

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE NINTH DAY OF APRIL, NINETEEN HUNDRED EIGHTY-SEVEN, AT 7:02 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Jack D. Edwards, Chairman, Berkeley District
 Stewart U. Taylor, Vice-Chairman, Stonehouse District
 William F. Brown, Roberts District
 Perry M. DePue, Powhatan District
 Thomas D. Mahone, Jamestown District

David B. Norman, County Administrator
 Darlene L. Burcham, Assistant County Administrator
 Frank M. Morton, III, County Attorney

B. MINUTES - None

C. FY 88 BUDGET WORK SESSION

Mr. Edwards requested that the Board defer the school budget for discussion following the expenditure portion of the budget.

Mr. McDonald suggested that the work session would begin with discussion of the General Operating Funds of departments requesting additional personnel.

1. Financial and Management Services, page C-21

Mr. DePue asked about the workload indicators.

Mrs. Burcham said that staff refined the workload indicators this year; therefore, comparative workloads will be available in next year's budget.

2. Commissioner of Revenue, page C-23

Mr. Carlyle Ford, Commissioner of the Revenue, stated in response to a question from Mr. DePue that there had been no new employees since 1974, with the exception of the position approved last year for proration.

Mr. Mahone made a motion to delete the Tax Auditor position.

On a roll call, the vote was AYE: Taylor, Mahone (2). NAY: Brown, DePue, Edwards (3).

3. Real Estate Assessments, page C-25

Mr. DePue said that he felt that the Appraiser I position was needed.

Mr. Mahone made a motion to delete the Appraiser I position.

On a roll call, the vote was AYE: Mahone (1). NAY: Brown, Taylor, DePue, Edwards (4).

4. Data Processing, page C-31

Mr. Brown mentioned that the Board members should tour the Data Processing department.

Mr. Edwards noted that the Board members should use the electronic mail feature as it is a great time saver.

5. Office of Development, page C-43

Mr. Brown verified the new positions requested are a director, part-time to full-time secretary, and 20% of the economic development planner, which increases the budget \$82,204.

Mr. Edwards spoke in favor of approving the money for the reorganization, but to hold it in reserve awaiting a recommendation from the new County Administrator.

Mr. DePue supported Mr. Edwards' suggestion, and said he felt \$82,000 was a good investment in the County's future.

Mr. Taylor said he did not support the new positions.

Mr. Brown suggested leaving the other positions in their respective departments and setting aside the remainder in operating reserve with the understanding that a proposal will be made before July 1, 1987 by County Administration.

Mr. Mahone made a motion to maintain the status quo on positions but place the proposed increase in the Contingency Account for consideration later in the year after the County Administrator has had an opportunity to assess the personnel need.

On a roll call, the vote was AYE: Brown, Taylor, Mahone, DePue, Edwards (5). NAY: (0).

6. Code Compliance, page C-47

Mr. DePue asked Mr. Bernie Farmer, Director of Code Compliance, for information regarding overtime hours worked in FY 87.

Mr. Farmer reported a total of 242 hours of compensatory time, and 250 hours of overtime.

Mrs. Burcham mentioned that she had changed Mr. Farmer's request from a permanent Code Compliance Officer to a temporary employee.

7. Police Department, page C-63

Chief Robert Key reported that the Police Department had lost five officers in the past year, and that it takes approximately six months to get a new police recruit working on the street.

Mr. Brown asked when the police department was last fully staffed.

Chief Key replied that there was a full staff for a short period of time in early FY 87.

Mr. Brown said he would support the additional investigator for work on serious crimes, and adding one reserve officer, with the understanding that the second officer position might be considered after six months.

Mrs. Burcham clarified that no appreciable change would occur if only one patrol officer were added.

Mr. Taylor made a motion to approve the investigator position, but not the over-authorization of two patrol officers.

On a roll call, the vote was AYE: Taylor, Mahone (2). NAY: Brown, DePue, Edwards (3).

8. Community Services Office, page C-81

Mr. Tony Conyers, Director of Human Services, said volunteers will be used in all areas of the County.

Mr. DePue said he supported the new Clerk position and asked staff to provide a quarterly report on utilization of volunteers and their hours in FY 88.

9. James City Transit Company, page F-5

Mr. McDonald noted the elimination of one bus driver position due to the use of a contract for handicapped transportation.

The Board recessed at 8:55 p.m.

The Board reconvened at 9:20 p.m. with discussion of the departmental budgets not requesting additional personnel.

1. Board of Supervisors, page C-5

Mr. Mahone made a motion to reduce the Professional Services line item by \$20,000.

Mrs. Burcham stated all activities initiated during the fiscal year had been reviewed by the Board prior to their approval.

Mr. DePue supported the motion, adding that an increase might be necessary during the fiscal year.

On a roll call, the vote was AYE: Brown, Taylor, Mahone, DePue (4). NAY: Edwards (1).

2. Personnel and Safety, C-13

Mrs. Carol Luckam, Director of Personnel, explained the request of a Pay for Performance Study to refine our evaluation system.

Mr. Brown suggested the study should be done by the Personnel department with County employees.

Mrs. Burcham stated that the Personnel Department was inadequately staffed to perform the study in-house and that the addition of a position for this purpose would cost approximately the same amount.

Mr. DePue made a motion to cut the Pay for Performance Study request by \$20,000.

On a roll call, the vote was AYE: Brown, Taylor, Mahone, DePue, Edwards (5). NAY: (0).

Mr. Mahone made a motion to reduce the temporary salary line item by \$2,000, the safety program by \$2,000, and the County training program by \$2,000, for a combined total of \$6,000.

On a roll call, the vote was AYE: Taylor, Mahone (2). NAY: Brown, DePue, Edwards (3).

3. Office of Management Services, page C-15

Mr. Brown commented that the functions of this office should be reviewed by the Board.

Mr. DePue agreed with Mr. Brown's comment, but noted that he understood part of the concerns related to the fact that one role of the office was to make recommendations to change operations.

Mr. DePue made a motion that the Board of Supervisors review any position that becomes vacant in the office.

On a roll call, the vote was AYE: Brown, Taylor, Mahone, DePue, Edwards (5). NAY: (0).

Mrs. Burcham stated that a presentation on this activity will be provided to the Board of Supervisors in the near future.

Mr. Edwards reported that he had attended a meeting of the Virginia Analyst Network, and stated that the group has been helpful in providing information to local governments about what is happening in Richmond.

4. General Registrar, page C-17

Mr. Mahone made a motion to reduce the County's total contribution by \$5,000.

On a roll call, the vote was AYE: Mahone (1). NAY: Brown, Taylor, DePue, Edwards (4).

5. Refuse Disposal and Collection, page C-53

Mr. Mahone stated concerns about the increased landfill rates and their impact on individual residents.

Mr. Edwards made a motion to change the proposed \$22.00/ton rate to \$25.00/ton for contracts.

Mr. DePue asked for calculations by Tuesday night of the fiscal impact of this change.

On a roll call, the vote was AYE: Brown, Taylor, Mahone, DePue, Edwards (5). NAY: (0).

Mr. Edwards made a motion to adjourn until Tuesday, April 14, 1987, at 7:00 p.m.

On a roll call, the vote was AYE: Brown, Taylor, Mahone, DePue, Edwards (5). NAY: (0).

The Board adjourned at 10:55 p.m.


David B. Norman
Clerk to the Board

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