

HIGHLAND COUNTY BOARD OF SUPERVISORS

MINUTES

MEETING DATE – JUNE 2, 2020

The Highland County Board of Supervisors held its regular meeting on June 2, 2020, at 7:30 p.m. at the Highland Modular Conference Center, Spruce Street, Monterey, Virginia.

June 2, 2020 Meeting to be held by Conference Call and Video through Google Meet

Due to the threat to public health and safety from the Coronavirus for public gatherings, the Highland County Board of Supervisors regular meeting on June 2 at 7:30 p.m. will be held by conference call and by video through Google Meet.

Pursuant to the Freedom of Information Act, *“Any public body may meet by electronic communication means without a quorum of the public body physically assembled at one location when the Governor has declared a state of emergency in accordance with § 44-146.17, subject to the following procedures and conditions:*

- a. The catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location.*

In addition, the public body must: make arrangements for public access to such meeting.

For purposes of this section, the public may join in on the conference call to listen to the meeting or by video at Google Meet. Time will be provided at the end of the meeting for public comments or questions. WVLS 89.7 will also broadcast a report on the meeting so the public has the opportunity to listen on the radio.

To join the conference call at 7:30 p.m.:
Dial-in-Number 1-774-220-4000
Conference ID 228-445-263 #

To join by Google Hangout Meet:
meet.google.com/woj-rmce-mxj
Join by phone
[+1 443-776-0845](tel:+14437760845) (PIN: 472230548)

PRESENT:	ABSENT:	STAFF / GUESTS:
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David Blanchard		Roberta Lambert, County Administrator
Harry Sponaugle		Melissa A. Dowd, County Attorney
John Moyers		

Chairman Blanchard called the meeting to order.

PRESENTATIONS

Dr. Tom Schott, Superintendent of Schools, appeared before the Board to provide an update on FY20 school funding.

Dr. Schott stated that he normally requested that any monies left in the school appropriation at the end of the fiscal year be transferred to the school capital improvement fund. This year he is requesting to take part of the funding from FY20 and place it in a reserve fund for future school expenses.

Supervisor Sponaugle moved to transfer \$100,000 of the balance left in the appropriation to Capital Improvement with the balance of funding to be placed in a reserve fund for future expenses. The motion was seconded by Supervisor Moyers and carried unanimously with the following vote.

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

PUBLIC COMMENT

There being no public comment, Chairman Blanchard moved to the next item on the agenda.

ITEM #1

COMMUNITY POLICY AND MANAGEMENT TEAM AND FAMILY ASSESSMENT & PLANNING TEAM

Supervisor Moyers moved to appoint or reappoint the following individuals to the CPMT or FAPT for 2-year terms ending June 30, 2022. The motion was seconded by Supervisor Sponaugle and carried unanimously with the following vote.

Karen Sweeney, Parent Representative
Saundra Crawford or designee, 25th District Court Services
Dr. Kim Billingsley or designee, Highland Medical Center
David Neil or designee, Highland County Sheriff's Department
Natasha Bowers or designee, Highland County Health Department

Cindi Johnson or designee, Valley Community Services Board
Emily Malcolm or designee, Highland County DSS

PRESENT

VOTE

David W. Blanchard
Harry Sponaugle
John Moyers

Yes
Yes
Yes

ITEM #2

FY 19/20 CLOSE OUT MEETING AND BUDGET AMENDMENT

Supervisor Sponaugle moved to schedule the close out meeting and the public hearing to amend the budget for June 24 at 7:30 p.m. The motion was seconded by Supervisor Moyers and carried unanimously with the following vote.

PRESENT

VOTE

David W. Blanchard
Harry Sponaugle
John Moyers

Yes
Yes
Yes

ITEM #3

**READOPTION OF EMERGENCY ORDINANCE FOR THE CONTINUITY OF
HIGHLAND COUNTY GOVERNMENT OPERATIONS DURING THE PANDEMIC**

Upon recommendation of Ms. Dowd, Supervisors Moyers moved to schedule a public hearing to readopt the Continuity of Government Ordinance for June 17, 2020 at 7:30 p.m. The motion was seconded by Supervisor Sponaugle and carried unanimously with the following vote.

PRESENT

VOTE

David W. Blanchard
Harry Sponaugle
John Moyers

Yes
Yes
Yes

ITEM #4

OLD BUSINESS

a. Status of Highland Pool

Following discussion of the status of the pool, Supervisor Moyers moved to authorize the Recreation Commission to do opening preparation on the pool but not open the pool until the Recreation Commission presents guidelines for COVID-19 to the Board and the Board approves the guidelines. The motion was seconded by Supervisor Sponaugle and carried unanimously with the following vote.

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

ITEM #5
NEW BUSINESS

There being no new business, Chairman Blanchard moved to the next item on the agenda.

ITEM #6
COUNTY ADMINISTRATOR'S REPORTS, REQUESTS AND RECOMMENDATIONS

a. Update on CARES Act Funding

Ms. Lambert provided a short update on the CARES Act Funding.

ITEM #7
BOARD COMMENTS

There being no Board comments, Chairman Blanchard moved to the next item on the agenda.

ITEM #8
CONSENT AGENDA (WARRANTS & APPROPRIATIONS)

Following review of the monthly listing of expenditures and appropriations, motion came from Supervisor Sponaugle to approve the warrants and appropriations as presented. The motion was seconded by Supervisor Moyers and carried unanimously with the following vote.

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

ITEM #9
PUBLIC COMMENTS

There being no public comments, Chairman Blanchard moved to the next item on the agenda.

ITEM #10
CLOSED MEETING

Supervisor Sponaugle moved for a closed meeting pursuant to Section 2.2-3711 (A) 1 Personnel. The motion carried. Motion, from Supervisor Sponaugle to come out of the closed meeting, carried. Chairman Blanchard reconvened in open session. On motion of Supervisor Sponaugle and carried, the Board approved the following resolution:

RESOLUTION
Return to Open Session

<u>PRESENT</u>	<u>VOTE</u>
David W. Blanchard	Yes
Harry Sponaugle	Yes
John Moyers	Yes

WHEREAS, the Highland County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712.1 (D) of the Code of Virginia requires a certification by this Board of Supervisors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Highland County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors.

ITEM #11
ADJOURN / RECESS

There being no additional business, the meeting was continued at 8:53 p.m.

APPROVED:

Chairman

HIGHLAND COUNTY BOARD OF SUPERVISORS

MINUTES

MEETING DATE – JUNE 17, 2020

The Highland County Board of Supervisors held a continued meeting on June 17, 2020, at 7:30 p.m. at the Highland Modular Conference Center, Spruce Street, Monterey, Virginia.

June 17, 2020 Meeting to be held by Conference Call and Video through Google Meet

Due to the threat to public health and safety from the Coronavirus for public gatherings, the Highland County Board of Supervisors regular meeting on June 17 at 7:30 p.m. will be held by conference call and by video through Google Meet.

Pursuant to the Freedom of Information Act, *“Any public body may meet by electronic communication means without a quorum of the public body physically assembled at one location when the Governor has declared a state of emergency in accordance with § 44-146.17, subject to the following procedures and conditions:*

- a. The catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location.*

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PRESENT:	ABSENT:	STAFF / GUESTS:
David Blanchard		Roberta Lambert, County Administrator
Harry Sponaugle		Melissa A. Dowd, County Attorney
John Moyers		

Chairman Blanchard called the meeting to order.

PUBLIC HEARING – AMENDED EMERGENCY ORDINANCE FOR THE CONTINUITY OF HIGHLAND COUNTY GOVERNMENT OPERATIONS DURING THE PANDEMIC

Chairman Blanchard opened the Public Hearing and asked Ms. Dowd, County Attorney, for a staff report.

Ms. Dowd explained the original Emergency Ordinance was in effect for 60 days and advised that the Board needed to enact a revised ordinance to extend the time period for an additional 60 days.

PUBLIC COMMENTS

There were no public comments.

BOARD COMMENTS

There were no Board comments.

Chairman Blanchard closed the Public Hearing.

Supervisor Sponaugle moved for the Ordinance to be adopted as presented. The motion was seconded by Supervisor Moyers and carried unanimously with the following vote.

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

ITEM #1

ECONOMIC DEVELOPMENT AUTHORITY

Supervisor Moyers moved to reappoint Bryan Obaugh to the Economic Development Authority for a 4-year term expiring June 30, 2024. The motion was seconded by Supervisor Sponaugle and carried unanimously with the following vote.

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

ITEM #2

TOURISM COUNCIL

Supervisor Sponaugle moved to appoint Bryan Obaugh to fill an unexpired term ending December 31, 2021 on the Tourism Council. The motion was seconded by Supervisor Moyers and carried unanimously with the following vote.

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

ITEM #3

OLD BUSINESS

a. Status of Pool

The Recreation Commission presented several options for partial opening of the county swimming pool.

Following review of the options, Supervisor Moyers moved to open the pool using Plan B with necessary supporting documentation. The motion was seconded by Supervisor Sponaugle and carried unanimously with the following vote.

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

b. CARES Act Funding

The Board continued reviewing the CARES Act Funding.

c. County Government Offices

The Board began discussion of some modifications needed at the County Offices.

ITEM #4
NEW BUSINESS

There being no new business, Chairman Blanchard moved to the next item on the agenda.

ITEM #5
CLOSED MEETING

Supervisor Blanchard moved for a closed meeting pursuant to Section 2.2-3711 (A) 8 Legal and 2.2-3711 (A) 29 Contract. The motion carried. Motion, from Supervisor Sponaugle to come out of the closed meeting, carried. Chairman Blanchard reconvened in open session. On motion of Supervisor Sponaugle and carried, the Board approved the following resolution:

RESOLUTION
Return to Open Session

<u>PRESENT</u>	<u>VOTE</u>
David W. Blanchard	Yes
Harry Sponaugle	Yes
John Moyers	Yes

WHEREAS, the Highland County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712.1 (D) of the Code of Virginia requires a certification by this Board of Supervisors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Highland County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors.

ITEM #11
ADJOURN / RECESS

There being no additional business, the meeting was continued at 8:33 p.m.

APPROVED:

Chairman

HIGHLAND COUNTY BOARD OF SUPERVISORS

MINUTES

MEETING DATE – JUNE 24, 2020

The Highland County Board of Supervisors held a continued meeting on June 24, 2020, at 7:30 p.m. at the Highland Modular Conference Center, Spruce Street, Monterey, Virginia.

June 24, 2020 Meeting to be held by Conference Call and Video through Google Meet

Due to the threat to public health and safety from the Coronavirus for public gatherings, the Highland County Board of Supervisors regular meeting on June 24 at 7:30 p.m. will be held by conference call and by video through Google Meet.

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PRESENT:	ABSENT:	STAFF / GUESTS:
David Blanchard		Roberta Lambert, County Administrator
Harry Sponaugle		Melissa A. Dowd, County Attorney
John Moyers		

Chairman Blanchard called the meeting to order.

PUBLIC HEARING – ORDINANCE FOR THE ENACTMENT OF A COURTHOUSE SECURITY FEE

Chairman Blanchard opened the Public Hearing and asked Ms. Dowd, County Attorney, for a staff report.

Ms. Dowd explained that the General Assembly had amended and reenacted the underlying statute, Virginia Code §53.1-120 increasing the Courthouse Security Fee from \$10 to \$20. She advised that the Board needed to repeal the existing ordinance and adopt a new ordinance with the fee increase.

PUBLIC COMMENTS

There were no public comments.

BOARD COMMENTS

There were no Board comments.

Chairman Blanchard closed the public hearing.

Supervisor Sponaugle moved to adopt the ordinance as presented. The motion carried unanimously with the following vote.

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

PUBLIC HEARING – FY 2020 HIGHLAND COUNTY BUDGET AMENDMENT

Chairman Blanchard opened the Public Hearing and asked Ms. Lambert to provide a staff report.

Ms. Lambert advised, "The purpose of tonight's public hearing is to consider proposed amendments to the Highland County Budget for FY 2020 which will end on

June 30. The amendments will adjust the initial budgeted amount to actual revenues and expenditures.

REVENUES:

The Treasurer has revised several categories based on actual revenue collections.

EXPENDITURES:

Two (2) expenditure categories within the county budget need adjustment:

1. The Children Services Act Fund has been decreased to reflect actual expenditures. This fund is used for foster care, residential placements and associated costs.
2. The Capital Improvement Fund has been decreased to reflect actual expenditures.

When the original budget was adopted in May 2019, it was anticipated that a general fund transfer of \$292,997 might be needed at the end of the fiscal year to balance the budget if all funding was spent in each category. Actual expenditures will require a transfer of \$82,456 to balance the budget.”

PUBLIC COMMENT

There was no public comment.

BOARD COMMENTS

There were no Board comments.

Chairman Blanchard closed the public hearing.

Supervisor Moyers moved to adopt the amended budget as presented. The motion was seconded by Supervisor Sponaugle and carried unanimously with the following vote.

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

ITEM #1

APPROPRIATIONS FOR FY 2019-2020

Supervisor Sponaugle moved to adopt a resolution to set appropriations for independent funds that have had expenditures during the fiscal year. The motion was seconded by Supervisor Moyers and carried unanimously with the following vote.

PRESENT

David W. Blanchard

VOTE

Yes

Harry Sponaugle
John Moyers

Yes
Yes

ITEM #2

TRANSFER OF FUNDS

Chairman Blanchard moved to authorize Ms. Lambert to transfer funds within the General Operating Fund to close-out FY 2019-2020 and to transfer funds budgeted in FY 2020 to the applicable Reserve Fund. The motion was seconded by Supervisor Sponaugle and carried unanimously with the following vote.

PRESENT

VOTE

David W. Blanchard
Harry Sponaugle
John Moyers

Yes
Yes
Yes

ITEM #3

OLD BUSINESS

- a. CARES Act Funding – Economic Development Authority allocation for small business grants

Supervisor Sponaugle moved to approve an allocation of \$100,000 to the Economic Development Authority for administration of small business grants. The motion was seconded by Supervisor Moyers and carried unanimously with the following vote.

PRESENT

VOTE

David W. Blanchard
Harry Sponaugle
John Moyers

Yes
Yes
Yes

ITEM #4

NEW BUSINESS

There being no new business, Chairman Blanchard moved to the next item on the agenda.

ITEM #5

CONSENT AGENDA (WARRANTS & APPROPRIATIONS)

Following review of the monthly listing of expenditures and appropriations, motion came from Supervisor Sponaugle to approve the warrants and appropriations as presented. The motion was seconded by Supervisor Moyers and carried unanimously with the following vote.

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

ITEM #6

PUBLIC COMMENTS

There being no public comments, Chairman Blanchard moved to the next item on the agenda.

ITEM #7

CLOSED MEETING

Supervisor Sponaugle moved for a closed meeting pursuant to Section 2.2-3711 (A) 1 Personnel. The motion carried. Motion, from Supervisor Sponaugle to come out of the closed meeting, carried. Chairman Blanchard reconvened in open session. On motion of Supervisor Sponaugle and carried, the Board approved the following resolution:

RESOLUTION

Return to Open Session

PRESENT

David W. Blanchard
Harry Sponaugle
John Moyers

VOTE

Yes
Yes
Yes

WHEREAS, the Highland County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712.1 (D) of the Code of Virginia requires a certification by this Board of Supervisors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Highland County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors.

ITEM #8
ADJOURN / RECESS

There being no additional business, the meeting was continued at 8:47 p.m.

APPROVED:

Chairman