

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, AUGUST 20, 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, DENISE C. WILLIAMS, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR/CLERK; PHYLLIS KATZ, COUNTY ATTORNEY; TAMMY W. NEWCOMB, DEPUTY CLERK/RECORDER OF MINUTES

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

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

Re: Approval of Agenda

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

Order of the Agenda:

- Move County Administrator's Reports to after the Public Hearing.

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

Re: Public Hearing

Proposed Ordinance to Amend the Brunswick County Code, Chapter 26 (Emergency Services)

Dr. Woolridge, County Administrator, provided an overview of the proposed ordinance.

She further advised that in January 2014, the Brunswick Volunteer Rescue Squad Administrator informed the Board that the rescue squad was experiencing a severe financial deficit and if this matter is not addressed immediately, it would result in the closure of the rescue squad. The Board of Supervisors subsequently established an Oversight Committee to conduct an analysis of the Brunswick Volunteer Rescue Squad's operations. The Oversight Committee members were as follows:

- Board of Supervisor representative: Hon. Bernard L. Jones, Sr.
- County Administrator: Dr. Charlette T. Woolridge
- Emergency Services Coordinator: Buddy Hyde
- Emergency Services Advisory Board representatives: Chair Charles Jones; Vice-Chair Brad Rogers; Secretary Annette Jones; Finance Committee member Tommy Johnson.
- Brunswick Volunteer Rescue Squad representatives: Vice-President, Gene Clapper; and Meredith Sapienzo.
- Alberta Volunteer Fire Department representative: Chief Woody Daniel
- Central Volunteer Rescue Squad representatives: President Devon Clary and Treasurer Patty Richardson.
- Sheriff Brian Roberts
- Dr. David Brown, Operational Medical Director

The Oversight Committee determined that there were inefficiencies and a lack of oversight in the management and operation of the rescue squad that has resulted in financial and operational turmoil. As a result, the Oversight committee explored three options to address the issues:

1. Continue funding BVRS as a 501(c)(3) organization and maintain the agency's operation.
2. Brunswick County to fully operate a single emergency medical services (EMS) agency that replaces the existing BVRS.
3. Outsource a private EMS company.

The Oversight Committee recommends Option 2 above, which has been unanimously endorsed by the Brunswick Emergency Services Advisory Board and the Brunswick Volunteer Rescue Squad. The Oversight Committee makes this recommendation to enhance accountability and efficiency to ensure response to emergency calls.

The Chairman opened the public hearing. The following citizens spoke:

- Buddy Hyde, Emergency Management Coordinator, spoke in support of the proposed ordinance amendment.
- Clarence Vaughan, President, Brunswick Volunteer Rescue Squad, spoke in support of the proposed ordinance amendment.
- Darlene Ferguson spoke in support of the proposed ordinance amendment.
- Annette Jones, Secretary of Emergency Services Advisory Board, spoke in support of the proposed ordinance amendment.
- Gene Wiley spoke in support of the proposed ordinance amendment.

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

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board adopted the amendment to Chapter 26 of the Brunswick County Code as recommended by the Oversight Committee:

**ORDINANCE AMENDING AND REPLACING
CHAPTER 26 OF THE CODE OF BRUNSWICK COUNTY
(Emergency Services)**

WHEREAS, Chapter 26 of the *Code of Brunswick County* is no longer descriptive of the comprehensive emergency and disaster services provided in the County; and

WHEREAS, the *Code of Virginia* has placed certain obligations and responsibilities on the Board of Supervisors for the management of emergencies and disasters; and

WHEREAS, the Brunswick Volunteer Rescue Squad, Inc. has decided to cease operations and it is in the public interest that the Board of Supervisors provide emergency medical and transport services to the residents who will be left without services.

THEREFORE, BE IT ORDAINED, by the Board of Supervisors under the authority granted to it under §§ 27-6.1 *et seq.*, 44-146.13 *et seq.* §15.2-955, and 15.2-1505.1 of the *Code of Virginia*, that Chapter 26 of the *Code of Brunswick County* is hereby amended and reinstated as set forth below:

Chapter 26

Section 1. Definitions

Director of Emergency Services: a member of the Board of Supervisors, or by designation by the Board of Supervisors, the County Administrator.

Coordinator of Emergency Services: a position created by the Board of Supervisors with responsibilities as set forth in this ordinance for the day to day management of emergency services in the County of Brunswick.

Section 2. Emergency Management

2.1 Emergency Operations Plan

A. The Director shall be responsible for the preparation and update of the Emergency Operations Plan ("EOP") for adoption by the Board of Supervisors. The EOP shall include, but not be limited to (1) provisions for disaster prevention, preparedness, mitigation, response and recovery; and (2) the responsibilities of all County departments and other emergency service agencies operating under permit from the Board of Supervisors.

B. The Coordinator of Emergency Services ("Coordinator") shall prepare or cause to be prepared and shall keep current a comprehensive local emergency operations plan. The Coordinator may, in collaboration with other public and private agencies, develop or cause to be developed mutual aid arrangements for reciprocal assistance in the case of a disaster or emergency.

C. The Board of Supervisors adopts the County of Brunswick Emergency Operations Plan as the required plan for disaster prevention, preparedness, mitigation, response and recovery in accordance with the Code of Virginia. The plan shall include, but not limited to, the responsibilities of all local departments or agencies.

2.2 Declaration of Local Emergency.

A. A local emergency, as defined in *Code of Virginia*, § 44-146.21, may be declared by the Director of Emergency Services ("Director") with the consent of the Board of Supervisors. In the event the Board of Supervisors cannot convene due to the emergency or disaster or other exigent circumstances, the Director or any member of the Board of Supervisors in the absence of the Director may declare the existence of a local emergency, subject to confirmation by the Board of Supervisors, at its next regularly scheduled meeting or at a special meeting within fourteen (14) days of the declaration, whichever comes first. The Board of Supervisors, when in its judgment all emergency action has been taken, shall take appropriate action to end the declared emergency.

B. A declaration of a local emergency shall activate the County's Emergency Operations Plan and authorize the furnishing of aid and assistance thereunder.

C. Whenever a local emergency has been declared:

1. The Director, or in the Director's absence the Coordinator, is authorized to control, restrict, allocate, or regulate the use, sale, production and distribution of food, fuel, clothing and other commodities, materials, goods, services and resource systems which do not impact systems affecting adjoining political subdivisions, enter into contracts and incur obligations on behalf of the County necessary to combat such threatened or

actual disaster, protect the health and safety of persons and property, and provide emergency assistance to the victims of such disaster. In exercising the powers vested under this section, under the supervision and control of the board, such director may proceed without regard to time consuming procedures and formalities prescribed by law (except mandatory constitutional requirements) pertaining to the performance of public work, entering into contracts, incurring of obligations, employment of temporary workers, rental of equipment, purchase of supplies and materials, levying of taxes, and appropriation and expenditure of public funds, providing such funds in excess of appropriations in the current approved budget, unobligated, are unavailable.

2. Whenever a local emergency is declared, the Director, Coordinator, or member of the Board of Supervisors shall notify the Virginia Department of Emergency Management when all local resources have been committed and assistance is needed from the state.

2.3 Emergency Operations Center.

The Board of Supervisors shall designate an emergency operations center to be used for administrative operations, training, and meeting space by emergency service providers in the County. During an emergency, the EOC will serve as the focal point for collecting and disseminating information, analyzing reports and directing and coordinating all aspects of the emergency management and response.

2.4 Mutual Aid

The Coordinator shall recommend and prepare for approval by the Board of Supervisors mutual aid agreements with other public and private emergency services agencies for reciprocal assistance in the case of a disaster or emergencies.

Section 3. Operation of Emergency Services in County

3.1 Department of Emergency Services

A. The Department of Emergency Services (the "Department") is established for the purpose of ensuring the protection of the citizens, visitors, and property in the County during disasters and emergency situations. The Department consists of the Director, the Coordinator and other officials, employees, and volunteers as are deemed necessary.

B. The Director shall oversee and be responsible for local responses to disasters and emergencies pursuant the *Code of Virginia § 44.1-146.13 et seq.*, as amended. The Coordinator will report to and work under the direction of the Director in regard to all phases of emergency management and emergency services activities, including but not limited to, the planning, coordination and operation of such activities and services.

C. The Coordinator, in consultation with the Director, shall have authority to enter into and take all actions necessary to implement and carry out the terms of agreements for mutual aid, disaster preparedness, and the provision of services related to hazardous

materials, rescue, fire suppression, investigation, emergency medical services or other emergency response services that may lawfully be delegated by the Director.

D. Following a declaration of a disaster or emergency and through its duration, the Director or the Director's designee shall have the authority to enter into contracts on behalf of the County and to expend funds to provide for the public safety during such emergency events, in accordance with applicable laws and regulations. The Director shall also have the authority to take all actions necessary to obtain funding and assistance from other localities and from state or federal agencies for those purposes.

E. The Department shall be responsible for emergency prevention, preparedness, mitigation, response, and recovery efforts. The Department shall also be responsible for steering and managing the County's EMS agency.

F. The Brunswick County Emergency Services Advisory Board ("ESAB") provides advisory services to the Department of Emergency Services. The ESAB shall be comprised of the fire departments and emergency medical services agencies that are located in and permitted to provide services to the residents of the County of Brunswick.

3.2 Brunswick Emergency Medical Services

A. The Brunswick Emergency Medical Services ("Brunswick EMS") is hereby established pursuant to *Virginia Code § 15.2-114.14.B* as an administrative unit within the Department and shall operate under the direct supervision of the Coordinator. Brunswick EMS shall be responsible for providing emergency medical care or transportation of patients who are sick, injured, wounded, or otherwise incapacitated or helpless in the response area previously served by the Brunswick Volunteer Rescue Squad, Inc. and any other response areas within the County when dispatched through automatic and/or for mutual aid.

B. Brunswick EMS shall deliver high quality emergency medical services through coordinated policies and regulatory framework that address the need for such services. It should provide maximum cost-effective performance, account for adequate service levels, provide sound financial practices, assure transparency in the operation of the combined system, and develop long-term plans for delivery of emergency medical services in the County.

C. The employees and volunteers of Brunswick EMS shall:

1. Comply with all regulations, policies and procedures of the County and state laws and regulations.

2. Prior to commencing employment with Brunswick EMS, the applicant for employment or volunteer service shall submit to fingerprinting and to provide personal descriptive information to be forwarded to the Virginia Office of Emergency Medical Services, Virginia Department of Health and Virginia State Police's Central Criminal Records Exchange for the purpose of obtaining state and national criminal history record information regarding such applicant.

3. The Board of Supervisors may at any time discontinue providing emergency medical services through Brunswick EMS. In discontinuing services it shall work with the local and state agencies to ensure that the residents of Brunswick County have adequate emergency medical services. If services are to be discontinued, the ESAB and the public shall be given notice and an opportunity to comment on the proposed action.

3.3 Community Providers – Approval Required

A. It shall be unlawful for any other person, corporation, firm, or association to provide emergency medical services, and transportation, or operate vehicles for such services and transport, or for any volunteer fire-fighting organization (“public safety provider(s)”) to operate without obtaining permission from the Board of Supervisors.

B. In considering the issuance of a permit, the Board of Supervisors shall exercise its full authority under *Virginia Code* § 15.2-111.14 and may limit or place restrictions on the approval granted. In exercising its authority to grant approval, the Board shall consider the recommendation from the Director; such recommendation shall be made after consultation with the Coordinator and ESAB. Factors that should be considered include, but are not limited to, whether there is a need for the service, the area of the County in which the application applies, the fire or emergency medical services that is currently available in the area, that the applicant is trained, equipped, and otherwise qualified in all respects to render the services for which the permit is sought, and that the applicant has obtained Workers' Compensation and Employer's Liability; Comprehensive General Liability; Premises-Operations Liability; Bodily Injury Liability; Property Damage Liability; Personal Injury; Automobile Bodily Injury Liability and Property Damage Liability Combined; Directors and Officers Liability; and Umbrella/Excess Liability with adequate limits of coverage.

C. The Director may request from applicants and approved public safety providers any information and records determined to be relevant and necessary to the review and approval process, including but not limited to information on the qualifications of employees and volunteers, governance, financial management, changes in services delivered or delivery area, insurance coverage, and compliance with state requirements. Public safety providers and applicants are required to provide such information to the Director.

D. Once approval has been granted, such approval may be restricted, suspended, or revoked upon a finding that any conditions or restrictions in section B above, or imposed at the time approval was granted have not been followed or that the public safety provider has had its license or permit from the state revoked. Before approval may be revoked, the public safety provider shall be provided with written notice of the actions contemplated with the factual basis for the contemplated action stated and provided a hearing before the Board of Supervisors. During the period from date of written notice to the final action of the Board of Supervisors, the Director may authorize on a temporary basis, other fire or emergency medical services providers to operate in the area that had been assigned to the public safety provider.

3.4 Dispatch Requirements

All providers shall (1) be dispatched or relayed through the Brunswick County E-911 Communications Center or any EMS or fire agency approved by the Brunswick County Board of Supervisors; (2) operate on the assigned County emergency radio frequencies; and (3) provide documentation to the Coordinator that the organization meets all National Incident Management System ("NIMS") compliance requirements.

3.5 Revenue Recovery

A. Reasonable fees shall be charged by the Brunswick EMS to cover the costs of providing for the emergency medical and transport services provided by Brunswick EMS including but not limited to, capital, facility, vehicles, equipment, supplies, utilities, administrative support, billing services, staffing, and professional services.

B. No emergency medical services personnel shall accept or receive payment or any other thing of value on behalf of a patient during transport, while services are being rendered, or for any services provided.

C. The Director is authorized and directed to establish rules, policies, and procedures for the billing of the emergency medical transport services fees to individuals and third party payers.

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

Re: County Administrator's Report

Resolution Approving Fire Departments and Emergency Medical Services Agencies serving Brunswick County

Dr. Woolridge provided an overview of the resolution.

Upon motion of Mr. Cataldo, seconded by Ms. Drummond, and unanimously carried, the Board adopted the resolution approving fire departments and emergency medical services agencies serving Brunswick County as presented.

RESOLUTION APPROVING FIRE DEPARTMENTS AND EMERGENCY MEDICAL SERVICES AGENCIES SERVING BRUNSWICK COUNTY

WHEREAS, Section 15.2-955 of the Code of Virginia, 1950, as amended, requires that the Board of Supervisors recognize and grant approval of all fire departments and emergency medical services agencies operating within the County; and

WHEREAS, the following fire departments have been recognized under Chapter 26 of the Code of Brunswick: Alberta Volunteer Fire Department, Inc.; Brodnax Volunteer Fire

Department; Dolphin Volunteer Fire Department, Inc.; Ebony Volunteer Fire Department, Inc.; Gasburg Volunteer Fire Department, Inc.; Lawrenceville Volunteer Fire Department; and Triplet Volunteer Fire Department, Inc.; and

WHEREAS, the following emergency medical services agencies have been recognized under Chapter 26 of the Code of Brunswick County: already mentioned above; Alberta Volunteer Fire Department, Inc.; Brunswick Volunteer Rescue Squad, Inc.; Central Lifesaving and Rescue Squad, Inc.; and Gasburg Volunteer Fire Department, Inc.; and

WHEREAS, Chapter 26 of the Code of Brunswick County was amended by the Board of Supervisors on August 20, 2014 and the amended Chapter 26 no longer lists the above fire departments and emergency medical services agencies; and

WHEREAS, in amending Chapter 26, the Brunswick County Board of Supervisors has established a new emergency medical services agency named Brunswick Emergency Medical Services to operate as an advanced life support (ALS) ground transport and emergency medical response agency under the Commonwealth of Virginia EMS regulations, a local operational medical director (OMD), regional EMS protocols, and local policies; and

NOW THEREFORE, BE IT RESOLVED, that the Brunswick Emergency Medical Services is granted approval to provide ground transport and emergency medical services to the geographic area heretofore served by Brunswick Volunteer Rescue Squad, Inc., and the remaining areas in the county that are served by automatic and mutual aid, to operate once it obtains a license from the Office of Emergency Medical Services, Virginia Department of Health; and

NOW THEREFORE, BE IT FURTHER RESOLVED, that under the authority granted to the Board of Supervisors in Section 3.3 of Chapter 26 of the Code of Brunswick County, as amended, the following fire departments are recognized and granted approval to continue to operate under the recognition that has been in effect on the date this resolution is adopted: Alberta Volunteer Fire Department, Inc.; Brodnax Volunteer Fire Department; Dolphin Volunteer Fire Department, Inc.; Ebony Volunteer Fire Department, Inc.; Gasburg Volunteer Fire Department, Inc.; Lawrenceville Volunteer Fire Department; Triplet Volunteer Fire Department, Inc.; and

NOW THEREFORE, BE IT FURTHER RESOLVED, that under the authority granted to the Board of Supervisors in Section 3.3 of Chapter 26 of the Code of Brunswick County, as amended, the following emergency medical services agencies are recognized and granted approval to continue to operate under the recognition that has been in effect on the date this resolution is adopted and consistent with the provisions of Chapter 26 of the Code of Brunswick County: Alberta Volunteer Fire Department, Inc.; Brunswick Emergency

Medical Services; Central Lifesaving and Rescue Squad, Inc.; and Gasburg Volunteer Fire Department, Inc.; and

NOW THEREFORE, BE IT FURTHER RESOLVED, that Brunswick Volunteer Rescue Squad, Inc. shall be approved to continue to operate under this resolution only until such time as the transfer of property to Brunswick Emergency Medical Services is completed and until such time as Brunswick EMS is granted its permit to operate from the state or until January 1, 2015 whichever comes first;

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

Resolution for Emergency Medical Services Minimum Staffing Exemptions

Dr. Woolridge provided an overview of the resolution.

Upon motion of Ms. Drummond, seconded by Mrs. Williams, and unanimously carried, the Board approved the exemption request for the Alberta Volunteer Fire Department, Inc., Brunswick Emergency Medical Services and Central Lifesaving and Rescue Squad, Inc. for said regulations pertaining to minimum staffing requirements for Advance Life Support ambulances per approval of the Office of the Emergency Medical Services, Virginia Department of Health and further adopted the resolution as presented:

**Resolution of Support
for Implementation of an
EMS Minimum Staffing Exemption**

WHEREAS, Section 15.2-955 of the Code of Virginia, 1950, as amended, and 12VAC5-31-110 requires local governing approval of any emergency medical services organization operating within that locality; and

WHEREAS, Alberta Volunteer Fire Department, Inc., Brunswick Emergency Medical Services, and Central Lifesaving and Rescue Squad, Inc. have appeared before the Brunswick County Board of Supervisors to request approval to modify their agency license by an exemption to the regulation to provide Advanced Life Support services in the absence of a Basic Life Support member on board, as required by 12VAC5-31-1250 (Advanced Life Support Vehicle Transport); and

WHEREAS, the Brunswick County Board of Supervisors has determined it to be in the best interest of the citizens of Brunswick County for Alberta Volunteer Fire Department, Inc., Brunswick Emergency Medical Services, and Central Lifesaving and Rescue Squad, Inc., to provide these services;

NOW, THEREFORE, BE IT RESOLVED the Brunswick County Board of Supervisors supports the exemption request for the Alberta Volunteer Fire Department, Inc., Brunswick Emergency Medical Services, and Central Lifesaving and Rescue Squad, Inc., for said regulation pertaining to minimum staffing requirements for Advanced Life Support ambulances per approval of the Office of the Emergency Medical Services, Virginia Department of Health.

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

Automated Ambulance Billing, Insurance Services and Collection Services – Declaration and Request for Proposal

Dr. Woolridge presented a declaration and Request for Proposal for Automated Ambulance Billing, Insurance Services and Collection Services for the Brunswick Department of Emergency Services. The reason for utilizing this exception to competitive sealed bidding is that the use of cost as the sole determining factor in awarding the resultant contract is neither practicable nor fiscally advantageous to the County.

Upon motion of Mr. Cataldo, seconded by Ms. Drummond, and unanimously carried, the Board approved the declaration and authorized the advertisement for the request for proposals for automated ambulance billing, insurance services and collection services.

Pursuant to Virginia Code § 2.2-4303 (C), the County desires to procure the following non- professional services through competitive negotiation rather than competitive sealed bid:

Automated Ambulance Billing, Insurance Services and Collection System (the "Project").

The project includes a comprehensive ambulance billing and collection system and technical and administrative support for Brunswick County Department of Emergency Services.

The reason for utilizing this exception to competitive sealed bidding is that the use of cost as the sole determining factor in awarding the resultant contract is neither practicable nor fiscally advantageous to the County for the following reasons:

The services requested are ones that must squarely fit into the customers' needs and there are many deliverables that can only be weighed in relation to each other; price while important is not the sole factor. An Offeror who submits the lowest bid would not be in the best interest of the County – the County must be able to select the Contractor who is best suited for the Project based on the evaluation criteria in the Request for Proposals.

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

Re: Approval of Minutes - July 16, 2014 Regular Meeting

Upon motion of Ms. Drummond, seconded by Mrs. Williams, and unanimously carried, the Board approved the minutes of the July 16, 2014, regular meeting as presented.

Ayes: Cataldo, Drummond, Tyler, Williams, 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

- Mowing on secondary routes is ongoing.
- Route 633 (Pocahontas Road) project is ongoing.
- Performed litter removal on various routes.
- Performed various maintenance activities on primary and secondary routes.
- Completed bridge repairs on Route 715 (Iron Bridge Road) and the road was re-opened on June 30, 2014.

Re: Brunswick County Public Schools Monthly Report

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

This was provided for the Board's information.

Re: Presentations

William W. Moseley – Request to Donate Historic Paintings to Brunswick County

Mr. William W. Moseley stated that he would like to donate ten historic paintings, rendered by him, to Brunswick County at an estimated value of \$4,150.

Upon motion of Mr. Tyler, seconded by Ms. Drummond, and unanimously carried, the Board accepted the ten paintings by Mr. William W. Moseley and thanked him for his generous donation to Brunswick County.

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

Re: Department/Agency Presentations

Commonwealth's Attorney – FY15 Budget Appropriation Request

Lezlie Green, Commonwealth's Attorney, presented a request for an additional \$10,000 in the FY 15 Commonwealth Attorney's budget to cover costs associated with part-time wages. She explained that she has previously utilized the Asset Forfeiture Fund budget to supplement part-time wages. However, a recent change in the federal regulations prohibits use of the these funds for salaries.

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board approved an additional appropriation to the FY15 Commonwealth Attorney's budget in the amount of \$10,000 from the undesignated fund balance for part-time wages.

Ayes: Cataldo, Drummond, Tyler, Williams, 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 citizens spoke:

- Shep Moss spoke in opposition to the establishment of a regulatory zone in Cold Spring Branch at Lake Gaston.
- Wally Sayko thanked the Board of Supervisors for increasing funding in FY15 for the Lake Gaston Weed Control Council. He also thanked Supervisor Drummond for her leadership as Chair in 2013 and Supervisor Jones for his leadership as current Chair. Further, he thanked two county employees (Alberta Singleton and Louise Brewer) who work at the Ebony Solid Waste Convenience Center for being so friendly and helpful. Finally, he stated that each citizen will be required to provide photo identification in order to vote. Citizens may contact the Registrar's Office for voter registration information.
- Bill Hudson spoke in support of the placement of the veteran's monument on historic courthouse square.

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

- A. Lawrenceville-Brunswick Airport Monthly Report
- B. Industrial Development Authority Meeting Minutes

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

Re: Finance Director's Report

Approval of Disbursements

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

- System checks dated July 16, 2014, in the amount of \$6,692.43.
- System checks dated July 30, 2014, in the amount of \$31,004.29.
- System checks dated July 31, 2014, in the amount of \$48,730.00.
- System checks dated August 8, 2014, in the amount of \$53,577.59.
- System checks dated August 13, 2014, in the amount of \$48,299.10.
- System checks dated August 20, 2014, in the amount of \$238,954.77.
- System checks dated August 21, 2014, in the amount of \$18,235.97.
- System checks dated August 22, 2014, in the amount of \$16,457.38.

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

Board approved disbursements in the amount of \$461,951.53 as presented.

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

FY14 Quarterly Fiscal Report

Mrs. Reekes presented the following departments that require interdepartmental transfers and additional appropriations from unexpended fund balances in FY14 in order to reconcile year end expenditures. She further stated that it is important to note that no supplemental appropriations are needed from the undesignated General Fund balance to reconcile year-end expenditures.

Interdepartmental Transfers of Unexpended Funds:

- Board of Supervisors – County Attorney fees exceeded the total appropriation.
Transfer unexpended funds from Maintenance Administration to offset expenses: \$13,612.63
- Meherrin River Regional Jail – Annual operational per diem exceeded projection provided by Meherrin River Regional Jail staff.
Transfer unexpended funds from Maintenance of Buildings and Grounds to offset expenses: \$4,569.00
- Probation Office – Expenditures for youth housing services were higher than anticipated due to a continuous increase in the number of juveniles in detention.
Transfer unexpended funds from Maintenance of Buildings and Grounds to offset expenses: \$1,975.00
- Solid Waste – Vehicle maintenance expenses were higher than anticipated due to major repairs made to the front-end loader refuse vehicle, fuel costs, and other maintenance costs.
Transfer unexpended funds from Maintenance of Buildings and Grounds to offset expenses: \$15,535.85
- Circuit Court (Judges) – Shared administrative support costs exceeded the total appropriation.
Transfer unexpended funds from Clerk of Circuit Court to offset expenses: \$976.87

- District Courts – Telephone expenses were higher than anticipated.
Transfer unexpended funds from Magistrates to offset expenses: \$271.95
- Building Inspector – Part-time wages were not adjusted to reflect hours and wages for the new Building Inspector.
Transfer unexpended funds from Animal Control to offset expenses:
\$2,376.40

Additional appropriations from Allocated Fund Balances:

- Water Safety – Expenditures associated with the repair and maintenance of the boat were higher than anticipated. *Funds are available in the Water Safety fund balance.*
Additional appropriation from Water Safety fund balance: \$988.29
- Litter Control Grant – Expenditures exceeded the total grant award. *Funds are available in the Litter Control fund balance.*
Additional appropriation from Litter Control fund balance: \$12.59
- Courthouse Maintenance – Expenditures associated with the replacement of the cooling tower were higher than anticipated. *Funds are available in the Courthouse Maintenance fund balance.*
Additional appropriation from Courthouse Maintenance fund balance:
\$2,198.10
- Courthouse Security – Additional funds needed for part-time wages. *Funds are available in the Courthouse Security fund balance.*
Additional appropriation from Courthouse Security fund balance: \$6,129.08

Grant Awards:

- The Cooperative Extension Office received the annual pesticide grant in the amount of \$1,842.10.
- The Sheriff's Office has received a grant awarded by the Office of Emergency Medical Services in the amount of \$69,667.50 to replace the Emergency Medical Dispatch (EMD) system. The grant has been included in the FY15 Adopted Budget; however, \$60,167.50 was expended in FY14. The funds need to be appropriated to account for the expenditure._

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board approved the following actions:

- Transferred \$39,317.70 from the FY14 unexpended appropriations of the above-mentioned departmental budgets in order to reconcile expenditures with appropriated department totals.
- Appropriated an additional \$988.29 from the FY14 Water Safety fund balance to the applicable revenue and expenditure line items of the Water Safety departmental budget.
- Appropriated an additional \$12.59 from the FY14 Litter Control fund balance to the applicable revenue and expenditure line items of the Litter Control Grant Fund.
- Appropriated an additional \$2,198.10 from the FY14 Courthouse Maintenance fund balance to the applicable revenue and expenditure line items of the Courthouse Maintenance Fund.
- Appropriated an additional \$6,129.08 from the FY14 Courthouse Security fund balance to the applicable revenue and expenditure line items of the Courthouse Security Fund.
- Appropriated \$1,842.10 to the applicable revenue and expenditure line items of the FY14 Cooperative Extension departmental budget.
- Appropriated \$60,176.50 to the applicable revenue and expenditure line items of the FY14 E911 Capital Projects budget.

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

Re: Old Business

Veterans of Foreign Wars, Brunswick County Post 8048 – Request to Locate Monument on Historic Courthouse Square

Mr. Carl Wright, Brunswick County Post 8048, stated that he presented a request to the Board at the July 16, 2014 meeting to relocate the Veterans of Foreign Wars Monument from Post 8048 to the historic courthouse square. The monument includes the names of Brunswick County residents who served and lost their lives in World War I, World War II, the Korean War and the Vietnam War. He advised that all costs associated with the relocation would be the responsibility of Brunswick County Post

8048.

Upon motion of Mrs. Williams, seconded by Mr. Cataldo, and carried, the Board approved the request to place the Veterans of Foreign Wars Monument on historic courthouse square and all costs associated with relocation and installation to be the responsibility of Brunswick County Post 8048.

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

The Board directed the County Administrator to work with the County Attorney to develop criteria regarding placement of monuments on historic courthouse square and present to the Board for consideration.

Proposed Establishment of Regulatory Marker in Cold Spring Branch at Pea Hill Creek in Lake Gaston

Supervisor Cataldo asked Mr. James Clark, President of Country Club Shores, if the location of the buoy had been approved by the Virginia Department of Game and Inland Fisheries. Mr. Clark responded yes. Additionally, Supervisor Cataldo stated, if approved, Country Club Shores would purchase the buoy and the county would install and maintain it. Further, Supervisor Cataldo stated that if the regulatory zone is not established it poses a significant safety hazard to residents in this area.

Supervisors Williams and Drummond stated that they feel that this is a law enforcement issue.

Mr. Cataldo motioned, seconded by Mr. Tyler, to approve the establishment of a regulatory marker in Cold Spring Branch at Pea Hill Creek in Lake Gaston. The motion was defeated 1-3, with one abstention.

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

Re: Appointments

Brunswick County Litter Control Council

This matter was continued.

Economic Development Coordinating Council

This matter was continued.

Lake Country Area Agency on Aging Board of Directors

This matter was continued.

Workforce Investment Board

Dr. Woolridge stated that a letter was received from Debra Crowder, Executive Director, Workforce Investment Board, that Mr. Michael Vaughan, business representative, had been removed from the WIB Board because he missed more than three consecutive meetings.

This matter was continued.

Re: Adjourn

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

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

Hon. Bernard L. Jones, Sr., Chairman

Charlette T. Woolridge, Ph.D., Clerk