

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, DECEMBER 16, 2015, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

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

ABSENT: HON. DENSIE C. WILLIAMS, BOARD OF SUPERVISOR MEMBER

Re: Closed Meeting – 6:30 p.m.

Upon a motion by Mr. Cataldo, seconded by Mr. Jones, 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.1: Discussion regarding perspective candidates for employment.
- Discussion regarding a personnel matter.

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Reconvene in Open Meeting

Upon a motion by Mr. Cataldo, seconded by Mr. Jones, 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 NO SO CERTIFY:

Mr. Cataldo: Aye

Mr. Jones: Aye

Mr. Tyler: Aye

Mrs. Harris: Aye

Re: Call to Order – 7:30 p.m.

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

Re: Invocation and Pledge of Allegiance

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

Re: Approval of Agenda

Upon a motion by Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved the agenda with the following change:

Order of Agenda

- Move The Improvement Association Saint Paul's Head Start after Approval of Agenda

Add Under New Business

- Human Resources Coordinator Position

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Re: Approval of Minutes

Upon a motion by Mr. Cataldo, seconded by Mr. Jones, and unanimously carried, the Board approved the minutes of the November 18, 2015, regular meeting as presented.

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Re: Presentations

The Improvement Association Saint Paul's College Head Start

The Improvement Association Saint Paul's Head Start Program students performed a variety of songs and wished everyone a joyous holiday season.

Re: Public Hearings

Conditional Rezoning Case #15-029, Submitted by Math Modeling Corporation, Agricultural (A-1) to Rural Residential Manufactured Housing (RRMH)

Ms. Leslie Weddington, Interim Assistant to the County Administrator/Director of Planning, stated that the applicant is requesting to conditionally rezone the subject property from Agricultural (A-1) to Rural Residential Manufactured Housing (RRMH) in order to develop a three (3) lot subdivision to be known as Woodlawn Subdivision. The subject property is located on the north side of Millville Road (State Route 763), approximately 0.5 of a mile southwest of the intersection of Millville Road and Christanna Highway (State Route 46), in the Totaro Magisterial District, and also identified as Tax Map 40 Parcel 81. The Planning Commission conducted a public hearing on the request at its November 10, 2015, meeting. Mr. Wayne Hyde and Mr. Buddy Hyde inquired about the safety of wells, setbacks and road conditions related to development of the property. No one spoke in opposition to the request. At the

conclusion of the public hearing the Planning Commission voted unanimously to recommend approval of Conditional Rezoning Case #15-029. The Chair opened the public hearing. The following citizen Spoke:

- Mr. Bill Hudson, 108 Rollingwood Drive, Lawrenceville, Virginia, asked the Board of Supervisors to defer action on the request until it was determined if the lots in the proposed subdivision would use public water and sewer or private wells and septic systems.

Ms. Weddington stated the applicant has had preliminary soil work performed on each lot in the proposed subdivision for the installation of a private well and septic system. The preliminary soil work has been provided to the Brunswick County Health Department for approval.

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board approved Conditional Rezoning Case #15-029 as recommended by the Planning Commission with the following condition proffered by the applicant:

- No single wide manufactured homes will be permitted in Woodlawn Subdivision.

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Re: Virginia Department of Transportation (VDOT) Monthly Report

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

Maintenance Forces

- Replaced cross pipe on Route 629.
- Machining shoulders on various routes as needed.
- Patching potholes on primary and secondary routes.
- 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 also stated that a work order for the guard rail on the approach to Pea Hill Creek Bridge has been processed and contracted out and it normally takes about 30 days to repair.

Re: Brunswick County Public Schools Monthly Report

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

Carryover Request from School Year 2014 – 2015

Mr. Rush stated that the Treasurer's Office has confirmed that the Brunswick County School Division ended the school year 2014 – 2015 with an unspent/unencumbered fund balance of \$36,000. Mr. Rush requested that the Board reappropriate the remaining funds to the Brunswick County School Division during the school year 2015 – 2016 as follows:

- Security Grant Match: \$18,991
- High School Roof Repairs: \$17,009

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board voted to reappropriate the fund balance from school year 2014 – 2015 in the amount of \$36,000 to the Brunswick County School Division for the school year 2015 – 2016 as requested.

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Request for Debt Forgiveness

During the school year 2012, the School System over spent their budget by \$526,074. The Board of Supervisors required that the School System repay for the

overage in three installments of \$175,358 each. To date, the School System has made two of three installments, leaving one remaining installment to be paid. Mr. Rush reminded the Board of Supervisors of the School Board and Superintendent's request to forgive their final debt payment in the amount of \$175,358 and reappropriate the funds for school sites, transportation and technology.

Upon a motion by Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board voted to forgive the final debt payment in the amount of \$175,358 and further appropriate this amount from the undesignated fund balance as requested.

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Re: Presentations

Honorable John Cataldo

Mr. Cataldo was honored for his service as a member of the Board of Supervisors. The Brunswick County Board of Supervisors made a presentation to Mr. Cataldo.

Honorable Denise C. Williams

Mrs. Williams was not present to receive recognition.

Re: Department/Agency Presentations

Roanoke River Business Park

Mr. Paul Jacobson, County Attorney, stated that by deed recorded on March 24, 2015, the Brunswick IDA conveyed to Mecklenburg IDA the Brunswick IDA's interest in a 10.06 acre parcel of land in the Roanoke River Regional Business Park. All property owned jointly by the two IDAs, which totals 221.27 acres, is encumbered by a deed of trust. That deed of trust affords both Counties a lien to secure repayment from the IDAs

of a total of \$1,000,000.00 (\$500,000 to each County, which is the amount contributed by each County when the Park was created. The Mecklenburg IDA is about to close on two loans. The proceeds of those loans will be used to fund construction of a new shell building on the 10.06 acre parcel. The Mecklenburg IDA's lenders are requiring a release of Brunswick County's deed of trust lien against the 10.06 acres. After that release is afforded, Brunswick County will continue to be secured by a deed of trust lien against the remaining 211.21 acres.

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board voted to release the deed of trust lien against the 10.06 acres.

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

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:

- Mrs. Barbara Lassiter, Vice-chair of the Electoral Board, 1813 Brunswick Drive, Alberta, Virginia. Mrs. Lassiter provided a brief summary of the November elections which were favorable.

Re: Consent Calendar of Reports

Upon a motion by Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board acknowledged receipt of the following reports:

- Brunswick County Industrial Development Authority Minutes and Executive Director's Report
- Roanoke River Service Authority Minutes

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Re: Finance Director's Report

Approval of Disbursements

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

- System checks dated November 30, 2015, in the amount of \$160.00
- System checks dated December 10, 2015, in the amount of \$92,301.69
- System checks dated December 16, 2015, in the amount of \$126,104.87
- System checks dated December 17, 2015, in the amount of \$75,738.00

Upon a motion by Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the

Board approved disbursements in the amount of \$294,304.56, as presented.

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Re: County Administrator's Report

Scheduling 2016 Organizational Meeting

Dr. Charlette T. Woolridge, County Administrator, stated that each year in January the Board of Supervisors conducts an organizational meeting to establish the time, date and place of its regular meetings for the upcoming year. Additionally, the Board adopts its Rules of Order, makes various committee appointments and elects officers.

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board scheduled its 2016 Organizational Meeting to be held on Wednesday, January 6, 2016 at 7:00 p.m. in the Board Room of the Brunswick County Government Building.

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Re: New Business
Human Resources Coordinator Position

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board appointed Tonya Langestein to the Human Resources Coordinator effective February 1, 2016.

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Re: Appointments

Brunswick County Board of Zoning Appeals

This matter was continued.

Brunswick County Animal Control Advisory Committee

This matter was continued.

Brunswick County Litter Control Council

This matter was continued.

Brunswick County Planning Commission

This matter was continued.

Community Criminal Justice Board

This matter was continued.

Economic Development Coordinating Council

This matter was continued.

Local Board of Welfare

This matter was continued.

Meherrin Regional Library Board

This matter was continued.

Re: Adjourn

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board adjourned to Wednesday, January 6, 2016 at 7:00 p.m. in the Board Room of the Brunswick County Government Building for the 2016 Organizational Meeting.

Ayes: Cataldo, Jones, Tyler, Harris; Nays: None

Hon. Barbara Jarrett-Harris, Chair

Charlette T. Woolridge, Ph.D., Clerk