

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, MARCH 18, 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, HON. DENISE C. WILLIAMS, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR/CLERK; PAUL JACOBSON, COUNTY ATTORNEY; TAMMY W. NEWCOMB, DEPUTY CLERK/RECORDER OF MINUTES

Re: Closed Meeting – 6:30 p.m.

Upon motion of 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 matter:

- 2.2-3711.A.1: Discussion regarding perspective candidate for employment.
- 2.2-3711.A.3: Discussion or consideration of the acquisition of real property for public purpose where discussion in open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

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

The County Attorney attended the closed meeting.

Reconvene in Open Meeting

Upon motion of 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 NOW SO CERTIFY:

Mr. Cataldo: Aye
Mr. Jones: Aye
Mr. Tyler: Aye
Mrs. Williams: 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.

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 Tyler 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 with the following additions:

Under New Business

- Add Personnel Matter
- Add Lawrenceville Lions Club – Request to Utilize the Lawrenceville-Brunswick Airport Grounds for Annual Seafood Feast

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

Re: Public Hearing

Rezoning Case #14-022 submitted by J.J. Sanderson, LLC – Agricultural (A-1) to Industrial (I-1)

Ms. Leslie Weddington, Director of Planning, stated that the applicant is requesting to rezone the subject property from agricultural to industrial use in an effort to manufacture pre fab metal homes. The subject property is located on the east side of Liberty Road (State Route 634) approximately 0.1 of a mile northeast of the intersection of Liberty Road and Old Stage Road (State Route 712) in the Sturgeon Magisterial District and the Sturgeon Election District. The Planning Commission conducted a public hearing on this request at their October 14, 2014 meeting. The Planning Office received one phone call in opposition to the request from Mr. Andrew Finch, adjoining property owner. At the conclusion of the public hearing, the Planning Commission voted unanimously to defer action on Rezoning Case #14-022 until the Board of Supervisors takes action on the applicant's ordinance amendment request. At the Board's December 17, 2014 meeting, the Board voted to approve the ordinance amendment. As a result, at its January 13, 2015, the Planning Commission voted 9 to 1 to recommend approval of Rezoning Case #14-022 to the Board of Supervisors.

The Chair opened the public hearing. The following citizens spoke.

- Joseph Whitby, Attorney for the applicant, spoke in support of Rezoning Case #14-022.
- Jeff Robinson, Consulting Engineer for the applicant, spoke in support of Rezoning Case #14-022.
- Mike Dotti spoke in support of Rezoning Case #14-022.

After providing all citizens an opportunity to express their views, the Chair closed the public hearing.

Upon motion of Mr. Tyler, seconded by Mrs. Williams, and unanimously carried,

the Board approved Rezoning Case #14-022 as recommended by the Planning Commission.

Ayes: Cataldo, Jones, Tyler, Williams, 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 February 24, 2015, special meeting, and the March 4, 2015, regular meeting as presented.

Ayes: Cataldo, Jones, Tyler, Williams, 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 drainage issues on various secondary routes.
- Repaired signs on various routes.
- Performed snow removal operations during recent snow/ice events.

Bridge Replacement – Hill Creek Road

Mr. Johnson stated that VDOT is scheduled to replace the existing one lane bridge on Hill Creek Road (State Route 658) with a new one lane bridge. He requested a letter of support from the Board of Supervisors for this project.

Upon motion of Mr. Cataldo, seconded by Mr. Jones, and unanimously carried, the Board approved a letter of support for the one lane bridge replacement on Hill Creek Road.

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

Re: Presentations

People Incorporated of Virginia – Brunswick Manor Apartments – Request for Letter of Support for Low Income Housing Tax Credits

Mr. Burt Whisman, People Incorporated of Virginia, stated that his organization is one of the Commonwealth of Virginia's largest and most successful community action agencies located in Southwest Virginia. People Incorporated of Virginia has purchased Brunswick Manor Apartments from Hunt and Associates. They have applied for low income housing tax credits through the Virginia Department of Housing Authority and are planning to rehabilitate the 40-unit complex. Renovations include, but not limited to: new interior finishes, roofing, heating, ventilation and air conditioning (hvac) systems, and window and door replacement.

Work is anticipated to begin in 2016 and completed in 2017. People Incorporated of Virginia will secure alternate housing for the residents during the renovation phase to minimize impact on the residents. Mr. Whisman requested that the Board of Supervisors provide a letter supporting their application to the Virginia Department of Housing Authority.

Upon motion of Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board approved a letter of support for People Incorporated of Virginias' application to the Virginia Housing Development Authority for low income housing tax credits for Brunswick Manor Apartments.

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

VCU Massey Cancer Center – Polly Cole

Ms. Polly Cole, Director of VCU Massey Cancer Center (Brunswick County site), stated that the Brunswick Health Ambassadors will sponsor a "You and Your Health" Summit on

Saturday, March 28, 2015, from 9:00 a.m. until 2:00 p.m. at Brunswick High School. Local experts will discuss nutrition and provide consultations regarding women's and men's health issues. She invited everyone to attend.

Re: Department/Agency Presentations

Roanoke River Regional Industrial Park – Agreement to Convey Property Interest

Ms. Joan Moore, Executive Director, Brunswick County Industrial Development Authority, stated that Brunswick County, Mecklenburg County, Brunswick County Industrial Development Authority (BCIDA) and Mecklenburg County Industrial Development Authority (MCIDA) entered into an Operating Agreement in 1999 for the development and operation of the Roanoke River Regional Industrial Park. As a result of the Operating Agreement, the real property comprising the park was conveyed to BCIDA and MCIDA, each owning a one-half divided interest. MCIDA now desires to construct a building and related improvements on a 10.06 acre parcel of land jointly owned by both IDA's. MCIDA is requesting that BCIDA convey its interest in the parcel to MCIDA. BCIDA has consented to this conveyance. Subsequently, the Brunswick County Board of Supervisors is asked to approve the agreement.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved the Agreement to Convey Property Interest in the Roanoke River Regional Industrial Park to the Mecklenburg County Industrial Development Authority as approved by the Brunswick County Industrial Development Authority.

Ayes: Cataldo, Jones, Tyler, Williams, Drummond; 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 citizen spoke:

- Wally Sayko requested that the Board of Supervisors consider providing an additional \$15,000 in FY16 to the Lake Gaston Weed Control Council budget.

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. Tyler, and unanimously carried, the Board acknowledged receipt of the following reports:

- Roanoke River Service Authority Meeting Minutes
- Industrial Development Authority Meeting Minutes

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

Re: Finance Director's Report

Approval of Disbursements

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

- System checks dated March 10, 2015, in the amount of \$6,787.73.
- System checks dated March 11, 2015, in the amount of \$46,902.92.
- System checks dated March 18, 2015, in the amount of \$154,050.98.
- System checks dated March 19, 2015, in the amount of \$7,302.34.

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board approved disbursements in the amount of \$215,043.97 as presented.

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

Re: Planning Director's Report

Request to Schedule Public Hearing: Conditional Use Permit Case #15-001 – submitted by Candace L. Mayer, Country General Store in the Agricultural (A-1) Zoning District

Ms. Leslie Weddington, Director of Planning, stated that the applicant is requesting

approval of a conditional use permit for a country general store in the Agricultural (A-1) Zoning District. The applicants propose to operate and maintain the general store out of an existing commercial structure located on the subject property. The subject property is located at the southwest quadrant of the intersection of Christanna Highway (Highway 46) and Ankum Road (State Route 665), in the Powellton Election District and the Meherrin Magisterial District. The Planning Commission conducted a public hearing on this request at their March 10, 2015 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 Conditional Use Permit Case #15-001 and request that the Board of Supervisors schedule a public hearing for the Board's regularly scheduled April meeting.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board authorized the advertisement of a public hearing on Conditional Use Permit Case #15-001 for the regular April meeting.

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

Simmons Drive/Edmonds Avenue Resolution

Ms. Weddington stated that Brunswick County received Community Development Block Grant funds from the Virginia Department of Housing and Community Development for the Simmons Drive Community Improvement Project. A portion of these funds was used to improve Simmons Drive and Edmonds Avenue to Virginia Department of Transportation (VDOT) standards so that the roads could be accepted into the Virginia secondary system of state highways. As a result, VDOT requires that Brunswick County adopts a resolution guaranteeing an unrestricted right-of-way.

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

Board adopted the resolution as follows:

WHEREAS, the streets described on the attached Additions Form AM-4.3, fully incorporated herein by reference, are shown on plats recorded in the Clerk's Office of the Circuit Court of Brunswick County; and

WHEREAS, the Area Land Use Engineer for the Virginia Department of Transportation has advised this Board the streets meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation; and

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors requests the Virginia Department of Transportation to add the street described on the attached Additions Form AM-4.3 to the secondary system of state highways, pursuant to §33.2-705, Code of Virginia, and the Department's Subdivision Street Requirements; and

BE IT FURTHER RESOLVED, that this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Area Land Use Engineer for the Virginia Department of Transportation.

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

Flat Rock Road Rehabilitation Project – Pre-Contract Activities

Ms. Weddington stated that Brunswick County will be applying for a Community Development Block Grant (CDBG) from the Virginia Department of Housing and Community Development to assist families along a portion of Flat Rock Road (State Route 643), Zero Road (State Route 642) and Blair Drive (a private drive). As part of the Virginia Department of Housing and Community Development contract activities, the following documents are to be adopted by the Board of Supervisors:

- Fair Housing Certification
- Residential Anti-Displacement and Relocation Assistance Plan Certification
- Business and Employment Plan
- Grievance Procedure
- Non-Discrimination Policy
- Resolution

Staff recommends adoption of the above documents and authorize the County

Administrator's signature and advertisement of required documents in the local newspaper.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board adopted the documents as presented, authorized the advertisement of said documents and authorized the County Administrator to sign on behalf of the County. The resolution is as follows:

WHEREAS, Brunswick County wishes to apply to the Virginia Department of Housing and Community Development for a Virginia Community Development Block Grant in an amount not to exceed \$1,000,000 to fund a housing improvement project located in the Flat Rock Road Community; and

WHEREAS, the project activities include the rehabilitation of low and moderate income housing units, demolition and clearance, and clearance of debris and trash; thus benefitting 65 or 83 percent of low and moderate income (LMI) persons. The Flat Rock Road Project will meet the National Objective of providing benefit to LMI persons; and

WHEREAS, a total of 27 LMI structures will be rehabilitated to Virginia Department of Housing and Community Development Housing Quality Standards and 6 LMI structures will be substantially reconstructed, and 5 dilapidated structures to be removed, all to benefit 100 percent LMI persons; and

WHEREAS, Brunswick County will provide in-kind assistance of \$7,883 by waiving all permit fees and by providing assistance with clearance and demolition activities; and

WHEREAS, Brunswick County has met the Citizen Participation requirements by holding two public hearings within the community, advertising both as appropriate and with at least one other form of public notice for the application submitted.

THEREFORE, BE IT RESOLVED that Brunswick County hereby authorizes Dr. Charlette T. Woolridge, County Administrator, to sign and submit all appropriate documentation necessary to constitute an application to the Virginia Department of Housing and Community Development for solicitation of Block Grant funds and to accept and appropriate as much as shall be received.

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

Re: County Administrator's Report

Sussex County Mega-site – Request for Letter of Support

Dr. Woolridge, County Administrator, stated that Sussex County has been invited by the Virginia Tobacco Indemnification and Community Revitalization Commission to apply for a

Special Projects Grant for funding to develop a mega-site. Sussex County is requesting a letter of support for their Route 626/Beef Steak Road application. No Brunswick County funds are required for this project.

Upon motion of Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board approved a letter of support for the Sussex County mega-site grant application.

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

Re: New Business

Personnel Committee Recommendation – Brunswick County Information Technology Technician Position

Upon motion of Mr. Tyler, seconded by Mrs. Williams, and unanimously carried, the Board appointed Shamar D. Clary to the part-time position of Information Technology Technician effective April 1, 2015.

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

Lawrenceville Lions Club – Request to Utilize Lawrenceville-Brunswick Airport Grounds for Annual Seafood Feast

Supervisor Jones stated that the Lawrenceville Lions Club is requesting the use of the Lawrenceville-Brunswick Airport grounds to hold the annual Seafood Feast on Wednesday, May 6, 2015, from 4:00 p.m. until 7:30 p.m. The request has been approved by the Lawrenceville-Brunswick Airport Commission.

Upon motion of Mr. Jones, seconded by Mrs. Williams, and unanimously carried, the Board approved the request by the Lawrenceville Lions Club to use the Lawrenceville-Brunswick Airport on Wednesday, May 6, 2015, for the annual Seafood Feast.

Ayes: Cataldo, Jones, Tyler, Williams, 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

This matter was continued.

Brunswick County Board of Zoning Appeals

This matter was continued.

Re: Adjourn

Upon motion of Mr. Jones, seconded by Mrs. Williams, and unanimously carried, the Board adjourned until 6:30 p.m. on March 25, 2015, in the Brunswick County Government Building's Board Room.

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

Hon. Barbara J. Drummond, Chair

Charlette T. Woolridge, Ph.D., Clerk