

Supervisor Byrd moved to nominate J. Michael Hobert to serve as Chairman of the Board of Supervisors for 2014.

David Ash called to close and confirm the nomination of Supervisor J. Michael Hobert Chairman for 2014.

The motion was approved by the follow vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

David Ash turned the meeting over to Chairman Hobert.

Election of Vice Chair

Chairman Hobert called for nominations for Vice Chair.

Supervisor McKay moved to nominate David Weiss to serve as Vice Chair of the Board of Supervisors for 2014.

Chairman Hobert called to close and confirm the nomination of Supervisor David Weiss to serve as Vice Chair of the Board of Supervisors for 2014.

The motion carried by the following vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

Set Date, Time and Place for Regular Monthly Meeting

Supervisor Byrd indicated that she would be unable to attend the September 16 meeting. Chairman Hobert requested that David Ash follow up in July on the September meeting date.

Supervisor Byrd moved to approve the schedule as provided. The motion was approved by the follow vote:

Barbara J. Byrd - Aye
 J. Michael Hobert - Aye
 Beverly B. McKay - Aye
 John R. Staelin - Aye
 David S. Weiss - Aye

2014 Clarke County Board of Supervisors Meeting Schedule

<i>Meeting Type</i>	<i>Day</i>	<i>Date</i>	<i>Time</i>	<i>Additional Info</i>
Regular Meeting	Tuesday	January 21	1 pm	
Committee Meetings	Monday	February 10	9:30 am	
Regular Meeting	Tuesday	February 18	1 pm	
Committee Meetings	Monday	March 10	9:30 am	
Regular Meeting	Tuesday	March 18	1 pm	
Committee Meetings	Monday	April 7	9:30 am	
Regular Meeting	Tuesday	April 15	1 pm	
Committee Meetings	Monday	May 12	9:30 am	
Regular Meeting	Tuesday	May 20	1 pm	
Committee Meetings	Monday	June 9	9:30 am	
Regular Meeting	Tuesday	June 17	1 pm	
Committee Meetings	Monday	July 7	9:30 am	
Regular Meeting	Tuesday	July 15	1 pm	
Committee Meetings	Monday	August 11	9:30 am	
Regular Meeting	Tuesday	August 19	1 pm	
Committee Meetings	Monday	September 8	9:30 am	
Regular Meeting	Tuesday	September 16	1 pm	
<i>Committee Meetings</i>	<i>Tuesday</i>	<i>October 14</i>	<i>9:30 am</i>	<i>Holiday Monday Oct 13</i>
Regular Meeting	Tuesday	October 21	1 pm	
<i>Committee Meetings</i>	<i>Wednesday</i>	<i>November 12</i>	<i>9:30 am</i>	<i>VACo Conference, Holiday Monday Nov 11</i>
Regular Meeting	Tuesday	November 18	1 pm	
Committee Meetings	Monday	December 8	9:30 am	
Regular Meeting	Tuesday	December 16	1 pm	

Unless otherwise noted, Regular Meetings are held in the Main Meeting Room and Committee Meetings are held in Meeting Room AB in the Berryville Clarke County Government Center, 2nd Floor, 101 Chalmers Court, Berryville, Virginia

Note: Work Sessions scheduled for Committee Meeting days on matters for which the Board has deemed additional discussion and/or information necessary.

Revised 1/2/2014

Rules of Procedure

David Ash told the Board that Superintendent Murphy had advised in an email that at its last meeting the School Board acted to establish a rotation schedule for its members to attend the Board of Supervisors meetings.

Following discussion, Supervisor Staelin moved to approve the Rules of Procedure Revision 10 revising “Article 1 Meetings Section 1-11. Limitations on duration and hour of meetings; Adjournment change from three [3] to four [4] hours. Article IV – Conduct of Business Section 4-1. Order of Business d) School Board Update add [as requested].” The motion was approved by the following vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

Annual Code of Virginia Distribution

The Chair acknowledged distribution of the Code of Virginia cites:

1. 2.2-3100 State and Local Government Conflict of Interests Act
2. 2. 2-3700 The Virginia Freedom of Information Act
2. 42.1-76 Virginia Public Records Act

C. Adoption of Agenda

By consensus, the Board adopted the agenda as presented.

D. Review of FY2013 Audit Robinson Farmer Cox Associates by Matthew A. McLearen, CPA, CFE

Tom Judge introduced Matthew A. McLearen. Highlights of Mr. McLearen’s presentation include:

- All audit adjustments were applied.
- There were no disagreements on audit principles.
- Gadsby standards 63 and 65, primarily terminology changes, were applied with minimal impact on audit.
- Exhibit 2 - Change in net position: \$1.25M increase
- No material weaknesses were identified.
- The audit report was timely filed with the state and federal clearing house.
- In 2015 new Gadsby audit standards will require reporting net pension obligation in Exhibit 1 Financial Statements.
- The financial trend report, with comparisons with other jurisdictions, will be provided at a later date.
- Tom Judge will verify reporting requirements for Industrial Development Authority debt.

E. ERP Update by Tom Judge

Tom Judge provided an update on the enterprise resource program. Highlights include:

- Tyler Technologies was identified as the best proposal.
 - Tyler is the largest provider nationwide and its presence is growing in Virginia.
 - Tyler provided an in-house, day long demonstration of its program.
 - Reference checks were conducted.
 - Various department heads and power users went to Staunton to observe Tyler's system in use.
 - Optimal implementation phasing over a three-year period was provided by Tyler.
 - Anticipate converting the general ledger to the new program in July 2014.
 - Joint Administrative Services Board recommends no customization of the software.
- Joint Administrative Services meets January 27 to decide whether it would be best to buy the license outright or rent it/software as a services [SaaS].
 - The Board has expressed an interest in software as a service, which is projected to be less expensive over time.
 - Response from Tyler regarding transitioning from cloud back to a license indicates that the process is apparently seamless.
- Plante Moran will assist the County in drafting the contract language.

- In February, the School Board and the Board of Supervisors will be asked for confirmation.
- Tom Judge will work on arranging a presentation by Tyler for the School Board and the Board of Supervisors tentatively scheduled for January 27.

F. White Post Dairy Update

Alison Teetor provided an update on the White Post Dairy spill. Highlights include:

- When asked for an update for the January meeting, DEQ indicated that there were only two outstanding issues: Continued water monitoring and the boundary line issues with the Roberts property.
- Dr. Call sent an email indicating that Triad continues to monitor groundwater.
- A boundary line adjustment is being pursued.
- The County has requested a water analysis. Only monitoring wells being sampled.
- Supervisor McKay asked Ms. Teetor to continue to encourage all parties to work with together.

Supervisor Staelin requested an update on the J&J Comer Store petroleum leak. Alison Teetor supplied the following:

- Ms. Teetor spoke to DEQ about a month ago.
- Water tested clean on the property where exotic animals are located. Did talk to them a month ago.
- DEQ continues to monitor wells in the area.
- The plume has not spread further in the past six months.

Chairman Hobert instructed Ms. Teetor to follow up on the matter and provide the Supervisors the current status.

G. Identify CCPS Discussion Issues

Following discussion, the Board requested the following School Board updates:

- For the January 21, 2014 meeting:
 - Provide explanation of the School Board's decision to seek a private firm for the superintendent search process at an estimated \$25,000 instead of using the Superintendent Search Assistance Program provided by the Virginia School Boards Association at an approximate cost of \$8,000.
- For the February 18, 2014 meeting:

- Elementary school renovation update including extra renovation projects above what was budgeted.
- Capital Projects including security projects, building consolidation and renovations.

Adjournment

There being no further business to be brought before the Board at 11:35 am Chairman Hobert adjourned the Board of Supervisors meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, January 21, 2014 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: January 15, 2014

J. Michael Hobert, Chair

David L. Ash, County Administrator

Minutes Recorded and Transcribed by:
Lora B. Walburn
Deputy Clerk, Board of Supervisors