

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD WEDNESDAY, JUNE 21, 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; BENJAMIN EMERSON, 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.7: Consultation with legal council regarding a legal matter.

Ayes: Jones, Harrison, Jones, Tyler, 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

- 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
- 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
Mr. Tyler: 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 Harrison gave the Invocation and Pledge of Allegiance.

Re: Approval of Agenda

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

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

Re: Public Hearings

Conditional Use Planned Development Case #17-006, Submitted by Patricia and Edward Crowling, wedding and event venue in the Agricultural (A-1) Zoning District

Mr. George E. Morrison, III, Director of Planning, stated that the applicants are requesting approval of a conditional use planned development for a wedding and event venue in the Agricultural (A-1) Zoning District. The subject property is located on the west side of Robinson Ferry Road (State Route 644), approximately 70 feet south of the

intersection of Huckstep Road (State Route 663) and Robinson Ferry Road, located in the Meherrin Magisterial and Election districts, also identified as Tax Map 90 Parcel 3.

The Planning Commission conducted a public hearing on this request at their May 9, 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. No citizens spoke. 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 Conditional Use Planned Development Case #17-006 subject to the following conditions recommended by the Planning Commission:

1. The wedding event venue 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 local laws and regulations for this use.
2. Prior to the issuance of a zoning permit for the proposed wedding and event venue the permittees shall submit a site plan for County approval in accordance with the provisions of Article 27 of the Brunswick County Zoning Ordinance.
3. Permittees 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 permittees shall be public records subject to the Virginia Freedom of Information Act.
5. Only a wedding and event venue in accordance with the approved conditional use planned development is permitted on the subject property.
6. This conditional use permit shall expire if the use of the site as a wedding and event venue ceases for two (2) years.
7. These conditions shall be binding on any person, entity, including the permittees, their assigns, successors, and any subsequent assignee(s), successor(s), owner(s), operator(s), or lessee(s), owning-operating, or leasing the wedding and events venue situated on the subject property.
8. Permittees shall allow designated County representatives or employees access to the wedding and event venue at any time for inspection purposes. Reports of

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

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.
11. Prior to the issuance of site plan approval, the permittees shall provide a copy of an approved commercial entrance permit for all proposed accesses to the subject property from the Virginia Department of Transportation.
12. Prior to commencing land disturbance activities on the subject property, the permittees 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 and Sediment 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.
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 permittees are notified of any violations of applicable laws, regulations or permit conditions of the subject property, permittees shall notify the County 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 permittees which shall give prompt and courteous attention and shall advise the County of the disposition of such complaints within thirty (30) days of the compliant referral.
17. The wedding and event venue and all necessary structures shall be designed and constructed to meet all requirements of the Virginia Uniform Statewide Building Code.

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

Re: Approval of Minutes

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and carried, the Board approved the following minutes of the May 17, 2017, meeting.

Ayes: Harrison, Jones, Zubrod, Harris; Nays: Tyler

Re: Virginia Department of Transportation

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

Maintenance Forces

- Mowing primary and secondary routes.
- Applied asphalt to Route 603, Route 606 and Route 670.
- Patched potholes on various routes as needed.
- Cut brush/limbs on various 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 Lane and South Bound Lane Preventative Bridge Maintenance Project over CSX Railroad – The project is ongoing, major progress has been made. Project will be completed by summer 2017.
- Route 58 East Bound Lane Bridge over Great Creek – Phase I is complete. Phase II is ongoing. Project should be complete by August 2017.
- Surface Asphalt Treatment – Thirty-five (35) secondary roadways will be asphalt treated. Work will begin within the next thirty (30) days.

Re: Brunswick County Public Schools Monthly Report

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

FY2017 Grant Additional Appropriation and Re-Appropriations

Mrs. Wynn stated that Brunswick County Public Schools is requesting additional appropriation and re-appropriations of the following grants:

Re-Appropriations

Title I: Improving Basic Programs	#545	\$7,530.01
Title II: Teacher Quality	#549	\$2,041.63
Title VI: Rural Education	#543	\$15,100.94
Title VII B: Section 611 (Special Ed)	#551	\$18,639.31

Part III A: LEP	#308	\$4,407.39
Part III A: LEP	#306	\$2,559.71
21 st CCLC: Meherrin Powellton	#583	\$69,949.04
21 st CCLC: Brunswick High School	#598	\$63,633.68
VPI+	#506	\$3,181.61
Pre-School Initiative Grant	#534	\$1,706.43
VPSA Series XV (2015)	#325	\$136,744.77
Total Reappropriations Requested Amount		\$325,494.52

New Grant Information

Security Grant	#383	\$41,872.00
Virginia Health School Program	#303	\$6,250.00
Special Equipment For High Skills	#372	\$4,107.68
Positive Behavior Grant (VA Tiered Systems)	#371	\$25,000.00
STEM-H Student Materials And Teacher Develop	#373	\$1,129.85
Total New Grant Requested Amount		\$78,359.53

Upon a motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board approved the re-appropriation of \$325,494.52 in grant funds and the appropriation of \$78,359.53 in new grant funds.

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

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:

- Karlesha Hines – Expressed concerns regarding her former landlord’s lack of maintaining his rental property and requested the County to establish a property maintenance code.
- Dalrlynn L. Sims – Stated she’s pleased that the County will upgrade its website and also requested VDOT to make improvements to the road leading to Lake Phoenix.

Re: Consent Calendar of Reports

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

- Roanoke River Service Authority, April 25, 2017, meeting minutes
- Lawrenceville-Brunswick Airport Commission, May 11, 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 June 14, 2017, FY17, in the amount of \$32,823.87
- System checks dated June 21, 2017, FY17, in the amount of \$299,034.94
- System checks dated June 22, 2017, FY17, in the amount of \$8,789.02
- System checks dated June 23, 2017, FY17, in the amount of \$110,466.20

Upon a motion by Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board approved disbursements in the amount of \$451,114.03, as presented.

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

Audit Engagement Letter

Mrs. Reekes stated that Robinson, Farmer, Cox Associates has provided the contract and engagement letter to audit the financial statement of Brunswick County for the year ending June 30, 2017. The audit fee is \$35,000, which reflects no increase from the prior year.

Upon a motion by Mr. Jones, seconded by Mr. Zubrod, and unanimously carried, the Board approved the contract submitted by Robinson, Farmer, Cox Associates for auditing servicers for the year ending June 30, 2017, in the amount of \$35,000.

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

Re: Planning Director's Report

Brunswick County Comprehensive Plan 2037 Update

Mr. Morrison, III, stated that a community meeting will be held on the draft Brunswick County Comprehensive Plan 2037 on Wednesday, June 28, 2017 at 6:30 p.m. in the Board Room of the Brunswick County Government Building, to solicit input on the draft plan. A copy of the draft Comprehensive Plan is available for review on the County's website and in the County's Department of Planning Office.

Re: County Administrator's Report

Lawrenceville Lions Club – Resolution

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

WHEREAS, Lions Club International is the largest service club organization in the world with over 1.35 million members serving; and

WHEREAS, in 1917, Melvin Jones and fellow Chicago businessmen founded Lions Clubs to improve the community; and

WHEREAS, in 1920, Lions Clubs became international by chartering a club in Windsor, Canada; and

WHEREAS, in 1925, during the international convention in Cedar Point, Ohio, Helen Keller charged Lions with becoming "knights of the blind in the crusade against darkness;" and

WHEREAS, on March 25, 1927, inspired by Helen Keller and a spirit of community service, the Lawrenceville Lions Club was chartered with 21 Brunswick County citizens led by the Reverend William R. Moody and sponsored by the Petersburg Lions Club; and

WHEREAS, in 1944, the world's first eye bank was created in New York City. Today most eye banks are Lions sponsored; and

WHEREAS, the Lawrenceville Lions Club performs hundreds of vision

screenings each year for local school children; and

WHEREAS, the Lawrenceville Lions Club provides vision services and glasses for those in need; and

WHEREAS, the Lawrenceville Lions Club supports organizations each year including Old Dominion Eye Bank, Burkeville Lodge for the Blind, Leader Dog School and local youth programs; and

WHEREAS, the ability of the Lawrenceville Lions Club to make these services available to our community exhibits a sense of caring, sharing and the willingness of our citizens to participate voluntarily in this organization; and

WHEREAS, in 2017, the Lawrenceville Lions Club celebrates 90 years of faithful service to the Brunswick County community and beyond;

NOW THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Brunswick honor and thank the Lawrenceville Lions Club for valuable service to the community and join them in the celebration of their 90th anniversary.

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

Virginia Economic Development Partnership Project Endorsement Resolution

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

WHEREAS, the Virginia Economic Development Partnership (VEDP) is offering a Virginia Brownfields Restoration Assistance Fund (VBRAF) grant program to help foster economic development in the Commonwealth of 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 VEDP VBRAF grant program;

WHEREAS, the VBRAF grant program application submittal opens Saturday, July 1, 2017, and closes Friday, September 29, 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 demolition and remediation estimated budget (prepared by Hurt & Proffitt, Inc. dated February 15, 2017) for the site is \$250,000; and

WHEREAS, the projected cost of the project can be funded through the utilization of a \$125,000 grant from the VEDP VBRAF grant program for 50% of the cost; and

WHEREAS, the \$125,000 of required 1:1 matching funds to be provided by a Tobacco Region Revitalization Commission, Southside Economic Development Grant; 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 Economic Development Partnership Virginia Brownfields Restoration Redevelopment Assistance Funds for the demolition and remediation of hazardous materials at the Old South Brunswick School 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: Harrison, Jones, Tyler, Zubrod, Harris; Nays: None

Website Upgrade Project Proposals

Dr. Charlette T. Woolridge, County Administrator, stated that request for proposals were solicited for qualified firms to provide website upgrade services. The following proposals were received:

- West Interactive Services Corporation (CivicLive)
- CivicPlus, Inc.
- Vision Technology Solutions, LLC dba Vision

Dr. Woolridge stated that the Technology Committee interviewed the firms and recommends that the Board enter into an agreement with West Interactive Services Corporation (CivicLive) at a one-time implementation fee of \$18,000 and an annual software-as-a service fee of \$5,640.00; and authorize the County Administrator to sign all documents on behalf of the County of Brunswick relative to this project.

Upon motion of Mr. Tyler, and seconded by Mr. Jones, and unanimously carried, the Board approved the recommendation by the Technology Committee to enter into an agreement with West Interactive Services Corporation (CivicLive) at a one-time implementation fee of \$18,000 and an annual software-as-a service fee of \$5,640.00; and authorize the County Administrator to sign all documents on behalf of the County of Brunswick relative to this project.

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

Re: Old Business

FY18 Brunswick County Consolidated Budget Adoption and Appropriation

Dr. Woolridge stated that an appropriation in the amount of \$50,801,649 is required to fund the FY18 Brunswick County Consolidated Budget. This includes General Fund, Capital Improvement Projects, and Public Schools.

A motion was made by Mr. Tyler, seconded by Mr. Jones, to restore the IDA's funding for the FY18 Budget. The motion failed.

Ayes: Jones, Tyler; Nays: Harrison, Zubrod, Harris

Mr. Tyler stated, "I am disturbed and discouraged regarding the Board's decision to remove funding from the IDA. During the budget work sessions, there were no discussions to cut total funding for the IDA. The IDA has worked diligently for the County to bring in businesses and I hope the citizens are as disappointed as I am. No other external or internal agency was cut and this action to remove their funding is a personal attack on the IDA."

Chair Harris stated, "The action to form the Department of Economic Development and to transfer all proposed FY18 funds from the IDA to the newly established department

was taken at a regular Board meeting, not a special called meeting. This was not personal. During the March 2017 Board of Supervisors meeting, I recommended that the Board bring the economic development function under the auspice of the County Administrator based on the Board's retreat and vision document in an effort to enhance accountability and effectiveness. Mr. Tyler suggested that the County Attorney explore options for allocating economic development duties and functions and bring recommendations to the Board during the April 2017 meeting. After hearing the County Attorney's analysis at the April 2017 meeting, the board members present, which was a quorum, took action."

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, the Board adopted and appropriated the FY18 Brunswick County Consolidated Budget in the amount of \$50,801,649.

Roll Call Vote:

Aye – Harrison
Aye – Zubrod
Aye – Harris
Nay – Jones
Nay – Tyler

BE IT RESOLVED: that the Brunswick County Board of Supervisors does appropriate the total amount of \$50,801,649 (inclusive of interfund transfers in the amount of \$8,015,917) for the consolidated Brunswick County budget for the year beginning July 1, 2017, and ending June 30, 2018, as budgeted by fund and function for general governmental activities, and as budgeted by fund and category for public school activities. Further, this total appropriation includes \$5,439,185 in local funding for school operations. Additional local funding for schools includes \$322,023 for the School Construction Debt Service Fund; and \$302,937 for School Debt Service Fund.

Further, the Board set the tax rates per \$100 of assessed value for 2017- 2018 as follows:

Real Estate	\$0.52
Personal Property	\$3.65
Special Classification of Personal Property – Fire & Rescue	\$2.64

Mobile Homes	\$0.52
Machinery & Tools	\$3.40
Public Service Corporation Real Estate	\$0.52
Public Service Corporation Personal Property	\$3.65

Emergency Communication System Update

Supervisor Zubrod stated that the Emergency Communication System Committee is finalizing the draft RFP to solicit emergency communication related services.

Re: New Business

Virginia Association of Counties Region 4 Meeting Update

Chair Harris stated that the Virginia Association of Counties Region 4 meeting was held on June 7, 2017, at Southside Virginia Community College. Board members and the County Administrator were in attendance and the discussion centered around economic development, recycling, solar energy and broadband.

Re: Appointments

Brunswick County Industrial Development Authority

A motion was made by Mr. Tyler, seconded by Mr. Jones, to reappoint Gwen McMillan to the Industrial Development Authority to serve a four year term representing the Powellton Election District. Supervisor Jones asked for a roll call vote. The motion failed.

Roll Call Vote:

- Aye – Jones
- Aye – Tyler
- Nay – Harrison
- Nay – Zubrod
- Nay – Harris

Mr. Tyler stated, "During my seventeen years on the Board, never has a Board member's recommendation to appoint a citizen from their election district to serve on a board or committee been denied. Denying the appointment of this citizen that has served the county in various capacities with integrity is wrong. This is a personal attack on the IDA and the citizen. You need to justify your vote"

Chair Harris stated, "This vote is not a personal attack, this is a democracy, and no one has to justify his or her vote."

Mr. Jones stated, "In my fourteen years on the board, I do not remember other board members not supporting an appointment made by a colleague and that I feel the vote was a personal attack too."

Brunswick County Litter Control Council

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried, the Board appointed Gene Wiley to the Brunswick County Litter Control Council representing the Sturgeon Election District.

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

Community Criminal Justice Board

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board reappointed Dr. Charlette T. Woolridge to the Community Criminal Justice Board.

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

Lake Country Development Corporation

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board reappointed Dr. Charlette T. Woolridge and Andrew Nash to the Lake Country Development Corporation.

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

Southside Central Workforce Development Board

This matter was continued.

Re: Adjourn

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board adjourned.

Hon. Barbara Jarrett-Harris, Chair

Charlette T. Woolridge, Ph.D., Clerk