

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, AUGUST 22, 2012, IN THE AUDITORIUM OF THE BRUNSWICK 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; PHYLLIS KATZ, COUNTY ATTORNEY; TAMMY W. NEWCOMB, DEPUTY CLERK

Re: Call to Order – 7:30 p.m.

Chairman Tyler called the regular 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. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved the agenda with the following change:

Add under County Administrator's Report

- Department of Buildings and Grounds – FY13 HVAC Maintenance Bid Award

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

Re: Public Hearing – 7:30 p.m.

Conditional Use Permit Case #12-007 – Submitted by Susan F. and John L. Starke, Sr., for a country general store in the Agricultural (A-1) Zoning District

Ms. Sullivan, Director of Planning, stated that the subject property is located at the northeast quadrant of the intersection of Triplet Road (VA State Route 672) and Benton

Road (VA State Route 602), in the Powellton Election and Magisterial District.

The applicant requests approval of a conditional use permit for a country general store in the Agricultural (A-1) Zoning District. The applicants propose to operate and maintain the country general store out of an existing structure located on the subject property.

The Planning Commission conducted a public hearing on this request at their July 10, 2012, meeting. At the conclusion of the public hearing, the Planning Commission voted unanimously to recommend approval of Conditional Use Permit Case #12-007 subject to the following conditions:

General

1. The country general store shall be constructed, operated, and maintained in accordance with all rules and regulations of the Brunswick County Zoning Ordinance, with any and all terms and conditions of this conditional use permit, and in compliance with all federal, state, and other local laws and regulations for this use.
2. Prior to the issuance of a zoning permit for the proposed country general store the permittee shall submit a site plan for County approval in accordance with the provisions of Article 27 of the Brunswick County Zoning Ordinance.
3. Permittee shall secure and maintain all federal, state, and local licenses and certificates required to do business in the Commonwealth of Virginia and the County of Brunswick.
4. All documents received by the County from the permittee shall be public records subject to the Virginia Freedom of Information Act.
5. Only a country general store is permitted on the subject property.
6. This conditional use permit shall expire if the use of the site as a country general store ceases for two (2) years.
7. These conditions shall be binding on any person, entity, including the permittee, its assigns, successors, and any subsequent assignee (s), successor (s), owner (s), operator (s), or lessee (s), owning operating, or leasing the country general store situated on the subject property.

Right to Entry and Inspection of Premises

8. Permittee shall allow designated County representatives or employees access to the country general store at any time for inspection purposes. Reports of such

inspections shall be provided to the Director of Planning to determine compliance with permit.

Light

9. All exterior, permanent lights shall be arranged and installed so that the direct or reflected illumination is minimized at the property line.
10. All permanent light sources shall be directional and shielded fixtures that cast light downward.

Traffic Management

11. Prior to the issuance of site plan approval, the permittee shall provide a copy of an approved commercial entrance permit for all proposed accesses to the subject property from the Virginia Department of Transportation.

Environment

12. Prior to commencing land disturbing activities on the subject property, the permittee shall submit to the County for review and approval an Erosion and Sediment Control Plan in accordance with the provisions of the Brunswick County Erosion Control Ordinance and the Virginia Erosion and Sediment Control Handbook and Regulations.
13. Storm water runoff from the property shall be managed and discharged in accordance with applicable federal and state regulations.

Compliance

14. Violation of any local, state, or federal law, regulation, or ordinance or violation of any conditions of this permit shall be grounds for revocation of this permit by the County in accordance with law.
15. In the event the permittee is notified of any violations of applicable laws, regulations or permit conditions of the subject property, permittee shall notify the County and shall promptly and diligently cooperate with the applicable regulatory agency and take other reasonable actions in an attempt to cure the violation. Permittee shall promptly notify the County thereof and shall provide the County with all information pertinent thereto and details of the applicant's action to remedy said violation.
16. All complaints received by the County will be referred directly to the permittee which shall give them prompt and courteous attention and shall advise the County of the disposition of such complaints within thirty (30) days of the complaint referral.

Safety

17. The country general store and all accessory structures shall be designed and constructed to meet all requirements of the Virginia Uniform Statewide Building Code.

The Chairman opened the public hearing. No citizens spoke in favor of or in opposition to the application.

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

Upon motion of Mr. Cataldo, seconded by Mr. Jones, and unanimously carried, the Board approved Conditional Use Permit Case #12-007 subject to the conditions recommended by the Planning Commission.

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

Re: Approval of Minutes

Upon motion of Mrs. Williams, seconded by Mr. Cataldo, and unanimously carried, the Board approved the minutes of the July 18, 2012, regular meeting; July 24, 2012, joint meeting with Brunswick County Industrial Development Authority and the Town of Lawrenceville; July 30, 2012, joint meeting the Brunswick County Industrial Development Authority and the Town of Lawrenceville; and August 1, 2012, joint meeting with Brunswick County Industrial Development Authority and Town of Lawrenceville as recorded.

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

Re: Virginia Department of Transportation Monthly Report

The monthly report was submitted as follows:

Maintenance Forces

- Surface treatment on various secondary routes.

- Machining non-hard surface roadways and shoulders.
- Tree and brush cutting on secondary and primary routes.
- Asphalt patching on various primary and secondary routes.
- Performing ditching in problem areas.
- Surface treatment scheduled to begin during the week of August 27.
- Mowing on primary routes.
- Working with county staff on Johnson Run Road project.
- Mowing on secondary routes will begin on Monday, August 20, 2012.

Re: Department/Agency Presentations

Southside Community Services Board FY13/14 Performance Contract – Donald Burge, Executive Director

Mr. Donald Burge, Executive Director, provided an overview of the Southside Community Services Board FY13/14 Performance Contract and requested the Board's approval. Mr. Burge explained the purpose of this contract is to establish a fully collaborative partnership process through which Southside Community Services Board, Central Office and State Facilities can reach agreements on operational and policy matters.

Upon motion of Mrs. Williams, seconded by Mr. Jones, and unanimously carried, the Board approved the FY13/14 Performance Contracts as presented by the Southside Community Services Board.

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

Supervisor Drummond entered the meeting.

Brunswick County Electoral Board – Request to Purchase Voting Equipment – John Corrigan, Chairman

Mr. John Corrigan, Chairman, Brunswick County Electoral Board, presented a

request to purchase a DS-200 Optical Scanner for the Central Absentee Precinct at a total cost of \$8,680.00. The State Board of Elections will reimburse the Brunswick County Electoral Board in the amount of \$5,000. As a result, the Electoral Board is requesting an additional appropriation in the amount of \$3,680.00.

According to Mr. Corrigan, during the last general election the Electoral Board staff processed over 900 absentee ballots. It is anticipated that in excess of 1,500 absentee ballots will be cast during the November 2012 election. Currently, each ballot has to be entered manually, by hand, into the existing Central Absentee Precinct voting machines. As a result, additional Central Absentee Precinct poll workers are needed to perform the data entry duties. If the ballot count does not tally correctly, all of the absentee ballots must be re-entered and re-tabulated. The DS-200 Optical Scanner eliminates the need to enter the absentee ballots manually, thereby reducing processing time and errors.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved the purchase of voting equipment as requested by the Brunswick County Electoral Board and transferring the amount of \$3,680 from the FY13 Board of Supervisors Contingency Fund to the Brunswick County Electoral Board budget.

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

Brunswick County Department of Social Services – Request for Reappropriation – Deborah Burkett, Director

Mrs. Deborah Burkett, Director, Brunswick County Department of Social Services, stated that on May 21, 2012, the Brunswick County Local Board of Welfare unanimously approved a bonus for the Brunswick County Department of Social Service employees in

the amount of 1% or 2% if year-end funding is available. It has been determined that funding in the amount of \$37,000 is available as of June 30, 2012. Mrs. Burkett explained that a 1% bonus would require a reappropriation in the amount of \$8,883.71 and a 2% bonus would require an appropriation in the amount of \$17,767.43.

Upon motion of Mrs. Williams, seconded by Mr. Cataldo, and unanimously carried, the Board approved a reappropriation in the amount of \$17,767.43 to provide Brunswick County Department of Social Services employees with a one-time, 2% bonus.

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

Brunswick County Sanitary Landfill – Deed of Exchange – Joseph E. Whitby, Jr., Attorney

Mr. Joseph Whitby, Attorney for Eastern Timberlands, presented a Deed of Exchange relative to property at the Brunswick County Sanitary Landfill. Brunswick County condemned 16.85 acres owned by Eastern Timberlands in 1999. When this property was condemned, a portion of the road leading to the rear part of the Eastern Timberlands property was included with it, thus splitting the parcel. Additionally, Brunswick County currently has two monitoring wells installed on a 0.92 acre parcel owned by Eastern Timberlands. As a result, Eastern Timberlands is requesting to exchange with Brunswick County an easement over the 0.92 acres for the monitoring wells and access to them for an easement over the existing road leading from Virginia State Route 700 through that parcel of land containing 16.85 acres that Brunswick

County previously condemned. Mr. Whitby presented a Deed of Exchange for the Board's consideration and approval.

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board approved the Deed of Exchange and authorized the Chairman to sign on behalf of Brunswick County.

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

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 citizens spoke.

- Bob Abernathy expressed his opinion regarding the County Administrator's performance of duties.
- Bill Hudson, 108 Rollingwood Drive, Lawrenceville, Virginia, representing the Better Brunswick Government (BBG) Board of Directors, invited the Board of Supervisors to meet with them in an effort to better understand the Board of Supervisors' mission and for the Board of Supervisor to understand the BBG's mission. He requested a response to the request for a meeting by August 31, 2012.
- Gene Wiley, 220 Reedy Creek Road, Freeman, Virginia 23856, commended Dominion Virginia Power for holding informational meetings and affording citizens the opportunity to ask questions and obtain information regarding the proposed power generating plant project in Brunswick County.
- Rodney Gilliam, 3823 Rawlings Road, Rawlings, Virginia, presented petitions signed by citizens requesting that the Board of Supervisors consider changing the hours of operation of the solid waste convenience centers back to 7:00 a.m. until 7:00 p.m. on Wednesdays.
- A.W. Hyde, Sr., asked if a response had been received from Virginia Department of Transportation regarding the request that he forwarded from the Alberta Town Council at the July 18, 2012, meeting in regards to clearing the right-of-way at the I-85 interchange in Alberta.
- Jerry Marston, 2024 Iron Bridge Road, Lawrenceville, Virginia, representing Better Brunswick Government (BBG), invited the Board of Supervisors to meet with BBG to share ideas and discuss ways to improve Brunswick County.

After providing all citizens an opportunity to express their views, the Chairman

closed the Citizen Comment period.

Re: Consent Calendar of Reports

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

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

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

Re: Finance Director's Report

Approval of Disbursements

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

- System checks dated July 13, 2012, in the amount of \$380,131.26
- System checks dated August 2, 2012, in the amount of \$10,000.00
- System checks dated August 14, 2012, in the amount of \$101,693.80
- System checks dated August 16, 2012, in the amount of \$51,265.63
- System checks dated August 22, 2012, in the amount of \$392,016.65
- System checks dated August 23, 2012, in the amount of \$3,334.59

Upon motion of Mrs. Williams, seconded by Ms. Drummond, and unanimously carried, the Board approved disbursements in the amount of \$938,441.93 as presented.

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

FY12 Additional Appropriations and Re-appropriations

Mrs. Reekes, Director of Finance, stated that additional revenues in the amount of

\$1,439.32 were received from Four for Life and need to be appropriated in FY12.

Additionally, Mrs. Reekes presented an overview of the departments that require supplemental appropriations and budget transfers in FY12 in order to reconcile year-end expenditures as follows:

- *Sheriff – Law Enforcement & Traffic Control* – Supplemental funding needed for additional invoices received for June 2012. Unexpended funds are available in the Sheriff-E911 Communications departmental budget.
Transfer from Sheriff-E911 communications: \$ 445
- *Sheriff – Correction and Detention* – Additional appropriation needed due to inmate medical expenses.
Supplemental funding needed: \$ 38,239
- *Maintenance of Buildings and Grounds* – Electricity and water/sewer expenditures are higher than budgeted amounts. Unexpended funds are available in the Maintenance Administration departmental budget.
Transfer unexpended funds from Maintenance Admin: \$ 600
- *Litter Control Grant* – Expenditures exceeded the grant award amount of \$5,804. Funds are available in the Litter Control Fund Balance. *No local funds are necessary.*
Supplemental funding needed: \$ 69
- *Airport Runway-Taxiway and Apron Rehabilitation Project* – Total grant project exceeded original appropriation by \$1,037, of which \$451.25 in local funds were expended. Funds are available in the Airport’s FY12 operating budget.
Additional appropriation of grant proceeds: \$ 585.75
Transfer from the Airport’s operating budget: \$ 451.25
- *CDBG – Urgent Needs Grant Project* – The project was completed in FY12. The balance of \$19,990.55 needs to be reappropriated from FY11 unexpended grant proceeds in order to close the project. *No local funds are necessary.*
Reappropriate unexpended grant proceeds: \$19,990.55

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

- Appropriate additional revenues in the amount of \$1,439.32 to the applicable revenue and expenditure line items of the Fire and Rescue Services departmental budget.
- Transfer \$1,045 unexpended appropriations from the above-referenced departments in order to reconcile expenditures with FY12 appropriated department total.
- Appropriate \$38,239 from the FY12 undesignated general fund balance to the Sheriff-Correction and Detention departmental budget in order to reconcile expenditures.
- Appropriate \$69 from the FY12 Litter Control fund balance to the applicable expenditure line items of the Litter Control Fund.
- Appropriate \$585.75 in grant proceeds to the applicable revenue and expenditure line items of the FY12 Airport-Capital Projects budget; and transfer \$451.25 from the FY12 Airport's operating budget to the FY12 Airport-Capital Projects budget.
- Reappropriate \$19,990.55 to the applicable revenue and expenditure line items of the Urgent Needs Grant Project.

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

FY13 Additional Appropriations and Reappropriations

Mrs. Reekes, Director of Finance, stated that the following additional appropriations and budget transfers are required:

- *Courthouse Security Fund* – Due to the transition in staff from the Sheriff's Office to the regional jail, part-time wages were erroneously omitted from the Sheriff's Office budgets. The Sheriff has requested an additional appropriation be made for part-time wages from the Courthouse Security Fund balance. No local funds are necessary.
 Additional appropriation: \$ 16,148
- *Home Incarceration Program (HIP)* – The final payment for administrative wages was made in July 2012 relative to the Home Incarceration Program. An additional appropriation is necessary in the Sheriff's Office-Law Enforcement and Traffic Control departmental budget from the remaining HIP fund balance. No local funds are necessary.
 Additional appropriation: \$ 256

The following additional reappropriations need to be made to FY13:

- *County Administrator's Budget* – A carryover appropriation needs to be made in FY13 for a bonus payout in the amount of \$10,000.
- *Brunswick County/Lake Gaston Tourism Association* – A grant match in the amount of \$500 approved by the Board of Supervisors in FY12 has yet to be expended. The funds need to be reappropriated in FY13.
- *Sheriff's Office – LINX Maintenance Grant* - The grant award in the amount of \$3,483 was accepted and appropriated in March 2012. Funds have yet to be expended and need to be appropriated in FY13.
- *CDBG – Simmons Drive Project* – Local funds budgeted in FY12 were not expended in full and need to be reappropriated in FY13 in the amount of \$170,000.

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

- Appropriate \$16,148 from the FY13 Courthouse Security Fund balance to the applicable revenue and expenditure line items.
- Appropriate \$256 from the from the remaining HIP fund balance to the applicable revenue and expenditure line items in the Sheriff-Law Enforcement and Traffic Control departmental budget.
- Reappropriate \$183,983 to the above-referenced departmental budgets to the applicable FY13 revenue and expenditure line items.

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

FY13 State Aid Reductions in Aid to Localities

Mrs. Reekes, Director of Finance, stated that Brunswick County received a letter from the Virginia Department of Planning and Budget to notify Brunswick County of its finalized reduction amounts for FY13 as required in accordance with the 2012 Appropriations Act. The Appropriation Act requires that the Virginia Department of

Planning and Budget provide localities with the basis of each locality's share of the \$50 million reduction. Brunswick County's share is \$87,350 (including \$3,084 for the Meherrin Regional Library and \$544 for the Department of Juvenile Justice). An appropriation of \$100,000 is included in the FY13 budget to fund the mandated reimbursement to the Commonwealth. No additional funding is required. Staff recommends that Brunswick County does not reimburse the state for reductions in aid to the Meherrin Regional Library and the Department of Juvenile Justice.

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board approved the reimbursement to the Commonwealth, in the amount of \$83,722 (Note: Meherrin Regional Library and the Department of Juvenile Justice are not included).

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

Brunswick Sheriff's Office – Home Incarceration Program (HIP) Fund Update

Mrs. Reekes, Director of Finance, stated that at the July 18, 2012, regular meeting of the Board of Supervisors, the Sheriff requested to use the balance of the HIP funds to purchase a transport vehicle. The question was asked whether or not Brunswick County could use these funds towards the replacement of the air conditioning unit in the Sheriff's Office building. According to Walter Kurcharski, Auditor of Public Accounts, the Board of Supervisors may elect to utilize the funds as it so chooses once transferred into the general fund. As a result, the funds may be used to replace the air conditioning unit in the Sheriff's Office building. The Sheriff has subsequently withdrawn his request to purchase a transport vehicle.

Brunswick Sheriff's Office – Homeland Security Investigations Allotment

Mrs. Reekes, Director of Finance, stated that the Homeland Security Investigations (HIS) Office has established an allotment for the Brunswick County Sheriff's Office in the amount of \$2,500. The funding is available to reimburse Brunswick County for expenses incurred in collaborative investigation efforts with the HIS Office through September 30, 2012.

Upon motion of Mr. Jones, seconded by Mrs. Williams, and unanimously carried, the Board accepted and appropriated the amount of \$2,500 to the applicable revenue and expenditure line items of the Sheriff's Office-Law Enforcement and Traffic Control departmental budget.

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

Brunswick Sheriff's Office – Byrne Justice Grant

Mrs. Reekes, Director of Finance, stated that the Sheriff's Office has received \$1,607 in federal funds from the Department of Criminal Justice, with a required a local match of \$179.00. The funds are available to localities to support their efforts to reduce crime and improve public safety. The local match is available in the FY13 Sheriff's Office – Law Enforcement and Traffic Control departmental budget.

Upon motion of Mr. Jones, seconded by Ms. Drummond, and unanimously carried, the Board accepted and appropriated the amount of \$1,607 to the applicable revenue and expenditure line items of the Sheriff's Office –Law Enforcement and Traffic Control departmental budget.

grant from the Virginia Tourism Corporation's Civil War Sesquicentennial Tourism Marketing Program. The grant was submitted to fund a Virginia Civil War trails marker to be placed on the historic courthouse square to tell the story of how the court records were saved during a raid in the Town of Lawrenceville during the spring of 1864. The County of Brunswick, the Brunswick County/Lake Gaston Tourism Association, and the Town of Lawrenceville are the financial partners with the County's Sesquicentennial Committee project. A sample marker was presented for the Board's review and approval.

The Brunswick County Sesquicentennial Committee has also identified the placement of the marker. Refer to diagram.

Upon motion of Ms. Drummond, seconded by Mr. Cataldo, and unanimously carried, the Board approved the sample marker and directed the Brunswick County Committee of the Virginia Sesquicentennial of the American Civil War and the Brunswick County/Lake Gaston Tourism Association to proceed with the placement of the marker on courthouse square as recommended.

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

Brunswick Byways Visitor and Interpretive Center – Exhibit Design

Ms. Woolridge, County Administrator, stated that staff recommends to reject the proposals received for the Brunswick Byways Visitor and Interpretive Center for Exhibit Design Services, to adopt the Declaration of Competitive Negotiation to issue the request for proposal and to authorize the County Administrator to re-advertise the project.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board rejected the proposals received for the Brunswick Byways Visitor and Interpretive Center for Exhibit Design Services, adopted the Declaration of Competitive Negotiation as stated below and authorized the County Administrator to re-advertise the project.

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

Exhibit Design Services for the Brunswick Byways Visitor and Interpretive Center

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

- The request for proposal is necessary due to the innovative, creative and artistic solutions required to develop an exhibit that “tells the story” of Brunswick County. Further, the vendor will use a wide range of technologies and techniques to develop experiences that will resonate with diverse audiences-enabling these targeted audiences to access the messages, stories and objects of an exhibit. Brunswick County needs to evaluate the proposals on factors other than price. The lowest bid, through the invitation to bid process, is not the best way to determine whether Brunswick County is securing a vendor best suited for the project.
- In addition, it is necessary to know that the firm can follow the project timeline, work effectively with the architect and contractors and has the experience and staff needed to complete the task.
- Workflow: Is the firm able to meet all the deadlines and stay on the established time line to complete the project?
- Experience: Does the firm have prior experience with similar projects and was the firm able to meet the goals and timelines of the previous projects?
- Staff: Does the firm have an experienced staff that can coordinate all aspects of the project into the final product?
- Understanding of the Project: Does the firm understand the project and has a clear understanding of what is required to meet those goals?

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

Property Maintenance Code

Ms. Woolridge, County Administrator, stated that at the July 18, 2012, meeting, the Board of Supervisors directed staff to develop a property maintenance code to address blighted property and abandoned vehicles. Since that time, county staff has met with and has obtained and reviewed existing property maintenance policies from various counties to gain an understanding of their property maintenance code procedures.

It is anticipated that a draft proposal will be submitted to the Facilities Committee within 30 days for review and subsequently, a recommendation will be made to the Board of Supervisors.

Re: Appointments

Brunswick County Litter Control Council

This matter was continued.

Economic Development Coordinating Council

This matter was continued.

Brunswick County Board of Zoning Appeals

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board nominated Debra Gillis for consideration of appointment by the Circuit Court Judge to serve a five (5) year term on the Brunswick County Board of Zoning Appeals representing Powellton Election District.

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

Workforce Investment Board

This matter was continued.

Lake Country Area Agency on Aging Board of Directors

This matter was continued.

Re: Adjourn

Upon motion of Mrs. Williams, seconded by Mr. Jones, and unanimously carried, the Board adjourned until 6:30 p.m. on Thursday, August 30, 2012, at the Brunswick County Industrial Development Authority Office.

Welton Tyler, Chairman

Charlette T. Woolridge, Clerk