

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, DECEMBER 17, 2014, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

PRESENT: BERNARD L. JONES, SR., CHAIRMAN; WELTON TYLER, VICE-CHAIRMAN; JOHN CATALDO, 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

ABSENT: BARBARA J. DRUMMOND, BOARD OF SUPERVISOR MEMBER

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**Re: Call to Order - 7:30 p.m.**

Chairman Jones called the meeting to order and welcomed all citizens in attendance.

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**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 Williams gave the Invocation and led the Pledge of Allegiance.

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**Re: Approval of Agenda**

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

Order of Agenda

- Move all Presentation items after Approval of Agenda

Add under New Business

- Valentines Post Office

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

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**Re: Presentations**

**Head Start Program**

The Head Start Program students performed a variety of songs and wished everyone a joyous holiday season.

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**Presentations**

**Special Recognition – Joseph Bittman**

Mr. Joseph Bittman, Refuse Collector, retired from Brunswick County Government effective November 30, 2014. He was honored for twenty years of service in the Department of Solid Waste.

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**Employee Recognition**

The Board of Supervisors recognized Leslie Weddington, Director of Planning, as the 2014 Employee of the Year.

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**Re: Public Hearing**

**Rezoning Case #14-025, Submitted by Mollie W. Morris, Agricultural (A-1) to Rural Residential Manufactured Housing (RRMH)**

Ms. Weddington, Director of Planning, stated that the applicant is requesting to rezone the subject property in order to develop a phased eight lot subdivision. The first phase of the development will consist of three lots. The subject property is located at the intersection of Oak Grove Road (State Route 667) and Stanley Road (State Route 666) in the Powellton Magisterial District and the Meherrin Election District, also identified as Tax Map 100 Parcel 38A. The Planning Commission conducted a public hearing on the request at its November 12, 2014, meeting. No one spoke in opposition to the request. At the conclusion of the public hearing the Planning Commission voted unanimously to recommend approval of

Rezoning Case #14-025. The Chairman opened the public hearing. No citizens spoke.

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

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board approved Rezoning Case #14-025 as recommended by the Planning Commission.

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

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**Re: Approval of Minutes**

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board approved the minutes of the November 19, 2014, regular meeting as presented.

Ayes: Cataldo, Tyler, Williams, Jones; 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

- Patching potholes on various primary and secondary routes.
- Primary mowing is complete; secondary mowing is ongoing.
- Performing routine maintenance on various routes.
- Repaired shoulders on primary routes.
- Repaired signs on various routes.
- Machining non-hard surfaced roadways and hauled away stone as needed.
- Completed work on Route 644 (Robinson Ferry Road) and reopened to traffic on December 15, 2014.
- Route 46 bridge project is scheduled to be complete on December 19, 2014 and reopen to traffic.

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**Re: Brunswick County Public Schools Monthly Report**

**School Budget Tracking Report**

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

This was provided for the Board's information.

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**Local Funding Request FY16**

Mr. Rush stated that the School Board is requesting that the Board of Supervisors increase the base level funding for education from \$4,592,672 to \$4,792,672 (\$200,000 increase), to reflect the increase in the composite index from .2837 to .2975 as determined by the Department of Education. This was provided for the Board's consideration.

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**Composite Index Calculation Worksheet**

Mr. Rush provided an overview of the composite index for FY15. This was provided for the Board's information.

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**Local Funding Summary**

Mr. Rush provided an overview of the local funding summary for the education initiative. This was provided for the Board's information.

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**Comprehensive School Safety/Crisis Management Plan 2014-2015**

The Board of Supervisors was provided with a copy of the Brunswick County Public School Comprehensive School Safety/Crisis Management Plan 2014-2015. This was provided for the Board's information.

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**Re: Department/Agency Presentations**

**Brunswick Sheriff's Office – Additional Assessment for Electronic Summons System**

Sheriff Roberts stated that Virginia State Code Section 17-279.1 provides that localities may enact an ordinance to establish a fee as part of the court costs in each traffic and criminal cases to assist with costs relative to software, hardware, and associated equipment for the implementation and maintenance of such system. He is requesting that the Board schedule a public hearing.

Upon motion of Mr. Tyler, seconded by Mrs. Williams, and unanimously carried, the Board authorized the advertisement of a public hearing for the proposed ordinance establishing a fee for an electronic summons system for the January regular meeting.

Ayes: Cataldo, Tyler, Williams, Jones; 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.

- Ruby Lee Anderson, Brunswick County Litter Control Council, asked all citizens to join the Litter Council in its efforts to eradicate litter in Brunswick County.
- Wally Sayko, 1031 Alexander Drive, Bracey, Virginia, advised that the 2014 general election went smoothly. He stated that several new items were implemented in 2014 such as: New photo identification requirement, new electronic polling books, the relocation and new name of the Totaro Polling Precinct, employed 20 additional precinct workers, and appointed a new Registrar. Further, he thanked Supervisor Drummond and Dr. Woolridge for recommending Totaro Elementary School as a new polling precinct and assisting with the transition to the new facility.

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

- Roanoke River Service Authority Meeting Minutes
- Industrial Development Authority Meeting Minutes

Ayes: Cataldo, Tyler, Williams, Jones; 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 November 21, 2014, in the amount of \$60.00.
- System checks dated December 3, 2014, in the amount of \$176,584.50.
- System checks dated December 10, 2014, in the amount of \$33,757.45.
- System checks dated December 17, 2014, in the amount of \$2,935.14.
- System checks dated December 17, 2014, in the amount of \$763,661.49.
- System checks dated December 17, 2014, in the amount of \$6,616.08.
- System checks dated December 18, 2014, in the amount of \$188,701.23.

Upon motion of Mr. Tyler, seconded by Mrs. Williams, and unanimously carried, the Board approved disbursements in the amount of \$1,172,315.89 as presented.

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

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**FY15 Reduction in State Aid to Localities**

Mrs. Reekes stated that on November 10, 2014, the General Assembly passed HB 5010 which amends Chapter 2, 2014 Acts of Assembly, Special Session I, to include Item 471.30. This item requires a reduction in state aid to local governments by \$30 million statewide in FY2015. Brunswick County's share of the \$30 million reduction is \$32,918, which includes \$4,274 (\$3,918 for the library and \$356 for juvenile justice) derived from two agencies that operate regional programs whose state revenues actually flow directly to them. As a result,

staff recommends that the Board of Supervisors do not include the regional programs in its reimbursement to the Commonwealth and appropriate \$28,644 from the undesignated general fund balance to fund the reduction in state aid.

Upon motion of Mrs. Williams, seconded by Mr. Tyler, and unanimously carried, the Board appropriated \$28,644 from the FY15 undesignated general fund balance to reimburse the Commonwealth for the reduction in state aid.

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

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**Re: County Administrator's Report**

**Request for Proposals – Automated Ambulance Billing, Insurance Services and Collection System – Recommendation of Award**

Dr. Woolridge, County Administrator, stated that Request for Proposals were solicited to provide automated ambulance billing, insurance and collection system services for the Brunswick Emergency Medical Service Department. Three companies were interviewed on October 14, 2014. As a result, the Interview Committee recommends accepting the proposal from Intermedix and entering into a contract to provide ambulance billing, insurance and collection system services.

Upon motion of Mr. Cataldo, seconded by Mr. Tyler, and unanimously carried, the Board accepted the proposal from Intermedix and authorized the County Administrator to sign all documents on behalf of Brunswick County relative to this project.

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

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**Schedule 2015 Organizational Meeting**

Dr. Woolridge stated that each year in January, the Board of Supervisors conducts an organizational meeting to establish the time, date and place of its regular meetings for the

upcoming calendar year. Additionally, the Board adopts its Rules of Order, makes various committee appointments and elects officers.

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board scheduled its 2015 Organizational Meeting to be held on Tuesday, January 6, 2015, at 6:30 p.m. with a joint meeting with the School Board immediately following. The meeting will be held in the Board Room of the County Government Building.

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

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**Re: Old Business**

**Rezoning Case #14-021 submitted by J.J. Sanderson, LLC – Agricultural (A-1) to Business (B-1)**

Ms. Weddington stated that the applicant is requesting to rezone the subject property to business to operate and maintain a restaurant in the existing building on the property. The subject property is located on the west side of Liberty Road (State Route 634) approximately 0.2 of a mile north of the intersection of Liberty Road and Old Stage Road (State Route 712) in the Sturgeon Magisterial District and the Sturgeon Election District, also identified as Tax Map 45 Parcel 5B. The existing building on the subject property was used as an office. Abell Lumber Company previously operated their office in the building but ceased operations in the mid-1990s. The building has remained vacant until the present day. Agricultural (A-1) zoning with agricultural and rural residential uses surround the subject property. There are no commercial uses on properties surrounding the subject property. The subject property is in the Agricultural and Conservation Planning Area. The Comprehensive Plan states “this planning area is expected to remain rural in nature with land reserved for agricultural use. Low density growth is anticipated in the form of strip development and one-acre lots with private well and septic systems along the highway.

Public utilities are not available to sustain intense residential development. Incidental commercial establishments may locate throughout this planning area in support of residential growth". The Future Land Use Map of the Comprehensive Plan designates the subject property for agricultural, forestry, vacant, rural residential development. As a result, Staff recommends denial of Rezoning Case #14-021 as the requested rezoning is not in accordance with the County's Comprehensive Plan.

The Planning Commission conducted a public hearing on the request at its October 14, 2014, meeting. No one spoke in opposition to the request. At the conclusion of the public hearing the Planning Commission voted 10-1 to recommend approval of Rezoning Case #14-021 based on the opinion by the Planning Commission that the rezoning and proposed use would not be detrimental to the surrounding properties and a vacant building would be occupied for a commercial use. Staff recommends denial of the application as the requested rezoning is not in accordance with the County's Comprehensive Plan. The Board conducted a public hearing on November 19, 2014. No citizen spoke. At the conclusion of the public hearing, the Board voted to defer action until the December regular meeting.

Mr. Cataldo motioned, seconded by Mrs. Williams, for approval of Rezoning Case #14-021 as recommended by the Planning Commission. The motion tied 2-2 and as a result, was defeated.

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

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**Ordinance Amendment Case #14-026 submitted by J. J. Sanderson, LLC – Request to add the manufacture of pre-fab metal homes to the Industrial (I-1) Zoning District**

Ms. Weddington stated that the applicant is requesting approval of a use not provided for application to amend the Brunswick County Zoning Ordinance to add the manufacture of pre-fab metal homes in the Industrial (I-1) Zoning District. The Planning Commission

conducted a public hearing on the request at its October 14, 2014, meeting. No one spoke in opposition to the request. At the conclusion of the public hearing the Planning Commission voted unanimously to recommend approval of Ordinance Amendment Case #14-026. The Board held a public hearing on November 19, 2014. No citizen spoke. At the conclusion of the public hearing, the Board deferred action until the December regular meeting.

Upon motion of Mrs. Williams, seconded by Mr. Cataldo, and unanimously carried, the Board approved Ordinance Amendment Case #14-026 as recommended by the Planning Commission.

**WHEREAS**, upon request of a property owner an amendment to Article 10 in Appendix B of the Code of Brunswick County (Zoning) was considered by the Planning Commission after a public hearing on October 14, 2014; and

**WHEREAS**, the Planning Commission recommended that the manufacture of pre-fabricated metal homes with a conditional use permit be included among the Industrial Uses found in Section 10-1; and

**WHEREAS**, the proposed amendment is compatible with the other uses permitted in Section 10-1.

**NOW, THEREFORE**, with the adoption of this ordinance, the Brunswick County Board of Supervisors hereby amends Article 10 in Appendix B (Zoning) of the Code of Brunswick County to include the manufacture of pre-fabricated metal homes with a conditional use permit in Section 10.1.

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

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**Re: New Business**

**Valentines Post Office**

Supervisor Cataldo stated that he received notification that Wright's Country Store, which houses the Valentines Post Office, will be closing in 2015. He recommended that the Board of Supervisors send a resolution to the United States Postal Service requesting that

they maintain the post office located in Wright's General Store and continue the existing hours of operation.

Upon motion of Mr. Cataldo, seconded by Mr. Tyler, and unanimously carried, the Board approved a resolution to be forwarded to the United States Postal Service in support of the Valentines Post Office's existing location and current hours of operation.

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

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**Re: Appointments**

**Brunswick County Litter Control Council**

This matter was continued.

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**Economic Development Coordinating Council**

This matter was continued.

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**Workforce Investment Board**

This matter was continued.

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**Brunswick County Planning Commission**

Upon motion of Mr. Tyler, seconded by Mr. Cataldo, and unanimously carried, the Board reappointed Glenn Johnson, Red Oak District, and Harvey L. Penn, Powellton District, to serve four year terms on the Brunswick County Planning Commission

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

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**Brunswick County Board of Zoning Appeals**

Upon motion of Mrs. Williams, seconded by Mr. Tyler, and unanimously carried, the Board nominated Mr. Henry Rice to the Circuit Court for consideration of reappointment to a

five year term on the Brunswick County Board of Zoning Appeals.

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

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**Re: Adjourn**

Upon motion of Mr. Tyler, seconded by Mrs. Williams, and unanimously carried, the Board adjourned until 6:30 p.m. on Tuesday, January 6, 2015, in the Board Room of the Brunswick County Government Building for the 2015 Organizational Meeting and a joint meeting the Brunswick County School Board.

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

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Hon. Bernard L. Jones, Sr., Chairman

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Charlette T. Woolridge, Ph.D., Clerk