

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD WEDNESDAY, MARCH 15, 2017, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

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

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**Re: Virginia Department of Transportation –Secondary Six Year Road Plan (SSYP) Work Session – 6:30 p.m.**

Mr. Tommy Johnson, Assistant Residency Administrator, provided an overview of the proposed Secondary Six Year Road Plan 2018-2023 as follows:

- Great Creek Road (State Route 648), from Route 46 to Route 649, .9 of a mile - \$155,000
- Lewis Drive (State Route 605), from .2 miles south of Route 744 to the Greenville County line, 1.2 miles - \$182,000
- Bright Road (State Route 730), from Route 611 to the end of state maintenance, 1 mile - \$152,500

Mr. Johnson also advised that VDOT has funding in the amount of \$558,593, and recommends including the following roads in the SSYP:

- Five Forks Road (State Route 607), from Pocahontas Road (State Route 633), to .7 miles east of Route 633, .7 miles, 75 vehicles per day - \$107,500
- Weaver Road (State Route 644), from Gasburg Road (State Route 626), to 1 mile north of State Route 626, 1 mile, 50 vehicles per day - \$152,500
- Gholson Road (State Route 707), from Governor Harrison Parkway (Route 58), to end of state maintenance, .35 miles, 60 vehicles per day - \$54,000
- Beaver Dam Road (State Route 614), from Littlemont Road (State Route 628), to Route 1, .8 miles, 90 vehicles per day - \$122,500

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried, the Board approved the addition of Five Forks Road (State Route 607), Weaver Road (State Route 644), Gholson Road (State Route 707) and Beaver Dam Road (State Route

614) as new projects in the Secondary Six Year Road Plan and authorized a public hearing for the April meeting.

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

Mr. Johnson stated that there are Safety Funding available that could be used to address Halifax Road (soft spots and re-enforce the road) and sidewalk issues in the County. It was a consensus of the Board for VDOT to bring back an estimate to address Halifax Road and determine the amount of remaining funds to address sidewalks at the next Board meeting.

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**Re: Call to Order – 7:30 p.m.**

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

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**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.

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**Re: Approval of Agenda**

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried, the Board approved the agenda with the following additions:

Presentations

Move FY16 Financial Report after approval of agenda

Add under Department/Agency Presentations

Healthy Living in Brunswick County

Add under New Business

- a. Resolution – Tobacco Commission
- b. IDA

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

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**Re: Approval of Minutes**

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried, the Board approved the following meeting minutes:

- February 15, 2017, Regular Meeting
- February 21, 2017, Budget Presentations

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

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**Re: Virginia Department of Transportation**

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

Maintenance Forces

- Patching potholes as needed on various routes.
- Machined shoulders on various routes.
- Machining National Highway System (NHS) roadways and hauling stone as needed.
- Mowing brush on secondary routes.
- Performing routine maintenance and litter patrol on various routes.

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

Mr. Richard Rush, Director of Business Operations, presented an overview of the schools monthly financial report. This was provided for the Board's information. See attached report.

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**Re: Presentations**

**FY16 Financial Report**

Mrs. Kristen Choate, Robinson, Farmer Cox Associates, presented the findings in the Brunswick County Financial Report Year Ended June 30, 2015. She reviewed

the “Communication with Those Charged with Governance” letter, stating that there were no disagreements or difficulties with management in performing the audit. An unmodified opinion was issued on the financial statements, which reflects that the County’s financial statements were fairly stated in accordance with generally accepted accounting principles.

This was continued until the April 19, 2017, meeting.

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**Re: Department/Agency Presentations**

**Healthy Living in Brunswick County**

Supervisor Harris presented an overview of the Healthy Living in Brunswick County initiative. Citizens viewed a video, “Healthy Living in Brunswick County.”

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**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 citizens spoke:

- John Cataldo, Lake Gaston Association, presented a letter dated March 15, 2017, outlining goals for the Board of Supervisors to consider during the FY18 budget process as follows: Continue to work diligently with the school board to assure monies spent are in the best interest of our students, hold school officials accountable for their expenditures, consider full weed treatment funding to protect lake property values, encourage prudent expenditures of all new revenue and consider using some of the new revenue to replenish the undesignated fund balance.
- Ray Sawyer, expressed concern regarding a possible tax increase and the budget process.

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**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 report:

- Roanoke River Service Authority, January 24, 2017, meeting minutes

- Industrial Development Authority, January 24, 2017, meeting minutes
- Executive Director's Report, February 14, 2017

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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 February 17, 2017, FY17, in the amount of \$100.00
- System checks dated March 9, 2017, FY17, in the amount of \$39,340.61
- System checks dated March 15, 2017, FY17, in the amount of \$227,425.06
- System checks dated March 16, 2017, FY17, in the amount of \$178,084.52

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried, the Board approved disbursements in the amount of \$444,950.19, as presented.

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

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### **FY17 Additional Appropriations**

Upon a motion by Mr. Jones, seconded by Mr. Zubrod, and unanimously carried, the Board appropriated the following:

- Appropriated \$25,000 in grant proceeds to the FY17 Capital Projects fund, and appropriated an additional \$24,285 from the FY17 Capital Projects fund balance to the applicable expenditure line item in the FY17 Capital Projects fund.
- Appropriated an amount not to exceed \$400,000 from the Historic Courthouse Renovation Project fund balance to the applicable revenue and expenditure line items of the FY17 Historic Courthouse Renovation Project budget, and further transfer to the applicable line items of the FY17 General Fund.
- Appropriated \$36,450 in grant proceeds to the FY17 Sheriff's Office Law Enforcement and Traffic Control departmental budget.
- Appropriated \$60,000 to the applicable revenue and expenditure line items of the FY17 Sheriff's Office Law Enforcement and Traffic Control departmental budget.

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

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**Re: Planning Director's Report**

**Alvis Road Housing Rehabilitation Project Resolution**

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

WHEREAS, the County of Brunswick wishes to apply for Community Development Block Grant funds not to exceed \$1,000,000 from the Virginia Department of Housing and Community Development for the Alvis Road Housing Rehabilitation Project, and

WHEREAS, the project will meet the National Objective of providing benefit to low- and moderate-income persons (LMI) persons as project activities include rehabilitation and/or substantial reconstruction of approximately 11 substandard units containing 26 LMI persons, demolition of three (3) vacant dilapidated residential units and clearance of debris and trash throughout the project area, resulting in an overall neighborhood benefit to 66 persons of which 39 or 59% are LMI; and

WHEREAS, the County of Brunswick will waive building permit fees totaling \$499.80 as in-kind leverage for the project; and

WHEREAS, Brunswick County has met the citizen participation requirements by holding two public hearings within the community, advertising both as appropriate and utilizing at least one other form of public notice for the application submitted.

BE IT FURTHER RESOLVED that the County of Brunswick authorizes Dr. Charlette T. Woolridge, County Administrator, to sign and submit all appropriate documentation necessary to constitute an application to the Virginia Department of Housing and Community Development for the request of Community Development Block Grant funds and to accept and appropriate all funds received.

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

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**Re: County Administrator's Report**

**FY18 Budget Schedule**

Dr. Charlette T. Woolridge, County Administrator, requested that the scheduled March 28, 2017, budget work session be changed to March 27, 2017, due to a scheduling conflict.

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried the Board approved the March 28, 2017, budget work session be changed to March 27, 2017.

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

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**Re: Old Business**

**Emergency Communication System Update**

Supervisor Jones gave an update regarding the emergency communication system.

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**DMV Select Ribbon Cutting**

Dr. Woolridge invited citizens to the ribbon cutting ceremony for DMV Select on Monday, March 20, 2017, at 9:00 a.m.

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**Retail Strategies**

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board approved the proposal as presented by Jeff Reed, Virginia's Growth Alliance, for Retail Strategies to provide market analysis, strategic planning and retail recruitment services in the amount of \$20,000 per year for three (3) years.

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

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**Re: New Business**

**Virginia Tobacco Region Revitalization Commission Project Endorsement Resolution**

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

WHEREAS, the Virginia Tobacco Region Revitalization Commission was created to help foster economic development in the tobacco dependent communities of Southside and Southwest Virginia; and

WHEREAS, the County of Brunswick Board of Supervisors would like to submit a grant application in the amount of \$125,000 to the Virginia Tobacco Region Revitalization Commission utilizing the Southside Economic Development Tobacco Grant allocations; and

WHEREAS, Tobacco Commission application deadline is Friday, March 17, 2017; and

WHEREAS, these funds will be used towards the demolition and remediation of hazardous building materials at the Old South Brunswick School located at 9162 Christanna Highway in Brunswick County; and

WHEREAS, the projected cost of the project can be financed by the utilization of \$125,000 from the Tobacco Commission Southside Economic Development Grant program; and

WHEREAS, the \$125,000 of required 1:1 matching funds may be financed through the Virginia Brownfield Restoration & Economic Development Assistance Funds (VBRAF) grant program; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Brunswick, Virginia does hereby support a grant application to the Virginia Tobacco Region Revitalization Commission for the demolition and remediation of hazardous materials at the Old South Brunswick site; and

BE IT FURTHER RESOLVED, that the Board of Supervisors of the County of Brunswick, Virginia does hereby authorize the Board of Supervisors Chair and/or County Administrator to sign any and all necessary grant documents to execute the application, grant contract, and grant reports.

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

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### **Industrial Development Authority**

Supervisor Harris stated that the Board conducted a retreat in November 2016 to review the vision for Brunswick County. The updated vision was subsequently adopted by the Board on February 15, 2017. The highest priority is economic development.



Supervisor Harris further stated that one of the priorities for economic development include working in partnership with the Brunswick County Industrial Development Authority (IDA) to strategically pursue new businesses and industries to locate in the County, encourage the growth of existing businesses, and provide local entrepreneurs with guidance and resources for their start-up ventures to create employment opportunities. Another priority includes the evaluation of the IDA to ensure that we achieve our economic development goals. As a result, Supervisor Harris requested that the County Attorney research legal options for allocating economic development duties and functions.

It was a consensus of the Board that County Attorney research legal options for allocating economic development duties and functions.

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**Re: Appointments**

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**Southside Virginia Community College Board**

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board reappointed Ray Thomas and Marc Finney to the Southside Virginia Community College Board for four year terms.

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

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**Southside Workforce Development Board**

This matter was continued.

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**Virginia WWI and WWII Commemoration Commission**

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried, the Board appointed the following to the Virginia WWI and WWII Commemoration

Commission:

- Kade Moseley, representing the Meherrin Election District
- Richard Cole, representing the Red Oak Election District
- Carl Wright, ex-officio member

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

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**Re: Adjourn**

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board adjourned to Thursday, March 16, 2017, at 6:30 p.m., in the Board Room of the Brunswick County Government Building for a joint school board meeting.

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Hon. Barbara Jarrett-Harris, Chair

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Charlette T. Woolridge, Ph.D., Clerk