

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, JUNE 19, 2013, IN THE AUDITORIUM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

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

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**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 matter under:

- 2.2-3711.A.7: Consultation with legal counsel regarding a contractual issue for which legal advice is required.

Aye: Cataldo, Jones, Tyler, Williams, Drummond; Nay: 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.

Aye: Cataldo, Jones, Tyler, Williams, Drummond; Nay: None.

### **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;  
Mr. Jones, Aye;  
Mr. Tyler, Aye;  
Mrs. Williams, Aye;  
Ms. Drummond, Aye;  
Nay: None.

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**Re: Call to Order – 7:30 p.m.**

Chair Drummond called the meeting to order and welcomed all citizens in attendance.

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**Re: Invocation and Pledge of Allegiance**

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

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**Re: Approval of Agenda**

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board approved the agenda with the following additions:

Add under New Business

- County Administrator's Employment Contract
- High Water Levels at Lake Gaston

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

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**Re: Public Hearing**

**Proposed FY13 Brunswick County General Fund and Capital Improvement Projects Budget Amendment**

Mrs. Keli Reekes, Director of Finance, stated that it is anticipated that approximately \$655,000 will be expended in FY13 relative to the Historic Courthouse Renovation project. This expenditure exceeds 1% of the total expenditures of the FY13 adopted budget. Therefore, according to §15.2-2507 of the Code of Virginia, a public hearing is required.

The Chair opened the public hearing. No citizens spoke.

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

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board adopted the amendment to the FY13 Brunswick County General Fund and Capital Improvement Project Budgets in the amount of \$655,000 and subsequently appropriated \$655,000 to the applicable revenue and expenditure line items within the FY13 Historic Courthouse Renovation Fund.

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

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**Re: Approval of Minutes**

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board approved the minutes of the May 15, 2013, regular meeting as recorded.

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

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

The monthly report was submitted as follows:

Maintenance Forces

- Repaired signs on various primary and secondary routes.
- Replaced cross pipe on Route 712.
- Patched potholes on various secondary routes.
- Cut vegetation on various primary and secondary routes.
- Conducted litter patrol on primary routes.
- Performed ditching in problem areas on various secondary routes.
- Performed grass cutting on various secondary routes.
- Repaired entrances and slopes on Route 46.
- District bridge section repaired customer concern on Route 718 bridge.

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**Re: Presentation**

**Historic Courthouse Renovation Project Update – Ron Hotinger, Crabtree, Rohrbaugh and Associates**

Mr. Ron Hotinger, Crabtree, Rohrbaugh and Associates, provided an update on the

Historic Courthouse Renovation Project highlighting the following:

- Interior demolition complete.
- Installing new wall framing.
- Rough-in of ductwork, piping and electrical on-going.
- Demolition on-site around building has begun.
- Contractor is on schedule to be substantially complete by end of November 2013.
- Currently the building is not available for tours by citizens due to safety concerns and contractor's liability. Tours may be scheduled later this fall.

This was provided for the Board's information.

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**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.

- Bobby Conner, Brunswick County/Lake Gaston Tourism Association, Inc., requested a letter of support from the Board of Supervisors to retain and maintain the historical archives of St. Paul's College in a secured area at the Meherrin Regional Library. He stated that the archives will be available to alumni, researchers and others who have an interest in learning about the history and legacy of St. Paul's College.

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

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### **St. Paul's College – Historical Archives**

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved a letter of support to retain and maintain the St. Paul's College historical archives in a secured area at the Meherrin Regional Library.

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

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

Upon motion of Mr. Tyler, 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 – May 2013
- B. Roanoke River Service Authority Minutes
- C. Economic Development Coordinating Council Minutes
- D. Industrial Development Authority Monthly Report

Ayes: Cataldo, Jones, Tyler, Williams, Drummond; 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 June 13, 2013, in the amount of \$48,066.92
- System checks dated June 19, 2013, in the amount of \$430,063.18

Upon motion of Mr. Jones, seconded by Mrs. Williams, and unanimously carried, the Board approved disbursements in the amount of \$478,130.10 as presented.

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

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**FY13 Additional Appropriations**

Mrs. Reekes presented the following additional appropriations for FY13:

- Cooperative Extension – pesticide grant received in the amount of \$1,844.68.
- Sheriff's Office – sale generated \$315.91 in proceeds, which needs to be appropriated to account for the associated expenditures.
- E911 Communications – FY12 grant overpayment in the amount of \$50.00 that needs to be returned to the Virginia Information Technologies Agency.

Upon motion of Mrs. Williams, seconded by Mr. Jones, and unanimously carried, the Board approved the following:

- Appropriated \$1,844.68 to the applicable revenue and expenditure line items of the FY13 Cooperative Extension departmental budget.
- Appropriated \$315.91 to the applicable revenue and expenditure line items of the FY13 Sheriff's Office – Law Enforcement and Traffic Control departmental budget.
- Appropriated \$50.00 to the applicable revenue and expenditure line items of the FY13 Capital Projects – E911 Communications System Upgrade budget.

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

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**Re: Planning Director's Report**

**Schedule Public Hearing – Conditional Use Permit Case #13-007 – Submitted by Lonnie R. and Joyce G. Powell, Campground in the Agricultural (A-1) Zoning District**

Ms. Leslie Sullivan, Director of Planning, stated that the subject property is located on the north side of Governor Harrison Parkway (Highway 58), approximately 1.25 miles east of the intersection of County Pond Road (Route 638) and Governor Harrison Parkway, located in the Totaro Magisterial District and the Powellton Election District.

The applicant is requesting approval of a conditional use permit to operate and maintain a three (3) lot campground for camper/travel trailers for temporary use.

The Planning Commission conducted a public hearing on this request at their June 11, 2013, meeting. At the conclusion of the public hearing the Planning Commission recommended approval of Case #13-007 by vote of 9 to 1, and further requested that the Board of Supervisors schedule a public hearing for the Board's July 2013, regularly scheduled meeting.

Upon motion of Mr. Cataldo, seconded by Mrs. Williams, and unanimously carried, the Board authorized the advertisement of a public hearing on Case #13-007 for its July regular meeting as recommended by the Planning Commission.

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

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**Town of Lawrenceville Downtown Revitalization Project – Request for Easements**

Ms. Sullivan stated that the Town of Lawrenceville has received a Community Development Block Grant (CDBG) from the Virginia Department of Housing and

Community Development. The project includes plans to upgrade the parking facilities located to the rear of buildings located on Main and Hicks Streets. The Town of Lawrenceville is requesting temporary and permanent easements for the construction, use and maintenance of stormwater drainage and related facilities for the upgrading of parking areas.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved the temporary construction easements and the permanent easements as requested.

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

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**Re: County Administrator's Monthly Report**

**FY14 Brunswick County Consolidated Budget – Adoption and Appropriation**

Ms. Woolridge, County Administrator, stated that an appropriation in the amount of \$40,867,363 is required to fund the FY14 Brunswick County Consolidated Budget. This includes the General Fund, Capital Improvement Projects and Public School budget.

Upon motion of Mr. Tyler, seconded by Mr. Jones, and carried, the Board adopted and appropriated the FY14 Brunswick County Consolidated Budget in the amount of \$40,867,363.

**BE IT RESOLVED:** That the Brunswick County Board of Supervisors does appropriate the total amount of \$ 40,867,363 (inclusive of interfund transfer in the amount of \$5,945,758) for the consolidated Brunswick County budget for the year beginning July 1, 2013, and ending June 30, 2014, as budgeted by fund and function for general governmental activities, and as budgeted by fund and category for public school activities. Further, this total appropriation includes \$4,451,656 in local funding for school operations. Additional local funding for schools includes \$322,023 for the School Construction Debt Service Fund; \$440,171 for School debt Service Fund; and \$76,000 for the School Capital Projects Fund.

Ayes: Cataldo, Jones, Tyler, Drummond; Nays: Williams.

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**Department of Solid Waste – Diesel Fuel Bid Award**

Ms. Woolridge stated that bids were solicited for the provision of diesel fuel for the Department of Solid Waste.

The following responses were received:

<b>Company</b>	<b>Differential Price</b>
Parker Oil Company, Inc.	+.1130
James River Solutions	+.1200
Southside Fuel	No bid

Parker Oil Company, Inc. is the apparent low bidder.

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board accepted the differential price from Parker Oil Company, Inc. in the amount of \$+.1130 for diesel fuel for the Brunswick County Solid Waste Fleet System.

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

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**Re: Old Business**

**Brunswick Historic Courthouse – Historic Tax Credits – Supervisor Cataldo**

Supervisor Cataldo advised the Board of Supervisors of the Historic Tax Credit Committee’s process to hire a historic tax consultant and stated that the Historic Tax Credit Committee recommends entering into a contract with Wishneff and Associates for assistance in assessing the feasibility of using federal and/or state historic tax credits as a source of funds in connection with the renovation of the Brunswick County Historic

Courthouse.

Upon motion of Mr. Cataldo, seconded by Mr. Jones, and unanimously carried, the Board accepted the proposal from Wishneff and Associates for assistance in assessing the feasibility of using federal and/or state historic tax credits as a source of funds in connection with the renovation of the Brunswick Historic Courthouse and authorized the Chair to sign the contract on behalf of the County.

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

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**Re: New Business**

**County Administrator's Employment Contract**

Upon motion of Mr. Cataldo, seconded by Mr. Jones, and unanimously carried, the Board approved the new employment contract between the Brunswick County Board of Supervisors and Charlette T. Woolridge as recommended by the Personnel Committee.

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

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**High Water Levels at Lake Gaston**

Supervisor Cataldo stated that over the past several weeks Dominion Virginia Power has managed the elevation of Lake Gaston at a level of 201'+. At this level, Lake Gaston properties have incurred varying degrees of damage. He requested that the Board of Supervisors send a letter to Dominion Virginia Power requesting a review of the current water level management practices regulating lake levels.

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board approved a letter to Dominion Virginia Power requesting a review of the current

water level management practices regulating levels at Lake Gaston.

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

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**Re: Appointments**

**Brunswick County Litter Control Council**

This matter was continued.

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**Economic Development Visioning Committee**

This matter was continued.

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**Brunswick County Board of Zoning Appeals**

This matter was continued.

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**Re: Adjourn**

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

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

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Barbara J. Drummond, Chair

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Charlette T. Woolridge, Clerk