

January 8, 2008

County of Greene, Virginia

THE REGULAR MEETING OF THE GREENE COUNTY BOARD OF SUPERVISORS WAS HELD ON TUESDAY, JANUARY 8, 2008, AT 5:30 P.M. IN THE COUNTY MEETING ROOM.

Present were: Steve Catalano, Chairman
Clarence Peyton, Vice Chairman
Jeri Allen, Member
Carl Schmitt, Member
Mike Skeens, Member
Ray Clarke, County Attorney
Barry Clark, County Administrator
Patti Vogt, Deputy Clerk

RE: EXECUTIVE SESSION

Upon motion by Clarence Peyton 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.

Contract Matters:

- Humane Society
- Park Road

Land Acquisition:

- None

Legal:

- Pending litigation

Personnel:

- Organizational chart
- Planning Department

Various Appointments:

- Economic Development
- Equalization Board
- Planning Commission
- Social Services

Recorded vote:	Steve Catalano	-	Yes
	Clarence Peyton	-	Yes
	Jeri Allen	-	Yes
	Carl Schmitt	-	Yes
	Mike Skeens	-	Yes

Motion carried.

Upon motion by Clarence Peyton and unanimous vote, the Board returned to Open Session.

Recorded vote:	Steve Catalano	-	Yes
	Clarence Peyton	-	Yes
	Jeri Allen	-	Yes
	Carl Schmitt	-	Yes
	Mike Skeens	-	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.

Recorded vote:	Steve Catalano	-	Yes
	Clarence Peyton	-	Yes
	Jeri Allen	-	Yes
	Carl Schmitt	-	Yes
	Mike Skeens	-	Yes

Motion carried.

RE: APPOINTMENTS – EQUALIZATION BOARD AND SOCIAL SERVICES BOARD

Upon motion by Jeri Allen and unanimous vote, the Board recommended the reappointment of Mrs. Linda Sparks to the Equalization Board and also appointed Mr. Mickey Cox to the Social Services Board.

Recorded vote:	Steve Catalano	-	Yes
	Clarence Peyton	-	Yes
	Jeri Allen	-	Yes
	Carl Schmitt	-	Yes
	Mike Skeens	-	Yes

Motion carried.

RE: OPEN MEETING

The Chairman opened the meeting with the Pledge of Allegiance followed by a moment of silence.

RE: PRESENTATION OF CERTIFICATES

The Chairman presented Mrs. Patsy Morris with a Certificate of Appreciation for her service on the Board of Supervisors. He also presented Mr. Mickey Cox with a Certificate of Appreciation and a watch to commemorate his 17 years of service on the Board of Supervisors.

RE: ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Upon motion by Jeri Allen and affirmative vote, the Board elected Steve Catalano as Chairman for calendar year 2008.

Recorded vote:	Steve Catalano	-	Abstained
	Clarence Peyton	-	Yes
	Jeri Allen	-	Yes
	Carl Schmitt	-	Yes
	Mike Skeens	-	Yes

Motion carried.

Upon motion by Carl Schmitt and affirmative vote, the Board elected Clarence Peyton as Vice Chairman for calendar year 2008.

Recorded vote:	Steve Catalano	-	Yes
	Clarence Peyton	-	Abstained
	Jeri Allen	-	Yes
	Carl Schmitt	-	Yes
	Mike Skeens	-	Yes

Motion carried.

RE: RULES OF ORDER

Board member Carl Schmitt suggested adding to number 3 the following: "Any Board member can add an item to the agenda, coordinating with the Chairman and the County Administrator to determine when the matter will be scheduled for Board consideration."

Vice Chairman Clarence Peyton suggested "should" be changed to "shall" in number 16.

Upon motion by Jeri Allen and unanimous vote, the Board adopted the Rules of Order as amended. (See Attachment "A")

Recorded vote:	Steve Catalano	-	Yes
	Clarence Peyton	-	Yes
	Jeri Allen	-	Yes
	Carl Schmitt	-	Yes
	Mike Skeens	-	Yes

Motion carried.

RE: LIAISON FUNCTIONS

After discussion, the Board agreed upon the liaison functions for members. (See Attachment "B")

RE: QUATERLY MEETING WITH VDOT RESIDENT ADMINISTRATOR

Mr. Allan Sumpter, Resident Administrator, and Mr. Joel Denunzio, Residency Program Manager, were present to discuss road matters. Mr. Sumpter reviewed various ongoing projects in Greene County including opticom systems at traffic signals, Bacon Hollow Road, Rural Rustic Road Program, left turn lane on Route 29 north, and the traffic signal at the intersection of the Route 33 Bypass and Celt Road. Speed, traffic, and/or safety studies have been or will be completed on Route 645, Route 623, Route 33 business, Route 810, Route 607 and Route 670.

The Chairman opened the floor for public comment. Mr. Matt Strauss spoke on the conversion of the traffic signal at the intersection of the Route 33 Bypass and Celt Road. He expressed concern regarding the length of time it took for VDOT to act on this and suggested the Board continue pressing VDOT for improvements to other intersections in the County.

The Chairman thanked VDOT staff for their quick response to the natural gas leak behind the County Administration Building.

RE: MATTERS FROM THE PUBLIC

There were no comments from the public.

RE: CONSENT AGENDA

Upon motion by Jeri Allen and affirmative vote, the Board approved the following items on the consent agenda:

- Minutes of the December 11, 2007 meeting

Recorded vote:	Steve Catalano	-	Yes
	Clarence Peyton	-	Yes
	Jeri Allen	-	Yes
	Carl Schmitt	-	Abstained
	Mike Skeens	-	Abstained

Motion carried.

RE: OTHER MATTERS FROM THE BOARD

Mrs. Allen gave a copy of the Albemarle County Proffer Policy to the County Administrator for informational purposes.

Mr. Schmitt said a proposal is being made to replace cash proffers with impact fees. He spoke on a recent amendment which allows jurisdictions to adopt what is referred to as the Northern Virginia Cash Proffer Policy. Mr. Schmitt requested staff review this policy.

The Chairman explained that the environmental company drilling holes for monitoring of the recent gasoline leak accidentally hit a natural gas line. Emergency services responded and a crew from the gas company made the necessary repair to the line.

It was the consensus of the Board to schedule interviews with applicants for the Planning Commission vacancies on Tuesday, January 22. Interviews with applicants for the Economic Development Authority will be scheduled for Tuesday, February 12.

The County Administrator distributed copies of a memo from Mr. Svoboda regarding the prioritization of projects for 2008. The Board agreed to have this as an agenda item for the next meeting.

The Board briefly discussed the development of a regional water supply plan and deadlines for this project. Mrs. Allen said RSA will be developing a regional plan for Greene, Madison and Orange.

RE: CONTINUED MEETING

The meeting was continued to Tuesday, January 22, 2008 at 3:30 p.m. in the County Meeting Room.

A handwritten signature in black ink, appearing to read 'S. Catalano', written over a horizontal line.

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 5:30 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. Any Board member can add an item to the agenda, coordinating with the Chairman and the County Administrator to determine when the matter will be scheduled for Board consideration.
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 shall 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 will adopt rules of procedure for the current year at its January reorganizational meeting or other such time as the Board may deem appropriate.
19. 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 - 2008

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) Planning, Zoning and Inspections
- b) Thomas Jefferson Planning District Commission
- c) Piedmont Workforce Council
- d) Economic Development Authority

Education, Parks/Recreation & Cultural

Clarence Peyton

- a) Public School System

Community Development

- a) Stanardsville Town Council
- b) Rivanna River Basin Commission

Community Development

Carl Schmitt

- a) Rivanna River Basin Commission
- b) Culpeper Soil and Water Conservation District
- c) Thomas Jefferson Planning District Commission

Parks/Recreation & Cultural

- a) Parks & Recreation

Community Development

Mike Skeens

- a) Cooperative Extension Program

Health and Social Services

- a) JABA & Emergency Shelter
- b) Dental & Mental Health Clinics
- c) Local Health Department

Education, Parks/Recreation & Cultural

- a) Branch Library Services