

January 3, 2006

County of Greene, Virginia

THE REORGANIZATIONAL MEETING OF THE GREENE COUNTY BOARD OF SUPERVISORS WAS HELD ON TUESDAY, JANUARY 3, 2006 AT 5:30 P.M. IN THE COUNTY MEETING ROOM.

Present were: Steve Catalano, Chairman
Clarence Peyton, Vice Chairman
Jeri Allen, Member
Mickey Cox, Member
Pat Morris, Member
Ray Clarke, County Attorney
Patti Vogt, Deputy Clerk
Tracy Morris, Finance Director

RE: ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Upon motion by Clarence Peyton and affirmative vote, the Board elected Steve Catalano as Chairman for calendar year 2006.

| | | | |
|----------------|-----------------|---|-----------|
| Recorded vote: | Steve Catalano | - | Abstained |
| | Clarence Peyton | - | Yes |
| | Jeri Allen | - | Yes |
| | Mickey Cox | - | Yes |
| | Pat Morris | - | Yes |

Motion carried.

Upon motion by Mickey Cox and affirmative vote, the Board elected Clarence Peyton as Vice Chairman for calendar year 2006.

| | | | |
|----------------|-----------------|---|-----------|
| Recorded vote: | Steve Catalano | - | Yes |
| | Clarence Peyton | - | Abstained |
| | Jeri Allen | - | Yes |
| | Mickey Cox | - | Yes |
| | Pat Morris | - | Yes |

Motion carried.

RE: RULES OF ORDER

Upon motion by Jeri Allen and unanimous vote, the Board amended the Rules of Order to have meetings on the second and fourth Tuesday of each month.

| | | | |
|----------------|-----------------|---|-----|
| Recorded vote: | Steve Catalano | - | Yes |
| | Clarence Peyton | - | Yes |
| | Jeri Allen | - | Yes |
| | Mickey Cox | - | Yes |
| | Pat Morris | - | Yes |

Motion carried.

Upon motion by Jeri Allen and unanimous vote, the Board deleted number 20 (Pledge of Allegiance and prayer at the opening of meeting) from the Rules of Order.

| | | | |
|----------------|-----------------|---|-----|
| Recorded vote: | Steve Catalano | - | Yes |
| | Clarence Peyton | - | Yes |
| | Jeri Allen | - | Yes |
| | Mickey Cox | - | Yes |
| | Pat Morris | - | Yes |

Motion carried.

The Chairman noted the meetings will continue to be opened with the Pledge of Allegiance followed with a moment of silence.

Board Member Pat Morris asked if the Board will follow Robert's Rules of Order. Mr. Ray Clarke, County Attorney, said Robert's Rules of Order are procedural rules and said they are not needed in a group this small. If there is a question in regards to procedure, the Board is guided by Robert's Rules of Order.

The Chairman suggested guidance by Robert's Rules of Order on procedural issues be added to the Rules of Order adopted by the Board.

Upon motion by Jeri Allen and unanimous vote, the Board added No. 20 to the Rules of Order to include guidance by Robert's Rules of Order on procedural issues.

| | | | |
|----------------|-----------------|---|-----|
| Recorded vote: | Steve Catalano | - | Yes |
| | Clarence Peyton | - | Yes |
| | Jeri Allen | - | Yes |
| | Mickey Cox | - | Yes |
| | Pat Morris | - | Yes |

Motion carried.

Upon motion by Clarence Peyton and unanimous vote, the Board agreed to hear matters from the public directly preceding the consent agenda.

| | | | |
|----------------|-----------------|---|-----|
| Recorded vote: | Steve Catalano | - | Yes |
| | Clarence Peyton | - | Yes |
| | Jeri Allen | - | Yes |
| | Mickey Cox | - | Yes |
| | Pat Morris | - | Yes |

Motion carried.

See Attachment "A" for the complete Rules of Order.

RE: LIAISON FUNCTIONS

After discussion, the Board agreed upon the Liaison Functions for Board Members.

(See Attachment "B")

RE: CONSENT AGENDA

Upon motion by Jeri Allen and affirmative vote, the Board approved the minutes of the December 13, 2005 meeting as circulated.

| | | | |
|----------------|-----------------|---|-----------|
| Recorded vote: | Steve Catalano | - | Yes |
| | Clarence Peyton | - | Abstained |
| | Jeri Allen | - | Yes |
| | Mickey Cox | - | Yes |
| | Pat Morris | - | Yes |

Motion carried.

RE: OTHER MATTERS FROM THE BOARD

MEETING ON MEDICARE PART D

Board Member Mickey Cox noted there will be a meeting on the new Medicare Part D Drug Prescription Program on January 20 at the JABA Senior Center.

REPORT ONN LIAISON FUNCTIONS

The Chairman suggested a method of formal reporting on liaison functions to be included under other matters from the Board.

The Board directed copies of the liaison functions be distributed to departments.

WEATHER SPOTTING

The Chairman noted the Sheriff's Department will be sponsoring a class pertaining to weather spotting for citizens.

BIO-DIESEL

The Chairman said the City of Charlottesville is currently using bio-diesel for the transit system. He suggested having the Vehicle Maintenance Department research the use of bio-diesel which is environmentally friendly.

RUCKERSVILLE PARKWAY

It was the consensus of the Board to have discussion of the proposed Ruckersville Parkway on the agenda for the January 10th meeting. The Board requested staff to schedule a presentation on the proposal for an upcoming Board meeting.

RE: MATTERS FROM THE PUBLIC

TIME BASED DIVISION

Mr. Richard Herring spoke briefly on time based division which he did not feel is fair to larger landowners and residents of agricultural areas. He suggested the Board not consider instituting time based division.

RUCKERSVILLE PARKWAY

Mr. Neil Williamson, Free Enterprise Forum, said a key element of the Parkway is the elimination of the proposed western bypass. The Parkway will be a limited access, 45 mph, two lane road. Right-of-way for a four lane road is being suggested. He encouraged the Board to review the report entitled Places 29 by the Thomas Jefferson Planning District Commission.

Mr. Williamson noted the proposed Ruckersville Parkway does not allow truck traffic.

Board Member Jeri Allen will arrange a presentation on Places 29 by staff from the Planning District Commission in February.

RE: EXECUTIVE SESSION

Upon motion by Jeri Allen and unanimous vote, the Board entered into Executive Session to discuss legal and personnel matters pursuant to Section 2.2-3711 Subsection (a, 1-7) of the Code of Virginia.

- Personnel – Administrative
- Various appointments

| | | | |
|----------------|-----------------|---|-----|
| Recorded vote: | Steve Catalano | - | Yes |
| | Clarence Peyton | - | Yes |
| | Jeri Allen | - | Yes |
| | Mickey Cox | - | Yes |
| | Pat Morris | - | Yes |

Motion carried.

Upon motion by Jeri Allen and unanimous vote, the Board returned to Open Session.

| | | | |
|----------------|-----------------|---|-----|
| Recorded vote: | Steve Catalano | - | Yes |
| | Clarence Peyton | - | Yes |
| | Jeri Allen | - | Yes |
| | Mickey Cox | - | Yes |
| | Pat Morris | - | Yes |

Motion carried.

By unanimous vote, all members certified that only public business matters lawfully exempted from the Open Meeting requirement and only such matters as identified by the motion to enter into Executive Session were discussed.

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| | | | |
|----------------|-----------------|---|-----|
| Recorded vote: | Steve Catalano | - | Yes |
| | Clarence Peyton | - | Yes |
| | Jeri Allen | - | Yes |
| | Mickey Cox | - | Yes |
| | Pat Morris | - | Yes |

Motion carried.

RE: CONTINUED MEETING

The meeting was continued to January 10, 2006 at 7:30 p.m. in the County Meeting Room.

Steve Catalano, Chairman
Greene County Board of Supervisors

RULES OF ORDER

1. There will be a regular monthly meeting on the second Tuesday of each month at 7:30 p.m. and continued meetings on the fourth Tuesday of each month at 5:30 p.m. A yearly calendar will be developed.
2. Items requested to be on the agenda must be submitted in writing eight (8) working days prior to the meeting to allow for distribution of agenda to the media and for circulation of packet to the board members. All correspondence addressed to the Chairman and/or to Board Members, that is included in the Board packet, must provide a telephone number and a return address. Individuals and/or departments wishing to provide information to the Board after the stated deadline will be required to mail such information directly to the mailing addresses of individual Board Members with a copy to the County Administrator's Office.
3. The Chairman and the County Administrator will set the agenda for meetings.
4. The Board will not address questions or issues raised by citizens at the meeting unless the item is already on the agenda or listed under matters from the public. Persons wishing to appear before the Board are directed to contact the County Administrator or Board Clerk, to be placed on the agenda.
5. Matters from the public will be heard directly preceding the consent agenda. Procedures for matters from the public are as follows:
 1. Speakers must sign up prior to the beginning of the meeting, stating their name, address, phone number and topic of concern on a sheet placed at the doorway of the meeting room.
 2. Speakers are allowed one (1) minute of time or longer based on Chairman's discretion.
 3. Speakers must adhere to the topic stated on the sign-up sheet.
 4. Chairman will monitor/control time and conduct during this period.
6. The Board will follow the procedure of taking no action on items introduced at the table under the category of other matters from the board members or the County Administrator. If an item is presented for the first time during the course of business by board members or the County Administrator, any action will be deferred until the next meeting of the Board. Exception will be made by unanimous consent of the Board.
7. The consent agenda for approval of minutes and other routine matters will be considered just prior to other matters from the Board.
8. No Board member shall abstain from any vote unless there is a conflict of interest.
9. Motion on the floor will die for lack of a second.
10. Supplemental appropriation requests of local funds will require a second reading by the Board.

11. The Board encourages citizens to work through problems at the department and/or administrative levels before coming to the Board.
12. Board meetings should not be used as a forum for political activity or campaigning.
13. Board members will follow the procedure of communicating directly with the County Administrator and/or the Chairman of the Board on all County matters whenever possible.
14. The Board will focus on issues and avoid making public comments about individuals, staff members, fellow board members, community residents or media representatives.
15. Each Board member understands that personnel matters are to remain confidential and that it is the obligation of the Board and its membership to protect the privacy of the individual.
16. In responding to questions from the media and citizens, Board members should not speak for the entire Board without authorization or make any comment on executive session matters as pursuant to Section 2.1-344 of the Code of Virginia. The media should be referred to the Chairman or the County Administrator regarding any official action of the Board.
17. Public hearings are held as required to receive community input and citizen comment. Sign-up sheets will be made available for those who wish to address the Board. Time limits will normally be set for each speaker. Typically each speaker will be allocated from three to five minutes during public hearings and forums, depending on the number of speakers to address the Board and the time available.
18. The Board meeting will be adjourned by 10:30 p.m. unless there is a majority vote of the Board to address other items of business.
19. The Board will adopt rules of procedure for the current year at its January reorganizational meeting or other such time as the Board may deem appropriate.
20. Should questions arise regarding issues of parliamentary procedure, the Board will be guided by the procedures outlined in Roberts Rules of Order.

LIAISON FUNCTIONS OF BOARD MEMBERS

LIAISON FUNCTION

BOARD MEMBER

General Government Administration

Steve Catalano

- a) County Administrator
- b) Commissioner of Revenue
- c) Treasurer

Public Safety & Judicial Administration

- a) Fire & Rescue Services
- b) Corrections & Detention
- c) Commonwealth Attorney
- d) Emergency Operations Center
- e) Animal Control
- f) Law Enforcement (Sheriff)

Public Works (Water and Sewer)

Jeri Allen

- a) Rapidan Service Authority

Community Development

- a) Thomas Jefferson Planning District Commission

Parks/Recreation & Cultural

- a) Parks & Recreation
- b) Branch Library Services

Education, Parks/Recreation & Cultural

Clarence Peyton

- a) Public School System

Community Development

- a) Stanardsville Town Council
- b) Economic Development Authority

Community Development

Mickey Cox

- a) Planning, Zoning and Inspections

Health and Social Services

- a) Local Social Services Department
- b) Dental & Mental Health Clinics
- c) Local Health Department

Public Works

- b) Solid Waste Disposal

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Community Development

- a) Cooperative Extension Program
- b) Other Community Development Activities

Pat Morris

Health and Social Services

- a) JABA & Emergency Shelter

Public Works

- a) Maintenance of Buildings & Grounds
- b) Vehicle Maintenance Facility