

VIRGINIA: AT THE CONTINUATION MEETING OF THE DINWIDDIE COUNTY BOARD OF SUPERVISORS HELD IN THE MULTI-PURPOSE ROOM OF THE PAMPLIN ADMINISTRATION BUILDING IN DINWIDDIE COUNTY, VIRGINIA, ON THE 18th DAY OF JULY, 2001, AT 11:00 A.M.

PRESENT: HARRISON A. MOODY, CHAIRMAN ELECTION DISTRICT #1  
 (left the meeting at 12:56 P.M.)  
 EDWARD A. BRACEY, JR. VICE-CHAIR ELECTION DISTRICT #4  
 DONALD L. HARAWAY (arrived 11:00 a.m.) ELECTION DISTRICT #2  
 ROBERT L. BOWMAN, IV ELECTION DISTRICT #3  
 AUBREY S. CLAY, ELECTION DISTRICT #5

OTHER: DANIEL SIEGEL COUNTY ATTORNEY

Mr. Harrison A. Moody, Chairman, called the continuation meeting to order at 11:00 A.M.

**IN RE: COMMUNICATIONS – STAFFING**

The Board of Supervisors met in a workshop session to discuss communications and staffing issues that need to be addressed for the proposed public safety building in order to meet the E911 mandates that will be effective for Dinwiddie County by July 1, 2002.

Mr. David Jolly, Public Safety Director, gave the following overview for the Board to discuss:

|      |                                      | Existing Setup-3<br>Funded Dispatchers | County Dispatch Fire &<br>EMS-10 Funded<br>Dispatchers | All in one location-5<br>Funded Dispatchers |
|------|--------------------------------------|--|--|---|
| 1101 | Communications Director              |  | \$30,300.00  | \$30,300.00                                 |
| 1102 | Dispatchers                          | \$71,697.00                            | \$241,650.00   | \$129,625.00                                |
| 1301 | Part-time Help                       | \$5,000.00                             | \$10,000.00  | \$10,000.00                                 |
| 2100 | FICA                                 |  |  |   |
| 2210 | Retirement                           |  |  |   |
| 2300 | Hospital/Medical Plans               |  |  |   |
| 2400 | Group Life Insurance                 |  |  |   |
| 2600 | Unemployment Insurance               |  |  |   |
| 3145 | Map Printing                         | \$1,400.00                             | \$1,400.00   | \$1,400.00                                  |
| 3151 | Professional Services                | \$500.00                               | \$500.00   | \$500.00                                    |
| 3310 | Radio Maintenance                    |  | \$500.00   | \$500.00                                    |
| 3320 | Maintenance Service Contract         | \$5,000.00                             |  |   |
| 3600 | Advertising                          | \$150.00                               | \$500.00   | \$500.00                                    |
| 5110 | Electrical Services                  |  | \$4,000.00   | \$4,000.00                                  |
| 5120 | Other Utility Services               |  | \$1,500.00   | \$1,500.00                                  |
| 5210 | Postage                              | \$150.00                               | \$150.00   | \$150.00                                    |
| 5230 | Telecommunications                   | \$40,000.00                            | \$45,500.00  | \$45,500.00                                 |
| 5540 | Travel-Education                     | \$750.00                               | \$2,000.00   | \$2,000.00                                  |
| 5810 | Dues/Association Membership          |  |  |   |
| 6001 | Office Supplies                      | \$300.00                               | \$1,000.00   | \$1,000.00                                  |
| 6008 | Vehicle-Repair/Gas/Oil               |  | \$750.00   | \$750.00                                    |
| 6011 | Uniforms                             |  | \$3,000.00   | \$3,000.00                                  |
| 6012 | Books & Subscriptions                |  | \$1,000.00   | \$1,000.00                                  |
| 8100 | Capital-Installation of Radio System |  | \$117,500.00   | \$117,500.00                                |
| 8102 | Capital-Replacement                  | \$400.00                               | \$400.00   | \$400.00                                    |
| 8103 | Capital-Equipment                    |  | \$1,000.00   | \$1,000.00                                  |
| 8202 | Office Equipment                     |  |  |   |



|      |                                |                     |                     |                     |
|------|--------------------------------|---------------------|---------------------|---------------------|
| 8203 | Communications Equipment       | \$3,000.00          |                     |                     |
| 8212 | Street Signs                   | \$14,000.00         | \$14,000.00         | \$14,000.00         |
|      |                                |                     |                     |                     |
|      | <b>Total</b>                   | <b>\$142,347.00</b> | <b>\$476,650.00</b> | <b>\$364,625.00</b> |
|      | Savings if all in one location |                     |                     | \$112,025.00        |

Mr. Jolly explained to the Board the only difference in the cost if the Sheriff decided to keep his dispatchers was in personnel, until there is a need to replace the equipment.

Mr. Moody asked where are we with the Sheriff?

Mr. Long replied the last he heard from him was that he still wants to keep his dispatchers in house.

Mr. Moody asked what could we do if the Sheriff doesn't want to combine the communications?

Mr. Bracey commented that if he wants to be independent, we move on with or without him. We shouldn't put citizens at risk just because he is holding up progress.

Mr. Jolly suggested we should show the Sheriff the cost saving annually if we combine the dispatching today and then if he is not agreeable move forward with getting the center up and operational.

Mr. Moody stated we could share the savings with the Sheriff if he is willing to combine the dispatchers.

Mr. Long stated if we intend to move forward, he would like to advertise and hire a Communications Director at the Department head level. That person needs to be in on the ground level with the start up working beside Mr. Jolly to get the project done. This is going to be critical for the start up process.

Mr. Moody asked if the Director would work a shift also.

Mr. Long stated he would think this person would have to work varying hours to make sure everything is going the way it is supposed to.

Upon Motion of Mr. Bracey, Seconded by Mr. Clay, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye", authorization is granted for Administration to move forward with hiring a Communications Director at the Department head level position for the Communications System Center.

**IN RE: FIRE - RESCUE VEHICLE PLAN**

Mr. Jolly presented the following vehicle replacement schedule that would bring the volunteer resources up to an adequate level of service for the County. The presentation also included a possible financing plan.

| Calendar Year | Unit being Replaced/Location | Estimated Cost | Special Notes   |
|---------------|------------------------------|----------------|---|
| 2001          | Engine 33 - McKenney         | \$425,000      | Rescue Engine. Replace Engine 33                                  |
|               | Engine 12 - Dinwiddie        | \$425,000      | Rescue Engine. Current Engine to Old Hickory to replace Engine 52 |
|               | Engine 42-Namozine           | \$425,000      | Rescue Engine. Current Engine to McKenney to replace Engine 32.   |
|               | Tanker 2 - Ford              | \$241,500      | 3,000-Gallon Unit. Allow Engine 22 to be a reserve unit.          |
|               | Responder 2 - Ford           | \$120,000      | Replacement vehicle to be a light squad                           |

|        |                       |                    |   |
|--------|-----------------------|--------------------|---|
|        | Rescue 41             | \$110,000          | Replacement ambulance for Namozine. State Grant for 48,836.00 towards purchase of this unit.            |
|        | Rescue 13             | \$110,000          | New unit for second 24-hour paid crew. John Randolph Grant for 50,000.00 towards purchase of this unit. |
| Grants |                       | \$-98,836          |   |
|        | <b>Total for year</b> | <b>\$1,757,664</b> |   |

|      |                       |                  |  |
|------|-----------------------|------------------|--|
| 2002 | Rescue 81             | \$100,000        | Relocate unit to McKenney. Grant funding a possibility |
|      | Rescue 92             | \$100,000        | Re-chassis of current unit                             |
|      | Squad 5               | \$130,000        | Replace unit with one like unit going to Ford          |
|      | <b>Total for year</b> | <b>\$330,000</b> |  |

|      |                       |                 |  |
|------|-----------------------|-----------------|--|
| 2003 | Haz-Mat 1 Trailer     | \$415,000       | Current trailer used for disaster supplies |
|      | Brush 3 - McKenney    | \$45,000        |  |
|      | <b>Total for year</b> | <b>\$60,000</b> |  |

|      |                       |                  |                     |
|------|-----------------------|------------------|---------------------|
| 2004 | Brush 5 - Old Hickory | \$47,250         |                     |
|      | Tanker 6 - Carson     | \$53,000         | Fifth year of lease |
|      | Rescue 11             | \$110,000        |                     |
|      | <b>Total for year</b> | <b>\$210,250</b> |                     |

|      |                       |                 |  |
|------|-----------------------|-----------------|--|
| 2005 | Brush 4 - Namozine    | \$49,612        |  |
|      | Brush 1 - Dinwiddie   | \$49,612        |  |
|      | <b>Total for year</b> | <b>\$99,224</b> |  |

|                | CIP Request      | Amended            |
|----------------|------------------|--------------------|
| 2001           | 876,500          | \$1,757,664        |
| 2002           | 935,000          | \$330,000          |
| 2003           | 795,000          | \$60,000           |
| 2004           | 702,241          | \$210,250          |
| 2005           | 433,488          | \$99,224           |
| <b>Total</b>   | <b>3,742,229</b> | <b>\$2,457,138</b> |
| <b>Savings</b> |                  | <b>\$1,285,091</b> |

Mr. Jolly stated that Mr. Dick Singer, Singer Associates, provided the following information for the workshop retreat that addresses the scenarios for group purchase of vehicles for the County:

Cash purchase of units (pricing off the chart in the report)

|         |                          |                    |
|---------|--------------------------|--------------------|
| FY 2001 | 1 each Rescue/Engine     | \$425,000          |
| FY 2003 | 1 each Tanker            | \$266,254          |
| FY 2004 | 1 each Rescue/Engine     | \$491,990          |
| FY 2005 | 1 each Rescue/Engine     | \$516,591          |
|         | <b>TOTAL CASH OUTLAY</b> | <b>\$1,699,835</b> |

Lease-purchase costing for purchase of all units in 2001

|                             |                    |
|-----------------------------|--------------------|
| 3 each Rescue/Engine        | \$1,275,000        |
| 1 each Tanker               | \$ 241,500         |
| <b>TOTAL PURCHASE PRICE</b> | <b>\$1,516,500</b> |

Lease payments for 3 years (annual in arrears)      1,516,500 X .36714 =  
556,768 annual payment

|  |   |
|--|---|
|  | X 3 payments = 1,670,304<br>or a savings of 29,531<br>over the cash purchase  |
| Lease payments for 5 years (annual in arrears) | 1,516,500 X .23347 =<br>354,057 annual payment<br>X 5 payments = 1,770,285<br>or a cost of 70,450 over<br>the cash purchase |
| Lease payments for 7 years (annual in arrears) | 1,516,500 X .17653 =<br>267,708 annual payment<br>X 7 payments = 1,873,956<br>or a cost of 70,450 over<br>the cash purchase |

Note .36714 is the lease factor for 4.99% for 3 years lease-purchase with annual payments in arrears

Note: .23347 is the lease factor for 5.39% for 5 years lease-purchase with annual payments in arrears

Note: .17653 is the lease factor for 5.59% for 7 years lease-purchase with annual payments in arrears

Note: With annual payments in arrears, the first payment would probably not be due until after July 1, 2002. But this payment date could be negotiated to best suit your needs.

With the 3-year lease you actually save cash money.

The other positives are:

- a. You get the new apparatus right now
- b. You can move apparatus around to better suit the taxpayers needs
- c. You can get safer equipment in place for the firefighters use
- d. The maintenance cost is dramatically less
- e. Huge boost of morale for the volunteers
- f. Let the County implement the plan sooner

Other additional points:

- a. You could save some money by not spending the amount budgeted for new apparatus - the rescue/engines might not be \$425,000 thus reducing the cost of the lease-purchase
- b. Interest rates will probably come down again, possibly come down again, possibly by your meeting with the Board of Supervisors - this would reduce the lease-purchase cost as well
- c. With energy costs rising like they are, there is an even chance that our 5% inflation factors which have been good in the past might be light - thus raising the price of the cash purchase amount
- d. Good move politically - helping volunteers - safety - etc. - also saving tax money

Mr. Haraway stated he understands where Mr. Singer is coming from because he is a salesman. This savings is coming from a 5% increase he has projected for the price of the truck going up every year. He is trying to make a sale. His saving is really not a savings. He is just assuming the trucks are going up each year. This is an artificial savings to the County. Continuing, he commented that it is a ridiculous idea to spend all this money to save on interest for five years down the road.

Mrs. Ralph commented this is not a financial issue as much as it is a catch up issue. Do you want to be faced in the middle of the year with the volunteers standing in front of you wanting a piece of equipment because theirs died? The



plan in front of you will bring the County up to a certain point where we can at least plan and get just about everybody in good shape.

Mr. Jolly stated McKenney's unit died in route to a call this week.

Mr. Long stated he understood what Mr. Haraway was saying, if we purchase all of the equipment at the same time it will more than likely have to then be replaced again at about the same time. But it all boils down to pay now or pay later. But in the meantime we are paying maintenance costs daily. The costs are going to increase yearly but no one knows how much. The issue we are looking at now is to bring the system up to date and hold down the maintenance cost so we can plan for the future.

Mr. Haraway asked what the maintenance costs for the year is?

Mr. Jolly stated it is in the neighborhood of \$28,000 for maintenance and repairs both.

Mr. Clay commented that is a long way from \$425,000.

Mr. Bracey stated he didn't look at the projection from Mr. Singer as a sales pitch. He looked at it as information. Continuing, he commented he didn't feel that anyone at this table is an expert in fire equipment therefore he has to rely on what the people are saying. The part he is looking at is the welfare and benefit of the citizens and volunteers of this County. We are going to sit here and play games again while the equipment breaks down. The Board needs to tell Administration to get what they need and keep moving.

Mr. Clay stated he didn't want the County to be in any more debt either. A lot of things in life aren't fair.

Mr. Bracey commented we have to start meeting standards. Is that fair to the citizens?

Mr. Bowman stated with the economy slowing down the way it is he would like to take it easy right now.

Mr. Bowman stated he had a question for Mr. Jolly. The ladder truck, a sore subject, have you gone to Namozine and discussed why it isn't on the CIP?

Mr. Jolly replied no, not yet, because the decision has not been made here. No one has given him any direction as to what is going to be done.

Mr. Bowman replied that Namozine made their decision to purchase the ladder truck they have, based on them getting a new truck in 3 years.

Mr. Jolly stated because he made his decision based on the truck being replaced in 2004 and they didn't decide to follow that plan either.

Mr. Bowman responded they were doing it for the protection of the citizens in the County and for the welfare of the volunteers. They saved the County a lot of money. They did it in good faith with the understanding that the truck would be replaced in a couple of years. I hate to see them go out on a limb for the County and then you just cut it off.

Mr. Jolly replied if you don't do that then what are you going to be doing is replacing a 10 year old truck which goes against the 30 year replacement cycle that we say we can get out of the engine.

Mr. Jolly stated the ladder truck is a 1972 model and not a 1992 model. The unit that is in the CIP plan now for replacement is a 1972. So provided

Namozine finishes, and puts the 1990 ladder truck in service, there is no need for the truck to be in the CIP because there is no longer a 1972 model in the plan.

Mr. Bowman stated Namozine was only buying that truck until the new one came in, so they could protect the firefighters and citizens of this County; thinking that we would stick to the CIP plan. We shouldn't vary from the CIP plan.

Mr. Jolly stated, what you are saying to me, to make sure I am clear, is that you, as a member of the Board are willing to replace a 10-year piece of apparatus in 2 years?

Mr. Bowman commented yes, to help these guys out of a financial bind who helped us.

Mr. Bracey stated, Mr. Bowman, I hate that, what do you mean they helped us? They helped you but it didn't help us. You keep saying they helped us, where did you get that?

Mr. Bowman stated the fire truck that broke down from McKenney, where did the replacement fire truck come from?

Mr. Jolly stated Ford.

Mr. Bowman said just because it is out of another district doesn't mean they helped us.

Mr. Bracey stated that didn't have anything to do with it. The only thing he is saying is that you, Mr. Bowman, keep saying we. You aren't helping "we", because what you did was against all regulations and now you're coming back and say well put this back and you will replace it. That's fine but now then you say they are going to sell it. A lot of things are going to happen.

Mr. Bowman stated he didn't know if they are going to sell it or not, but he felt they should. It was just a bandage on a situation until they could get a new truck.

Mr. Jolly stated, their old truck is still running calls everyday and that's not the new one. So why did they go and buy and new one?

Mr. Bowman replied because they are taking a chance and putting their lives on the line for the citizens of this County.

Mr. Jolly stated so is every other volunteer in this County.

Mr. Bowman commented and they are doing it out of the goodness of their heart. Then for us to cut the limb off after they went to bat for us and borrowed money, I can't see us treating people that way.

Mr. Bracey stated they went to bat for themselves. Somebody went there and told them what to do.

Mr. Jolly interjected you go and purchase a unit before you even tell the Board or a Department Head that you purchased it. Stand in front of the Board that night and say I would like for you to buy this; or at least insure it. Then go out and holler and say, by the way we have already bought it; yes there is a problem.

The County was given a gift Mr. Bowman stated, and they helped us. They are going to let the County use this truck 3 years. This is a grant for the County and we should be grateful for it.

Mr. Moody stated the CIP is reviewed every year. Only the 1-year that is in place is the one that is in stone. If we allow something like this to happen the whole plan is changed around, because it is not needed. He stated Namozine has come and helped us out, but them helping us out has stretched the life of that ladder truck some. The County does not have to purchase one as quick.

Mr. Bowman commented that Mr. Jolly needs to go to them and explain what we are going to do and maybe we will just go ahead and sell the truck.

Mr. Jolly replied, the Board has made no decision, he couldn't tell them anything.

Mr. Bowman stated the Board couldn't make a decision here until you have all the information. You don't know what Namozine's intentions are. The Board needs to know, are they just giving the County a grant for 3 years; so the County would be covered in case of an emergency.

Mr. Jolly commented, actually, their comment to the Board the night of the meeting was, that in 3 years when the aerial ladder was replaced they were going to use this truck as the reserve. So they don't intend to sell it.

Mr. Bowman replied ok, but they were planning to get a new one.

Mr. Moody stated that is the whole issue that we are trying to deal with; unification and everybody trying to decide things together. We have to get all of the volunteers to work together. Namozine went out and bought the truck to help us out but it wasn't in agreement with the whole County together and that wasn't the thing to do.

Mr. Bowman stated because the County could not afford to give them a vehicle right away.

Mr. Bracey commented, who said that? He stated he never heard this Board say that.

Mr. Jolly replied they never came to the Board.

Mr. Bowman stated so we are going to punish them now for trying to help the County.

Mr. Long stated he didn't see that at all; when we talked with them shortly after they purchased the vehicle, Ronnie Erb came up and talked with us at length. The confusion and the upset came at the point that from the way CIP has been viewed is by replacement of a 20-year vehicle on a continuous cycle. Which is what we planned to do.

Mr. Bowman stated he felt Mr. Jolly should have at least told them what his idea was, that it was not the County's intention to replace that ladder truck, is that ok and do you still intend to pay for that truck. It might still be their intentions. We cannot make a good decision here for our volunteers until we know that they are ok with that.

Mr. Long stated the truck was already purchased before that discussion ever took place.

Mr. Jolly stated that the purchase of that aerial ladder went before the apparatus committee, Fire and Rescue Association and my office. All three groups agreed that the purchase of a 135' aerial ladder was not what the County needs. Instead they purchased the truck and now that have a newer model aerial ladder that will last them longer than 2003/04, so now we need to readjust the plan.

Mr. Bowman stated that he believed the lack of communication on Mr. Jolly's part by not talking with the department and getting feedback before coming to the Board is going to create hard feelings between the Board and the volunteers. I think a whole lot of this happens with us and the Sheriff's Office and us and other departments. I think it could be resolved by just communication, getting feedback and taking five minutes and picking up the telephone and saying hey what do you think of this idea?

Mr. Moody asked wasn't the Fire Chiefs Association all about but communication? That's what the communication arm is. That's their arm to come to the County.

Mr. Long stated that Mr. Jolly has been communicating with them all along if we want to be fair. He is there with them monthly.

Mr. Haraway stated the protocol was not what we would like, but they thought they were helping the County by purchasing the ladder truck. We need to be careful so that they don't take offense and see it as the County spanking their hands by taking the ladder truck away in 2003. He commented that he could see this causing bad will with the volunteers.

Mr. Bracey stated if we allow everyone to do what they want instead of sticking to the CIP plan, then we don't need the fire association and Mr. Jolly. We could go back to the way it used to be and buy what the volunteers brought to us. I feel that the Administration and the Association have worked hard to come together. Now we want to tear all that down and start over because of our personal reasons.

Mr. Haraway stated he is proposing to stick to the original CIP plan for 2001 of \$1.7 million. He asked Mr. Jolly what that covered.

Mr. Jolly stated replacement engine for McKenney, 1<sup>st</sup> Responder for Ford, tanker for Ford, but it would not include the engine for Dinwiddie, Namozine, but the rest of the list would be there. This plan doesn't allow us to send a unit to Old Hickory to get a 6-unit vehicle up.

Mr. Bracey if we aren't careful some of the other departments are going to do the same thing as Namozine. Then that is going to create another problem.

Mrs. Ralph stated let me just make something clear to all of you; there is no money in the budget for fire and rescue vehicles, and the CIP is only a plan. That is the whole issue. When the Dinwiddie vehicle comes in we are going to try to do some financing along with the trash truck. The only money for a vehicle is the Namozine ambulance, and that is by matching funds. That is all that has been approved. Nothing has been appropriated; no funds are set aside; this is all in planning. Mr. Jolly put together a 5-year CIP Plan for us. Our dilemma as a committee in dealing with fire and rescue vehicles is that when you do fire and rescue vehicles, it leaves very little money for anybody else. So we really didn't know what to do. There have been no provisions for the 5-year CIP plan. Now, if you want these vehicles bought straight out then we need to know that because we need to take out however much money either \$400 or \$800 if you have any money, anyway. There is no guarantee this year that you are going to have any money. The County has been very fortunate that we have had some in the past. We wait each year to see how much we will have left over and that is the money the committee wants, but we never know what it will be. She stated she wanted the Board to know there is no money for fire and rescue vehicles anywhere right now.

Mr. Haraway stated whether we spend \$876,500 this year or up to \$1 million he is opposed to paying \$75,000 in interest. He suggested waiting and looking at the ending fund balance in September. Then see exactly how much we will have and make a decision.

Upon Motion of Mr. Bracey, Seconded by Mr. Haraway, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye", authorization is granted for Administration to go out for bids for the items and then bring results back to the Board after the undesignated fund balance is determined.

**IN RE: REVENUE RECOVERY – STATUS REPORT & DECISION ITEMS**

Ms. Ralph stated, as you are aware, we have been working towards the implementation of Revenue Recovery. With this process, we have determined a couple of items that needs the Board's action in order to proceed. Mrs. Ralph stated, she wanted to clarify to the Board, the agency that will be doing the actual billing required 3 separate invoices to be sent to the patient. There will be no collection agencies involved or warrants issued for any outstanding funds owed to the County but it is the policy of the billing agency. The ones that don't pay, you will receive a monthly or quarterly statement and you will be able to see the status of these delinquent accounts.

Continuing she said the first issue is to adopt a date that we will begin billing for services. This is needed in order to establish a firm date with the billing contractor and to inform the public. The County will have to have a Public Hearing and the earliest date that could be done is at the September 5<sup>th</sup> meeting. We would recommend that we give the public at least sixty days lead-time. With this in mind, we would propose an effective date of October 1, 2001. This would allow time for us to train the volunteer and career staff and provide public information sessions.

Mr. Jolly stated the other issue is the fee schedule. We have been talking with other jurisdictions and the billing service about this item. In talking, it seems that the fee structure that is used by the health insurance companies is going to increase around January 1, 2002. With this in mind, we propose charging \$350.00 for basic life support and \$385.00 for advanced life support, and also charging \$7.50 per mile from the point the patient is picked up to the hospital.

Upon Motion of Mr. Clay, Seconded by Mr. Haraway, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye", authorization is granted for Administration to proceed with the steps necessary to establish billing for services and adopt the Staff's recommendation for the fee structure at \$350.00 for basic life support and \$385.00 for advanced life support and also charging \$7.50 per mile from the point the patient is picked up to the hospital.

Mr. Jolly stated the last issue is that we have to provide the insurance companies with copies of the provider's certificates and drivers license. We asked the volunteer agencies to submit this information in the April 11, 2001 Fire/Rescue Meeting. As of this date, only two of the seven agencies have complied. Additionally, we notified each agency again in the June Fire/Rescue Meeting. He suggested that we hold the contribution money from those agencies that have not complied with the request.

After much discussion, the Board directed Mr. Jolly to go to make a courtesy call to each Station and then write a letter asking for the information one more time.

**IN RE: PERSONNEL PAY – CLASSIFICATION PLAN REVIEW**

Mrs. Wendy Ralph stated she had contacted, Ms. Pamela Gibson, with The Institute for Innovative Governance (Virginia Polytechnic Institute and State University), regarding a proposal for a study of the Dinwiddie County personnel system. The proposal reflects that dates and cost structure for the study. The cost for the study will be \$8,500. The initial payment will be \$3,000. Reflected in

the total cost is a 12.8 percent overhead charge required by the state for grants and contracts office. Ms. Ralph stated that they have asked that the full overhead (29 percent) normally charged be waived. Continuing she reported that it would take approximately sixteen weeks to complete the project from the date it is received from the County. One problem with them is that they move rather slowly. Included in the study is the cost to cover expenses for Don Lacy to participate in the study.

Mr. Long stated he checked with the surrounding counties and the low end cost for their study is between \$25,000 to \$30,000 and by going with this proposal we are looking at about \$8,500 which is a tremendous savings to the County.

Mrs. Ralph stated the study cost is based on a total of 60 employees. If additional employees are to be included in the study an extra charge of \$90 per additional employee will be added to the cost of the study.

Mr. Haraway suggested that the School Board Administrative Staff be included in the study also.

Upon Motion of Mr. Bracey, Seconded by Mr. Clay, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye", authorization is granted for Administration to proceed with the contract with the Virginia Cooperative Extension for the personnel study at \$8,500 for 60 employees and each additional employee at \$90 each.

**IN RE: RECESS**

Mr. Moody stated he had a commitment he could not get out of and called for a recess at 12:56 P.M. Mr. Bracey took the Chair and the meeting reconvened at 1:03 P.M.

**IN RE: SHERIFF**

Mr. Jolly repeated the presentation for the Sheriff that he presented to the Board earlier in reference to E911 communications.

Mr. Long explained to Sheriff Shands that this presentation was the cost scenario of combining the two offices. He asked him if he would be in agreement with the combination of the two offices; or was it still his intention to go in the same direction as stated at the budget session.

Mr. Jolly did comment that the cost savings would be in personnel. The rest of the cost would be there regardless of whether we are in one location or two, provided none of the capital equipment in your center needs to be replaced.

Mr. Long stated the direction that we are heading is the best scenario for the County. The main issue here is to get a clear understanding, first of all on the cost, but also is it the desire of your office still to stay as we discussed. The Board wants to know what you feel the benefits are to keeping the law enforcement dispatching separate, and maybe there are some issues we don't understand or know and it would help to discuss these with you.

Mr. Haraway asked if the figures for the personnel included fringe benefits. Mrs. Townsend stated no. Mr. Haraway commented the savings would be much greater then and that doesn't include the cost of equipment failure.

Sheriff Shands stated he had a lot to say but that he would like some time to get all of the information together.

Mrs. Ralph stated you do understand you would keep control of your employees as required by the State. You would maintain full authority over them.

Mr. Bracey instructed the Administrative Staff to meet with Sheriff Shands to answer any questions he might have and to make this work for the Sheriff's Office.

Sheriff Shands agreed to meet with Mr. Long next week then to come back to discuss the issue with the Board on August 1, 2001.

Mr. Long, County Administrator, stated there was enough time to go into closed session if the Board so desired.

**IN RE: CLOSED SESSION**

Mr. Clay moved that the Board now convene in a closed meeting to discuss matters exempt from the open meeting requirements of the Virginia Freedom of Information Act:

- The purpose of the closed meeting is to discuss subject matters identified as Personnel, Consultation with Legal Counsel and Industry. Matters to include: Personnel for Administration; Referendum Issues and Industry.
- **Personnel Matters, § 2.1-344 A - 1 of the Code of Virginia,** (candidates for employment OR the assignment, appointment, promotion, performance, demotion, discipline, salaries, compensation, resignation of employees) Administration.
- **Consultation with legal counsel, § 2.1-344 A.7 of the Code of Virginia,** (consultation with legal counsel and briefings by staff members and consultants about actual or probable and public discussion would adversely affect the negotiating or litigating posture of the County or Town – OR – consultation with legal counsel regarding specific legal matters that require legal advice) Referendum Issues
- **Prospective Business or Industry, § 2.1-344 A.5 of the Code of Virginia**

Mr. Bowman seconded the motion. Mr. Clay, Mr. Haraway, Mr. Bowman, Mr. Bracey voting "Aye" the Board moved into the Closed Meeting at 1:20 P.M.

A vote having been made and approved the meeting reconvened into Open Session at 1:52 P.M.

**IN RE: CERTIFICATION**

Whereas, this Board convened in a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the Virginia Freedom of Information Act;

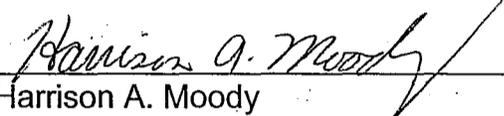
Whereas, Section 2.1-344.1 of the Code of Virginia requires a certification by the board that such closed meeting was conducted in conformity with Virginia law;

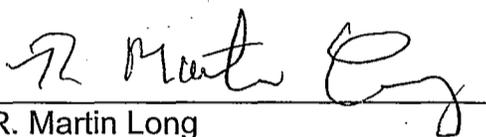
Now, therefore be it resolved that the Board hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting to which this certification applies; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting to which this certification applies.

Upon Motion of Mr. Bowman, Seconded by Mr. Clay, Mr. Clay, Mr. Haraway, Mr. Bowman, Mr. Bracey, Mr. Moody voting "Aye". This Certification Resolution was adopted.

**IN RE: ADJOURNMENT**

Upon Motion of Mr. Bracey, Seconded by Mr. Haraway, Mr. Clay, Mr. Haraway, Mr. Bowman, Mr. Bracey voting "Aye", the meeting adjourned at 1:53 P.M.

  
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Harrison A. Moody  
Chairman

  
\_\_\_\_\_  
R. Martin Long  
County Administrator

/abr

