



**AGENDA
POWHATAN COUNTY BOARD OF SUPERVISORS
AND POWHATAN COUNTY SCHOOL BOARD
JOINT MEETING
SEPTEMBER 10, 2020
6:30 PM CALL TO ORDER**

This meeting is being held at the Pocahontas Landmark Center and is open to the public to attend in person, but several remote options remain available to participate or watch the meeting.

If you would like to participate in the meeting, go to <https://us02web.zoom.us/j/83998792911> by computer or smartphone with the Zoom app.

or by phone, dial 1-301-715-8592 or 1-312-626-6799 or 1-929-205-6099 or 1-253-215-8782 or 1-346-248-7799 or 1-669-900-6833

Type Webinar ID: 839 9879 2911

Or iPhone one-tap :

US: +13017158592, 83998792911# or +13126266799, 83998792911#

**During the public comment period, you may raise your hand using the zoom controls on your screen or press *9 on your phone. Visit the Zoom Help Center for more information.

If you would like to watch in real-time, use this link: <http://powhatanva.gov/432/Live-Stream-of-Powhatan-County-Meetings>

If you would like to watch the meeting at your convenience later use this link: <http://powhatanva.gov/433/County-Meetings-and-Workshop-Videos-On-D>

Public comments may also be submitted to administration@powhatanva.gov. Any comments received up until 5:00 PM of the day of the meeting shall be entered into the meeting minutes.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Invocation**
4. **Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation**
5. **Formal Approval of Agenda**
6. **Public Comment** (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)
7. **Presentations**
 - a. Superintendent’s update on start of the school year
8. **Joint Old Business**
 - a. Powhatan Landmark Center update and discussion of future use
9. **Joint New Business**
 - a. Relocation of select polling places Page 4
 - b. Discussion of potential joint services
 - i. Solicitation of custodial services
 - ii. Employee healthcare plan Page 6
 - iii. Enterprise resource planning (ERP) system
 - c. Employee social media policy
 - d. Expanded budgetary process and review, including ten-year financial projections of operating and capital improvement budgets. Discussion on the scheduling impact of new procedures. Page 11
 - e. R-2020-50 – B&A Sheriff Vehicles and Fiber Project Page 13
 - i. Sheriff vehicles- \$133,000 for three vehicles as part of scheduled vehicle replacement plan

- ii. Fiber project- Discussion about expansion of County fiber network footprint to provide new public Wi-Fi coverage areas at Fire Co 1 and Fighting Creek Park which is an active location used by the whole community. The project will also improve public safety communications by making the County network available at that facility. Supplemental appropriation needed of \$30,000; total project cost including CARES Act funding is \$130,000.

10. Public Comment (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)

11. County Administrator and Superintendent Comments

12. Boards' Comments

13. Adjournment of School Board

14. Board of Supervisors New Business

- a. CARES Act projects update

15. Adjournment of Board of Supervisors

- 1) The Powhatan County Electoral Board is in critical need to relocate polling place location #103, "Flat Rock" which is currently located at **St John Neumann Catholic Church**, 2480 Batterson Road. The Catholic Diocese of Richmond has informed the church that they will not allow their facilities to be used for voting purposes during the pandemic. We intend to temporarily relocate this polling place location to **Powhatan High School** that is located just less than 1 mile east of the current precinct location. **New precinct address:** 1800 Judes Ferry Road in Powhatan.

- 2) The Powhatan County Electoral Board is in critical need to relocate polling place location #301, "Bethesda" which is currently located at **Blessed Sacrament Huguenot Catholic School**, 2501 Academy Rd. The Catholic Diocese of Richmond has informed the church that they will not allow their facilities to be used for voting purposes during the pandemic. We intend to temporarily relocate this polling place location to **Red Lane Baptist Church** which is located on the most eastern edge of District 3, approximately 3.8 miles east of the current precinct location. **New precinct address:** 2095 Red Lane Road in Powhatan.

- 3) The Powhatan County Electoral Board is in critical need to relocate polling place location #401, "Powhatan Courthouse" which is currently located at **Company 1 Volunteer Fire Department**, 3971 Old Buckingham Road. Due to the large turnout expected in this Presidential Election, the fact that this particular precinct has our largest number of registered voters, along with our need to provide voters with adequate space to remain socially distant; we believe that this facility is spatially inadequate for our Election Day needs. We intend to temporarily relocate this polling place location to **Powhatan Middle School** which is less than 1 mile west of the current precinct location. **New precinct address:** 4135 Old Buckingham Road in Powhatan.

***The contacts at each new precinct location have agreed to allow us to use their facilities on November 3, 2020 for the purpose of serving as a Polling Precinct for the Presidential Election.**

***The Virginia Department of Elections is aware of our emergency need to relocate these precincts on a temporary basis. Their official approval is pending (and expected).**

***BMS Direct Inc. is a mass mailing firm that has worked with our department (along with the Treasurer's Department and Commissioner of Revenue's Office) to provide mass mailings services. They will easily be able to assist us in notifying all 6,861 affected voters that their voting precinct location will be temporarily changed in November.**

***Adequate signage will be posted at each of the original precincts notifying voters of the relocation address.**

***Notice of the relocations will also be clearly advertised in the Powhatan Today Newspaper, on all official Powhatan County social media sites, on our website, as well as in other public locations throughout the county.**

***All costs associated with these temporary relocations & notifications can be paid for with CARES ACT funding.**

Agenda Item 9ai

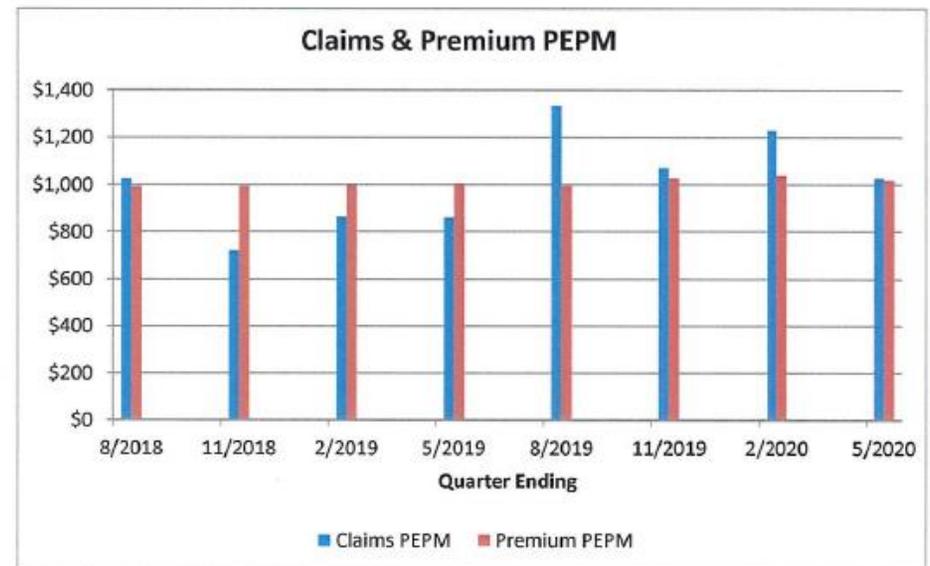
Discussion of potential joint services- employee healthcare plan



Powhatan County & Schools
Loss Ratios
5/31/2020

Date	Employees	Medical*	Pharmacy*	Total Claims	Premiums Paid**	Claims PEPM	Premium PEPM	Loss Ratio
6/1/2018 - 8/31/2018	1,872	\$ 1,468,892	\$ 451,152	\$ 1,920,044	\$ 1,852,938	\$ 1,025.66	\$ 989.82	103.6%
9/1/2018 - 11/30/2018	1,854	890,935	446,814	1,337,749	1,838,582	721.55	991.68	72.8%
12/1/2018 - 2/28/2019	1,866	1,162,157	449,706	1,611,863	1,860,262	863.81	996.92	86.6%
3/1/2019 - 5/31/2019	1,864	1,156,498	449,224	1,605,722	1,866,827	861.44	1,001.52	86.0%
6/1/2019 - 8/31/2019	1,888	2,060,376	455,008	2,515,384	1,874,174	1,332.30	992.68	134.2%
9/1/2019 - 11/30/2019	1,851	1,537,096	446,091	1,983,187	1,901,853	1,071.41	1,027.47	104.3%
12/1/2019 - 2/29/2020	1,829	1,805,557	440,789	2,246,346	1,895,911	1,228.18	1,036.58	118.5%
3/1/2020 - 5/31/2020	1,809	1,425,166	435,969	1,861,135	1,841,209	1,028.82	1,017.80	101.1%
Total	14,833	\$ 11,506,676	\$ 3,574,753	\$ 15,081,429	\$ 14,931,756	\$ 1,016.75	\$ 1,006.66	101.0%
Average - All Qtrs	1,854	1,438,334	446,844	1,885,179	1,866,470	1,016.75	1,006.66	101.0%
Average - Past 4 Qtrs	1,844	1,707,048	444,464	2,151,513	1,878,287	1,166.61	1,018.46	114.5%
Average - Past 2 Qtrs	1,819	1,615,361	438,379	2,053,740	1,868,560	1,129.05	1,027.25	109.9%

*Medical and Pharmacy include estimated Dental and Prescription Drug Capitation Charges





Powhatan County & Schools Place of Service Cost Comparison

(Based on Total Claims for the 12 Months Ending May 31, 2020)

Your Plans

Inpatient Facility: 28%
Outpatient Facility: 23%
Professional Services: 24%
Pharmacy & Pharmacy Capitation: 21%
Dental Capitation: 4%

Benchmarks

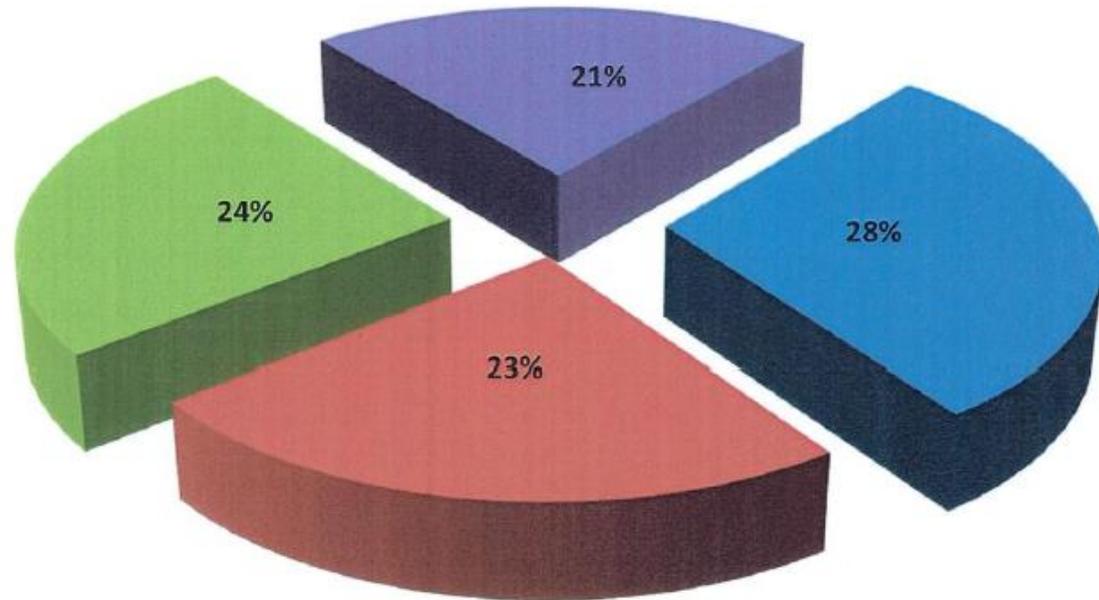
Anthem Book of Business

Inpatient Services: 21%
Outpatient Services: 27%
Professional Services: 32%
Pharmacy: 20%

Health Care Cost Institute

Utilization Report: 2017

Inpatient Services: 19%
Outpatient Services: 28%
Professional Services: 34%
Pharmacy: 19%



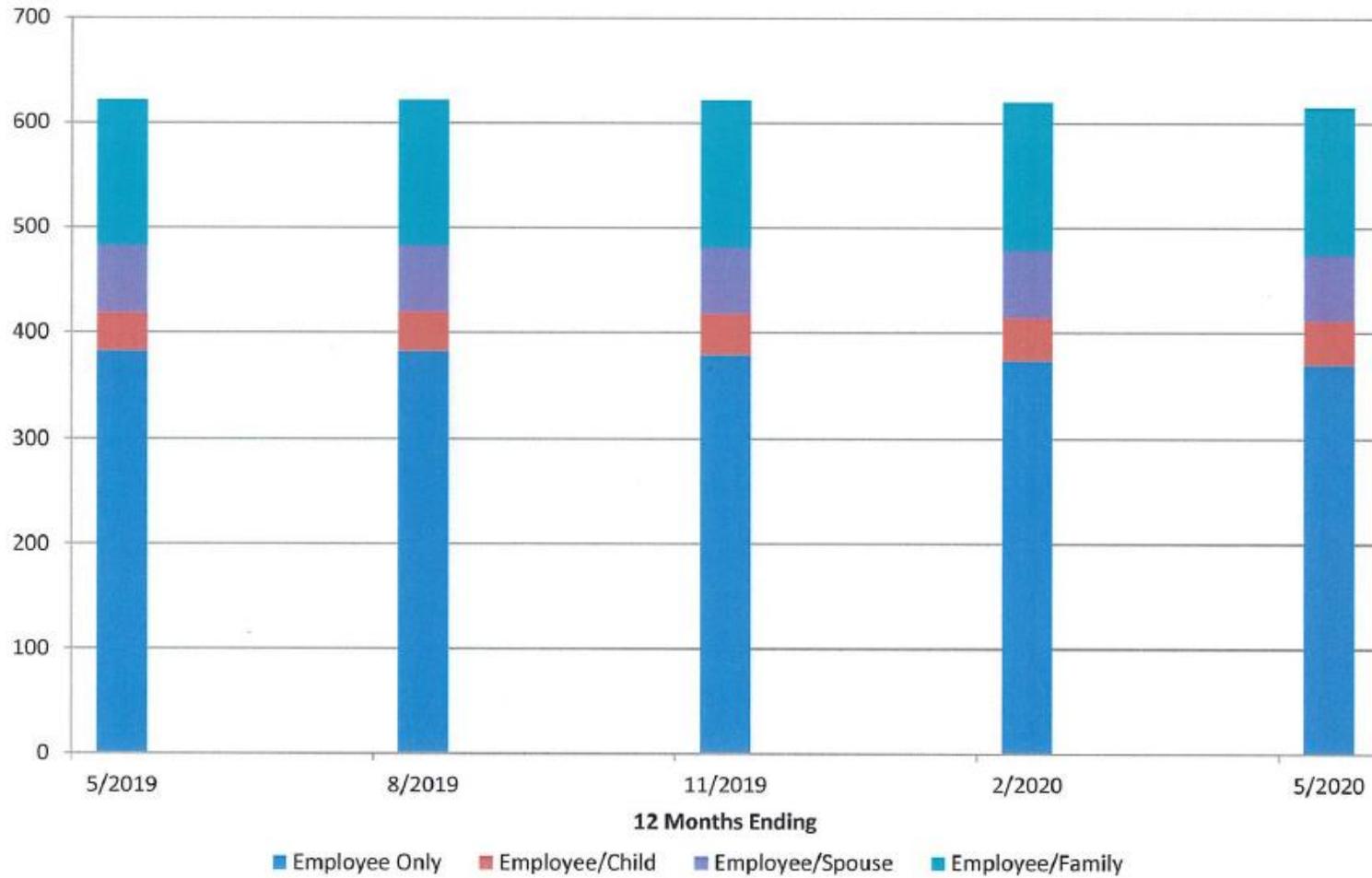
■ Inpatient Facility ■ Outpatient Facility
■ Professional Services ■ Pharmacy & Pharmacy Capitation

Pooled Products includes Pharmacy and Dental Capitation Charges.



Powhatan County & Schools Average Monthly Enrollment

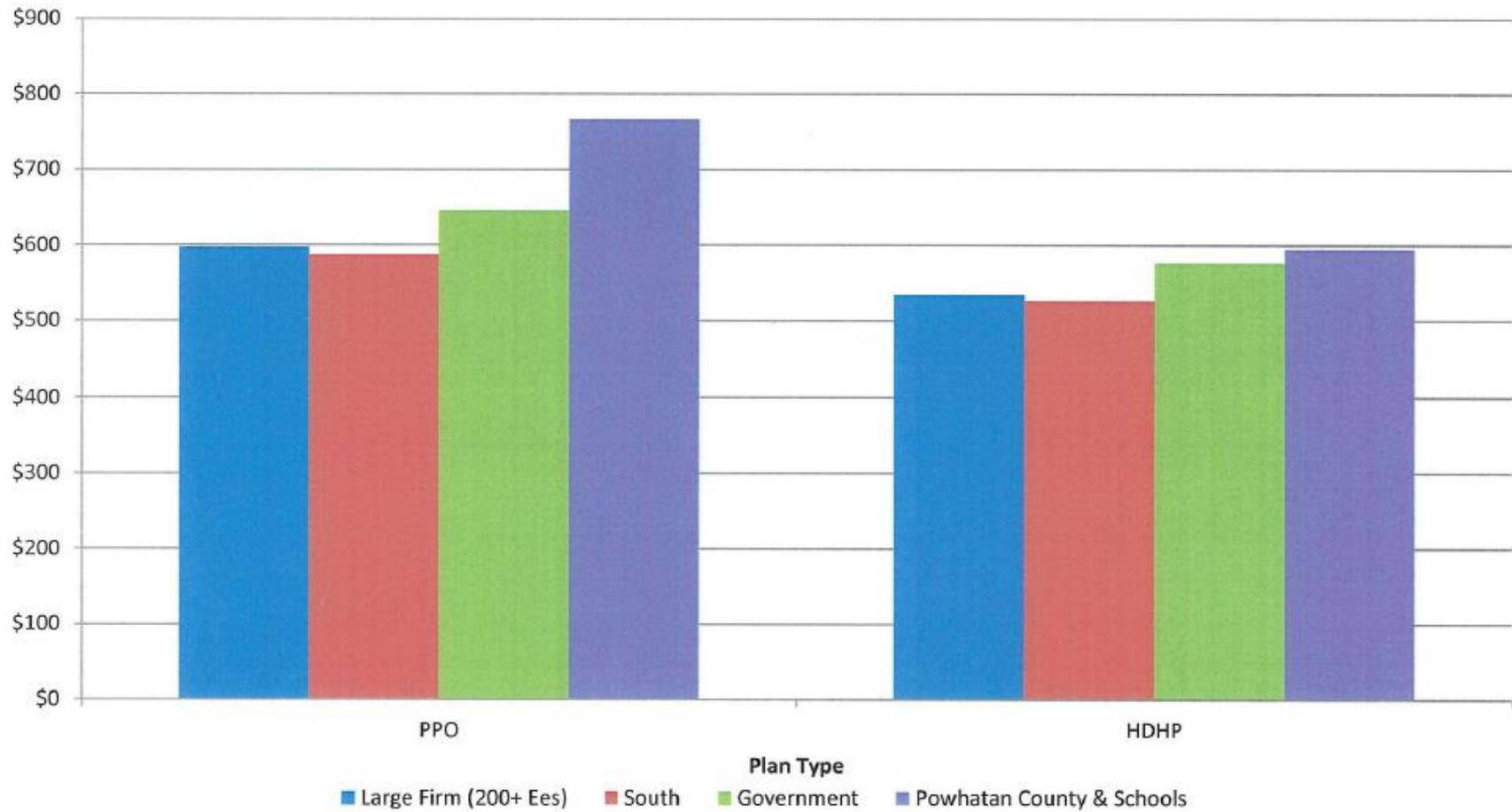
(Based on Total Annual Enrollment for the 12 Month Period Ending with the Month Indicated)





Powhatan County & Schools Comparison of Client Rates to Benchmarks

Client Rates are at 7/1/2020 renewal. Benchmarks are from [Kaiser Employer Health Benefits 2018 Annual Survey](#)



Agenda Item 9d

EXPANDED BUDGETARY PROCESS AND REVIEW, INCLUDING TEN-YEAR FINANCIAL PROJECTIONS OF OPERATING AND CAPITAL IMPROVEMENT BUDGETS. DISCUSSION ON THE SCHEDULING IMPACT OF NEW PROCEDURES.



CIP Preparation Timeline

Preparation Activities	Actual FY21 Dates	Proposed FY22 Dates
CIP Requests to Departments	Nov. 18, 2019	Sept. 18, 2020
CIP Requests Returned	Dec. 23, 2019	Oct. 30, 2020
County Admin. Reviews Requests	<i>35 Days to Review</i>	<i>13 Days to Review</i>
County Depts. & Schools Presentations/Meetings	Jan. 27-30, 2020	Nov. 12, 2020
County Admin./Finance Review & Create Recommendation	<i>25 Days to Create</i>	<i>63 Days to Create</i>
County Admin. 1-on-1's with BOS	N/A	Dec. 1-3, 2020
BOS Workshop on CIP	N/A	Dec. 10, 2020
Proposed CIP Presented to BOS and PC	Feb. 24, 2020	Jan. 14, 2021



Powhatan County Board of Supervisors Agenda Item

Meeting Date: September 10, 2020

Agenda Item Title: Resolution R-2020-50 Amending the Fiscal Year 2021 Powhatan County Operating Budget by Budgeting and Appropriating \$163,000 from General Fund Capital Maintenance Reserve to Fund Sheriff Vehicles and Fiber Project

Motion: Move to approve Resolution R-2020-50 as presented

Dates Previously
Considered by Board: N/A

Summary of Item: The resolution budgets and appropriates \$163,000 from the general fund capital maintenance reserve to fund sheriff vehicles in the amount of \$133,000 and to fund a fiber project in the amount of \$30,000. This resolution budgets and appropriates these funds.

Staff: Approve Disapprove See Comments

Commission/Board: Approve Disapprove See Comments

Comments:

Budget/Fiscal Impact: Budget and Appropriate \$163,000; Anticipated operating budget savings of approximately \$1,000 per month as a result of this appropriation

Attachments: Resolution
Staff Memo

Staff/Contact: Charla W. Schubert, Director of Finance, 804-598-5780, cschubert@powhatanva.gov
John Wood, Director of IT/GIS, 804-598-5644, jwood@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Board of Supervisors
David T. Williams
Larry J. Nordvig
Michael W. Byerly
William L. Cox
Karin M. Carmack



County Administrator
Ned Smither

The County Of
Powhatan

TO: Powhatan County Board of Supervisors
FROM: Ned Smither (County Administrator)
DATE: September 3, 2020
SUBJECT: Sheriff Vehicles B&A (RES-2020-50)

By approving Resolution R-2020-50, the Board of Supervisors will be budgeting and appropriating \$133,000 for three vehicles as part of the Sheriff's Office's scheduled vehicle replacement plan. This cost would be funded from the County's capital maintenance reserve.

3834 Old Buckingham Road · Suite A · Powhatan, VA 23139
Phone: 804-598-5612
Fax: 804-598-7835
Website: www.powhatanva.gov

Board of Supervisors
David T. Williams
Larry J. Nordvig
Michael W. Byerly
William L. Cox
Karin M. Carmack



County Administrator
Ned Smither

The County Of
Powhatan

TO: Powhatan County Board of Supervisors
FROM: Ned Smither (County Administrator)
DATE: September 3, 2020
SUBJECT: Fiber Project B&A (RES-2020-50)

By approving Resolution R-2020-50, the Board of Supervisors will be budgeting and appropriating a portion of the funding required for a fiber project. The fiber project expands the County's fiber network footprint to provide new public Wi-Fi coverage areas at Fire Company 1, a safe/high visible area, and at Fighting Creek Park, an active location used by the whole community. The project will also improve public safety communications by making the County network available at Fire Company 1. Additionally, the project will reduce recurring operational costs by utilizing centralized County IT services.

The project and its funding are divided into two phases. Phase one of the project is estimated to cost \$100,000. This cost would be funded using CARES Act money. Phase two of the project is estimated to cost \$30,000. This cost would be funded from the County's capital maintenance reserve. The estimated total cost of the project is \$130,000. Diagrams of the project areas have been attached to this memo.

Phase one of the project would expand the County's fiber network from Skaggs Road to Fire Company 1 and Fighting Creek Park, where network equipment would be deployed. This network equipment would allow the general public access to Wi-Fi at these locations. The cost of the fiber network is approximately \$70,000, plus an additional \$30,000 for equipment and installation. Again, this portion of the project would be funded with CARES Act appropriations.

Phase two of the project would extend the County's fiber network from Fire Company 1 to the County's Mitchell Road facilities, which include the Mitchell Road Tower and the Convenience Center. Once completed, this phase of the project would result in an estimated monthly telecom savings of \$1,000 for the County. The cost of the fiber network is approximately \$22,000, plus an additional \$8,000 for equipment. Again, this portion of the project would be funded from the County's capital maintenance reserve with the approval of Resolution R-2020-50.

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Phase One– CARES Funding Request (Blue Route)

- Fiber network expansion from Skaggs Road to Fire Company 1 and Fighting Creek Park
- Network equipment deployed at Fire Company 1 and Fighting Creek Park
- Estimated phase one cost: \$100,000
 - Fiber Network: \$70,000
 - Equipment & Installation: \$30,000

Phase Two– CIP Funding Request (Red Route)

- Fiber network extended from Fire Company 1 to Mitchel Road facilities (Tower and Convenience Center)
- Estimated phase two cost: \$30,000
 - Fiber Network: \$22,000
 - Equipment: \$8,000
- Monthly telecom savings: ~\$1,000



**RESOLUTION
AMENDING THE FISCAL YEAR 2021 POWHATAN COUNTY OPERATING BUDGET
BY BUDGETING AND APPROPRIATING \$163,000 FROM GENERAL FUND
CAPITAL MAINTENANCE RESERVE TO FUND SHERIFF VEHICLES AND FIBER
PROJECT**

WHEREAS, on May 14, 2020 and June 29, 2020, the Powhatan County Board of Supervisors adopted Resolution R-2020-29 and R-2020-38, respectively, which adopted the Fiscal Year 2021 Powhatan Operating Budget in the amount of \$112,844,944; and

WHEREAS, the Code of Virginia Section [15.2-2507](#) states that any locality may amend its budget and must first hold a public hearing which is advertised once in the newspaper if any such amendment exceeds one percent of the total expenditures of the currently adopted budget; and

WHEREAS, the amendment of the budget in this resolution in the amount of \$163,000 (.144%) does not exceed one percent of the adopted budget and therefore a public hearing was not held.

NOW, THEREFORE, BE IT RESOLVED that the FY 2021 Powhatan County Operating Budget is hereby amended and the funds appropriated as shown:

GENERAL FUND

REVENUES

Use of Fund Balance - CMR	3-100-039999-0001	\$	163,000.00
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EXPENDITURES

Transfer to Capital Projects Fund	4-100-093100-0301	\$	163,000.00
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CAPITAL PROJECTS FUND

REVENUES

Transfer from General Fund	3-301-041050-0100	\$	163,000.00
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EXPENDITURES

Sheriff Vehicles	4-301-012500-8301	\$	133,000.00
Fiber Project	4-301-012510-0004		30,000.00

**ADOPTED BY THE POWHATAN COUNTY BOARD OF SUPERVISORS ON
SEPTEMBER 10, 2020.**

ATTEST:

David T. Williams, Chairman
Powhatan County Board of Supervisors

Ned Smither, Clerk
Powhatan County Board of Supervisors

Recorded Vote:	
<i>David T. Williams</i>	
<i>Larry J. Nordvig</i>	
<i>Michael W. Byerly</i>	
<i>Bill L. Cox</i>	
<i>Karin M. Carmack</i>	