

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, MARCH 21, 2012, IN THE AUDITORIUM OF THE COUNTY GOVERNMENT BUILDING

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

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**Re: Closed Meeting – 6:30 p.m.**

Upon motion of Mr. Jones, seconded by Ms. Drummond, and unanimously carried, the Board went into closed meeting to discuss the following matters:

2.2-3711.A.1

- Personnel – County Administrator's Contract
- Personnel – Buildings and Ground Worker I Position

2.2-3711.A. 3

Discussion or consideration of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

2.2-3711.A.7

Discussion regarding a specific legal matter requiring the provision of legal advice.

#### **MOTION TO RECONVENE IN OPEN MEETING**

Upon motion of Mr. Jones, seconded by Ms. Drummond, and unanimously carried, the Board reconvened in Open Meeting.

#### **CERTIFICATION OF CLOSED MEETING DISCUSSION**

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.

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

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**Virginia Department of Transportation (VDOT) Worksession for Secondary Six Year Plan 2013-2018 – 7:00 p.m.**

Mr. Scott Gagnon, Director of Transportation and Land Development, introduced Mr. Billy Smith, Residency Administrator, as the new county liaison effective April 2012. He stated that Mr. Smith will attend the Board of Supervisors meetings and will serve as the point of contact for VDOT.

Mr. Robert Crandol, Programming Director, provided an overview of the Secondary Six Year Plan review and approval process.

Ms. Melinda Baicy, Program Manager, reviewed the existing priorities on the proposed Secondary Six Year Plan as follows:

- Dry Bread Road (Route 611) – Spot stabilization from Route 644 to Route 46. The total length of this project is 3.80 miles.
- Old Stage Road (Route 712) – Bridge replacement over Waqua Creek. The total length of this project is 0.30 miles.
- Old Stage Road (Route 712) – Bridge replacement over Sturgeon Creek. The total length of this project is 0.30 miles.
- Great Creek Road (Route 648) – Surface treatment on Route 648 from Route 46 to Route 644. The total length of this project is 2.30 miles.
- Traffic services – New signs, pavement markings, or guardrail.

- Rural Additions – Limited amount of funds, pursuant to the Virginia Code Section 33.1-72-1 and Commonwealth Transportation Board Rural Addition Policy, for additions of private roads into the state system of highways.
- Engineering and Survey – Limited in scope and nature that inclusion in the Six Year Plan would be impractical.
- Right of Way Engineering – Limited to use for minor items, attorney fees, cost advances, acquisition costs, including time charges associated with disposal of residue and surplus property.

Mr. Crandol stated that Pocahontas Road (State Route 633) was the last road to be removed from the Secondary Six Year Plan in 2009 due to lack of available funding. It was recommended that the Board of Supervisors add this project to the Secondary Six Year Plan for consideration of future funding.

Supervisor Jones stated that at the request of the residents on Great Creek Road (State Route 648), he requests to remove Great Creek Road from the Secondary Six Year Plan and add Turkey Road (State Route 761) for consideration.

Additionally, Virginia Department of Transportation staff indicated that at the request of the Brunswick County Board of Supervisors, Glendale Mill Road was reviewed and it has been determined that the construction required to bring this road up to the minimum standards far exceeds available funding in the Secondary Six Year Plan. As a result, it is not recommended to include this project in the 2013-2018 Secondary Six Year Plan.

The Board held discussion regarding the addition of Johnson Run Road (State Route 740) to the Secondary Six Year Plan as a Revenue Sharing Project.

Upon motion of Mr. Tyler, seconded by Ms. Drummond, and unanimously carried, the Board approved to remove Great Creek Road (State Route 648) from the Secondary Six Year Plan and add Pocahontas Road (State Route 633), Johnson Run

Road (State Route 740), and Turkey Road (State Route 761) to the Secondary Six Year Plan. Further, the Board scheduled a Public Hearing on the 2013-2018 Secondary Six Year Plan to be held at 7:30 p.m. on April 18, 2012.

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

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**Re: Regular Meeting at 7:30 p.m.**

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

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**Re: Invocation and Pledge of Allegiance**

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

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**Re: Approval of Agenda**

Upon motion of Ms. Drummond, seconded by Mr. Jones, and unanimously carried, the Board approved the agenda with the following changes:

Remove Under County Administrator's Report

- Old Sanitary Landfill Grass Cutting Bid Award

Add under New Business

- Buildings and Grounds Worker I Position

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

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**Re: Approval of Minutes**

Mrs. Williams stated that there was an error in the March 1, 2012, minutes showing that Mr. Finney (former Board member) seconded the motion for adjournment.

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried,

the Board approved the minutes of the February 15, 2012, Regular meeting as recorded and the March 1, 2012, Adjourned meeting as revised.

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

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**Re: Virginia Department of Transportation (VDOT)**

Mr. Scott Gagnon, Director of Transportation and Land Development, presented the monthly report as follows:

Maintenance

- Upgrading guardrail on Route 712 – Flat Rock Pond bridge.
- Opened bridge on Route 661 (Springbank Road).
- Patching pot holes on various primary and secondary routes.
- Machining non-hard surface roadways and adding stone if needed.
- Cleaning out pipes to correct drainage problems.
- Repairing shoulders on various primary and secondary routes.
- Performing ditch repairs in problem areas.
- Performing brush cutting and tree trimming on primary routes.

Traffic Studies/Special Requests

- Route 665 (Ankum Road) – Conducting a speed study on roadway. VDOT anticipates completion by the end of April.

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**Re: Special Presentations**

**Recognition – Harrison Jamison**

The Board of Supervisors recognized Harrison Jamison, Building Inspector, Mecklenburg County, for his service in the Brunswick County Building Inspection Department during the absence of the Brunswick County Building Official from December 2011 to February 2012.

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**Recognition – Michael Veliky**

The Board of Supervisors recognized Michael Veliky, Building Official,

Greenville County, for his service in the Brunswick County Building Inspection Department during the absence of the Brunswick County Building Official from January 2012 to February 2012.

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**Re: Department/Agency Presentations**

**Brunswick Sheriff's Office – Virginia Department of Emergency Management – Information Sharing Grant – Sheriff Brian K. Roberts**

Sheriff Roberts stated that the Virginia Department of Emergency Management has awarded a grant in the amount of \$3,483.00 through the State Homeland Security Program to the Brunswick County Sheriff's Office for the annual maintenance of LINX system. There is no local match.

Upon motion of Mr. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board accepted and appropriated the amount of \$3,483.00 from the Virginia Department of Emergency Management to the FY12 Sheriff's Office Linx Annual Maintenance budget.

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

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**Brunswick Sheriff's Office – Selective Enforcement – Sheriff Brian K. Roberts**

Sheriff Roberts stated that the adopted FY12 appropriation for the revenue line item is \$400,000. However, he projects revenues associated with Court Fines to exceed \$750,000 in FY12. As a result, Brunswick County could realize additional revenues in the amount of \$350,000.

In order to successfully meet the projected revenues, an additional \$55,000 is

required in the Law Enforcement and Traffic Control, Part-time Wages - Selective Enforcement expenditure line item.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved an additional \$55,000 to the Part-time Wages – Selective Enforcement expenditure line item and an additional \$350,000 to the Court Fines revenue line item.

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

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**Brunswick County/Lake Gaston Tourism Association, Inc. – 2013 Virginia Outdoors Plan – Bobby Conner**

Mr. Bobby Conner, Brunswick County/Lake Gaston Tourism Association, Inc., requested that the Board of Supervisors adopt the following recommendations for inclusion in the 2013 Virginia Outdoors Plan:

- A trail corridor should be identified and developed to connect Lawrenceville and the Fort Christanna Historical Site. Portions of the trail could provide access to the Meherrin River, which is a state scenic river.
- Develop a series of public access sites for the Meherrin River.
- The Nottoway River, which is the northern boundary of Brunswick County should be designated a scenic river.
- Lake Gaston needs public access on the Virginia portion of the lake. Access for swimming, picnicking and other lake uses should be created.
- A corridor management plan needs to be developed for Highway 46.
- A state park has been proposed in Brunswick County, which would feature the Meherrin River, a state scenic river and the Fort Christanna Historical Site. A state park at Lake Gaston would provide more public access to the recreational and scenic attributes of the lake area.
- Share the road signage should be placed on current Brunswick County Byways to alert motorists of bicyclists sharing the road.
- Share the road signage should be placed on Highway 713 and Highway 715 which can be used to connect bicyclists from Lawrenceville to the new Brunswick Byways Visitor and Interpretive Center at the intersection of Highway 46 and Highway 715.

- Highway 644, from Highway 626 to Highway 643, should be evaluated to determine if it qualifies as a Virginia Byway.
- The Virginia Department of Transportation should include and incorporate a rock façade and other components to the design when replacing the Highway 46 South/Meherrin River Bridge to keep with the scenic rural nature of the location. Consideration should also be made since the Meherrin River is a state scenic river.

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board endorsed the recommendations for the 2013 Virginia Outdoors Plan as presented by the Brunswick County/Lake Gaston Tourism Association, Inc.

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

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**Taste of Brunswick Festival – Dr. John Sykes**

Dr. John Sykes, Taste of Brunswick Festival Committee, requested \$5,000 to assist with the 2012 Taste of Brunswick Festival.

This matter was continued.

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**Fort Christanna Five Year Plan 2013-2017– Nathaniel Neblett**

Mr. Bobby Conner, Fort Christanna Planning Committee, presented an overview of the Fort Christanna Historical site and its amenities.

Mr. Nathaniel Neblett, Fort Christanna Planning Committee, presented an overview of the proposed Five Year Plan for Fort Christanna Historical Site as follows:

- Add fourteen (14) interpretive signs.
- Construct two ghost house structures.
- Market the 300<sup>th</sup> anniversary of the fort.
- Create auxillary parking across from the site.
- Reprint the brochure.
- Install a central monument marking the 300<sup>th</sup> anniversary of the fort.
- Install three (3) flag poles.
- Install trash cannisters.

- Develop trail and signs to the Meherrin River.
- Recreate the Fort Christanna cannon.
- Reconstruct the Indian School.
- Install a picnic shelter.

This was provided for the Board's information.

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### **Re: Citizen Comments**

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

- Al Hartley, Lake Gaston Association, presented a letter dated March 21, 2012, outlining goals for the Board of Supervisors to consider during the FY2012-2013 budget process. See attached letter.

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

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### **Re: Consent Calendar of Reports**

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

- A. Lawrenceville-Brunswick Airport Monthly Report – February 2012
- B. Sheriff's Office Monthly Report – February 2012
- C. Roanoke River Service Authority Meeting Minutes
- D. Economic Development Coordinating Council Minutes
- E. Industrial Development Authority Meeting Minutes

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

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### **Re: Finance Director's Report**

#### **Approval of Disbursements**

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

- System checks dated March 14, 2012, in the amount of \$1,380.00
- System checks dated March 15, 2012, in the amount of \$61,380.02
- System checks dated March 21, 2012, in the amount of \$494,517.24
- System checks dated March 22, 2012, in the amount of \$11,601.25

Upon motion of Mr. Jones, seconded by Ms. Drummond, and unanimously carried, the Board approved disbursements in the amount of \$568,878.51 as presented.

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

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### **The Local Choice Health Benefits Program Renewal**

Mrs. Keli Reekes, Director of Finance, stated that the Local Choice Health Benefits Program renewal for Brunswick County results in no increase to the current rates for the fiscal year beginning July 1, 2012.

The proposed rates effective July 1, 2012, through June 30, 2012, are as follows:

<b>Key Advantage 500</b>	<b>Single</b>	<b>Dual</b>	<b>Family</b>
County Pays	\$461	\$461	\$461
Employee Pays	\$0	\$392	\$784

<b>Key Advantage Expanded</b>	<b>Single</b>	<b>Dual</b>	<b>Family</b>
County Pays	\$461	\$461	\$461
Employee Pays	\$77	\$534	\$992

Staff recommends the County maintain existing funding for the Local Choice Health Benefits Program.

Upon motion of Mrs. Williams, seconded by Ms. Drummond, and unanimously carried, the Board approved the Local Choice Health Benefits Program for FY13 as currently funded.

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

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**FY12 Additional Appropriation – Clerk of the Circuit Court**

Mrs. Keli Reekes, Director of Finance, stated that the Clerk of the Circuit Court has received additional revenues in the amount of \$5,800 from the Compensation Board.

The funds are to be used for Information Technology purposes.

Upon motion of Ms. Drummond, seconded by Mr. Jones, and unanimously carried, the Board accepted and appropriated the additional \$5,800 to the applicable FY12 Clerk of the Circuit Court revenue and expenditure line items.

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

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**Re: County Administrator's Report**

**Dominion Virginia Power Celebration**

Ms. Woolridge, County Administrator, stated that the Celebration to announce Dominion Virginia Power's plans to locate a gas generation plant in Brunswick County is scheduled for Tuesday, March 27, 2012, from 5:00 p.m. until 7:00 p.m. The event will be held in the parking lot behind the Industrial Development Authority Office. The event is open to the public.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved an appropriation not to exceed \$3,000 from the FY12 Board of Supervisors Contingency Fund.

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

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**Meherrin River Regional Jail Authority – Amendment to Agreement with English**

### **Construction, Inc. – Regarding water and wastewater connections**

Ms. Woolridge, County Administrator, presented an amendment to the agreement between Brunswick County, Brunswick County Industrial Development Authority and Meherrin River Regional Jail Authority regarding water and wastewater connections to the regional jail. The additions to the agreement are as follows:

- Connect the water line which will serve the Town of Alberta to the water line at the regional jail - \$59,277.00
- Include lettering for the water tank at the regional jail indicating Brunswick County - \$5,400.00

Funds are available through the Industrial Development Authority to cover costs associated with this project.

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board approved the amendment to the agreement between Brunswick County, Brunswick County Industrial Development Authority, and the Meherrin River Regional Jail Authority as presented.

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

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### **Resolution – Referendum of Local Food and Beverage Tax**

Ms. Woolridge, County Administrator, stated that the Brunswick County Economic Development Coordinating Council is recommending that the Board of Supervisors consider establishing a local food and beverage tax. It is proposed that the food and beverage tax be placed on the November 2012, ballot as a referendum.

Upon motion of Ms. Drummond, seconded by Mr. Jones, and unanimously carried, the Board adopted the resolution directing the County Attorney to initiate a referendum

vote as part of the November 2012, election on the levy of a local food and beverage tax.

RESOLVED: That the County Attorney is hereby directed to forward to the Clerk of the Circuit Court of Brunswick County, Virginia, a petition to initiate a referendum vote as a part of the November 2012, election on the following question:

“Should Brunswick County, Virginia, levy a tax on food and beverages sold, for human consumption, by a restaurant, not to exceed four percent (4%) of the amount charged for such food and beverages, and should grocery stores and convenience stores selling prepared foods ready for human consumption at a delicatessen counter also be subject to such tax, for that portion of the grocery store or convenience store selling such items?”

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

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#### **County Park at Great Creek Grass Cutting – Recommendation of Award**

Ms. Woolridge, County Administrator, stated that the county issued a Request for Proposal to provide grass cutting services at County Park at Great Creek. The following four (4) proposals were received on February 3, 2012:

- Clary Construction Company, Inc.
- T.W. Edwards Construction, Inc.
- Lawrenceville Building Supply, Inc.
- Thomason Lawn Care

Based on the analysis by the review committee, the County Administrator recommends award of the contract to Lawrenceville Building Supply, Inc. in the annual amount of \$34,830.

Upon motion of Ms. Drummond, seconded by Mr. Jones, and unanimously carried, the Board accepted the proposal from Lawrenceville Building Supply, Inc. at an annual amount of \$34,830 to provide grass cutting services at County Park at Great Creek and authorized the County Administrator to enter into a two (2) year contract.

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

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**Re: New Business**

**Personnel Committee Recommendation – Buildings and Grounds Worker I**

Upon motion of Ms. Drummond, seconded by Mr. Jones, and unanimously carried, the Board appointed Ms. Sandra Shye to the position of Buildings and Grounds Worker I as recommended by the Personnel Committee.

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

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**Re: Appointments**

**Brunswick County Litter Control Council**

This matter was continued.

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**Economic Development Coordinating Council**

This matter was continued.

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**Brunswick County Board of Zoning Appeals**

Upon motion of Ms. Drummond, seconded by Mr. Jones, and unanimously carried, the Board nominated G. Vincent Powell for consideration of appointment by the Brunswick County Circuit Court Judge to serve a five (5) year term on the Brunswick County Board of Zoning Appeals representing the Totaro Election District.

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

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**Southside Planning District Commission**

This matter was continued.

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**Re: Adjourn**

Upon motion of Mr. Jones, seconded by Ms. Drummond, and unanimously carried, the Board adjourned until Thursday, April 5, 2012, at 6:00 p.m.

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Welton Tyler, Chairman

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Charlette T. Woolridge, Clerk