

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, AUGUST 28, 2013, IN THE AUDITORIUM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

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

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**Re: Closed Meeting**

Upon motion of Mr. Cataldo, seconded by Mrs. Williams, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia, convened in Closed Meeting to discuss the following matters under:

- 2.2-3711.A.7: Consultation with legal counsel regarding one (1) contractual issue and two (2) legal issues for which legal advice is required.

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

The County Attorney attended the closed meeting.

**Reconvene in Open Meeting**

Upon motion of Mr. Cataldo, seconded by Mrs. Williams, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia, reconvened in Open Meeting.

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

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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 Jones gave the Invocation and led the Pledge of Allegiance.

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**Re: Approval of Agenda**

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

Strike under Department/Agency Presentations

- Brunswick County Electoral Board – Request to Relocate Lawrenceville Precinct – John Corrigan, Chairman

Strike under County Attorney's Report

- Appointment of Purchasing Agent – Draft Resolution

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

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**Re: Approval of Minutes**

Upon motion of Mr. Cataldo, seconded by Mr. Jones, and unanimously carried, the Board approved the minutes of the July 17, 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**

Mr. Tommy Johnson, Assistant Residency Administrator, presented the monthly report as follows:

Maintenance Forces

- Patched potholes on various routes.
- Cut brush on various secondary routes.
- Repaired signs on Routes 46, 614 and 1.
- Applied asphalt to various sections on Route 606.
- Secondary contract mowing ongoing in the Sturgeonville and Lawrenceville area.
- Assisted contractor with traffic control on Route 58 for johnson grass spraying.
- Route 726 pipe replacement project is ongoing.
- Removing buildup of debris underneath Route 644 bridge.

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**Re: Presentations**

**Dominion Virginia Power – Brunswick Power Plant Update**

Mr. James Eck, Dominion Virginia Power, thanked the Board of Supervisors, the County Administrator, the Industrial Development Authority, the Town of Lawrenceville and the community for its support of the Brunswick County Power Plant Project.

Mr. Brian Wright, Director, Generation Construction, provided an update on activities at the Brunswick County Power Plant Project site as follows:

- Completed site clearing to prepare to pour foundations.
- Completed deceleration and turn lanes on Route 58.
- A stoplight will be installed at the entrance to the site in October 2013.
- Williams Transco is conducting planning and engineering work for the transmission line. Construction is scheduled to begin in 2014.
- Trailer complexes will be erected on site to provide office space for Dominion Virginia Power and Fluor Construction staff and to provide space for craft services.
- Material delivery will continue on site.

This was provided for the Board's information.

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**James Solomon Russell Middle School Boys Basketball Team – 2013 Regular Season Runner-Up and Southside Middle School District Tournament Champions**

The Board of Supervisors recognized the following individuals:

Head Coach	Isaac Howard
Assistant Coach	Terry Stith
Volunteer Coach	Tony Alexander
Volunteer Coach	Kitiko Davis, Sr.
Volunteer Coach	Melvin McFarland

Players

Sharmane Alexander	Gordon Johnson
Jefferson Barmoy	Ty'El Jones
Shakur Bell	Malik Meredith
Tyren Clark	Anthony Pleasants
Kitiko Davis	Isreal Reavis
Michael Dilworth	Dasan Shell
Treven Easter	Keonte Tyler
Marquis Garner	

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**James Solomon Russell Middle School Lady Lions Basketball Team – 2013 Regular Season Champions and Southside Middle School District Tournament Champions**

The Board of Supervisors recognized the following individuals:

Head Coach	Aletha Pargo
Assistant Coach	Stephen Woofter

Volunteer Coach

Deborah Dawson

Players

Shakiya Bowser  
l'Neira McMillian  
Janisia Penn  
Brooke Stith  
Mya Stith

KaMyah Taylor  
JaDeria Walker  
Jaylynn Walker  
Bryonna Woofter

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**CATS of Brunswick – Sharon Pond, President**

Mrs. Sharon Pond, President, provided an overview of CATS of Brunswick which is a non-profit organization to promote the humane management of stray and feral cats through an active program to trap, neuter and release cats back into the community.

This was provided for the Board's information.

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**Re: Department/Agency Presentations**

**Southside Community Services Board Update– Don Burge, Executive Director**

Mr. Don Burge, Executive Director, provide an update on the following programs and services offered through Southside Community Services Board:

- Behavioral Health Services
- Children and Family Services
- Substance Abuse Services
- Women's Recovery Groups

Additionally, Mr. Burge provided an overview of funding required to operate the Southside Community Services Board.

This was provided for the Board's information.

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## **Brunswick Sheriff's Office Request for Allocation – Sheriff Brian Roberts**

Sheriff Roberts requested that the Board allocate \$305,827 of the \$1,105,827

Selective Enforcement revenues generated by the Sheriff's Office for the following:

- \$40,000 to provide repairs and maintenance of police vehicles.
- \$60,000 to cover costs associated with the purchase of gasoline for patrol vehicles.
- \$105,827 to purchase three (3) police vehicles.
- \$100,000 to continue the jail renovations project to accommodate all patrol and investigation staff.

Supervisor Tyler recommended approval of the request, with one modification, to provide two (2) vehicles to the Sheriff's Office and one (1) vehicle to County Administration.

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

- Appropriate \$100,000 from the FY14 undesignated general fund balance to the FY14 Sheriff's Law Enforcement and Traffic Control Budget (\$60,000 to vehicles supplies line item and \$40,000 to repair and maintenance line item).
- Appropriate \$105,827 from the FY14 undesignated general fund balance to the FY14 Capital Improvements Project Fund for three motor vehicles (two sheriff's vehicles and one County Administration vehicle).
- Appropriate \$100,000 from the FY14 undesignated general fund balance to the FY14 Sheriff's Law Enforcement and Traffic Control Budget (repair and maintenance supplies-jail renovations line item).

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

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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 citizens spoke.

- Lonnie Powell, 4012 Five Forks Road, Freeman, Virginia, stated that funding should be allocated to the Department of Solid Waste for the purchase of a new refuse collection vehicle.
- Bob Abernathy, 821 Valentines Street, Virginia, spoke in opposition to the proposed Virginia's Growth Alliance Fast Track Policy.
- Jerry Marston, 2024 Iron Bridge Road, Lawrenceville, Virginia, spoke in opposition to the proposed Virginia's Growth Alliance Fast Track Policy.

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

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**Re: Consent Calendar of Reports**

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board acknowledged receipt of the Consent Calendar of Reports as presented for the following organizations:

- A. Lawrenceville-Brunswick Airport Monthly Report – July 2013
- B. Industrial Development Authority Monthly Report

Ayes: Cataldo, Jones, Williams, Tyler, 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 August 13, 2013 (FY13), in the amount of \$16,049.94.
- System checks dated August 14, 2013 (FY14), in the amount of \$49,377.69.
- System checks dated August, 28, 2013 (FY14), in the amount of \$302,317.06.
- System checks dated August 29, 2013, (FY13), in the amount of \$554.25.

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board approved disbursements in the amount of \$368,298.94 as presented.

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

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**Re: Planning Director's Report**

**Schedule Public Hearing – Conditional Use Permit Case #13-012 – Submitted by Virginia Electric and Power Company d/b/a Dominion Virginia Power – Public Utility in the Agricultural (A-1) Zoning District**

Ms. Leslie Sullivan, Director of Planning, stated that the subject property is located at the intersection of Rawlings Road (State Route 629), and Waqua Creek Road (State Route 630), located in the Sturgeon Magisterial District and the Red Oak Election District, also identified as a portion of Tax Map 16 Parcel 55. The applicant is requesting approval of a conditional use permit to construct, operate and maintain an electrical switching substation.

The Planning Commission conducted a public hearing on this request at their August 13, 2013, meeting. At the conclusion of the public hearing the Planning Commission voted unanimously to recommend approval of Case #13-012 and request that the Board of Supervisors schedule a public hearing for the Board's September 2013 regularly scheduled meeting.

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board authorized the advertisement of a public hearing on Case #13-012 for its September 18, 2013, meeting as recommended by the Planning Commission.

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

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**Re: County Administrator's Report**

**Virginia's Growth Alliance Fast Track Policy – Adoption**

Dr. Woolridge, County Administrator, stated that localities participating in the

Virginia's Growth Alliance have adopted a fast track policy to provide rapid processing of land use, building and other permits needed by commercial and industrial projects expanding or locating in the locality. Virginia's Growth Alliance is requesting that Brunswick County consider adopting this policy.

The fast track criteria is as follows:

- A "significant" economic development project would include any industrial project that creates or retains 10 employees and \$1,000,000 in investment. The locality may designate other types of economic development projects as "significant" based upon their own criteria.
- The owner, agent or sponsor of a "significant" economic development project should have a need for and request the rapid handling, "Fast Track", process for land use, building and other development permits needed for the project.
- The County Administrator will approve the project for "Fast Track" service and appoint a project manager who will be the primary point of contact for the project.
- The county will agree to review and respond to land development or building plans within 5 working days of submittal.
- The county agrees to work with and encourage external agencies that have responsibility for plan review to expedite their review of submissions in accordance with the project development timeline.
- The county will work closely with the project design professionals to ensure that needed corrections/modifications to applications or plans are completed in a timely manner. For approvals that require legislative action, such as rezoning or conditional use permits by the planning commission and/or governing body, the county will expedite the process based upon the required advertising and notification procedures.

Upon motion of Mrs. Williams, seconded by Mr. Cataldo, and unanimously carried, the Board continued this matter until the September 18, 2013, meeting.

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

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#### **Department of Buildings and Grounds – HVAC Maintenance Bid Award**

Dr. Woolridge, County Administrator, stated that bids were solicited to perform routine and on-call maintenance on the heating and air conditioning units in the

government building, circuit court clerk's office, historic courthouse, library, airport, health department, solid waste office, solid waste convenience centers and animal shelter.

The following bids were received on August 14, 2013:

<b>Contractor</b>	<b>Annual Fee</b>
Comfort Systems of Virginia, Inc. 4116 South Military Highway Chesapeake, Virginia 23321	\$5,347.00 (2013 and 2014) \$4,926.00 (2015)
Jones Electric Contractor, Inc. 1398 Governor Harrison Parkway Brodnax, Virginia 23920	\$7,240.00
Best Repair Company, Inc. 2406 DeBree Avenue Norfolk, Virginia 23517	\$7,900.00
Fife Mechanical, Inc. 2744 Hadensville-Fife Road Goochland, Virginia 23063	\$45,600.00

The apparent low bidder is Comfort Systems of Virginia, Inc. in the annual amount of \$5,347.00 for 2013 and 2014; and \$4,926.00 for 2015.

Upon motion of Mr. Tyler, seconded by Mrs. Williams, and unanimously carried, the Board accepted the bid from the Comfort Systems of Virginia Inc. to perform routine maintenance on the heating and air conditioning units as outlined in the request for bids and authorized the County Administrator to sign the contract on behalf of Brunswick County.

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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**Lawrenceville-Brunswick Airport Commission**

This matter was continued.

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**Local Board of Public Welfare**

This matter was continued.

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**Lake Country Development Corporation**

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board reappointed the following individuals to serve two (2) year terms on the Lake Country Development Corporation representing Brunswick County:

Hon. Bernard L. Jones, Sr.  
Dr. Charlette T. Woolridge  
Andrew Nash  
Ben Spence  
Clara Smith

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

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board nominated the Honorable Bernard L. Jones, Sr. and Dr. Charlette T. Woolridge to

serve on the Board of Directors.

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

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**Re: Adjourn**

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

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

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Barabara J. Drummond, Chairman

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Charlette T. Woolridge, Ph. D., Clerk