

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, MARCH 16, 2016, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

PRESENT: HON. BERNARD L. JONES, SR., CHAIR; HON. WELTON TYLER, VICE-CHAIR; HON. BARBARA JARRETT-HARRIS, HON. FREDERICK A. HARRISON, SR., HON. JOHN W. ZUBROD, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR; PAUL JACOBSON, COUNTY ATTORNEY; LESLIE R. WEDDINGTON, DEPUTY CLERK/RECORDER OF MINUTES

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**Re: Closed Meeting – 6:30 p.m.**

Upon a motion by Mrs. Harris, seconded by Mr. Tyler, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia convened in Closed Meeting to discuss the following matters under:

2.2-3711.A.7: Consultation with legal counsel regarding contractual issues for which legal advice is required.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

The County Attorney attended the closed meeting.

**Reconvene in Open Meeting**

Upon a motion by Mrs. Harris, seconded by Mr. Tyler, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia reconvened in Open Meeting.

**WHEREAS**, the Board of Supervisors of Brunswick County, Virginia (“Board”), convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and,

**WHEREAS**, Section 2.2-3712 of the Code of Virginia, 1950, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby certifies that to the best of each member’s knowledge

- (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law 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.

**WILL EACH MEMBER NOW SO CERTIFY:**

Mrs. Harris: Aye  
Mr. Harrison: Aye  
Mr. Tyler: Aye  
Mrs. Zubrod: Aye  
Mr. Jones: Aye

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**Re: Call to Order – 7:30 p.m.**

Chair Jones called the meeting to order and welcomed all citizens in attendance.

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**Re: Invocation and Pledge of Allegiance**

Chair Jones invited anyone in the audience who would like to participate in the Invocation with the Board members to please stand and join them. Supervisors Tyler gave the Invocation and led the Pledge of Allegiance.

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**Re: Approval of Agenda**

Upon a motion by Mrs. Harris, seconded by Mr. Zubrod, and unanimously carried, the Board approved the agenda with the following changes:

Move presentations after Public Hearings

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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**Re: Public Hearings**

**Case #16-001, Amendment to Conditional Use Permit Case #13-007, Submitted by Lonnie R. and Joyce G. Powell, Campground Park in the Agricultural (A-1) Zoning District**

Ms. Leslie R. Weddington, Interim Assistant to the County Administrator/Director of Planning stated that the applicant is requesting an amendment to their original conditional use permit to add seven (7) lots to the approved campground park. The subject property is located on the north side of Governor Harrison Parkway (Highway 58), approximately 1.25 miles east of the intersection of County Pond Road (State Route 638) and Governor Harrison Parkway, in the Sturgeon Election District and the Totaro Magisterial District.

The Planning Commission conducted a public hearing on this request at their February 9, 2016, meeting. No one spoke in opposition to the request. At the conclusion of the public hearing, the Planning Commission voted unanimously to recommend approval of the request.

The Chairman opened the public hearing. No citizens spoke. After providing all citizens with an opportunity to express their views, the Chairman closed the public hearing.

Upon a motion by Mr. Tyler, seconded by Mr. Harrison and unanimously carried, the Board approved Case #16-001, Amendment to Conditional Use Permit Case #13-007, subject to the following conditions recommended by the Planning Commission:

1. Prior to the commencement of any type of construction work pertaining to the campground, the permittee shall meet the requirements of article 27. Site Plan Requirements.

2. The campground shall be served by a public sewer system and a central system water and sewer. These systems must be approved by the Virginia Department of Health.
3. Prior to the location of the 7<sup>th</sup> camper on the proposed property and before the approval of a zoning and building permit for the 7<sup>th</sup> camper, the applicant must provide documentation that the sewer service connection has been installed and that the sewer service line from the sewer service connection to the new sewer pumping station has been installed.
4. The storage of refuse in the campground shall be so conducted as to create no health hazard, rodent harborage, insect breeding areas, accident or fire hazards or air pollution. All refuse shall be stored in containers, which shall be located in reasonable proximity to the campground lot they serve. Containers shall be provided in sufficient number and capacity to properly store all refuse.
5. Each camper/travel trailer must have a minimum lot size of 5,000 square feet.
6. All ancillary structures, steps, landings, patios, carports, and garages shall be constructed in compliance with the Uniform Statewide Building Code.
7. The permittee is required to conform with all terms and conditions of this permit, any and all rules and regulations of the Brunswick County Zoning Ordinance. The permittee's failure to do so will constitute a violation of the Brunswick County Zoning Ordinance, which in turn may result in the revocation of this conditional use permit and require the permittee's immediate removal of the manufactured homes from the subject property.
8. No more than thirteen (13) camper/travel trailers shall be permitted on the subject property. Camper/travel trailers shall be permitted to locate on the subject property from the date of approval of this conditional use permit by the Board of Supervisors and shall be removed upon the completion of the Greenville County power plant.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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**Re: Approval of Minutes**

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the Board approved the minutes of the February 17, 2016, regular meeting and the February 23, 2016, Budget Presentations as presented.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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**Re: Virginia Department of Transportation (VDOT) Monthly Report**

Mr. Tommy Johnson, Assistant Residency Administrator, presented the monthly report as follows:

Maintenance Forces

- Machining shoulders on various routes.
- Patching potholes on primary and secondary routes as needed.
- Brush cutting on various routes.
- Route 674 Pipe Replacement Project beginning.
- Machining National Highways System (NHS) roadways and hauling stone as needed.
- Removing dead animals and performing litter patrol on various routes.
- Performing routine maintenance on various routes.

Mr. Johnson reported on the following projects:

- The bridge replacement projects on Old Stage Road (Route 712) are ongoing and progressing well.
- VDOT has begun work on the Revenue Sharing Rural Rustic Project Doctor Purdy Road (Route 659). This project will be completed by June 2016.
- The Commonwealth Transportation Board approved the resolution approving Brunswick County's request to name the Route 46 Bridge over the Meherrin River the "Brunswick County Veterans Memorial Bridge."

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**Re: Brunswick County Public Schools Monthly Report**

Mr. Richard Rush, Director of Business Operations, presented an overview of the schools monthly financial report. This was provided for the Board's information. See attached report.

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**FY16 Grant Additional Appropriations and Reappropriations**

Mr. Rush stated that Brunswick County Public Schools is requesting approval of additional appropriation and reappropriations of the following grants:

**NEW PROJECT/GRANT INFORMATION:**

CYBER CAMP: 2016 PROGRAM	#305	\$62,500.00
E-RATE MODERNIZATION	#501	\$203,210.85
<b>TOTAL NEW PROJECT/GRANT AMOUNT</b>		<b>\$265,710.85</b>

**RE-APPROPRIATIONS OF THE FOLLOWING PROJECTS/GRANTS**

VPSA TECHNOLOGY INITIATIVE	#327	\$81,070.25
SOUTHSIDE LINK TECHNOLOGY: (SERIES 2011)	#337	\$26,000.00
SOUTHSIDE LINK TECHNOLOGY: (SERIES 2012)	#338	\$26,000.00
SOUTHSIDE LINK TECHNOLOGY: (SERIES 2013)	#339	\$26,000.00
<b>TOTAL REAPPROPRIATIONS REQUESTED AMOUNT</b>		<b>\$159,070.25</b>

Upon a motion by Mr. Harrison, seconded by Mr. Tyler, and unanimously carried, the Board approved the appropriation of \$265,710.85 in new grant funds and the reappropriation of \$159,070.25 in grants funds.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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**Re: Department/Agency Presentations**

**FY15 Financial Report**

Mrs. Kristen Choate, Robinson, Farmer Cox Associates, presented the findings in the Brunswick County Financial Report Year Ended June 30, 2015. She reviewed the "Communication with Those Charged with Governance" letter, stating that there were no disagreements or difficulties with management in performing the audit. An unqualified opinion was issued on the financial statements, which reflects that the County's financial statements were fairly stated in accordance with generally accepted accounting principles.

This was continued until the April 20, 2016, meeting.

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**Recognition – Alice C. Maitland**

Mrs. Alice C. Maitland was recognized by the Board of Supervisors and citizens for her years of dedicated service as the Treasurer for Brunswick County. Mrs. Maitland thanked the Board, county staff and citizens for their support and partnership.

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**Recognition – Brunswick/Lake Gaston Tourism Association, Inc. Members**

The Brunswick County/Lake Gaston Tourism Association Inc. members were recognized for the accomplishments made since the creation of the organization. Mrs. Carla Martindale, chair of the Board of Directors, thanked the Board of Supervisors and County Administration for their support and partnership over the years.

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**James Solomon Russell/Saint Paul's College Committee – Brunswick/Lake Gaston Tourism Association, Inc.**

Dr. Charlette T. Woolridge, County Administrator, stated that the James Solomon Russell/Saint Paul's College Committee is requesting to use a portion of the old school board office to display the former college's artifacts and archives. Dr. Woolridge stated that the Facilities Committee has recommended approval of this request.

Upon a motion by Mr. Tyler, seconded by Mrs. Harris, and unanimously carried, the Board approved the use of a portion of the old school board office to display the former college's artifacts and archives.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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### **Southside Electric Cooperative**

Mr. Fred Davis, Key Accounts Manager, Southside Electric Cooperative, introduced himself to the Board of Supervisors members and provided an overview of Southside Electric Cooperative.

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### **Re: Department/Agency Presentations**

#### **Economic Development Coordination Council**

Mr. Robbie Pecht provided an overview of the Economic Development Coordinating Council's projects stating:

- “The EDCC thanks the Board for taking action on the merchant’s capital tax, which will be repealed after December 31, 2016 and will thereby remove a major obstacle to attracting the logistics industry, for which we are otherwise perfectly suited.
- Supporting efforts to continue improving the Brunswick County school system is not only important to our Brunswick County children presently here but is also critically important to attracting new economic development to Brunswick County.
- The presence of the Southside Virginia Community College campus in Brunswick County is a huge economic development asset. We suggest that the Board consider the Greensville County model providing for one year free tuition at SVCC for graduating high school seniors.
- When possible, restore full hydria weed control funding to preserve the property values at Lake Gaston, which constitute a significant percentage of real estate tax revenue for Brunswick County.
- Seek opportunities to strengthen infrastructure wherever possible throughout Brunswick County, not only with water and sewer but also with broadband and cell phone coverage; coordinate efforts with other entities whenever possible.
- Saint Paul’s College was throughout its history a very important part of Brunswick County and the closing of the college has left a void. The future use of the property is of critical importance to the future of Brunswick County.
- Consider a full-time person dedicated to tourism efforts to keep the momentum going on tourism that has previously come only from dedicated volunteer efforts.
- The Dominion plant project and accompanying infrastructure may be the largest most important economic development event in the history of Brunswick County; at least, certainly since the heyday of the railroad. The natural gas and power infrastructure coming from this project open up huge economic development possibilities for the future of Brunswick County and the southern Virginia region.”

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**Re: Citizen Comments**

The Chair opened the citizen comment period and advised that each citizen will be allotted three (3) minutes to speak. The following citizens spoke:

- Connell Stith and le'Tishay – Supports the Sheriff's Office proposed FY17 budget request.
- Ken Currin – Supports the Mecklenburg-Brunswick Regional Airport FY17 budget request.
- Christopher Coleman - Supports the Sheriff's Office proposed FY17 budget request.
- Wendy Grimm – Requesting a \$1,000 donation for the Wings, Wheels & Crafts to be held at the Mecklenburg-Brunswick Regional Airport.
- Eric Brazeal – Supports the Emergency Services Advisory Board FY17 budget request.
- Daniel Wright - Supports the Emergency Services Advisory Board FY17 budget request.
- Earl Jarrell - Supports the Sheriff's Office proposed FY17 budget request.
- Gwendolyn McMillan - Supports the Sheriff's Office proposed FY17 budget request.
- John Miller - Supports the Sheriff's Office proposed FY17 budget request.

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**Re: Consent Calendar of Reports**

Upon a motion by Mrs. Harris, seconded by Mr. Harrison, and unanimously carried, the Board acknowledged receipt of the following reports:

- Brunswick County Industrial Development Authority February 9, 2016, minutes
- Executive Director's March 8, 2016, report
- Roanoke River Service Authority January 26, 2016, minutes

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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**Re: Finance Director's Report**

**Approval of Disbursements**

Mrs. Keli Reekes, Director of Finance, presented disbursements as follows:

- System checks dated March 9, 2016, in the amount of \$39,606.24
- System checks dated March 16, 2016, in the amount of \$288,720.20

- System checks dated March 17, 2016, in the amount of \$1,590.00
- System checks dated March 18, 2016, in the amount of \$20,471.85

Upon a motion by Mr. Tyler, seconded by Mrs. Harrison, and unanimously carried, the Board approved disbursements in the amount of \$350,388.29, as presented.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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### **FY17 Local Choice Health Benefits Program**

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board approved the Key Advantage 500 with Comprehensive Dental coverage at an annual increase of \$70,459 for the period beginning July 1, 2016, and ending June 30, 2017.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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### **Re: Planning Director's Report**

### **Final Plat Approval – Woodlawn Subdivision, Phase I**

Ms. Leslie Weddington stated that the applicant is requesting final plat approval for Woodlawn Subdivision, Phase I, in accordance with the Brunswick County Subdivision Ordinance. Phase I of the subdivision consists of three (3) lots that will be accessed off of Millville Road. Lot sizes for the proposed subdivision range from 10.8 to 1.412 acres. Each lot has been approved by the Brunswick County Health Department for individual wells and septic systems.

Upon a motion by Mrs. Harris, seconded by Mr. Harrison, and unanimously carried, the Board approved the final plat for Woodlawn Subdivision, Phase I, as recommended by the Planning Commission.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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**Resolution – Flat Rock Road Housing Improvement Project**

Ms. Weddington stated Brunswick County is requesting to apply for a Community Development Block Grant (CDBG) from the Virginia Department of Housing and Community Development in an amount not to exceed \$1,000,000 to assist families along a portion of Flat Rock Road (State Route 643), Zero Road (State Route 642) and Blair Drive (a private drive). The project will benefit low-and-moderate income persons by providing housing rehabilitation, demolition, clearance and drainage.

Upon a motion by Mr. Tyler, seconded by Mrs. Harris, and unanimously carried, the Board adopted the following resolution:

**WHEREAS**, Brunswick County wishes to apply to the Virginia Department of Housing and Community Development for a Virginia Community Development Block Grant in an amount not to exceed \$1,000,000 to fund a housing improvement project located in the Flat Rock Road Community; and

**WHEREAS**, project activities include the rehabilitation of low-and moderate-income housing units, demolition and clearance, and clearance of debris and trash thus, benefiting 65 or 83% percent low-and moderate-income (LMI) persons. The Flat Rock Road Project will meet the National Objective of providing benefit to LMI persons; and

**WHEREAS**, Brunswick County will provide in-kind assistance of \$8,025.30 by waiving all permit fees and by providing assistance with clearance and demolition activities; and, it is projected that 23 LMI structures will be rehabilitated to Virginia Department of Housing and Community Development Housing Quality Standards and 6 dilapidated structures will be removed which will result from the implementation of this project, of which 54 will be low-and moderate-income persons

**WHEREAS**, Brunswick County has met the Citizen Participation requirements by holding two public hearings within the community, advertising both as appropriate and with at least one other form of public notice for the application submitted.

**THEREFORE BE IT RESOLVED**, Brunswick County hereby authorizes Dr. Charlette T. Woolridge, County Administrator to sign and submit all appropriate documentation necessary to constitute an application to the Virginia Department of Housing and Community Development for solicitation of Block Grant funds and to accept and appropriate as much as shall be received.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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**Re: County Administrator's Report**

**HVAC Maintenance Services**

Dr. Woolridge stated that Brunswick County is requesting to provide written notice to all who submitted a bid in response to the Request for Bids – HVAC Services (for service maintenance of the HVAC and dehumidifier systems at the Albertis S. Harrison, Jr. Courthouse) that in accordance with the Virginia Public Procurement Act (in particular, Va. Code Section 2.2-4319) and as provided for in the Request for Bids, the Request for Bids is cancelled and all bids received are rejected. The reason for such cancellation and rejection is that the county wishes to expand the scope of work to be procured by the county.

Upon a motion by Mr. Zubrod, seconded by Mrs. Harris, and unanimously carried, the Board voted to reject the HVAC maintenance services bids and authorize staff to issue a request for proposals to expand the scope of work for said services.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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**Re: Appointments**

**Brunswick County Litter Control Council**

This matter was continued.

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**Local Board of Welfare**

This matter was continued.

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**Meherrin Regional Library Board**

Upon a motion by Mr. Tyler, seconded by Mrs. Harris, and unanimously carried, the Board appointed Nancy Edwards representing the Powellton Election District to the Meherrin Regional Library Board.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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**Re: Adjourn**

Upon a motion by Mrs. Harris, seconded by Mr. Harrison, and unanimously carried, the Board adjourned until 6:30 p.m. on Tuesday, March 31, 2016, in the Board Room of the County Government Building located at 228 N. Main Street, Lawrenceville, Virginia.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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Hon. Bernard L. Jones, Sr., Chair

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Charlette T. Woolridge, Ph.D., Clerk