance Committee on August 14, 2019, the Committee hereby certifies by a recorded vote that to the best of each Committee Member's knowledge only public business matters lawfully exempted from the Open Meeting Requirements of the Virginia Freedom of Information Act (the "Code") and identified in the Motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting. If any Member believes that there was a departure from the requirements of the Code, he shall so state prior to the vote indicating the substance of the departure. The Statement shall be recorded in the Minutes of the Committee.

	<u>Vote</u>
Ben L. Farmer	Yes
Charles H. Miller, Jr.	Yes
Ronald S. Scearce	Yes
Robert W. Warren	Yes

Adjournment

Mr. Scearce adjourned the Meeting at 6:21 PM.