

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD WEDNESDAY, OCTOBER 18, 2017, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

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

ABSENT: HON. WELTON TYLER, BOARD OF SUPERVISOR MEMBER

Re: Closed Meeting – 6:30 p.m.

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, 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 personnel.
- 2.2-3711.A.3: Discussion regarding acquisition of property.
- 2.2-3711.A.5: Consultation with legal counsel.

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

Reconvene in Open Meeting

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, 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:

Mr. Harrison: Aye
Mr. Jones: Aye
Mrs. Zubrod: 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. Supervisor Harrison gave the Invocation and Pledge of Allegiance. A moment of silence was recognized for Joe Blinkhorn, member of Brodnax Volunteer Fire Department.

Re: Approval of Agenda

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

Add Under Finance Director's Report
FY17 – Additional Appropriations

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

Re: Public Hearing

Rezoning Case #17-019, Submitted by SOVA Properties, LLC, Residential (R-1) to Business (B-1)

Mrs. Dawn Washburn, Planner, stated that the applicant is requesting to rezone the subject properties from Residential (R-1) to Business (B-1) to make the properties more

marketable as a business use. The subject property is located on the south side of Lawrenceville Plank Road (State Highway 58 Business), approximately 98' feet from the intersection of Planters Road (State Route 606) and Lawrenceville Plank Road, in the Totaro Election and the Totaro Magisterial District.

The Planning Commission conducted a public hearing on this request at their September 12, 2017, 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 Chair opened the public hearing. No citizens spoke. After providing all citizens an opportunity to express their views, the Chair closed the public hearing.

Upon a motion by Mr. Jones, seconded by Mr. Zubrod, and unanimously carried, the Board of Supervisors approved Rezoning Case #17-019.

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

Ordinance Amendment Case #17-022 – Proposed Amendment to Section 5-4, 5-4-2-2b and 5-4-3-2c of Article 5. General Regulations of the Brunswick County Subdivision Ordinance

Mrs. Washburn stated the ordinance amendment as proposed would address ambiguous language that presents a challenge in administering the ordinance as it pertains to subdivisions with 15 or more lots.

The Planning Commission conducted a public hearing on this request at their September 12, 2017, 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 Chair opened the public hearing. No citizens spoke. After providing all citizens an opportunity to express their views, the Chair closed the public hearing.

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried, the Board of Supervisors approved Ordinance Amendment Case #17-022.

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

Re: Approval of Minutes

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board approved the minutes of the September 20, 2017, regular meeting and the September 28, 2017, meeting with town mayors.

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

Re: Virginia Department of Transportation

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

Maintenance Forces

- Route 730 (Bright Road) Rural Rustic Project is ongoing.
- Primary and secondary mowing is ongoing.
- Machined shoulders on various primary routes.
- Patching potholes on various primary and secondary routes as needed.
- Cut brush/limbs on various secondary routes.
- Machining National Highway System (NHS) roadways and hauling stone as needed.
- Performed routine maintenance and litter patrol on various routes.

Mr. Johnson reported on the following projects:

- Route 659, Doctor Purdy Road Bridge Replacement - Project is ongoing. Work is scheduled to be completed spring 2018.
- Rural Rustic Project on Route 730, Bright Road – This road will be hard surfaced to rural rustic standards. Minor delay in project due to the removal of utility lines. Once the utility lines are removed crews will work on the subgrade and putting down stone.

- Route 609, Cutbank Road, Bridge Replacement Project over the Nottoway River at the Brunswick/Dinwiddie County Line – Request to replace the existing one lane bridge with a two lane bridge is still under review.
- Snow Removal Dry Runs and Inventory Stock- Crews are checking and preparing equipment for the upcoming winter weather season.

Revenue Sharing Program Resolution – Lloyds Run Place

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried, the, the Board adopted the following resolution:

WHEREAS, the Brunswick County Board of Supervisors desires to submit an application for an allocation of funds up to \$25,000 through the Virginia Department of Transportation Fiscal Year 2018-2019 Revenue Sharing Program; and,

WHEREAS, these funds are requested to fund improvements to Lloyds Run Place (State Route 732) in the Sturgeon District; and,

NOW, THEREFORE, BE IT RESOLVED THAT the Brunswick County Board of Supervisors hereby supports this application for an allocation of \$25,000 through the Virginia Department of Transportation Revenue Sharing Program.

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

Revenue Sharing Program – Powellton District

Upon a motion by Mr. Harrison, seconded by Mr. Jones, and unanimously carried, the Board approved for staff to apply for FY19 Revenue Sharing funds for the Powellton District.

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

Re: Brunswick County Public Schools Monthly Report

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

Re: Citizens Comments

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

- Chad Rhodes – Expressed sincere gratitude on behalf of the Brunswick Literacy Council for the financial support from the county. Mr. Rhodes also expressed support of the Tobacco Heritage Trail that is in the East Coast Greenway route from Main to Florida and the potential financial benefit to the county.

Re: Consent Calendar of Reports

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

- Industrial Development Authority, September 12, 2017, meeting minutes
- Executive Director's Report, October 10, 2017
- Roanoke River Service Authority, August 22, 2017, meeting minutes

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

Re: Finance Director's Report

Approval of Disbursements

Mrs. Melissa Tolbert, Finance Services Manager, presented disbursements as follows:

- System checks dated September 26, 2017, in the amount of \$7,468.99
- System checks dated September 28, 2017, in the amount of \$30.00
- System checks dated October 12, 2017, in the amount of \$48,445.61
- System checks dated October 18, 2017, in the amount of \$1,100,011.14
- System checks dated October 19, 2017, in the amount of \$76,621.00

Upon a motion by Mr. Harrison, seconded by Mr. Jones, and unanimously carried, the Board approved disbursements in the amount of \$1,232,576.74, as presented.

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

FY17 – Additional Appropriations

Mrs. Tolbert presented FY17 additional appropriations. As a result, upon a motion by Mr. Jones, seconded by Mr. Zubrod, and unanimously carried the Board approved the following appropriations:

- Appropriate \$8,228 in state funding to the applicable revenue and expenditure line items of the FY17 DMV Select fund. No local funds are necessary.
- Appropriate \$35,600 in federal funding to the applicable revenue and expenditure line items of the FY17 School Cafeteria fund. No local funds are necessary.

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

Re: County Administrator’s Report

Old Primary School Complex Demolition Project Update

Dr. Charlette T. Woolridge, County Administrator, updated the Board on the progress of the demolition of the Old Primary School Complex. Dr. Woolridge stated the Old Primary School building had been demolished and the contractor is moving forward with the demolition of the other three buildings on the site.

Virginia Association of Counties – Designation of Voting Proxy

Dr. Woolridge stated that Virginia Association of Counties’ (VACo) annual business meeting is scheduled for Tuesday, November 14, 2017. In accordance with the VACo bylaws, each county is requested to designate a member of its Board of Supervisors to cast its vote at the Annual Business Meeting.

Upon motion of Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board designated Bernard L. Jones, Sr., as the voting representative.

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

Governor's Summit on Rural Prosperity

Dr. Woolridge stated that on September 25-26, 2017, the Honorable Barbara J. Harris, The Honorable Bernard Jones, Charlette T. Woolridge, Ph.D., County Administrator, and Leslie Weddington, Assistant County Administrator joined Governor McAuliffe, administration officials and members of the Virginia General Assembly for the Governor's Summit on Rural Prosperity, at the Berryhill Resort & Conference Center in South Boston, Virginia hosted by the Virginia Rural Center. The summit brought together local, state and private sector representatives from across Virginia to discuss regional strategies for economic growth in rural communities across the Commonwealth. Agenda topics for discussion included broadband, clean energy, regional entrepreneurship and state economic development initiatives.

Re: Old Business

Emergency Communication System Update

Supervisor Zubrod stated that Brunswick County is soliciting proposals for a radio communications network that will support mission critical communications for first responders within the County. The County desires a "turnkey" solution from a single vendor to furnish all equipment and services required for installation and optimization of a fully operational system. The Request for Proposal (RFP) describes requirements for several components, including, but not limited to, the installation of repeater sites, a digital microwave backhaul network, dispatch equipment, subscriber equipment, and network monitor and control equipment.

A pre-proposal conference was held with vendors on Monday, September 25, 2017. It was determined by all vendors that the October 16, 2017 due date was not sufficient

time for them to respond to the proposal. As a result, an amended RFP for these services were issued for a due date of November 15, 2017.

Re: New Business

Veterans Day Program

Ms. Leslie R. Weddington, Assistant County Administrator, stated The Virginia General Assembly created the Virginia World War I and World War II Commemoration Commission to plan, develop, and carry out programs and activities to commemorate the 100th anniversary of WWI and the 75th anniversary of WWII. Each locality was asked to establish a local committee to commemorate these anniversaries. The Board of Supervisors established a committee appointing a representative from each election district and an ex officio member. The members are:

- Mr. Clinton McMillan – Powellton District
- Mr. Donald Seward – Totaro District
- Ms. Gloria Wesson Menyweather –Woods – Sturgeon District
- Mr. Richard Coleman – Red Oak District
- Mr. Carl Wright – Ex Officio Member

Ms. Weddington stated the committee has planned a Veterans Day Program that will be held on Friday, November 10, 2017, at 10:00 a.m. The program will be held in front of the Brunswick County Government Building. The Veterans Day Program will honor all service men and women that have served in the military and a special recognition will be held for the living Brunswick County veterans of World War II. In the event of inclement weather the Veterans Day Program will be held at the Brunswick County Conference Center located 100 Athletic Field Road. The event is open to the public and all are invited to attend.

Re: Appointments

Branding and Marketing Committee

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried, the Board appointed Supervisor Harris and Supervisor Zubrod to the Branding and Marketing Committee.

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

Brunswick County 300th Anniversary Committee

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board appointed Michael Grimm representing the Meherrin District and Elizabeth Burns representing the Red Oak District to the Brunswick County 300th Anniversary Committee.

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

Brunswick County Board of Equalization

Upon a motion by Mr. Harrison, seconded by Mr. Jones, and unanimously carried, the Board appointed Charles E. Wiley, realtor experience, representing the Sturgeon District to the Brunswick County Board of Equalization.

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

Brunswick County Committee of the Virginia World War I and World War II Commemoration Commission

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board appointed Michael Grimm representing the Meherrin District to the Brunswick

County Committee of the Virginia World War I and World War II Commemoration
Commission.

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

Brunswick County Industrial Development Authority

This matter was continued.

Brunswick County Litter Control Council

This matter was continued.

Lake Country Area Agency on Aging Board of Directors

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried,
the Board reappointed Darlene Ferguson to the Lake Country Area Agency on Aging
Board of Directors for a three year term.

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

Mecklenburg/Brunswick Regional Airport Commission

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried,
the Board reappointed John Zubrod to the Mecklenburg/Brunswick Regional Airport
Commission for a four year term.

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

Southside Central Workforce Development Board

This matter was continued.

Re: Adjourn

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried, the Board adjourned until Monday, October 23, 2017 at 5:30 p.m., in the Board Room of the Brunswick County Government Building.

Hon. Barbara Jarrett-Harris, Chair

Charlette T. Woolridge, Ph.D., Clerk