

**VIRGINIA:**

At a recessed meeting of the Board of Supervisors of the County of Northampton, Virginia, held in conference room #2 of the former Northampton County Middle School, 7247 Young Street, Machipongo, Virginia, on the 4th day of May, 2011, at 5:30 p.m.

**Present:**

Willie C. Randall, Chairman	Samuel J. Long, Jr., Vice Chairman
H. Spencer Murray	Oliver H. Bennett
Laurence J. Trala	Richard Tankard

1. The meeting was called to order by the Chairman
2. County Administrator Katherine H. Nunez, shared with the Board the following spreadsheet detailing remaining items for consideration concerning the FY 2012 County Budget prior to scheduling the public hearing for same:

		<b>AMOUNT</b>	<b><u>RUNNING TOTAL</u></b>
As of 4/7/2011	Total General Fund shortage including increase in School Operating Funds request	(\$202,602.19)	
<u>4/25/2011 Discussion</u>			
<i>Agreed upon by BOS at 4/25/11 Meeting</i>	Reviewed & increased Solid Waste Revenue Fees - revenue increase	\$15,000.00	(\$187,602.19)
	Reviewed & increased Courthouse Security Revenue Fee - revenue increase	\$17,500.00	(\$170,102.19)
	Reviewed & increased Courthouse Maintenance Revenue Fee - revenue increase	\$2,500.00	(\$167,602.19)
	Adjust budgeted OT/Salary in Solid Waste - expenditure decrease	\$6,500.00	(\$161,102.19)
	Adjust budgeted Line of Duty Act (received clarification from VRS that PT employees will be billed as FT employees & volunteers will be billed at 25% rate of FT Employees - expenditure increase	(\$12,285.00)	(\$173,387.19)

	Add in 1% COLA for General Fund, ES Regional Jail Fund, & Public Utilities Fund Employees (Social Services Fund will absorb the 1% COLA - \$14,962 - without support from the General Fund) - expenditure increase	(\$65,750.09)	(\$239,137.28)
	Recommend BOS increase Solid Waste Tipping Fee by \$1 to offset FY2012 Legislative Act that increased permitting fees we will owe to the state and our 3rd party receiving landfill - proposed revenue increase	\$11,000.00	(\$228,137.28)
	Adjust budgeted PT Salaries in Solid Waste to remove 1/2 yr funding of staff for 6th site - expenditure decrease	\$3,778.00	(\$224,359.28)
	Reduce School O&M Category to FY11 Level - expenditure decrease	\$145,407.00	(\$78,952.28)
	Reduce School Technology Category to FY11 Level - expenditure decrease	\$30,338.00	(\$48,614.28)
	Restoration of 1% for School Personnel in the O&M and Technology Categories - expenditure increase	(\$16,764.00)	(\$65,378.28)
	Reduction in Contingency Fund	\$21,510.00	(\$43,868.28)
	Fully fund Area on Aging & Community College in accordance with regional agreements - expenditure increase	(\$507.00)	(\$44,375.28)
<i>Proposed Remedy to Balance Budget as of 4-29-11</i>	Delay EMS New Personnel Implementation - expenditure reduction	\$45,624.42	\$1,249.14
	Increase in Contingency Fund to balance budget - expenditure increase	(\$1,249.14)	(\$0.00)

## **OTHER ISSUES**

### **1. OP-Sail/Tall Ships Initiative - Budget of \$55,000**

Ways to fund:

- A) Projected Funding for the Tourism Infrastructure Grant Program for FY12 is \$31,822 - Use \$20,000 for Tall Ships
- B) 1% Transient Occupancy Tax (TOT) to Purchase of Development Rights Fund for FY12 is \$50,024 - Use 1/2 for Tall Ships - \$25,000
- C.) Assumed Contribution to ES Tourism Commission of \$94,764 - use \$10,000 for Tall Ships

**2. Joint Health Insurance Plan** with School Board: Staff is undertaking review of maintaining individual plans for the school and the county as well as examining a combined plan. No additional funds are necessary than what is already included in both the school and the county budget requests for health insurance. We need to convene a meeting with the BOS to review the options and then convene a joint meeting with School Board to reach final determination on this issue. If both parties elect to pursue a combined health plan; already budgeted funds will need to be transferred from the County's budget to the School's budget.

### **3. School Capital Plan**

**Items Not Addressed in this Scenario**

1. Ipads and agenda software for BOS Meetings - \$26,528
2. Increase of BOS Salaries over and above restoration to the FY10 levels - \$12,000

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Mr. Tankard arrived at 5:32 p.m.

Mr. Bennett arrived at 5:34 p.m.

The Board discussed the funding amounts and sources for the OpSail 2012/Tall Ships Initiative but Mr. Tankard and Mr. Bennett both indicated that they would like to see some financial effort from the Town of Cape Charles. The County Administrator reminded the Board that the Town would absorb docking fees and other miscellaneous expenses associated with the tall ships' moorage. Motion was made by Mr. Long, seconded by Mr. Murray, that the Board approve the OpSail/Tall Ships Initiative as outlined by the County Administrator contingent upon seeing some financial contribution from the Town of Cape Charles. All members were present and voted "yes." The motion was unanimously passed.

Chairman Randall indicated that he would like to see the solid waste tipping fee raised by an additional \$1 per ton (from \$61 to \$63 per ton), and suggested that the excess revenues be used to return the Board of Supervisors' salaries to their FY 2010 levels. Mr. Long reminded the Board that the Department of Social Services was proposing to return \$50,000 - \$70,000 to the County as well. Mr. Murray indicated his preference to leave these funds in the undesignated fund balance for future needs.

At this time, Ms. Glenda Bradley, Director of Finance, distributed a chart showing levels of undesignated fund balance from 1995 to the present and reminded the Board of its policy to retain at least an 8% level in this fund. Her latest projection indicated a lesser amount being spent out of undesignated fund balance than had been budgeted.

Following a report from the County Administrator which indicated that the Board could adjust its compensation by one of two methods (during the regular budget process or by ordinance), motion was made by Mr. Trala, seconded by Mr. Bennett, that an ordinance be sent to public hearing in order to return the Board compensation to the FY 2010 levels (\$4,000 per member). All members were present and voted “yes.” The motion was unanimously passed. It was noted that this ordinance must be adopted between May 1<sup>st</sup> and June 30<sup>th</sup> of this year.

Motion was made by Mr. Tankard, seconded by Mr. Long, that the synopsis of the budget as presented and amended this evening (increase to the solid waste tipping fee of \$2/ton) be sent to public hearing on May 16, 2011 at 7:00 p.m. in the auditorium of the former Northampton County Middle School, 7247 Young Street, Machipongo, Virginia. All members were present and voted “yes,” with the exception of Mr. Bennett who voted “no.” The motion was passed.

Adjourn:

Motion was made by Mr. Murray, seconded by Mr. Bennett, that the meeting be adjourned. All members were present and voted “yes.” The motion was unanimously passed.

The meeting was adjourned.

\_\_\_\_\_CHAIRMAN

\_\_\_\_\_ COUNTY ADMINISTRATOR