

THE FRANKLIN COUNTY BOARD OF SUPERVISORS HELD A SPECIAL MEETING ON TUESDAY, MAY 4, 2021 AT 4:00 P.M., IN THE BOARD OF SUPERVISORS MEETING ROOM LOCATED IN THE FRANKLIN COUNTY GOVERNMENT CENTER, 1255 FRANKLIN STREET, SUITE 104, ROCKY MOUNT, VIRGINIA.

**THE MEETING WAS CONDUCTED IN COMPLIANCE WITH (ORDINANCE #21-06-2020)  
EMERGENCY ORDINANCE TO EFFECTUATE TEMPORARY CHANGES IN CERTAIN DEADLINES  
AND TO MODIFY PUBLIC MEETING AND PUBLIC HEARING PRACTICES AND PROCEDURES TO  
ADDRESS CONTINUITY OF OPERATIONS ASSOCIATED WITH PANDEMIC DISASTER**

THERE WERE PRESENT:

Mike Carter- via telecommunication  
Tommy Cundiff  
Leland Mitchell- via telecommunication  
Ronald Mitchell  
Lorie Smith  
Tim Tatum, Vice- Chairman  
Ronnie Thompson, Chairman

OTHERS PRESENT:

Christopher Whitlow, County Administrator  
Michael Burnette, Assistant County Administrator  
Steve Sandy, Assistant County Administrator  
Jim Guynn, Legal Counsel  
Madeline L. Sefcik, CMC, Clerk

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Chairman Thompson, called the meeting to order.

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Supervisor L. Mitchell addressed the Board with a request to act on an item he had previously brought to the Board and received a consensus for staff to investigate additional coverage at the Snow Creek Rescue Squad.

The Board discussed the topic. Supervisor Smith voiced that she cannot support this today. She does look forward to a discussion over the summer regarding strategic planning for public safety.

Supervisor R. Mitchell noted that we need to address the management of the supervisors within these stations, and the span of coverage because the supervisors are spread thin. Supervisor Cundiff thinks the people of Snow Creek need to have coverage when they dial 911 and the Board needs to support this. Supervisor Carter thinks the people of Snow Creek do deserve the same as others, but he thinks this is too last minute and this is a "quick and dirty band aid fix". Supervisor L. Mitchell does not see why there is a need to wait because we have an obligation to provide services to the area.

**(RESOLUTION #01-05-2021)**

BE IT THEREFORE RESOLVED by the Board of Supervisors to expand, beginning July 1, 2021, the paid staff daytime coverage at the Snow Creek Rescue Squad from five days per week, twelve hours per day to seven days per week, twelve hours per day from 8am to 8pm with an ALS-certified staff member and a Quick Response Vehicle (QRV). Furthermore, to cover the approximately \$50,000 cost of this service expansion by reallocating the funds from the proposed reserve in the proposed 2021-2022 County budget set aside for a salary study and market pay adjustments.

MOTION BY: Leland Mitchell

SECONDED BY: Tim Tatum

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Cundiff, L. Mitchell, R. Mitchell, Tatum, Thompson

NAYS: Carter, Smith

\*Roll call was taken\*

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## **BUDGET ADOPTION**

The County must annually adopt a resolution of appropriation for the upcoming fiscal year which begins July 1, 2021 and ends on June 30, 2022.

The appropriations resolution was attached for the Board's review. The total budget to be appropriated is \$205,271,415. Subtracting the transfers between funds results in a net budget of \$160,297,527. There are no one-time funds (fund balance) proposed to be used for on-going operations.

### **(RESOLUTION #02-05-2021)**

#### **ANNUAL RESOLUTION OF APPROPRIATION OF THE COUNTY OF FRANKLIN FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022**

*A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 21-22 for the operating budget and the Capital Improvements Program for the County of Franklin and to authorize and empower County officers to expend funds and manage cash assets; and to establish policies under which funds will be expended and managed.*

The Franklin County Board of Supervisors does hereby resolve on this 4th day of May, 2021 that, for the fiscal year beginning on July 1, 2021, and ending on June 30, 2022, the following sections are hereby adopted.

- Section 1. The cost centers shown on the attached table labeled Appropriations Resolution, Exhibit B, are hereby appropriated from the designated estimated revenues as shown on the attached table labeled Appropriations Resolution, Exhibit A.
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors only if deemed appropriate and there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. The School Board and the Social Services Board are separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the School Board and the Social Services Board are authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within their respective funds in any amount.
- Section 4. The County Administrator is expressly authorized to approve transfers of any unencumbered balance or portion thereof from one classification of expenditure to another within the same cost center for the efficient operation of government.
- Section 5. All outstanding encumbrances, both operating and capital, at June 30, 2021 shall be reappropriated to the 2021-2022 fiscal year to the same cost center and account for which they are encumbered in the previous year.
- Section 6. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than those involving ongoing operational projects, or programs

supported by grants or County funds, which must be preapproved by the County Administrator or his designee. Such funds must be applied to the purpose for which they were originally approved.

- Section 7. Appropriations previously designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project if funding is available from all planned sources, or until the Board of Supervisors, by appropriate ordinance or resolution, changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and return to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2021 and appropriations as they are made in the FY 21-22 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to an increase not to exceed the budgeted project contingency and approve all change orders for reduction of contracts.
- Section 8. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate resolution, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may approve necessary accounting transfers between cost centers and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and return to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2021 and appropriations in the FY 21-22 Budget.
- Section 9. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.
- Section 10. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds only as needed up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are to be made.
- Section 11. Appropriations are hereby authorized for the Courthouse Maintenance Fund, the Forfeited Assets Program Fund, the Law Library Fund, the E911 Fund, the Debt Service Fund, the Utility Fund and EMS Billing Revenue equal to the total cash balance on hand at July 1, 2021, plus the total amount of receipts for the fiscal year 2021-2022. The County Administrator is also authorized to appropriate carryover funds from any designated revenues or donated funds.
- Section 12. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance.
- Section 13. All procurement activities with funds appropriated herein shall be made in accordance with the County purchasing ordinance and applicable state statutes.

- Section 14. It is the intent of this resolution that funds be expended for the purpose indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 15. The County Administrator is authorized, pursuant to State statute, to issue orders and checks for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A listing of vendor payments shall be presented to the Board of Supervisors not less frequently than monthly.
- Section 16. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations – the purpose being to make the appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportions as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.
- Section 17. All revenues received by an agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained, and those sums appropriated to the budget. Any grant approved by the Board for application shall not be expended until the grant is approved by the funding agency for drawdown. Nor may any of these agencies or boards make expenditures which will exceed a specific item of an appropriation.
- Section 18. Allowances out of any of the appropriations made in this resolution by any or all County departments, commissions, bureaus, or agencies under the control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the State of Virginia for its employees and shall be subject to change from time to time to maintain like rates.
- Section 19. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this resolution shall be and the same are hereby repealed.
- Section 20. This resolution shall become effective on July 1, 2021.

## County of Franklin

## Adopted Revenues

## Fiscal Year 2021 - 2022

Real Estate	\$ 42,758,181	Shared Expenses Sheriff	\$ 3,398,131
Public Service Corp	1,107,671	Shared Expenses Comm of Revenue	177,288
Personal Property	12,788,477	Shared Expenses Treasurer	170,098
Machinery and Tools	949,851	Shared Expenses Registrar	49,903
Merchants Capital	809,236	Shared Expenses Clerk of Court	390,958
Penalties and Interest	647,454	Grantor Tax on Deeds	184,815
		Recordation Taxes	65,088
Sales Tax	5,724,298	Public Assistance Grants	6,998,221
Communications Tax	1,787,524	VJCCA Grant	21,332
Consumer Utility Taxes	996,808	Sheriff Grants	80,000
County Business License	3,083	Family Resources Grants	274,384
Franchise License Tax	208,682	Comprehensive Services Grant	3,916,006
Motor Vehicle License Fees	2,049,281	Franklin Center Grants	50,190
Bank Stock Taxes	175,334	Victim Witness Grant	70,000
Tax on Deeds	678,871	Personal Property Tax Relief	2,626,618
Hotel/Motel Trans Occupancy Tax 4%	112,595		
Hotel/Motel Trans Occupancy Tax 3%	95,496	Library Grants	167,648
Meals Tax	1,166,618	Aging Services Grants	87,205
		DEQ Litter Control Grant	12,846
Licenses and Fees	445,293	Park Land - Pymt in Lieu of Tax	19,137
Court Fines and Costs	25,038		
Interest on Bank Deposits	250,000	Total General Fund	97,053,527
Rent, Miscellaneous	633,310	Capital Fund	3,856,775
		Asset Forfeiture Fund	10,000
Clerk of Court Fees	156,034	E911 Fund	1,270,025
Commonwealth Attorney Fees	4,610	School Capital Fund	0
Off Duty Pay for Sheriff Deputies	90,272	Law Library	10,000
		Debt Service Fund	5,759,806
Animal Control Fees	9,250	Utilities	24,000
Landfill Fees	958,332	Courthouse Maintenance Fund	44,000
Aging Services Local Revenue	14,833	Total - Other Funds	10,974,606
Family Resource Center Donations	5,795		
Recreation Fees	199,148	Schools: Local (Cafeteria, Miscellaneous)	1,577,920
EMS Billing Revenue	1,555,433	State	46,196,895
Library Fines and Fees	34,689	Federal	15,150,294
Franklin Center Fees	9,443	County	34,280,754
Sale of Maps and Code	65	Canneries (County Funds)	37,419
		Total School Funds	97,243,282
Recovered Costs	1,038,036		
		Total Budget	205,271,415
Motor Vehicle Carriers Tax	38,272		
Mobile Home Titling Tax	79,917	Less Transfers Between Funds	(44,973,888)
Motor Vehicle Rental Tax	36,052		
Shared Expenses Comm Attorney	650,377	Total Net Budget	\$ 160,297,527

APPROPRIATIONS RESOLUTION EXHIBIT B					
County of Franklin					
Adopted Expenditures					
Fiscal Year 2021-2022					
<b>General Government Administration</b>					
Board of Supervisors	\$	484,803	Family Resource Center	\$	388,291
			Aging Services		205,293
<b>General and Financial Administration</b>					15,489,266
County Administrator		639,397			
Commissioner of Revenue		677,823	<b>Parks, Recreation and Cultural</b>		
Reassessment		150,000	Parks and Recreation		1,568,338
Treasurer		563,720	Library Administration		1,042,167
Finance		391,260			2,610,505
Risk Management		603,091	<b>Community Development</b>		
Human Resources		211,525	Planning Agencies		543,377
Information Technology		1,362,223	Planning & Community Development		616,012
Registrar		380,136	Economic Development		1,100,024
		5,463,978	GIS and Mapping		213,702
			Franklin Center		243,587
<b>Judicial Administration</b>			Tourism Development		269,762
Circuit Court		111,065	Virginia Cooperative Extension		122,123
General District Court		6,180			3,108,587
Magistrate		1,500			
Juvenile and Domestic Rel Court		16,150	<b>Nondepartmental</b>		
Clerk of the Circuit Court		689,975			2,032,476
Sheriff - Courts		804,023	<b>Transfers to Other Funds</b>		
Juvenile Court Services		453,901	Schools - Operations		33,290,187
Commonwealth Attorney		919,185	Schools - Debt Service		990,567
		3,001,979	Schools - Camneries		37,419
			County Capital		3,856,775
<b>Public Safety</b>			Utilities		15,000
Sheriff - Law Enforcement		4,967,845	Debt Service		5,573,915
Correction and Detention		4,851,342	E911		1,210,025
Building Inspections		488,122		Subtotal	44,973,888
Animal Control		305,212			
Public Safety		5,245,403	<b>Total General Fund</b>		
		15,857,924			97,053,527
<b>Public Works</b>			<b>Other Funds:</b>		
Public Works		260,338	E911		1,270,025
Solid Waste and Recycling		2,890,187	Debt Service		5,759,806
General Buildings and Grounds		1,364,399	Capital Fund		3,856,775
		4,514,924	Law Library		10,000
			Courthouse Maintenance		44,000
<b>Health and Welfare</b>			Utilities		24,000
Health Department		381,598	School Capital		0
Community Services		114,358	Forfeited Assets		10,000
Social Services		8,376,742	Schools		97,243,282
CSA		6,022,984			205,271,415
			Less Transfers Between Funds		(44,973,888)
			Total Net Budget	\$	160,297,527

MOTION BY: Tim Tatum  
 SECONDED BY: Tommy Cundiff

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Carter, Cundiff, L. Mitchell, Tatum, Thompson, Smith

NAYS: R. Mitchell

\*Roll call was taken\*

Supervisors Smith, Tatum, Cundiff and L. Mitchell commended the County staff for their work on another successful budget. They look forward to the future.

Supervisor R. Mitchell wanted to explain that the reason he voted against the budget was not because of the hard work of the staff, but that the Board simply did not give staff enough money to do what is needed for the County. He would like to see more monies going to the Sheriff's Office in order to have competitive salaries with the region. He would like to see a more robust firetruck replacement cycle, in addition the money allocated to Public Safety needs to be looked at and, in his opinion, needs a larger budget. Lastly, Supervisor R. Mitchell has voiced his support for the County's canneries and he had hoped to see budget allocated to improve the condition of the cannery facilities.

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State Code section 22.1-93 requires the approval of an annual budget for educational purposes by May 15.

The School budget was presented to the Board of Supervisors at their meeting on March 16, 2021 by Superintendent Dr. Bernice Cobbs. An additional \$4.4 million was requested in local funding from the County. County staff proposed and presented to the Board a total school budget of \$97,522,194 for the 2021-22 fiscal year. The proposed school budget increases \$9,783,644 or 11.2% from the current year original budget. The increase is driven mostly by additional State and Federal funding. State funding is proposed to increase \$3.7 million and Federal funding is proposed to increase \$6 million. A \$900,000 increase in County funding for operations is proposed along with a potential \$150,000 decrease in funding for CSA Private Day Local match should those expenditures be required. School debt service decreases \$570,587 in FY 2021-22

The School Board will need to adopt the revised School budget at a future meeting. School revenue categories and amounts are presented as follows:

<b>Description</b>	<b>Adopted 20-21</b>	<b>Proposed 21-22</b>
Other School Revenues	\$1,702,920	\$1,577,920
State Revenues for Schools	\$42,488,104	\$46,196,895
Federal School Revenues	\$9,129,854	\$15,150,294
Local County Funds	\$34,380,253	\$34,559,666
County Share of Canneries	\$37,419	\$37,419
Total	\$87,738,550	\$97,522,194

**(RESOLUTION #03-05-2021)**

BE IT THEREFORE RESOLVED by the Board of Supervisors to adopt the School Budget for FY2021-22 in the total amount of \$97,522,194.

MOTION BY: Lorie Smith

SECONDED BY: Ronald Mitchell

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Carter, Cundiff, L. Mitchell, R. Mitchell, Tatum, Thompson, Smith

\*Roll call was taken\*

Supervisor Smith commended Dr. Cobbs for her presentation on the School's budget and the work she has done thus far to provide for the students of Franklin County.

Lastly, Supervisor R. Mitchell asked staff to look into giving money to the Sheriff's Office to help improve the monitoring of dumpster sites.

*Recess thereafter until May 18, 2021, at approximately 1:30 PM  
for the regular scheduled Board Meeting*