

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD WEDNESDAY, SEPTEMBER 20, 2017, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

PRESENT: HON. BARBARA JARRETT-HARRIS, CHAIR, HON. JOHN W. ZUBROD, VICE-CHAIR, HON. FREDERICK A. HARRISON, SR., HON. BERNARD L. JONES, SR., HON. WELTON TYLER, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR/CLERK; PAUL C. JACOBSON, COUNTY ATTORNEY; LESLIE R. WEDDINGTON, ASSISTANT COUNTY ADMINISTRATOR/DEPUTY CLERK/RECORDER OF MINUTES

Re: Closed Meeting – 6:30 p.m.

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, 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.1: Discussion regarding personnel matters.
- 2.2-3711.A.3: Discussion regarding property.

Ayes: Harrison, Jones, Zubrod, Harris; Nays: None

Reconvene in Open Meeting

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia reconvened in Open 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. Harrison: Aye
Mr. Jones: Aye
Mrs. Zubrod: Aye
Mrs. Harris: Aye

Re: Call to Order – 7:30 p.m.

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

Re: Invocation and Pledge of Allegiance

Chair Harris invited anyone in the audience who would like to participate in the invocation with the Board members to please stand and join them. Supervisor Tyler gave the Invocation and Pledge of Allegiance.

Re: Approval of Agenda

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried, the Board approved the agenda as presented.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Re: Public Hearing

Rezoning Case #17-012, Submitted by James Hodges; Property Owners Meredith T. Rainey, Jr. & Als., Agricultural (A-1) to Residential, Limited, (R-1)

Mr. George E. Morrison, III, Director of Planning, stated that the applicants are requesting to rezone the subject properties from Agricultural (A-1) to Residential (R-1) for a proposed 38 lot subdivision. The subject property is located on the north side of Hendricks Mill Road (State Route 903), approximately 30 feet south from the intersection of Poplar Creek Road (a private drive) and Hendricks Mill Road, located in the Meherrin Magisterial and Election districts, also identified as Tax Map 97 Parcels 4, 5 and 6.

The Planning Commission conducted a public hearing on this request at their July 11, 2017, meeting. No one spoke in opposition to the request. At the conclusion of the public hearing the Planning Commission voted unanimously to recommended approval of the request.

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

- Mike Dotti, Real Estate Agent – Spoke on behalf of the developer and requested Board support. He stated that the entrance to the proposed development would not be located off of Marina Road.
- Christine Ezell – Spoke in favor of the request.
- Dan Moyles, President, Poplar Creek Home Owners Association – No objections to the rezoning as long as the entrance to the proposed development is not located off of Marina Road.
- Vicki Kennedy – No objections to the rezoning as long as the entrance to the development is not located off of Marina Road.

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

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison and unanimously carried, the Board of Supervisors approved Rezoning Case #17-012.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Application for Use Not Provided For Case #17-014, Submitted by Mark and Shelia Andrews, Amendment to the Zoning Ordinance to allow a wood waste recycling site with the approval of a conditional use permit in the Agricultural (A-1) Zoning District

Mr. Morrison stated that the applicants are requesting to amend the Brunswick County Zoning Ordinance to allow a wood waste recycling site with the approval of a conditional use permit in the Agricultural (A-1) Zoning District.

The Planning Commission conducted a public hearing on this request on July 11, 2017. No one spoke in opposition to the request. The Planning Commission deferred action pending review and comments from the Virginia Department of Environmental

Quality (DEQ). During the Planning Commission's meeting on August 8, 2017, staff presented the Planning Commission with an overview of the meeting with DEQ which included comments on the proposed use and compliance with DEQ regulations. The Planning Commission unanimously recommended approval of the request to the Board of Supervisors.

The Chair opened the public hearing. No citizens spoke. After providing all citizens an opportunity to express their views, the Chair closed the public hearing.

Upon a motion by Mr. Tyler, seconded by Mr. Zubrod and unanimously carried, the Board of Supervisors approved Use Not Provided for Case #17-014.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Brunswick County Comprehensive Plan Update 2037

Mr. Morrison stated the Planning Commission conducted a public hearing on August 8, 2017, on the Brunswick County Comprehensive Plan Update 2037. No citizens spoke. At the conclusion of the public hearing the Planning Commission voted to recommend adoption of the Comprehensive Plan to the Board of Supervisors.

The Chair opened the public hearing. No citizens spoke. After providing all citizens an opportunity to express their views, the Chair closed the public hearing.

Upon a motion by Mr. Tyler, seconded by Mr. Zubrod and unanimously carried, the Board of Supervisors approved the Brunswick County Comprehensive Plan Update 2037.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Re: Approval of Minutes

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried, the Board approved the minutes of the August 16, 2017, regular meeting and the August 22, 2017, meeting with town mayors.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Re: Virginia Department of Transportation

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

Maintenance Forces

- Route 642 Rural Rustic Project is complete
- Machined shoulders on various primary routes.
- Patching potholes on various primary and secondary routes.
- Cut brush/limbs on various secondary routes.
- Day lighted signs (trimmed trees and vegetation around signs) on various primary and secondary routes.
- Machining National Highway System (NHS) roadways and hauling stone as needed.
- Performed routine maintenance and litter patrol on various routes.

Mr. Johnson reported on the following projects:

- I-85 North Bound Land & South Bound Land Preventative Bridge Maintenance Project over CSX Railroad - The lane closures and ramps were reopened to traffic on Monday, September 11, 2017. All work scheduled to be completed by the end of October 2017.
- Route 659, Doctor Purdy Road Bridge Replacement - Project is ongoing. The existing substructure is being demolished and excavating work is being performed. Work is scheduled to be completed spring 2018.
- Rural Rustic/Revenue Sharing Project/Route 642, Zero Road - VDOT crews have completed this project. The road was paved the week of August 28th.
- Rural Rustic Project on Route 730, Bright Road - Currently working on cleaning the ditches. The subgrade should be cut and be ready for stone by the end of next week.
- Route 58 Business thru Lawrenceville and I-85 - Allan Myers VA. Inc. asphalt/plant mix work is ongoing.

- Route 609, Cutbank Road, Bridge Replacement Project over the Nottoway River at the Brunswick/Dinwiddie County Line - This section of road is called Cutbank Road in Brunswick County and turns into Cherry Hill Road in Dinwiddie County. Preliminary stage plans call for replacing the existing bridge with another one lane bridge. The traffic volume is low and the average daily traffic (ADT) count is 161 vehicles according to 2014 data. The current bridge is posted with an eight ton weight limit. The new bridge would carry legal load limits. There were no reported crashes within a half mile radius of the bridge, therefore, a one lane bridge should offer plenty capacity and safety. Complete closure and use of a detour will be required for construction of the new bridge.

Upon a motion by Mr. Harrison, seconded by Mr. Jones, and unanimously carried, the Board voted to request VDOT to replace the one lane bridge on Cutbank Road with a two lane bridge.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Re: Brunswick County Public Schools Monthly Report

Mrs. Dora Wynn, Superintendent of Schools, presented an overview of the schools monthly financial report. This was provided for the Board's information. See attached report.

Re: Presentations

Recognition of Retired Department of Solid Waste Employees

The Board of Supervisors recognized the following employees on their retirement from the Department of Solid Waste:

- Harvey L. Penn
- Alberta W. Singleton
- Gloria J. Walker

Southside Community Services Board

Ms. Beth Englehorn, Executive Director, Southside Community Services Board gave the Board an overview of the services provided to Brunswick County and an update of the Performance Contract

Re: Department/Agency Presentations

Children's Services Act

Mrs. Linda Townsend, CSA Coordinator, stated an additional appropriation of \$81,539 is needed to cover unanticipated required costs for mandated children pursuant to the Children's Services Act. Specifically, \$33,921.31 is available in the CSA fund balance and an additional \$47,671.69 in local funds is needed to reconcile the CSA fund.

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board appropriated \$33,921.31 from the CSA fund balance and \$47,671.69 from the undesignated General Fund balance.

Ayes: Jones, Jones, Tyler, Zubrod, Harris; Nays: None

Department of Social Services – Reallocation Request

Mrs. Kim Gregory, Administrative Services Manager for the Department of Social Services, requested the Board to reappropriate \$7,699.65 from the FY17 to FY18 Department of Social Services budget to cover the retirement payout that was not included in the budget.

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board reappropriated \$7,699.65 from the Department of Social Services FY17 budget to the FY18 budget.

Ayes: Jones, Jones, Tyler, Zubrod, Harris; Nays: None

Electoral Board

Mrs. Mary Truman, Electoral Board, requested that the Board appropriate \$5,000 to the Brunswick County Electoral Board budget for a salary increase to the registrar.

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board referred the request to the Personnel Committee.

Ayes: Jones, Jones, Tyler, Zubrod, Harris; Nays: None

Take Pride in Brunswick Month

Upon a motion by Mr. Tyler, seconded by Mr. Zubrod, and unanimously carried the Board adopted the following resolution:

WHEREAS, there is a need to maintain the appearance and beauty of Brunswick County by removing litter and debris from the highways and roadways which detract from the beauty of the environment; and

WHEREAS, a clean and aesthetically appealing view of the expansive areas of Brunswick County presents a positive message and impact for the citizens, visitors and tourists and improves the quality of life; and

WHEREAS, it is important to protect the environment and the natural resources of the community to support its citizens and to build better relations with surrounding areas; and

WHEREAS, the purpose of the Brunswick County Litter Control Council shall be to control and prevent littering and illegal dumping; encourage and promote the reuse and recycling of materials to the greatest possible extent; and generally, to do such things as may be necessary and desirable to promote a clean and wholesome physical environment in Brunswick County, Virginia.

WHEREAS, it is in the best interest of Brunswick County, its citizens and its residents to support and encourage a clean and litter free environment to maintain the beauty and aesthetic appearance of the County that brings happiness and harmony to the citizens and travelers who visit this great community.

NOW, THEREFORE BE IT RESOLVED by the Brunswick County Board of Supervisors that it endorses and supports establishing the “Take Pride in Brunswick” annual celebration during the month of October.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Industrial Development Authority

Mrs. Tracie Seward, Industrial Development Chair, requested the Board to identify a Board member to serve on the IDA’s ad hoc committee to work on the direction of economic development in Brunswick County. The request was taken under advisement.

Re: Citizens Comments

The Chair opened the citizen comment period and advised that each citizen will be allotted three (3) minutes to speak. The following citizen spoke:

- Michelle Clary – Stated that the Brunswick County Cancer Association has been established to raise funds to support Brunswick County residents with cancer.

Re: Consent Calendar of Reports

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board acknowledged receipt of the following reports:

- Executive Director’s Report, August 8, 2017
- Industrial Development Authority, August 15, 2017, meeting minutes
- Executive Director’s Report, September 12, 2017
- Roanoke River Service Authority, June 27, 2017, meeting minutes

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Re: Finance Director’s Report

Approval of Disbursements

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

- System checks dated August 28, 2017, in the amount of \$338.20

- System checks dated September 13, 2017, FY17, in the amount of \$2,908.00
- System checks dated September 14, 2017, in the amount of \$47,420.34
- System checks dated September 20, 2017, in the amount of \$561,090.37
- System checks dated September 21, 2017, in the amount of \$2,490.00
- System checks dated September 22, 2017, in the amount of \$34,548.58

Upon a motion by Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board approved disbursements in the amount of \$648,795.49, as presented.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

FY17 Year-End Fiscal Report

Mrs. Keli Reekes, Director of Finance, presented the FY17 Year End Fiscal Report.

As a result, upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried the Board approved the following appropriations:

- Appropriate a total of \$236,263 from the undesignated FY17 General Fund Balance to the applicable line items of the Maintenance of Buildings and Grounds and Brunswick EMS departmental budgets.
- Appropriate \$2,279 from the FY17 Water Safety Fund Balance to the applicable revenue and expenditure line items of the FY17 Water Safety departmental budget.
- Appropriate \$15,862 in federal funding to the applicable revenue and expenditure line items of the FY17 Department of Social Services fund.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

DMV2Go

Mrs. Reekes stated that DMV2Go will be at the Brunswick County Conference Center on Wednesday, October 4, 2017, 10:00 a.m. to 2:00 p.m. The DMV2Go will provide additional services not provided at DMV Select offices.

Re: Planning Director's Report

Schedule Public Hearing: Rezoning Case #17-019, Submitted by SOVA Properties, LLC, Residential (R-1) to Business (B-1)

Mr. George E. Morrison, III, Director of Planning, stated that the applicant is requesting approval to rezone the subject properties from Residential (R-1) to Business (B-1), to make the properties more marketable as a business use. The subject property is located on the south side of Lawrenceville Plank Road (State Highway 58 Business), approximately 98' feet from the intersection of Planters Road (State Route 606) and Lawrenceville Plank Road, in the Totaro Magisterial District. The Planning Commission conducted a public hearing on this request at their September 12, 2017, 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 #17-019 and request the Board of Supervisors to schedule a public hearing for the October 18, 2017, regular meeting.

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the Board authorized the advertisement of a public hearing on Rezoning Case #17-019 for the regular October 18, 2017, meeting.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Schedule Public Hearing: Ordinance Amendment Case #17-022

Mr. Morrison stated the Planning Commission conducted a public hearing on September 12, 2017, on the proposed amendments to the Brunswick County Subdivision Ordinance. The ordinance amendment as proposed would address ambiguous language that presents a challenge in administering the ordinance as it pertains to subdivisions with

15 or more lots. No citizens spoke. At the conclusion of the public hearing the Planning Commission voted to recommend approval of the amendment to the Board of Supervisors and requested that the Board schedule a public hearing during the October 18, 2017, regular monthly meeting.

Upon a motion by Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board authorized staff to advertise a public hearing on Ordinance Amendment Case #17-022 during the October 18, 2017, regular monthly meeting.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Re: County Administrator's Report

Virginia Growth Alliance – Letter of Support

Upon a motion by Mr. Jones, seconded by Mr. Zubrod, and unanimously carried, the Board voted to send a letter to the Virginia Tobacco Region Revitalization Commission in support of Virginia's Growth Alliance's (VGA) Special Projects Application entitled "Expanding the Brand of VGA."

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Re: Old Business

Emergency Communication System Update

Supervisor Zubrod stated the RFP to procure the emergency communication system has been issued. A pre proposal meeting is scheduled for September 25, 2017, and proposals are due on October 16, 2017.

Re: New Business

Benchmark Community Bank Card Image

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board approved the request from Benchmark Community Bank to use the image of the Brunswick County Government Building on the Lawrenceville branch's new debit card.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Re: Appointments

Brunswick County 300th Anniversary Committee

Upon a motion by Mr. Harrison, seconded by Mr. Tyler, and unanimously carried, the Board appointed Marc Finney to the Brunswick County 300th Anniversary Committee representing the Sturgeon Election District.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Brunswick County Board of Equalization

This matter was continued.

Brunswick County Committee of the Virginia World War I and World War II Commemoration Commission

This matter was continued.

Brunswick County Industrial Development Authority

This matter was continued.

Brunswick County Litter Control Council

This matter was continued.

Southside Central Workforce Development Board

Upon a motion by Mrs. Harris, seconded by Mr. Tyler, and unanimously carried, the Board appointed Scott Martin, Brunswick Farm Bureau, to the Southside Central Workforce Development Board as a business representative.

Ayes: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Re: Adjourn

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried, the Board adjourned until Thursday, September 28, 2017 at 6:30 p.m., in the Board Room of the Brunswick County Government Building.

Hon. Barbara Jarrett-Harris, Chair

Charlette T. Woolridge, Ph.D., Clerk