



**BOARD OF SUPERVISORS  
WORK SESSION  
Tuesday, July 19, 2022 – 2:30 PM**

**Board Meeting Room  
39 Bank Street, SE,  
Chatham, Virginia 24531**

**AGENDA**

- 1. CALL TO ORDER (4:30 PM)**
- 2. ROLL CALL**
- 3. AGENDA ITEMS TO BE ADDED**
- 4. APPROVAL OF AGENDA**

For the citizens' convenience, all Work Session and Committee Meetings are now being recorded and can be viewed on the same YouTube location as the Board of Supervisor's Business Meetings. Please remember that the Board's Work Session is designed for internal Board and County Staff communication, discussion, and work. It is not a question and answer session with the audience. Accordingly, during the Work Session, no questions or comments from the audience will be entertained. Respectfully, any outbursts or disorderly conduct from the audience will not be tolerated and may result in the offending person's removal from the Work Session. As a reminder, all County citizens, and other appropriate parties as designated by the Board's Bylaws, are permitted to make comments under the Hearing of the Citizens' Section of tonight's Business Meeting.

- 5. PRESENTATIONS**
  - a. Zoning Ordinance Mass Revision (Staff Contact: Emily S. Ragsdale); (Presenter: Berkley Group); (45 minutes)
- 6. STAFF, COMMITTEE, AND/OR CONSTITUTIONAL OFFICER REPORTS**
  - a. Victim Witness Additional Funding Request (Contact: Bryan Haskins); (15 minutes)
  - b. Fiscal Year-end Review (Staff Contact: Kimberly G. Van Der Hyde); (15 minutes)
  - c. Insurance Premiums (Staff Contact: Kimberly G. Van Der Hyde); (15 minutes)
  - d. EMS Certification Testing (Staff Contacts: Chris Key/Kasey Seay); (15 minutes)

- e. Solid Waste Construction Update (Staff Contact: Chris Adcock); (15 minutes)

**7. BUSINESS MEETING DISCUSSION ITEMS**

**8. CLOSED SESSION**

- a. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. (Staff Contact: J. Vaden Hunt, Esq.)

- (1) Legal Authority: Virginia Code § 2.2-3711(A)(8)
  - Subject Matters: Jail; 2022 VATI Agreement Amendment
  - Purpose: Legal Consultation/Legal Advice Regarding the Same

**9. RETURN TO OPEN SESSION & CLOSED SESSION CERTIFICATION**

- a. Closed Session Certification (Staff Contact: Kaylyn M. McCluster)

**10. ADJOURNMENT**



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**INFORMATION ITEM**

<b>Agenda Title:</b>	Zoning Ordinance Mass Revision (Staff Contact: Emily S. Ragsdale); (Presenter: Berkley Group); (45 minutes)		
<b>Staff Contact(s):</b>	Emily S. Ragsdale		
<b>Agenda Date:</b>	July 19, 2022	<b>Item Number:</b>	5.a
<b>Attachment(s):</b>	Berkley Group Presentation		
<b>Reviewed By:</b>	<i>VR</i>		

Representatives from the Berkley Group will facilitate discussion and feedback from the Planning Commission and the Board regarding the upcoming mass revisions of the County's Zoning Ordinance.

# Pittsylvania County Zoning Ordinance Update

## Joint Board of Supervisors and Planning Commission Kickoff

### Agenda



#### Project Overview

Pittsylvania County has enlisted the support of the Berkley Group to update, modernize, and restructure the Zoning Ordinance. The revised zoning ordinance will:

- Provide streamlined and user-friendly regulations;
- Incorporate best planning practices and current state code requirements;
- Address the goals and strategies identified in the Comprehensive Plan; and
- Consider citizen needs and issues identified through the public engagement process.

This process will be guided by Pittsylvania County staff, the Board of Supervisors, and the Planning Commission and will also include opportunities for input from stakeholders and citizens. Today's meeting will introduce the project and collect feedback and preliminary direction on key issues, concerns, and areas of focus. Time will also be provided for review of the draft stakeholder questions, draft public workshop questions, and draft public survey.

#### Agenda

1. Berkley Group Presentation:
  - a. Project Overview & Schedule
  - b. Project Intent
  - c. Ordinance Purpose and Content
  - d. Preliminary Observations
  - e. Public Engagement Plan
  - f. Next Steps
  - g. Discussion
2. Discussion
  - a. Considering the noted Comprehensive Plan goals and other identified issues, what do you see as the key priorities for the zoning ordinance?
  - b. Are there any other issues that are important to the community that were not already noted today?
  - c. In reviewing **Attachment A**, do you have any modifications to the public survey questions?
  - d. In reviewing **Attachment B**, do you have any modifications to the public workshop questions?
  - e. In reviewing **Attachment C**, do you have any modifications to the stakeholder questions?
  - f. Pittsylvania County staff is finalizing an invitation list for the stakeholder listening sessions; are there specific members of the community that you would like to ensure are invited?



# Pittsylvania County Zoning Ordinance Update Joint Board of Supervisors and Planning Commission Kickoff Agenda

## Schedule & Next Steps

The project schedule below indicates major tasks and the target month of completion.

			PROJECT TIMELINE																							
Phase	#	Task Description	2023												2024											
			June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May
Investigation	A1	Project Management																								
	A2	Kick-off Meeting with Staff	V																							
	A3	Document Review & Diagnostic																								
	A4	Public Survey																								
	A5	Joint Public Officials Meeting		X																						
	A6	Public Input Workshop (Up to 1)			X																					
	A7	Stakeholder Listening Sessions (up to 4)			X																					
Development	B1	Joint Work Sessions (up to 7)					X		X		X		X		X		X		X							
	B2-10	Drafting																								
	B2	TOC					*																			
	B3	Definitions																								
	B4	General, Admin, Nonconformity							*																	
	B5	Permits & Application Provisions							*																	
	B6	Districts Standards										*														
	B7	Overlay & Special Districts									*															
	B8	Use Matrix									*															
	B9	Use Performance Standards										*														
	B10	Community Design Standards												*												
			Compiled Draft Ordinance Review													*			*							
	Adoption	C1	Public Review & Open House																			X				
C2		Pre-Adoption Work Session																			X					
C3		Incorporate Final Revisions																								
C4		PC Public Hearing																				X				
C5		BOS Public Hearing																					X			
C6		Post-Adoption Materials																								

X = Anticipated In-person Attendance; V = Virtual Attendance

Attachment: Berkley Group Presentation (3285 : Zoning Ordinance Mass Revision (Staff Contact: Emily

# Pittsylvania County Zoning Ordinance Update Public Survey



## Introduction

Pittsylvania County is updating its Zoning Ordinance – the primary document that regulates land use and development within County limits. The County’s goal is to develop a user-friendly ordinance, encourage quality development, and provide ample opportunities for housing diversity and business development. This survey will assist the Planning Commission and the Board of Supervisors in understanding your opinions about development within Pittsylvania County.

## Survey Information

- **Survey period:** Monday, August 1, 2022 – Friday, September 2, 2022
- **Return surveys to:** 53 Main Street, Chatham, VA, 24531
- **Staff contact:** Emily Ragsdale, Director of Community Development | [Emily.Ragsdale@pittgov.org](mailto:Emily.Ragsdale@pittgov.org) | 434.432.7750

## Survey Questions

1) **General:** Which of the following best describes your association with Pittsylvania County? (Select all that apply):

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> I live within County limits.           | <input type="checkbox"/> I am a property owner within County limits. | <input type="checkbox"/> Other. Please Specify:<br>_____<br>_____<br>_____ |
| <input type="checkbox"/> I work within County limits.           | <input type="checkbox"/> I am a developer/builder.                   |  |
| <input type="checkbox"/> I own a business within County limits. |  |  |

2) **General:** Which of the following best describes your experience with the Pittsylvania County Zoning Ordinance? (Choose one):

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> The Zoning Ordinance is easy to understand and navigate.    | <input type="checkbox"/> I find it difficult to understand and need help finding what I need. | <input type="checkbox"/> I have never used the Zoning Ordinance. |
| <input type="checkbox"/> Average – I can find what I need after reviewing carefully. |   |  |

3) **General:** What are your top three zoning and land use priorities for Pittsylvania County? (Choose up to three):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Improving community appearance                                    | <input type="checkbox"/> Encouraging new housing development                   | <input type="checkbox"/> Preserving agriculture & rural character |
| <input type="checkbox"/> Encouraging industrial growth                                     | <input type="checkbox"/> Preserving historic areas                             | <input type="checkbox"/> Other. Please Specify:<br>_____          |
| <input type="checkbox"/> Encouraging new commercial businesses (retail, restaurants, etc.) | <input type="checkbox"/> Conserving sensitive environmental areas              | _____   |
|  | <input type="checkbox"/> Protecting existing residential areas from other uses | _____   |

4) **General:** Regarding economic development, which of the following do you think best describes Pittsylvania County's development regulations? (Choose one):

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Not business friendly | <input type="checkbox"/> Appropriately balanced for business development | <input type="checkbox"/> Too business friendly |
|  |  | <input type="checkbox"/> Not sure / no opinion |

5) **District Standards:** The current minimum lot size in the County's agricultural zoning district (A-1) is 20,000 square feet, or 0.46 acres. Should this minimum lot size increase, decrease, or stay the same? (Choose one):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> The minimum lot size should increase – this is too small for agricultural activity. | <input type="checkbox"/> The minimum lot size should decrease – this is too big. | <input type="checkbox"/> The minimum lot size should stay the same – this seems to be working well. |
|  |  | <input type="checkbox"/> Not sure / no opinion  |

6) **District Standards:** Which of the following options would you support to maintain the character of rural and agricultural areas within Pittsylvania County? (Select all that apply):

- |   |   |
|---|---|
| <input type="checkbox"/> Allow cluster residential development on smaller lots to increase permanent protection of open space | <input type="checkbox"/> Limit the number of divisions on large agricultural lots |
| <input type="checkbox"/> Offer tax incentives to promote agriculture  | <input type="checkbox"/> No changes necessary                                     |
| <input type="checkbox"/> Establish conservation easements   | <input type="checkbox"/> Not sure / no opinion                                    |
| <input type="checkbox"/> Voluntary farm preservation districts  |   |

**Attachment A  
Pittsylvania County Zoning Ordinance Update  
Public Survey**

7) **Land Use:** Would you encourage or discourage the following residential land uses in Pittsylvania County? Please explain any specific concerns in the comment section. (Check one for each):

Land Use / Types of Development	Encourage	Allow with Restrictions	Discourage	No Opinion
Single family houses				
Townhouses / duplexes				
Apartments / multi-family housing units				
Mixed use development with different housing types and uses				
Mixed use buildings with both apartments and office/commercial				
Attached accessory dwelling units (i.e., basement apartment, in-law suites)				
Detached accessory dwelling units (i.e., a small apartment located in a separate outbuilding or garage)				
Manufactured homes				
Tiny homes				

Comments: \_\_\_\_\_  
\_\_\_\_\_

8) **Land Use:** Would you encourage or discourage the following non-residential land uses in Pittsylvania County? Please explain any specific concerns in the comment section. (Check one for each):

Land Use / Types of Development	Encourage	Allow with Restrictions	Discourage	No Opinion
Agritourism (i.e., farm stands, corn mazes, etc.)				
Commercial development – large/box store (i.e., Target)				
Commercial development – small (i.e., bank, local restaurant, fitness studio)				
Event venues in agricultural/open space areas				
Home occupations with onsite customers/employees (i.e., at-home hair salon or beauty parlor)				
Home occupations without onsite customers/employees				
Hotels				
Industrial development				
Mini storage / self-storage facilities				
Offices				
Outdoor recreation / tourism (i.e., park, campground, biking trails)				
Short-term rentals (i.e., Airbnb)				
Wineries, breweries, and distilleries				

Comments: \_\_\_\_\_  
\_\_\_\_\_

Attachment: Berkley Group Presentation (3285 : Zoning Ordinance Mass Revision (Staff Contact: Emily S. Ragsdale); (Presenter: Berkley



9) Community Character: Below are four images of different parking lots. Rank the below images from least appropriate for Pittsylvania County to most appropriate for Pittsylvania County: (Select one ranking for each image):

Parking Lot	1 (least appropriate)	2	3	4 (most appropriate)
Parking Lot A 				
Parking Lot B 				
Parking Lot C 				
Parking Lot D 				

10) Community Character: Please explain why you ranked the parking lot images in the way you did.

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Attachment: Berkley Group Presentation (3285 : Zoning Ordinance Mass Revision (Staff Contact: Emily S. Ragsdale); (Presenter: Berkley

11) Community Character: Select the image from each pairing that looks the most appealing to you: (Select one image for each pairing):

PAIR #1



PAIR #2



PAIR #3



12) Community Character: Please explain what appeals to you about the images you selected.

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13) **Community Character:** Would you agree or disagree with the following design statements? (Check one for each):

Design Standard	Agree	Disagree	No Opinion
Landscaping should be required as a buffer between business/industrial development and agricultural or residential property.			
Tree cover should be required for business and industrial developments to preserve character and protect environmental resources.			
Tree cover should be required for residential developments to preserve character and protect environmental resources.			
Dumpsters, loading areas, and electrical/mechanical equipment should be screened from off-site views.			
Fence height should be limited in business and residential zoned districts.			
Lighting height should be limited in business and industrial zoned districts to prevent light pollution and preserve dark skies.			

14) Are there any other topics that have not been addressed that you would like to identify, or do you have any general comments or suggestions? If yes, please identify in the comments.

No       Yes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

15) If you are a resident of Pittsylvania County, how long have you lived in the County? (Choose one):

- Under 5 years
- 10 to 19 years
- 30 or more years
- 5 to 9 years
- 20 to 29 years
- I do not live in Pittsylvania County

16) Please provide your name and email address to stay up to date on the Zoning Ordinance updates.

\_\_\_\_\_

Attachment: Berkley Group Presentation (3285 : Zoning Ordinance Mass Revision (Staff Contact: Emily S. Ragsdale); (Presenter: Berkley

Pittsylvania County Zoning Ordinance Update  
Public Workshop



DATE: Thursday, August 18, 2022  
LOCATION: Pittsylvania County Community Center  
115 S. Main Street, Chatham, VA 24531  
TIME: 6:00 – 8:00 PM

**Small Group Exercise**

(60 minutes for group exercise & 20 minutes for sharing)

Directions: Appoint a group recorder to record comments and report back to the full group at the end of the time period.

1. **Priorities:** Identify the primary priorities and/or issues of concern regarding zoning and land use for the community (list 3-5 items in order of importance).

*Conversation Starter – What issues are most important for the ordinance update to address? What aspects of the existing land use regulations limit progress or need to be improved?*

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- 
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Comments:

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Attachment: Berkley Group Presentation (3285 : Zoning Ordinance Mass Revision (Staff Contact: Emily S. Ragsdale); (Presenter: Berkley

Attachment B  
Pittsylvania County Zoning Ordinance Update  
Public Workshop Questions



2. General: Consider the following areas of Pittsylvania County. Are you satisfied with the quality of development in these areas? Use the blank spaces in the table below to explain why or why not.

*Conversation Starter – What do you like about the current development that you see in your community? What could be improved?*

Area	Satisfied (Y/N)	Ideas/Priorities/Concerns
Agricultural / Open space		
Residential neighborhoods		
Commercial areas		
Industrial areas		
Major streets / thoroughfares: <i>(Route 29)</i>		
Major streets / thoroughfares: <i>(Route 58)</i>		
Smith Mountain Lake / Leesville Lake area		
Other:		

Note any Additional Comments:

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Attachment: Berkley Group Presentation (3285 : Zoning Ordinance Mass Revision (Staff Contact: Emily S. Ragsdale); (Presenter: Berkley



Attachment B  
Pittsylvania County Zoning Ordinance Update  
Public Workshop Questions



3. **Land Use:** Review the list of potential land uses (below) that have been identified as topics of focus for ordinance revisions. Please share your thoughts and considerations for these land uses in the space provided.

*Conversation Starter – Would you encourage or discourage this land use? Where might the use be appropriate? What, if any, restrictions would be needed/supported for this use?*

Land Use Focus	Comments and Considerations
Housing – duplexes and townhouses	
Housing – apartments	
Home businesses (with or without customers / employees)	
Short-term rentals (e.g., Airbnb, VRBO)	
Food trucks and mobile restaurants	
Breweries, distilleries, and tasting rooms	
Event venues	
Animal keeping (e.g., residential farming, farming, intensive farming)	
Agritourism (e.g., pick-your-own, pumpkin patches, farm tours and classes, etc.)	
Industrial uses (e.g., manufacturing, processing, distribution centers)	
Mini-storage and self-storage facilities	
<i>Other:</i>	

Note any Additional Comments:

\_\_\_\_\_  
\_\_\_\_\_

Attachment: Berkley Group Presentation (3285 : Zoning Ordinance Mass Revision (Staff Contact: Emily S. Ragsdale); (Presenter: Berkley



Attachment B  
Pittsylvania County Zoning Ordinance Update  
Public Workshop Questions



- 4. **Community Character & Design:** Review the list of design elements that affect the character / visual appeal / impact of land use on the community. Consider how each design element would apply in Pittsylvania County and provide any comments you have related to the topic.

**Conversation Starter** – *What design elements are needed to create and maintain an inviting community? Should certain design elements be required in some areas of the community but not others (e.g., along commercial corridors only)?*

Character/Design Element	Comments and Considerations
Building height	
Signs (number, size, and type)	
Landscaping along roadways	
Screening and landscaping between land uses (e.g., commercial next to residential).	
Screening for dumpsters, loading areas, electrical, and mechanical equipment	
Parking lot landscaping to provide shade and reduce stormwater runoff	
Fence style and height	
Lighting height and style to prevent light trespass and preserve dark skies	
Other:	

Note any Additional Comments:

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Attachment: Berkley Group Presentation (3285 : Zoning Ordinance Mass Revision (Staff Contact: Emily S. Ragsdale); (Presenter: Berkley

Pittsylvania County Zoning Ordinance Update  
Stakeholder Interviews



DATE: Thursday, August 18, 2022  
LOCATION: Pittsylvania County Community Center  
115 S. Main Street, Chatham, VA 24531  
TIME: 10:00 AM – 3:00 PM

Overview

Stakeholder meetings are a form of public engagement designed to gain input from agencies, organizations, and businesses that have an interest in and experience with development and land use tools. The representatives interviewed in the stakeholder meetings can also participate in the public input process as individual citizens, but the purpose of these interviews is to gain an in-depth perspective about how County policy specifically affects their organizations or businesses, and what changes they would recommend.

The Berkley Group will provide questions and facilitate discussion with stakeholders. The stakeholder sessions will be one-hour meetings throughout the day (a separate time for each group) and will be grouped logically to promote productive conversation. The recommended groups are: (1) business owners and EDA representatives; (2) bankers, real estate agents, and attorneys; (3) historic representatives, agriculture and farming representatives, and other special interest groups; and (4) surveyors, contractors, architects, etc.

Questions

General

1. What is your experience with the Pittsylvania County Zoning Ordinance?
2. Do you find the County’s zoning ordinance easy to use and interpret?
  - a. If not, what sections do you think could be clarified and made more user friendly?
3. Are you generally satisfied with the quality, form, and character of development in the County?
4. What do you like most about the zoning ordinance– are there any processes or requirements that you would absolutely want to remain as-is?

Development Review Process

1. What is your experience with the development review process – what processes have you undergone? (Subdivision, special use permit, site plans, etc.)
2. Did you find elements of the development review process to be burdensome? Easy and efficient?
3. Are there any process improvements that, in your opinion, would boost commercial development?
4. Are there any processes that would benefit from administrative review, rather than review from Planning Commission and Board?



Uses and Districts

1. Are there any **specific uses** that are not included in the zoning ordinance, that you feel should be included? These can be uses that are:
  - a. Growing in popularity within the County
  - b. Allowed in neighboring localities and would be a good fit for the County
2. Specific uses may be discussed depending on the stakeholder groups, such as:
  - a. Types and location of housing (i.e. duplexes, apartments)
  - b. Agricultural uses
  - c. Agritourism
  - d. Breweries, distilleries, and tasting rooms
  - e. Mobile restaurant / food truck
  - f. Gun ranges / shooting ranges
  - g. Home occupations
  - h. Short-term rentals (e.g., Airbnb)
  - i. Event venues
  - j. Temporary events and uses
  - k. Other industrial/commercial uses
  - l. Telecommunications facilities
  - m. Mini storage / self-storage facilities
3. Are there any **uses that are not allowed** in certain district(s), but should be?
4. Are there any **uses that are allowed** in certain districts, but shouldn't be – or should have more regulation (e.g., conditional/special use permit or performance standards)?
5. What types of businesses would you find appropriate in Agriculture and Residential districts / areas?
6. What has been your experience with setbacks, height requirements, and lot requirements?
  - a. Do the requirements adequately meet the community needs?
  - b. Do you find any of the current requirements burdensome?
  - c. Are there suggested changes?

Design Standards

1. Are the community design elements such as lighting, landscaping, screening, and signage appropriate for the development and character of the County?
2. In what ways could these be improved (e.g., parking lot landscaping, height limits for lighting and other dark sky measures)?

Closing

1. What are your top priorities for improvement in the County's development ordinances?

# PITTSYLVANIA COUNTY ZONING ORDINANCE UPDATE



Pittsylvania County is updating its Zoning Ordinance, which helps define how the County's land is used and developed. Zoning plays a role in what your community looks like, where businesses locate, and how natural features are protected. Public input helps ensure the ordinance revisions address resident concerns and expectations.

***The County is at the beginning stages of updating the Zoning Ordinance and wants to hear from YOU!*** What are your priorities for making Pittsylvania County a great place to live? What ideas do you have for future growth and development in the County? How can current development processes be improved? ***Your input is essential to the revision process! See below to learn how you can participate:***



## ATTEND A WORKSHOP

Thursday, August 18  
6:00 - 8:00 PM

Pittsylvania County  
Community Center  
115 S Main Street  
Chatham, VA 24531



## TAKE THE SURVEY

August 1- September 2



[https://www.surveymonkey.com/r/  
PittsylvaniaPublicSurvey](https://www.surveymonkey.com/r/PittsylvaniaPublicSurvey)

Paper surveys available in the  
Community Development  
offices!



## SHARE WITH STAFF

Emily Ragsdale  
Director of Community  
Development

[Emily.Ragsdale@pittgov.org](mailto:Emily.Ragsdale@pittgov.org)  
(P) 434.432.7750

# PITTSYLVANIA COUNTY ZONING ORDINANCE UPDATE



Pittsylvania County is updating its Zoning Ordinance, which helps define how the County's land is used and developed. Zoning plays a role in what your community looks like, where businesses locate, and how natural features are protected. Public input helps ensure the ordinance revisions address resident concerns and expectations.

The County is at the beginning stages of updating the Zoning Ordinance and wants to hear from YOU - your input is essential to the revision process!

***Please join us at the Public Workshop!***

## PUBLIC WORKSHOP

Thursday, August 18  
6:00 - 8:00 PM

Pittsylvania County Community Center  
115 S Main Street  
Chatham, VA 24531

## QUESTIONS?

Emily Ragsdale, Director of  
Community Development

Emily.Ragsdale@pittgov.org  
(P) 434.432.7750



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**INFORMATION ITEM**

<b>Agenda Title:</b>	Victim Witness Additional Funding Request (Contact: Bryan Haskins); (15 minutes)		
<b>Staff Contact(s):</b>	Bryan Haskins		
<b>Agenda Date:</b>	July 19, 2022	<b>Item Number:</b>	6.a
<b>Attachment(s):</b>			
<b>Reviewed By:</b>	<i>BH</i>		

Commonwealth's Attorney, Bryan Haskins, will brief the Board on additional funding for his victim witness position.



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**INFORMATION ITEM**

<b>Agenda Title:</b>	Fiscal Year-end Review (Staff Contact: Kimberly G. Van Der Hyde); (15 minutes)		
<b>Staff Contact(s):</b>	Kimberly G. Van Der Hyde		
<b>Agenda Date:</b>	July 19, 2022	<b>Item Number:</b>	6.b
<b>Attachment(s):</b>			
<b>Reviewed By:</b>	KH		

Kimberly G. Van Der Hyde, Finance Director, will present the Board a County Fiscal Year-end Review. Related documentation will be distributed to the Board at the Work Session.



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**ACTION ITEM**

<b>Agenda Title:</b>	Insurance Premiums (Staff Contact: Kimberly G. Van Der Hyde); (15 minutes)		
<b>Staff Contact(s):</b>	Kimberly G. Van Der Hyde		
<b>Agenda Date:</b>	July 19, 2022	<b>Item Number:</b>	6.c
<b>Attachment(s):</b>	Anthem Rates 10.01.2022-BOS Dental Rates 10.01.2022-BOS		
<b>Reviewed By:</b>	VH		

**SUMMARY:**

The Health Insurance Committee (“Committee”), which includes members from the School Board and the County, recently met concerning insurance recommendations for the upcoming plan year. The County has been very fortunate in the last few years to experience little to no increase in insurance premiums. However, this year all parties are faced with an increase in health insurance premiums and a decrease in dental insurance premiums.

Anthem’s renewal rates for the upcoming plan year increased, and as such, the Committee was required to increase rates to health insurance premiums that would adequately fund expected health insurance premiums and claims. The average increase to these rates, which includes both the employee and employer portions of the rate, equates to just under 10%, ranging from six percent 6% to 13%. For the Board’s review and consideration, attached are a copy of the new health insurance rates.

Dental renewal rates for the upcoming plan year experienced minor increases in the basic coverage premiums while the dental renewal rates for comprehensive coverage premiums experienced decreases. The Committee agreed to change the employee’s cost share of these premiums. For the Board’s review and consideration, attached are a copy of the new dental rates.

**FINANCIAL IMPACT AND FUNDING SOURCE:**

The change to the health insurance rate structure will require an additional \$170,000 to cover the change in the employer share of this premium provided from the General Fund to the Employee Health Fund, and to also continue to provide an annual contribution of \$800 per employee to their Health Savings Account (“HSA”) if they participate in the High Deductible Plan. Currently, there is a total of \$100,000 in the FY23 County Budget to cover a portion of these increases. A request will also need to be made to carryover the unused health insurance amount of \$100,000 from FY22 to cover the difference. Carryovers will be brought back to the Board in

September.

The increase in these rates will also require a change to the amount that is being used from the Employee Health Fund to cover insurance premiums. That amount currently stands at \$17.50 per month/per employee/per contract but will need to be increased to \$34.17 per month for the upcoming year. The Employee Health Fund currently has a balance of \$5.4 million. The Committee believes the Employee Health Fund has adequate funds to cover this increase.

There is no financial impact to the County regarding the dental insurance premium changes.

**RECOMMENDATION:**

County Staff recommends the Board approve the changes to both the health and dental insurance premiums, and to approve the continuance of providing \$800 to each employee's HSA account who participates in the High Deductible Plan. Additionally, County staff recommends that the Employee Health Fund absorb a total of \$34.17 per month/per employee/per contract.

**MOTION:**

"I make a Motion to approve the health and dental insurance premium rate changes, and to approve the continuance of providing \$800 to each employee's HSA account who participates in the High Deductible Plan. Additionally, I further move that the Employee Health Fund absorb a total of \$34.17 per month/per employee/per contract."

**ANTHEM BLUE CROSS BLUE SHIELD  
OCTOBER 1, 2022 (PAYROLL DEDUCTION BEGINS IN SEPTEMBER)  
PREMIUMS**

<u>TYPE OF COVERAGE</u>	<u>MONTHLY PREMIUM</u>	<u>COUNTY SHARE</u>		<u>EMPLOYEE COST</u>	
		<u>NEW</u> <u>MONTHLY</u>	<u>INCREASE</u>	<u>NEW</u> <u>MONTHLY</u>	<u>INCREASE</u>
<b>KeyCare 30</b>					
<u>\$30 Copay/\$1000 Deductible</u>					
Employee Only	731.59	660.55	41.07	71.04	35.52
Employee and One Child	1,140.42	708.52	69.76	431.90	56.34
Employee and Spouse	1,657.23	707.93	64.90	949.30	123.82
Employee and Family	2,258.87	734.09	86.12	1,524.78	175.42
<b>HDHP w/Health Savings Account</b>					
<u>\$3,000/100%</u>					
Employee Only	603.34	590.04	34.76	13.30	-
Employee and One Child	943.69	681.09	62.21	262.60	-
Employee and Spouse	1,373.96	683.24	96.94	690.72	-
Employee and Family	1,874.82	704.00	137.33	1,170.82	-

The County pays up to \$734.09 per month for employees depending on plan type choosen.

**Proposed Change:**

**The Board of Supervisors to pay a total of \$34.17/month/per employee from the Employee Health Fund and to continue to pay the employer contribution of \$800 per covered employee participating in the Lumenos Health Savings Account.**

Attachment: Anthem Rates 10.01.2022-BOS (3282 : Insurance Premiums (Staff Contact: Kimberly G. Van Der Hyde))





DELTA DENTAL PLAN OF VIRGINIA  
DENTAL INSURANCE - EFFECTIVE OCTOBER 1, 2022

BASIC PLAN

<u>TYPE OF COVERAGE</u>	<u>MONTHLY PREMIUM</u>	<u>COUNTY CONTRIBUTION</u>	<u>EMPLOYEE COST</u>	
			<u>NEW MONTHLY*</u>	<u>DECREASE</u>
Employee	22.63	12.00	10.64	0.10
Employee/Spouse	44.45	12.00	32.46	0.20
Employee/One Child	37.57	12.00	25.58	0.16
Family	74.38	12.00	62.38	0.30

COMPREHENSIVE PLAN

<u>TYPE OF COVERAGE</u>	<u>MONTHLY PREMIUM</u>	<u>COUNTY CONTRIBUTION</u>	<u>EMPLOYEE COST</u>	
			<u>NEW MONTHLY*</u>	<u>DECREASE</u>
Employee	26.62	12.00	14.62	(11.94)
Employee/Spouse	55.18	12.00	43.18	(21.78)
Employee/One Child	44.91	12.00	32.92	(20.14)
Family	77.06	12.00	65.06	(34.58)


\*Amounts adjusted for cents

Attachment: Dental Rates 10.01.2022-BOS (3282 : Insurance Premiums (Staff Contact: Kimberly G. Van Der Hyde))



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**INFORMATION ITEM**

<b>Agenda Title:</b>	EMS Certification Testing (Staff Contacts: Chris Key/Kasey Seay); (15 minutes)		
<b>Staff Contact(s):</b>	Chris Key/Kasey Seay		
<b>Agenda Date:</b>	July 19, 2022	<b>Item Number:</b>	6.d
<b>Attachment(s):</b>			
<b>Reviewed By:</b>			

Chris Key, Public Safety Director, and Kasey Seay, Public Safety Division Chief, will discuss with the Board various issues related to EMS certification testing.



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**INFORMATION ITEM**

<b>Agenda Title:</b>	Solid Waste Construction Update (Staff Contact: Chris Adcock); (15 minutes)		
<b>Staff Contact(s):</b>	Chris Adcock		
<b>Agenda Date:</b>	July 19, 2022	<b>Item Number:</b>	6.e
<b>Attachment(s):</b>	Solid Waste Sites Update		
<b>Reviewed By:</b>	VA		

Chris Adcock, Public Works Director, will update the Board on the status of construction of County Convenience Sites. The Level Run and Climax Road Solid Waste Convenience Sites are 95% complete, except for the delivery and installation of the waster compactors. County Public Works received a delivery and installation date for these items for the week of July 25, 2022. In early June, Blair Construction began construction on the Meadow Ridge Court site. For the Board's review, a presentation with site photos is attached.

# Solid Waste Convenience Sites Construction Updates

July 19, 2022



Level Run Site  
7550 Level Run Road, Long Island  
Construction Contract: \$375,694



Level Run – Entrance Into Site



Level Run  
Showing compactor pad in middle of site.  
Compactor installation scheduled for 7/28

Attachment: Solid Waste Sites Update (3274 : Solid Waste Construction Update (Staff





Level Run  
Showing compactor pad in middle of site.  
Recycling and bulk debris container pads beyond.

# Climax Site

8004 Climax Road, Gretna

Compactor installation scheduled for 7/26

Construction Contract: \$513,879



Attachment: Solid Waste Sites Update (3274 : Solid Waste Construction Update (Staff



# Climax Site

Attendant control building in the foreground  
Recycling container pads beyond

Attachment: Solid Waste Sites Update (3274 : Solid Waste Construction Update (Staff



Climax Site  
Walls and pads for bulk debris containers

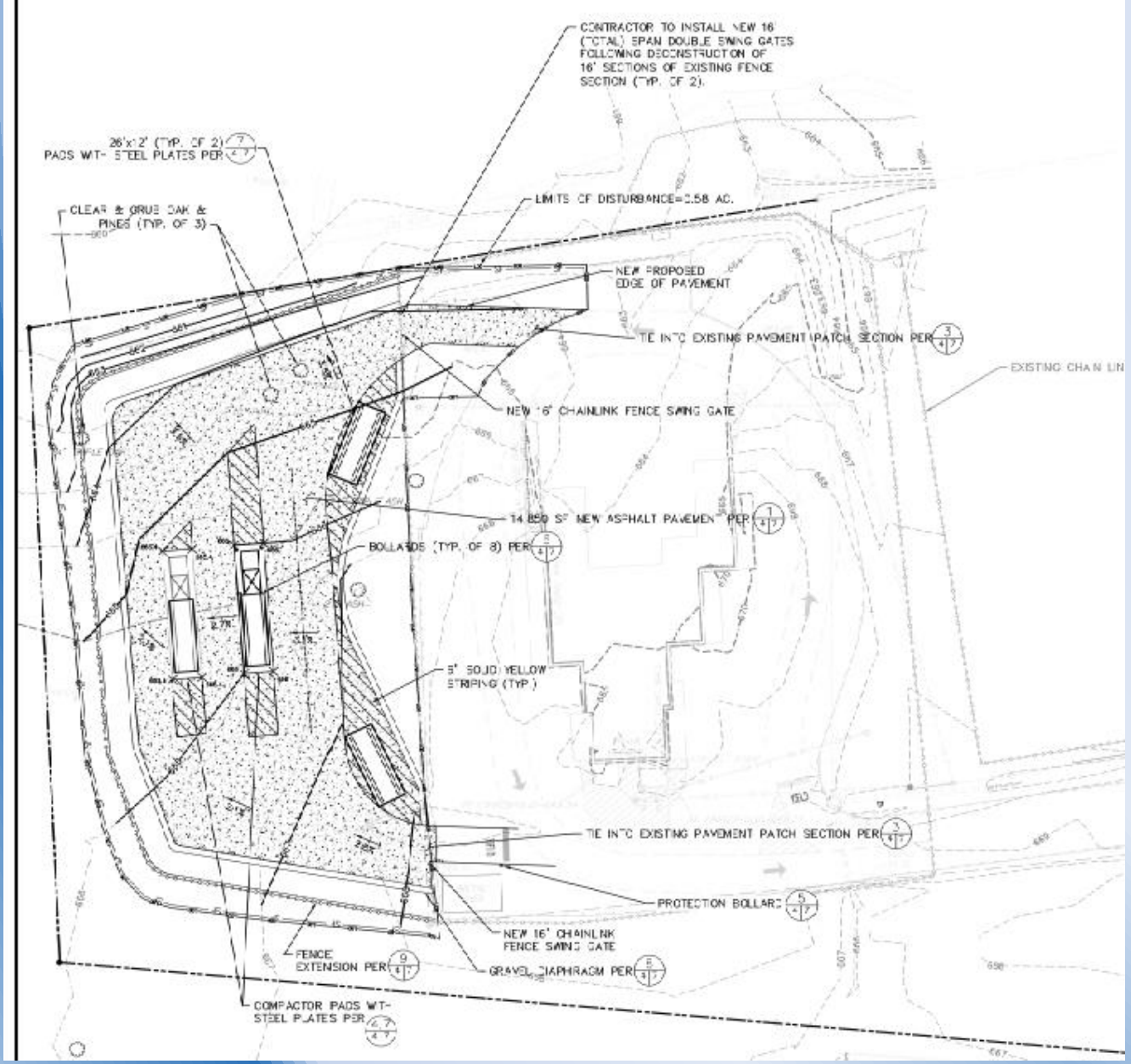
Attachment: Solid Waste Sites Update (3274 : Solid Waste Construction Update (Staff



Meadow Ridge Ct. Site  
211 Meadow Ridge Court, Gretna, VA  
Grading began in early June  
Completion is expected in early Spring of 2023

## Current Sites In The Design Phase For Improvements

1. Mount Hermon (3575 Franklin Turnpike, Danville)
2. Berry Hill (110 Target Drive, Danville)
3. Motley (1130 Highwayview Road, Hurt)



# Mount Hermon Draft Expansion

- Adds space for two new compactors and two recycling or roll-off boxes.
- Budget construction estimate is expected next week.

Attachment: Solid Waste Sites Update (3274 : Solid Waste Construction Update (Staff

# Motley Site

\*Currently awaiting completion of survey



## Considerations for revised site:

1. Better Incorporation of Recycling Containers
2. Improved Traffic Flow / Increased Capacity
3. Improving Existing Retaining Walls
4. Enhancing Access to Site Facilities
5. Facilitate Increased Use of Compactors (vs. Open-tops) for disposal of household waste.

Attachment: Solid Waste Sites Update (3274 : Solid Waste Construction Update (Staff



# Berry Hill Site

\*Currently awaiting completion of survey



Attachment: Solid Waste Sites Update (3274 : Solid Waste Construction Update (Staff

# Berry Hill Site

Hwy. 58 West



## Considerations for revised site:

1. Better incorporation of waste & recycling containers
2. Improved traffic flow and capacity, including expansion of the paved area in the portion shown above outlined in red.
3. Enhancing safety aspects of site facilities.
4. Facilitate increased use of compactor for household waste disposal in order to increase collections efficiency.

Attachment: Solid Waste Sites Update (3274 : Solid Waste Construction Update (Staff



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**INFORMATION ITEM**

<b>Agenda Title:</b>	Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. (Staff Contact: J. Vaden Hunt, Esq.)		
<b>Staff Contact(s):</b>	J. Vaden Hunt, Esq.		
<b>Agenda Date:</b>	July 19, 2022	<b>Item Number:</b>	8.a
<b>Attachment(s):</b>			
<b>Reviewed By:</b>	<i>VH</i>		

(1) Legal Authority: Virginia Code § 2.2-3711(A)(8)  
 Subject Matters: Jail; 2022 VATI Agreement Amendment  
 Purpose: Legal Consultation/Legal Advice Regarding the Same



**Board of Supervisors**  
**EXECUTIVE SUMMARY**  
**INFORMATION ITEM**

<b>Agenda Title:</b>	Closed Session Certification (Staff Contact: Kaylyn M. McCluster)		
<b>Staff Contact(s):</b>	J. Vaden Hunt, Esq.		
<b>Agenda Date:</b>	July 19, 2022	<b>Item Number:</b>	9.a
<b>Attachment(s):</b>			
<b>Reviewed By:</b>	VH		

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS'**  
**CLOSED MEETING CERTIFICATION**

**BE IT RESOLVED** that at the Pittsylvania County Board of Supervisors' ("Board") Work Session on July 19, 2022, the Board hereby certifies by a recorded vote that to the best of each Board Member's knowledge only public business matters lawfully exempted from the Open Meeting requirements of the Virginia Freedom of Information Act ("Act") and identified in the Motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting. If any Board Member believes that there was a departure from the requirements of the Act, he shall so state prior to the vote indicating the substance of the departure. The Statement shall be recorded in the Board's Minutes.

	<u>Vote</u>
Timothy W. Chesher	Yes/No
Darrell W. Dalton	Yes/No
Timothy W. Dudley	Yes/No
Ronald S. Scarce	Yes/No
Robert ("Bob") W. Warren	Yes/No
Jessie L. Barksdale	Yes/No
William V. ("Vic") Ingram	Yes/No