

VIRGINIA: AT AN ADJOURNED MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, MARCH 4, 2015, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

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

ABSENT: DENISE C. WILLIAMS, BOARD OF SUPERVISORS MEMBER

Re: Closed Meeting – 6:30 p.m.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia convened in Closed Meeting to discuss the following matters:

- 2.2-3711.A.1: Personnel Matter.
- 2.2-3711.A.7: Consultation with legal counsel regarding a matter that requires legal advice.

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

The County Attorney attended the closed meeting.

Reconvene in Open Meeting

Upon motion of Mr. Jones, seconded by Mr. Cataldo, 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. Cataldo: Aye
Mr. Jones: Aye
Mr. Tyler: Aye
Ms. Drummond: Aye

Re: Call to Order - 7:30 p.m.

Chair Drummond called the meeting to order and welcomed all citizens in attendance. She further stated that the February 18, 2015, regular meeting was postponed due to inclement weather and rescheduled for this evening.

Re: Invocation and Pledge of Allegiance

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

Re: Approval of Agenda

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

Continue to March 18, 2015

- Public Hearing – Rezoning Case #14-022, submitted by J.J. Sanderson, LLC – Agricultural (A-1) to Industrial (I-1)
- People Incorporated of Virginia – Brunswick Manor Apartments – Request for Letter of Support for Low Income Housing Tax Credits
- Roanoke River Regional Industrial Park Agreement to Convey Property Interest – Joan Moore

Order of Agenda

- Move Office of the Commonwealth's Attorney – Purchase of Case Management System – Lezlie Green after Approval of Agenda

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

Office of the Commonwealth's Attorney – Purchase of Case Management System – Lezlie Green

Mrs. Lezlie Green, Commonwealth's Attorney, requested approval to purchase a case management system utilizing Asset Forfeiture Funds. She stated that she followed the Commonwealth of Virginia's procurement process to obtain bids for this project and recommends entering into a contract with Karpel Solutions.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved the appropriation in the amount of \$40,832.79 from the FY15 undesignated Asset Forfeiture Fund Balance to the FY15 Asset Forfeiture Fund Budget, approved the contract with Karpel Solutions, and authorized the County Administrator to sign the contract on behalf of Brunswick County.

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

Re: Approval of Minutes

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved the minutes of the January 21, 2015, regular meeting as presented.

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

Re: Virginia Department of Transportation (VDOT) Monthly Report

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

Maintenance Forces

- Machined non-hard surfaced roadways and applying stone as needed.
- Patched potholes on various primary and secondary routes.
- Performed routine maintenance on various routes.
- Repaired shoulders on primary routes.
- Repaired signs on various routes.
- Performed snow removal operations during recent snow event.

Re: Brunswick County Public Schools Monthly Report

School Budget Tracking Report

Mr. Rush, Director of Business Operations and Support Services, presented an overview of the schools monthly financial report. See attached report.

This was provided for the Board's information.

FY15 Grant Additional Appropriations and Re-Appropriations

Mr. Rush presented the following FY15 grant additional appropriations and re-appropriations:

Re-Appropriations

▪ Title VI: Rural Education	\$ 19,155.53
▪ Title I: Improving Basic Programs	34,085.64
▪ Title II: Teacher Quality	13,940.39
▪ Title III: Part A Limited English Proficient	1,227.50
▪ Title VIB: Section 611	19,262.47
▪ Part B Section 619: Special Education Pre-School	1,733.85
▪ Carl Perkins	<u>4,210.39</u>
Total:	\$ 93,615.77

New Grant Appropriations

▪ Title I: Part A: Improving Basic Programs	\$ 99,209.06
▪ Jail Special Education	36,151.67
▪ Title III: Part A Limited English Proficient	3,773.91
▪ Title III: Part A Limited English Proficient	<u>1,610.76</u>
Total:	\$140,745.40

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the

Board approved the FY15 grant appropriations and re-appropriations as presented.

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

Re: Department/Agency Presentations

Fort Christanna Update – Nathaniel Neblett

Mr. Nathaniel Neblett provided an update on Fort Christanna Historical Site and reported that the following projects are planned:

- Upgrade palisade walk to add another layer of screening
- Add signage to the site (directional and interpretive)
- Repair the restroom facilities.
- Upgrade the parking lot and correct drainage problems.
- Add lettering on stones to acknowledge groups that have supported the site
- Build access trail to the Meherrin River
- Develop a picnic area

He thanked the Board of Supervisors for their continued support of Fort Christanna.

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.

- Dan Moyles, Lake Gaston Association, presented a letter dated February 18, 2015, outlining goals for the Board of Supervisors to consider during the FY16 budget process as follows: continue to work diligently with the school board to assure monies spent are in the best interest of students, consider full weed treatment funding to protect lake property values, and prudent expenditures of all new revenue.

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

- Lawrenceville-Brunswick Airport Meeting Minutes
- Roanoke River Service Authority Meeting Minutes
- Industrial Development Authority Meeting Minutes
- Economic Development Coordinating Council Minutes

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

Re: Finance Director’s Report

Approval of Disbursements

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

- System checks dated January 22, 2015, in the amount of \$72.00.
- System checks dated January 27, 2015, in the amount of \$6,780.62.
- System checks dated February 3, 2015, in the amount of \$6,500.00.
- System checks dated February 11, 2015, in the amount of \$54,264.76.
- System checks dated February 18, 2015, in the amount of \$410,839.67.
- System checks dated February 23, 2015, in the amount of \$18,559.23.
- System checks dated March 2, 2015, in the amount of \$3,107.00.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved disbursements in the amount of \$500,123.28 as presented.

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

Sheriff’s Office – FY15 Additional Appropriations

Mrs. Reekes stated that the Sheriff’s Office requires additional appropriations in the following line items:

- Law Enforcement and Traffic Control – Salaries – Contractual Events – An additional appropriation in the amount of \$32,300 is required to account for related payroll expenses to provide security services to outside agencies through June 30, 2015. No local funds are required.
- Courthouse Security – Part-time Wages – An additional appropriation of Courthouse Security fees in the amount of \$37,700 is needed to account for part-time wages through June 30, 2015. No local funds are required.

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the

Board approved the following:

- Appropriated \$32,300 to the applicable FY15 revenue and expenditure line items of the Sheriff's Office – Law Enforcement and Traffic Control departmental budget.
- Appropriated \$37,700 from the FY15 Courthouse Security Fund balance to the applicable line items of the Sheriff's Office – Courthouse Security Fund departmental budget.

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

Re: County Administrator's Report

Amendment to Resolution for Charitable Non-Profit Organizations Exempt from Virginia Health Department Permit Requirements

Dr. Woolridge stated that the Brunswick County Board of Supervisors adopted a resolution in 2004 exempting certain organizations and groups from Virginia Health Department permit requirements for the preparation and/or serving of food in Brunswick County. The following amendment is requested:

Add

- Roanoke River Rails to Trails, Inc.
- Brunswick Emergency Medical Services

Remove

- Brunswick County/Lake Gaston Water Safety Committee (committee no longer exists)

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board adopted the amended resolution as requested.

**RESOLUTION
CHARITABLE NONPROFIT ORGANZIATIONS EXEMPT
FROM VIRGINIA DEPARTMENT OF HEALTH PERMIT REQUIREMENTS FOR
PREPARATION/SERVING FOOD**

RESOLVED: That the following charitable nonprofit organizations shall be exempt from Virginia Department of Health permit requirements for the preparation and/or serving of food, pursuant to a resolution this day adopted by the Brunswick County Board of Supervisors.

Brunswick Youth Development League
Mayfield Recreation Association
Lawrenceville Lions/Lioness Club
Brunswick Homemakers Club
Brunswick Garden Club
Brunswick Chamber of Commerce
Lawrenceville Rotary Club
Brunswick/Lawrenceville Optimist Club
Brunswick Ruritans
Red Oak Ruritans
Brunswick Academy Association
Lawrenceville Junior Woman's Club
Brunswick County/Lake Gaston Tourism
Alberta Volunteer Fire Department and Auxiliary Units
Brodnax Volunteer Fire Department and Auxiliary Units
Dolphin Volunteer Fire Department and Auxiliary Units
Ebony Volunteer Fire Department and Auxiliary Units
Gasburg Volunteer Fire Department and Auxiliary Units
Lawrenceville Volunteer Department and Auxiliary Units
Triplet Volunteer Department and Auxiliary Units
Brunswick Rescue Squad and Auxiliary Units
Central Lifesaving Unit and Auxiliary Units
Score, Inc.
Brunswick Stewmasters Associations
Brunswick Relay for Life
Roanoke River Rails and Trails, Inc.
Brunswick Emergency Medical Services

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

Southern Virginia Higher Education Center – Technical Assistance Grant – Letter of Support

Dr. Woolridge disclosed that she serves on the Southern Virginia Higher Education Center Board (SVHEC). She further stated that the SVHEC is involved in establishing a regional bus transit system-the SoVA Regional Transit project-that will get our citizens to jobs, training, healthcare, entertainment, shopping and food across 12 counties. As a result, the SVHEC is applying for a Technical Assistance Grant to conduct a transit feasibility study for the region and requests a letter of support from Brunswick County.

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board

approved SVHEC's request for a letter of support for a regional bus transit system and authorized the Board Chair to sign the letter.

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

Re: Old Business

FY14 Financial Report Acceptance

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board accepted the FY14 Financial Report as prepared by Robinson, Farmer Cox Associates.

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

Re: Appointments

Brunswick County Litter Control Council

This matter was continued.

Economic Development Coordinating Council

This matter was continued.

Workforce Investment Board

Mrs. Jean Moody has submitted her resignation from the Workforce Investment Board. As a result, a nomination is required to fill the unexpired term.

This matter was continued.

Local Board of Public Welfare

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board reappointed Sandra Shye to serve a four year term on the Local Board of Public

Welfare representing Red Oak Election District.

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

Brunswick County Board of Zoning Appeals

This matter was continued.

Re: Adjourn

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board adjourned until March 11, 2015, at 6:30 p.m. in the Brunswick County Government Building's Board Room.

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

Hon. Barbara J. Drummond, Chair

Charlette T. Woolridge, Ph.D., Clerk