

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, APRIL 16, 2014, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

PRESENT: BERNARD L. JONES, SR., CHAIRMAN; WELTON TYLER, VICE-CHAIRMAN; JOHN CATALDO, BARBARA J. DRUMMOND, 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 SUPERVISOR MEMBER

Re: Virginia Department of Transportation – Secondary Six Year Road Plan Worksession – 7:00 p.m.

Mr. Tommy Johnson, Assistant Residency Administrator, provided an overview of the proposed Secondary Six Year Road Plan 2015-2020.

Upon motion of Mr. Tyler, seconded by Ms. Drummond, the Board voted to remove Wilson Drive (State Route 683) and to add Lewis Drive (State Route 605) to the Secondary Six Year Road Plan.

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

Upon motion of Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board approved the addition of Bright Road (State Route 730) as a new project in the Secondary Six Year Road Plan.

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

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 Cataldo 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 with the following addition:

Add under Appointments

- Industrial Development Authority

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

Re: Public Hearings

Rezoning Case #14-002 submitted by Bettye J. Pearson, Residential (R-1) to Business (B-1)

Ms. Leslie Weddington, Director of Planning, stated that the subject property is located on the southwest side of Christanna Highway (Route 46), approximately 500' feet south of the intersection of Taft Street (State Route 702) and Christanna Highway, in the Totaro Magisterial District. The applicant is requesting approval to rezone the subject property from Residential (R-1) to Business (B-1) to operate and maintain a restaurant utilizing the existing building located on the property.

The Planning Commission conducted a public hearing on this rezoning request at their March 11, 2014, meeting. No one spoke in opposition to the request. At the conclusion of the public hearing the Planning Commission voted unanimously to approve the request.

The Chairman opened the public hearing. No citizens spoke. After providing all

citizens with an opportunity to express their views, the Chairman closed the public hearing.

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board approved Rezoning Case #14-002 submitted by Bettye J. Pearson as recommended by the Planning Commission.

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

Brunswick County Public Schools FY15 Proposed Operating Budget

Mr. Richard Rush, Director of Business Operations, provided an overview of the proposed FY15 Brunswick County Public School Budget as follows:

	APPROPRIATED	PROPOSED	DOLLAR
REVENUES	FY 2013-2014	FY 2014-2015	INCREASE/ (DECREASE)
Special	\$ 194,000	\$ 282,000	\$ 88,000
Food Service	\$ 1,217,640	\$ 1,217,640	\$ -
State	\$ 13,922,919	\$ 13,594,012	\$ (328,907)
Federal	\$ 1,723,084	\$ 1,480,217	\$ (242,867)
Local	\$ 4,891,827	\$ 4,927,531	\$ 35,704
Totals	\$ 21,949,470	\$ 21,501,400	\$ (448,070)
EXPENDITURES			
Instruction	\$ 14,538,752	\$ 14,249,052	\$ (289,700)
Admin/Attend/Health	\$ 732,985	\$ 724,977	\$ (8,008)
Transportation	\$ 1,866,600	\$ 1,699,450	\$ (167,150)
Operations/Maintenance	\$ 2,326,822	\$ 2,346,168	\$ 19,346
Food Service	\$ 1,217,640	\$ 1,217,640	\$ -
Technology	\$ 826,500	\$ 829,214	\$ 2,714
Debt Service	\$ 440,171	\$ 434,899	\$ (5,272)
Totals	\$ 21,949,470	\$ 21,501,400	\$ (448,070)

The Chairman opened the public hearing. No citizens spoke.

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

Upon motion of Mr. Tyler, seconded by Ms. Drummond, and unanimously carried, the Board accepted the FY15 School Budget advertisement as presented.

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

Re: Approval of Minutes

Upon motion of Ms. Drummond, seconded by Mr. Tyler, and unanimously carried, the Board approved the minutes of the March 12, 2014, adjourned meeting, the March 19, 2014, regular meeting, the March 25, 2014, adjourned meeting and the April 3, 2014, adjourned meeting as recorded.

Ayes: Cataldo, Drummond, Tyler, 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

- Machined non-hard surface roadways and added stone where needed.
- Repaired signs on primary routes.
- Patched potholes on various primary and secondary routes.
- Performed litter removal on various routes.
- Cleaned and repaired snow removal equipment from the recent storm.

Schedule Public Hearing on Proposed Six Year Secondary Road Plan

Upon motion of Mr. Tyler, seconded by Ms. Drummond, and unanimously carried, the Board authorized the advertisement of a public hearing on the proposed Six Year

Secondary Road Plan for the May 21, 2014, meeting.

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

Re: Presentations

Shenandoah Cable Television, LLC (“Shentel”) Franchise Renewal – Chris Kyle

Mr. Chris Kyle, Vice-President of Regulatory and Industry Affairs, presented an overview of Shenandoah Cable Television, LLC services and coverage in Brunswick County.

Supervisor Cataldo expressed concern regarding the lack of coverage in the southern portion of the county. As a result, the Board directed that the County Attorney include incentives in the franchise renewal agreement relative to Shentel’s expansion of coverage in the southern portion of Brunswick County.

This matter was continued.

Lake Gaston Clean-up Day 2014 – Resolution

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board adopted a resolution in support of Lake Gaston Clean-up Day 2014.

WHEREAS, there is a need to improve the appearance of Lake Gaston by removing litter and debris that create eyesores and harm the environment; and

WHEREAS, a clean Lake Gaston environment positively impacts water safety, economic development, travel, tourism and quality of life; and

WHEREAS, the Lake Gaston Association is sponsoring Take Pride in Lake Gaston Clean-up of the Lake on May 31, 2014, in an effort to educate citizens on the harmful effects of litter; and

WHEREAS, there is a need for citizen participation in maintaining the beauty of our county; and

WHEREAS, it is in the interest of Brunswick County to support our volunteers in efforts to improve the appearance of the county;

NOW, THEREFORE BE IT RESOLVED by the Brunswick County Board of Supervisors that it endorses and supports the Take Pride in Lake Gaston Clean-up Day 2014 initiative.

Ayes: Cataldo, Drummond, Tyler, 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 citizen spoke:

- Bill Hudson, 108 Rollingwood Drive, Lawrenceville, Virginia stated that he felt that the Improvement Association's FY15 budget request should be removed from the general fund budget and voted on separately due to a possible conflict of interest for the Hon. Welton Tyler and the Hon. Barbara J. Drummond.

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 following reports:

- A. Lawrenceville-Brunswick Airport Monthly Report
- B. Roanoke River Service Authority Meeting Minutes
- C. Industrial Development Authority Monthly Report
- D. Economic Development Coordinating Council

Ayes: Cataldo, Drummond, Tyler, 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 March 21, 2014, in the amount of \$1,380.00.
- System checks dated March 24, 2014, in the amount of \$10,311.00.
- System checks dated April 7, 2014, in the amount of \$6,678.69.
- System checks dated April 10, 2014, in the amount of \$51,042.85.
- System checks dated April 16, 2014, in the amount of \$766,285.77.
- System checks dated April 17, 2014, in the amount of \$141,267.13.

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board approved disbursements in the amount of \$976,965.44 as presented.

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

FY14 Quarterly Fiscal Report

Mrs. Reekes stated that the majority of departmental expenditures appear to be on target for the nine-month baseline of 25% unexpended appropriations. However, the following departments require additional appropriations at this time:

Fund 100 (General):

- Board of Supervisors (Dept. 11010) – An appropriation of \$18,522.69 is needed to account for expenditures relative to the water and wastewater infrastructure project on State Route 58. These funds will be reimbursed to the County from the borrowings relative to the project.
- Probation Office (Dept. 33300) – Additional appropriation of \$20,000 is needed to account for estimated expenditures through the end of the fiscal year.

Fund 214 (Courthouse Maintenance):

Maintenance expenses relative to the Albertis S. Harrison, Jr. Courthouse have exceeded the current appropriation of \$29,000 by \$583. An additional appropriation of \$100,000 is necessary in order to account for total expenditures through the end of the fiscal year, which include expenses relative to the cooling tower. Funds are available in the Courthouse Maintenance Fund.

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

Board approved the following:

- Appropriated \$18,522.69 from the undesignated General Fund balance to the applicable line items of the FY14 Board of Supervisors departmental budget.
- Appropriated \$20,000 from the undesignated General Fund balance to the applicable line items of the FY14 Probation Office departmental budget.
- Appropriated \$100,000 from the Courthouse Maintenance fund balance to the applicable line items of the FY14 Courthouse Maintenance departmental budget.

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

FY14 Additional Appropriation – DMV Select

Mrs. Reekes stated that the Virginia Department of Motor Vehicles (DMV) is requiring that all computers used to access DMV applications are upgraded to a Windows 7 operating system by June 9, 2014. Currently, all computers being used to process DMV transactions are installed with the Windows XP operating system. As a result, the Commissioner of the Revenue and the Treasurer have requested an additional appropriation of \$3,951.40 in order to complete the update. Funds are available in the DMV fund balance. No local funds are necessary.

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board appropriated \$3,951.40 from the DMV fund balance to the applicable revenue and expenditure line items of the FY14 DMV Select budget.

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

Re: Planning Director's Report

Rock Point Cove Subdivision – Final Plat Approval

Ms. Weddington, Director of Planning, stated that the subject property is located off of Lake Gaston Drive (State Route 667). The applicant is requesting final plat approval for Rock Point Cove, in accordance the Brunswick County Subdivision Ordinance. The proposed subdivision consists of three lots that will be accessed by Lake Gaston Drive. Each lot has been approved by the Brunswick County Health Department for an individual well and septic system. The Brunswick County Planning Commission approved the preliminary subdivision plat for Rock Point Cove Subdivision at its April 2014, meeting and recommends approval of the final plat.

Upon motion of Mr. Cataldo, seconded by Mr. Tyler, and unanimously carried, the Board approved the final plat for Rock Cove Subdivision as recommended by the Planning Commission.

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

Relay for Life 2014 – Special Entertainment Permit

Ms. Weddington stated that the American Cancer Society is requesting approval of a special entertainment permit in accordance with the Brunswick County Outdoor Musical/Entertainment Festivals Ordinance for the 2014 Relay for Life event scheduled for Saturday, May 17, 2014. The applicant has provided an event narrative to outline the activities of the proposed event.

Further, the applicant requests to waive the following ordinance requirements:

- Extension of time limitation
- Lodging and camping on-site
- Waiver of performance bond and tax
- Waiver of application fee

Upon motion of Ms. Drummond, seconded by Mr. Tyler, and unanimously carried, the Board approved the Special Entertainment Permit for the 2014 Relay for Life event on Saturday, May 17, 2014, as requested by the American Cancer Society.

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

Lawrenceville Volunteer Fire Department – Special Entertainment Permit

Ms. Weddington stated that the Lawrenceville Volunteer Fire Department is requesting approval of a special entertainment permit in accordance with the Brunswick County Outdoor Musical/Entertainment Festivals Ordinance to hold its first annual Corn Hole Tournament on Saturday, June 28, 2014, at the Lawrenceville-Brunswick Municipal Airport. The Corn Hole Tournament will begin at 11:00 a.m. and continue until completion of the tournament. It is anticipated that approximately 100 people will be in attendance. The event will consist of the following:

- Corn Hole Tournament
- 50/50 Raffle
- Selling of food and beverages
- Alcohol
- Selling of T-shirts

Further, the applicant requests to waive the following ordinance requirements:

- Waiver of application fee
- Waiver of performance bond and tax

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board approved the Special Entertainment Permit for the first annual Corn Hole Tournament to be held at the Lawrenceville-Brunswick Municipal Airport on Saturday, June 28, 2014, as requested by the Lawrenceville Volunteer Fire Department.

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

Re: County Administrator's Report

Old Sanitary Landfill Cutting – Recommendation of Bid Award

Dr. Woolridge, County Administrator, stated that an invitation to bid was solicited to provide grass cutting services at the sanitary landfill. One bid was received on March 25, 2014:

- Taylor Farms, Inc. \$840.00 per cutting

Upon motion of Mr. Tyler, seconded by Ms. Drummond, and unanimously carried, the Board accepted the bid, in the amount of \$840.00, from Taylor Farms, Inc. to provide grass cutting services at the sanitary landfill and authorized the County Administrator to enter into a three year contract.

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

Re: Old Business

FY13 Financial Report – Acceptance

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board accepted the FY13 Financial Report as prepared by Robinson, Farmer, Cox and Associates.

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

Re: Appointments

Brunswick County Litter Control Council

This matter was continued.

Economic Development Coordinating Council

This matter was continued.

Industrial Development Authority

Upon motion of Mr. Tyler, seconded by Ms. Drummond, and unanimously carried, the Board appointed Mr. William Brown to fill the unexpired term of Ms. Deborah Layton, who was serving as an At-large Member on the Industrial Development Authority. Mr. Brown's term will commence on April 17, 2014, and will expire on June 30, 2016.

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

Mr. Cataldo then presented the name of Gene Wiley for consideration to the Industrial Development Authority Board. The Chairman stated that there are no additional vacancies at this time.

Re: Adjourn

Upon motion of Mr. Tyler, seconded by Ms. Drummond, and unanimously carried, the Board adjourned until 7:00 p.m. on April 29, 2014, in the Board Meeting Room of the County Government Building.

Bernard L. Jones, Sr., Chairman

Charlette T. Woolridge, Ph.D., Clerk