

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD WEDNESDAY, AUGUST 17, 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; PAUL JACOBSON, COUNTY ATTORNEY; LESLIE R. WEDDINGTON, DEPUTY CLERK/RECORDER OF MINUTES

Re: Closed Meeting – 6:30 p.m.

Upon a motion by Mrs. Harris, seconded by Mr. Zubrod, 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.3: Discussion regarding the disposition of publicly held real property.
- 2.2-3711.A.1: Discussion regarding perspective candidates for employment.

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

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

Re: Call to Order – 7:30 p.m.

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

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. Supervisor Tyler gave the Invocation and Pledge of Allegiance.

The Chair stated that statements endorsing any candidate for any office will not be allowed.

Re: Approval of Agenda

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

Department/Agency Presentations

Move Meherrin River Regional Jail – Authority and Member Resolutions, after the public hearing.

Add Under New Business

Personnel – EMS Supervisor and Director of Planning

Re: Public Hearing

Rezoning Case #16-009, Submitted by Herbert J. Bell, Agricultural (A-1) to Rural Residential Manufactured Housing (RRMH)

Ms. Leslie R. Weddington, Interim Assistant to the County Administrator/Director of Planning, stated that the applicant is requesting to rezone the subject property from Agricultural (A-1) to Rural Residential Manufactured Housing (RRMH) to develop a three (3) lot subdivision to be known as Easy Street Subdivision. The subject property is located on the south side of Township Road (State Route 606), approximately 0.7 of a mile south of the intersection of Township Road and Poor House Road (State Route 642), in the Sturgeon Magisterial District and the Sturgeon Election District.

The Planning Commission conducted a public hearing on this request at their July 12, 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 an opportunity to express their views, the Chairman closed the public hearing.

Upon a motion by Mrs. Harris, seconded by Mr. Harrison, and unanimously carried, the Rezoning Case #16-009 was approved.

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

Re: Department/Agency Presentations

Meherrin River Regional Jail - Authority and Member Resolutions

Ted Cole, Davenport & Company, gave an overview of the refinancing resolution for the Meherrin River Regional Jail.

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

WHEREAS, the Meherrin River Regional Jail Authority (the “Jail Authority”) is a regional jail authority as provided in Section 53.1-95.2 et seq. of the Code of Virginia, as amended (the “Virginia Code”), and a public instrumentality of the Commonwealth of Virginia established by the governing bodies of the County of Brunswick (the “County”) and the Counties of Dinwiddie and Mecklenburg (collectively, the “Member Jurisdictions”) for the purpose of developing a regional jail system for the primary purpose of serving the Member Jurisdictions;

WHEREAS, each of the Member Jurisdictions have entered into a Support Agreement dated as of October 1, 2014 (the “Support Agreement”) with the Jail Authority and the Virginia Resources Authority (“VRA”) in connection with the Authority’s \$40,415,000 Regional Jail Facility Revenue Bond, Series 2010 (the “2010 VRA Bond”) which provides for the Member Jurisdictions to make payments to the Jail Authority, subject to the appropriation of funds for such purpose by their governing bodies, sufficient to cover any deficit in the Jail Authority’s net operating expenses, including debt service payments on the 2010 VRA Bond, which the Jail Authority is unable to cover from its revenues;

WHEREAS, the Jail Authority is contemplating refinancing all or a portion of the 2010 VRA Bond to lower debt service payments through the issuance and sale of a refunding bond to VRA;

WHEREAS, as a condition to its purchase of the Authority’s refunding bond, VRA is requiring each Member Jurisdiction to amend its Support Agreement to provide for the refunding bond the same level of payment support provided by each Member Jurisdiction for the 2010 VRA Bond and any unrefunded portion thereof;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF BRUNSWICK, VIRGINIA, THAT:

1. It is found and determined that the best interests of the County and its citizens will be served by amending the Support Agreement to provide payment support in connection with the issuance of the refunding bond of the Jail Authority as described above to enable the Jail Authority to refinance through VRA all or a portion of the 2010 VRA Bond for debt service savings, as debt service is one component of the service charge paid by the County to the Jail Authority.

2. In consideration of the savings to be obtained through the issuance of the Jail Authority’s refunding bond to VRA, the Chairman or Vice-Chairman of the Board of Supervisors, either of whom may act, is hereby authorized and directed to execute and deliver an amendment to the Support Agreement or to effect the amendment through an amendment and restatement of the same as VRA may request. The Support Agreement as amended shall be in substance substantially the same as the Support Agreement, with such completions, omissions, insertions or changes not inconsistent

with this resolution as may be approved by the Chairman or Vice-Chairman of the Board of Supervisors, in their sole discretion, the execution thereof by the Chairman or Vice-Chairman of the Board of Supervisors to constitute a conclusive evidence of his or her approval of such completions, omissions, insertions or changes.

3. The County Administrator is hereby authorized and directed to carry out the obligations imposed on such officer by the amended Support Agreement, and to take all proper steps on behalf of the County as may be required or appropriate in connection with the Jail Authority's refunding transaction described above.

4. Nothing contained herein or in the Support Agreement as amended is or shall be deemed to be a lending of the credit of the County to the Jail Authority, VRA or to any holder of the 2010 VRA Bond or the refunding bond to be purchased by VRA or to any other person, and nothing herein contained is or shall be deemed to be a pledge of the faith and credit or the taxing power of the County, nor shall anything contained herein or in the Support Agreement as amended legally bind or obligate the Board to appropriate funds for purposes therein described.

5. All actions previously taken by representatives or agents of the County in furtherance of the preparation, execution and delivery of the amendment to the Support Agreement are hereby ratified and approved.

6. This resolution shall take effect immediately.

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

Re: Approval of Minutes

Upon a motion by Mrs. Harris, seconded by Mr. Harrison, and unanimously carried, the Board approved the meeting minutes:

- July 12, 2016, Joint IDA Meeting
- July 20, 2016, Regular Meeting

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

Re: Virginia Department of Transportation

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

Maintenance Forces

- Performed second round of primary mowing.

- Removing dead animals and performing litter patrol on various routes.
- Machining National Highway System (NHS) roadways and hauling stone as needed.
- Cutting limbs/brush on various secondary routes.
- Machining shoulders on various primary routes.
- Patching potholes as needed.
- Replaced cross pipes on Routes 638 and 643.
- Performing routine maintenance on various routes.

Mr. Johnson further reported on the following:

- Route 712 Bridge Replacement over Waqua Creek and Roadway Alignment – Temporary signals have been removed and all traffic is using the new bridge and realigned roadway. The overall project is expected to be completed in September 2016.
- Route 712 Bridge Replacement over Sturgeon Creek – The final deck pour is ongoing. The project is expected to be complete by late August or early September.

Re: Brunswick County Public Schools Monthly Report

FY16 Budget Tracking 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.

Brunswick County School System Deficit Payback

Ms. Dora Wynn, Division Superintendent, stated that the projected revenue and expenditure schedule shows that the Brunswick County School System is anticipating a deficit for the FY2016 in the amount of approximately \$250,000. The deficit is attributable to an unexpected decline of 51 students from the budgeted membership level of 1,720. Ms. Wynn stated that the School Board is requesting the Board of Supervisors consider a one-time reduction to the school's local contribution for the current school year 2016-2017 to reflect the actual shortfall.

The School Board is prepared to counter the revenue reduction for the current school year by:

- Deferring purchasing a bus
- Deferring filling a technology support position
- Deferring digitizing student records
- Reduction in anticipated health care costs

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried the Board approved to take the school's FY16 deficit of \$250,000 from fund balance and approve the reduction in the Brunswick County Public School FY17 budget of in the amount of \$250,000.

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

Re: Department/Agency Presentations

Southside Community Services Board Funding Request

Ms. Beth Englehorn, Executive Director for Southside Community Services Board, requested that the Board of Supervisors increase their funding in the amount of \$4,626 to bring their total funding to \$78,498, which is the total 10% of local matching funds required by the state.

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board deferred action on the request until the Board's September regularly scheduled meeting and asked the Finance Committee to bring back a recommendation.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; 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:

- Kimberly Lowe – Stated she wants to revitalize downtown Lawrenceville and remove big money from federal politics.
- Bill Herrington – Presented a FOIA request for economic development records, written or electronic, during the period of August 1, 2011 to August 1, 2016.

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:

- Industrial Development Authority July 12, 2016, minutes
- Executive Director's Report August 8, 2016

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

Re: Finance Director's Report

Approval of Disbursements

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

- System checks dated July 27, 2016, FY16, in the amount of \$278.72
- System checks dated July 28, 2016, FY17, in the amount of \$23.00
- System checks dated August 10, 2016, FY17, in the amount of \$40,798.11
- System checks dated August 16, 2016, FY16, in the amount of \$74,909.84
- System checks dated August 17, 2016, FY17, in the amount of \$316,039.27
- System checks dated August 18, 2016, FY17, in the amount of \$4,369.34
- System checks dated August 18, 2016, FY17, in the amount of \$5,420.12
- System checks dated August 19, 2016, FY16, in the amount of \$946.38

Upon a motion by Mr. Tyler, seconded by Mrs. Harris, and unanimously carried, the Board approved disbursements in the amount of \$442,784.78, as presented.

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

FY16 Year-End Fiscal Report

Mrs. Reekes stated that additional appropriations are needed at year-end to reconcile FY16 expenditures with total appropriations.

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the

Board approved the following actions:

- Reappropriate \$138,650 from the unexpended FY15 funds to the applicable line items of the FY16 Electoral Board departmental budget.
- Appropriate \$16,280 from the undesignated FY16 General Fund Balance to the applicable line items of the Electoral Board departmental budget.
- Appropriate \$79,515 from the undesignated FY16 General Fund Balance to the applicable line items of the Probation Office departmental budget.
- Appropriate \$104,962 from the undesignated FY16 General Fund Balance to the applicable line items of the Brunswick Emergency Medical Services departmental budget.
- Appropriate \$76 in grant proceeds to the applicable revenue and and expenditure line items of the Litter Control budget.
- Appropriate \$27,867 in grant proceeds to the applicable revenue and and expenditure line items of the Silver Trail Housing Project budget.
- Appropriate \$3,400 in grant proceeds to the applicable revenue and and expenditure line items of the Alvis Road Planning Grant budget.
- Appropriate \$0.20 from the Litter Control Fund Balance to the applicable line item.

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

FY17 Additional Appropriations and Reappropriations

Mrs. Reekes presented the additional appropriations and reappropriations in FY17.

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the

Board approved the following actions:

- Appropriate \$17,792 from the DMV Select fund balance to the applicable line items in the FY17 DMV Select departmental budget.
- Reappropriate \$5,000 of unexpended funds in the FY16 Fort Christanna departmental budget to the FY17 Fort Christanna budget.

- Appropriate \$26,000 in grant proceeds to the applicable revenue and expenditure line items in the FY17 Capital Projects Fund.

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

Re: County Administrator's Report

Invitation to Bid – Brunswick Byways Visitors Center – Building/Site Improvements

Dr. Charlette T. Woolridge, County Administrator, stated the county solicited bids to provide building and site improvements for the Brunswick Byways Visitors Center. Bids were received from the following:

- American Timberland Homes Company, Inc. - \$539,100.00
- R F Howerton, Inc. - \$552,728.00
- Cadet Construction Company - \$584,000.00

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried the Board approved the acceptance of the bid from American Timberland Home Company, Inc., lowest bidder, for building and site improvements for the Brunswick Byways Visitors Center, in the amount of \$539,100 and authorized the County Administrator to sign all relative documents.

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

Invitation to Bid – Brunswick Byways Visitors Center – Exhibits

Dr. Woolridge stated the county solicited bids to provide exhibit fabrication and installation for the Brunswick Byways Visitors Center. Bids were received from the following:

- Color Ad, Inc. - \$159,965.00
- Zig Bit, Inc. - \$207,607.00
- Kearney & Associates, Inc. - \$237,662.00
- Capitol Museum Services - \$274,692.00

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried the Board approved the acceptance of the bid from Color Ad, Inc., lowest bidder, for exhibit fabrication and installation for the Brunswick Byways Visitors Center in the amount of \$159,965 and authorized the County Administrator to sign all relative documents.

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

Re: New Business

Personnel – EMS Supervisor Alberta Volunteer Fire Department

Mrs. Harris stated the Emergency Services Committee, along with representatives from Alberta Volunteer Fire and Rescue Squad, interviewed candidates for the position of Supervisor. The Committee recommends hiring Weldon Rankin upon successful completion of background check and physical.

Upon a motion by Mrs. Harris, seconded by Mr. Harrison, and unanimously carried, the Board appointed Weldon Rankins to the EMS Supervisor position effective September 15, 2016.

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

Personnel – Director of Planning

Mr. Tyler stated that the Personnel Committee interviewed candidates for the position of Director of Planning. The Committee recommends hiring George E. Morrison, III upon successful completion of background check.

Upon a motion by Mr. Tyler, seconded by Mrs. Harris, and carried, the Board appointed George E. Morrison, III to the Director of Planning position effective September 15, 2016.

Ayes: Harris, Harrison, Tyler, Jones; Nays: Zubrod

Re: Appointments

Brunswick County Litter Control Council

This matter was continued.

Brunswick County Industrial Development Authority

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board appointed Michael Dotti to the Industrial Development Authority to fill an unexpired term.

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

Local Board of Public Welfare

This matter was continued.

Meherrin River Regional Jail Authority

Upon a motion by Mr. Harris, seconded by Mr. Zubrod, the Board appointed Leslie R. Weddington as an alternate on the Meherrin River Regional Jail Authority.

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

Re: Adjourn

Upon a motion by Mr. Tyler, seconded by Mrs. Harris, and unanimously carried, the Board adjourned.

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

Hon. Bernard L. Jones, Sr., Chair

Charlette T. Woolridge, Ph.D., Clerk