

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON THURSDAY, JANUARY 16, 2014, IN THE AUDITORIUM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

PRESENT: BERNARD L. JONES, SR., CHAIRMAN; WELTON TYLER, VICE-CHAIRMAN; JOHN CATALDO, BARBARA J. DRUMMOND, DENISE C. WILLIAMS, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR/CLERK; PHYLLIS KATZ, COUNTY ATTORNEY; TAMMY W. NEWCOMB, DEPUTY CLERK/RECORDER OF MINUTES

Re: Closed Meeting

Upon motion of Mr. Cataldo, seconded by Mrs. Williams, 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 one (1) legal issue and one (1) contractual issue for which legal advice is required.

Ayes: Cataldo, Tyler, Williams, Jones; Nays: None.

The County Attorney attended the closed meeting.

Supervisor Drummond did not attend the closed meeting.

Reconvene in Open Meeting

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

Ayes: Cataldo, Tyler, Williams, Jones; Nays: None. Drummond: Abstention

Certification of Discussions in Closed 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. Cataldo: Aye

Ms. Drummond: Abstention

Mr. Tyler: Aye

Mrs. Williams: Aye

Mr. Jones: Aye

Re: Call to Order – 7:30 p.m.

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

Re: Invocation and Pledge of Allegiance

Supervisor Drummond gave the Invocation and led the Pledge of Allegiance.

Re: Approval of Agenda

Upon motion of Mr. Tyler, seconded by Ms. Drummond, and unanimously carried, the Board approved the agenda as presented.

Ayes: Cataldo, Drummond, Tyler, Williams, Jones; Nays: None.

Re: Approval of Minutes

Upon motion of Ms. Drummond, seconded by Mrs. Williams, and unanimously carried, the Board approved the minutes of the December 18, 2013, regular meeting and the January 6, 2014, adjourned meeting as recorded.

Ayes: Cataldo, Drummond, Tyler, Williams, Jones; Nays: None.

Re: Virginia Department of Transportation (VDOT) Monthly Report

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

Maintenance Forces

- Repaired signs on Route 602 and 672.
- Route 46 bridge replacement is ongoing
- Performed litter patrol.
- Patched potholes on various routes.
- Machined non-hard surfaced roadways.
- Cut brush and vegetation on various routes.
- Repaired shoulders on various routes.
- Repaired damages on Route 1 bridge.

Re: Presentations

Special Recognition – Wallace Tucker

The Brunswick County Electoral Board honored Wallace Tucker, Tucker Mechanical, for providing thirty-seven (37) years of service as the technician for the voting machines.

Special Recognition – Barbara Y. Lewis

The Brunswick County Electoral Board honored Barbara Y. Lewis for forty (40) years of service in the Office of the Registrar. Mrs. Lewis retired from the position on January 1, 2014.

Re: Department/Agency Presentations

Virginia Cooperative Extension – 2013 Annual Report

Mrs. Jinx Baney, Unit Director, Virginia Cooperative Extension, provided an overview of the services offered by the Virginia Cooperative Extension as follows:

- Agricultural and Natural Resources
- 4-H Youth Development
- Family and Consumer Services
- Community Viability

This was provided for the Board's information.

Virginia Cooperative Extension – Memorandum of Understanding

Mrs. Baney presented the Memorandum of Understanding between Brunswick County and Virginia Cooperative Extension (VCE). The VCE provides research based educational programs to the citizens of the Commonwealth through extension agents in 107 county and city offices. Programs are developed in accordance with the Virginia Cooperative Extension's process of development, which involves citizens in the determination and implementation of programs that will address their needs.

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board approved the Memorandum of Understanding between Brunswick County and Virginia Cooperative Extension as presented.

Ayes: Cataldo, Drummond, Tyler, Williams, Jones; Nays: None.

Brunswick County/Lake Gaston Tourism Association – Directory of Virginia Cultural Heritage Sites

Mr. Bobby Conner, Brunswick County/Lake Gaston Tourism Association, advised that Governor McDonnell approved to add Fort Christanna Historical Site to the Directory of Virginia Cultural Heritage Sites.

This was provided for the Board's information.

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.

- James Clark, Country Club Shores Association President, requested that the Board of Supervisors consider establishing a “no wake” zone at Country Club Shores Subdivision on Lake Gaston.

The Board of Supervisors directed Supervisor Cataldo to work with Mr. Clark to determine the exact requested location of the buoys and ensure that Mr. Clark obtains written approval from all adjoining property owners. This matter was continued until the additional information is submitted to the Board of Supervisors.

- Connie Moore, Brunswick Volunteer Rescue Squad, expressed concerns about the financial stability of Brunswick Volunteer Rescue Squad.
- Bill Hudson asked questions regarding the installation of the generator and the heating, ventilation, and air conditioning (hvac) units associated with the historic courthouse renovation. He further inquired if additional screening would be provided around the generator and hvac units.

After providing all citizens an opportunity to express their views, the Chair closed the Citizen Comment period.

Re: Consent Calendar of Reports

Upon motion of Mr. Tyler, seconded by Ms. Drummond, and unanimously carried, the Board acknowledged receipt of the Consent Calendar of Reports as presented for the following organizations:

- A. Lawrenceville-Brunswick Airport Commission Meeting Minutes
- B. Brunswick County Litter Control Council Meeting Minutes

Ayes: Cataldo, Drummond, Tyler, Williams, Jones; Nays: None.

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.

Re: Finance Director's Report

Approval of Disbursements

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

- System checks dated January 9, 2014, in the amount of \$2,190.00.
- System checks dated January 10, 2014, in the amount of \$49,260.31.
- System checks dated January 15, 2014, in the amount of \$584,381.37.
- System checks dated January 16, 2014, in the amount of \$563,756.09

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board approved disbursements in the amount of \$1,199,587.77 as presented.

Ayes: Cataldo, Drummond, Williams, Tyler, Jones; Nays: None.

FY14 Quarterly Fiscal Report

Mrs. Reekes stated that the following departments require additional appropriations for anticipated expenditures through June 2014:

Fund 100 (General)

- Board of Supervisors – An appropriation of \$45,172 is needed to account for expenditures to date for the installation of water and wastewater infrastructure on State Route 58. These funds will be reimbursed to the County once the requisition process is initiated.
- Brunswick County/Lake Gaston Water Safety – An additional appropriation of \$2,250 is necessary to account for expenditures to date for repair and maintenance supplies (i.e. buoy and navigation lights). Funds are available in the Brunswick County/Lake Gaston Water Safety Fund Balance which is currently \$7,865.

Upon motion of Mr. Tyler, seconded by Mrs. Williams, and unanimously carried, the Board appropriated \$45,172 from the undesignated General Fund Balance to the applicable revenue and expenditure line items within the FY14 Board of Supervisors departmental budget; and appropriated \$2,250 from the Water Safety Fund Balance to the applicable revenue and expenditure line items of the FY14 Water Safety departmental budget.

Ayes: Cataldo, Drummond, Tyler, Williams, Jones; Nays: None.

Draft FY15 Budget Schedule

Mrs. Reekes presented the FY15 Budget Schedule for the Board's information.

Local Emergency Performance Grant – FY14 Appropriation

Mrs. Reekes stated that Brunswick County was awarded \$7,500 from the Virginia Department of Emergency Management (VDEM) for the Emergency Management

Coordinator to use for planning, training, equipment and exercises relative to emergency management activities.

Upon motion of Ms. Drummond, seconded by Mrs. Williams, and unanimously carried, the Board accepted and appropriated \$7,500 to the applicable revenue and expenditure line items of the FY14 Emergency Management Coordinator departmental budget.

Ayes: Cataldo, Drummond, Tyler, Williams, Jones; Nays: None.

Re: New Business

Brunswick County Emergency Services – Activation of Emergency Shelter

Mr. Buddy Hyde, Emergency Management Coordinator, stated that 1,505 houses in Brunswick County lost power on January 7, 2014. As a result, the emergency shelter was opened at the Brunswick High School Tech Center. There were ten (10) citizens served at the shelter. He further stated that all power was restored after seven (7) hours and the emergency shelter was closed at approximately 3:00 p.m.

Mr. Hyde thanked Dr. Charlette T. Woolridge, County Administrator, the Brunswick County Department of Social Services, the American Red Cross and Brunswick County Public Schools for their partnership.

Re: Appointments

Brunswick County Litter Control Council

This matter was continued.

Economic Development Coordinating Council

This matter was continued.

Brunswick County Planning Commission

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board reappointed Mr. Charles P. Lucy, Sturgeon Election District, and Mr. C.B. Waller, Red Oak Election District, to serve four (4) year terms on the Brunswick County Planning Commission.

Ayes: Cataldo, Drummond, Tyler, Williams, Jones; Nays: None.

Brunswick Volunteer Rescue Squad Operations

It was the consensus of the Board to schedule a special meeting to discuss the Brunswick Volunteer Rescue Squad financial condition.

Re: Adjourn

Upon motion of Mr. Tyler, seconded by Ms. Drummond, and unanimously carried, the Board adjourned.

Ayes: Cataldo, Drummond, Tyler, Williams, Jones; Nays: None.

Bernard L. Jones, Sr., Chairman

Charlette T. Woolridge, Ph.D., Clerk