

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, SEPTEMBER 16, 2015, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

PRESENT: HON. BARBARA JARRETT DRUMMOND, CHAIR; HON. BERNARD L. JONES, SR., VICE-CHAIR; HON. JOHN CATALDO, HON. WELTON TYLER, HON. DENISE C. WILLIAMS, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR/CLERK; PAUL JACOBSON, COUNTY ATTORNEY; LESLIE R. WEDDINGTON, DEPUTY CLERK/RECORDER OF MINUTES

Re: Closed Meeting – 6:30 p.m.

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

- 2.2-3711.A.1: Discussion regarding perspective candidates for employment.
- 2.2-3711.A.1: Discussion regarding personnel matter.

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

Reconvene in Open Meeting

Upon motion of Mr. Cataldo, seconded by Mr. Jones, 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. Cataldo – Aye
Mr. Jones – Aye
Mr. Tyler – Aye
Mrs. Williams – Aye
Ms. Drummond – Aye

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

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

Re: Invocation and Pledge of Allegiance

Chair Drummond 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.

Re: Approval of Agenda

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

Delete under County Administrator's Report

- Tobacco Region Revitalization Commission Resolution

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

Re: Public Hearings

Re: Approval of Minutes

Upon motion of Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board approved the minutes of the August 19, 2015, regular meeting as presented.

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

Re: Virginia Department of Transportation (VDOT) Monthly Report

Mr. Billy Smith, Residency Administrator, presented the monthly report as follows:

Maintenance Forces

- Machining shoulders on various primary routes as needed.
- Second round of primary mowing is completed. Second round of secondary mowing is ongoing.
- Machining National Highway System (NHS) roadways and hauling stone as needed.
- Patching potholes on various routes as needed.
- Removing dead animals and performing litter patrol on various routes.
- Route 642 Rural Rustic Project ongoing.
- Performing routine maintenance on various routes.
- Applying dust control to various NHS routes.

Mr. Smith requested a resolution from the Board of Supervisors regarding the historic bridge on State Route 715, stating that Brunswick County wants to keep the bridge as is.

Upon motion by Mrs. Williams, seconded by Mr. Jones, and unanimously carried, the Board voted to do a resolution for the bridge on State Route 715.

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

FY 2017 Revenue Sharing Program

Mr. Smith stated that applications for the FY 2017 Revenue Sharing Program are due by

October 30, 2015 and the application will be for the Totaro Election District.

Re: Brunswick County Public Schools Monthly Report

Mr. Richard Rush, Director of Business Operations, presented an overview of the schools monthly financial report. See reports attached.

Request for Fund Balance Transfer: Nutritional Food Services

Mr. Rush requested to transfer \$24,916 from the National Food Services fund balance to cover the subsidized portion of the Community Eligibility Provision Program for the school year ended 2015.

Upon motion by Mr. Tyler, seconded by Mrs. Williams, and unanimously carried, the Board approved the transfer of \$24,916 from the National Food Services fund balance to the Community Eligibility Provision Program.

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

Re: Presentations

Virginia Association of Counties – Request for County Tree Ornaments

Dr. Charlette T. Woolridge, County Administrator, gave an overview of the request from the Virginia Association of Counties for county tree ornaments to be displayed in the Executive Mansion. Dr. Woolridge invited local artists to submit ornaments for consideration by October 20, 2015.

Department of Defense, Office of Economic Adjustment, Joint Use Land Study

Mr. Thomas Inge with the Ward Burton Wildlife Foundation, presented an overview of the Department of Defense's Office of Economic Adjustment Compatible Use Program,

Joint Land Use Study and requested Brunswick County to participate in the study. See power point presentation attached.

Re: Department/Agency Presentations

4-H Technician Position

Mrs. Jinx Baney, Unit Coordinator/4-H Extension Agent, stated that she has retired after 30 years as the 4-H Extension Agent in Brunswick County. Mrs. Baney requested the Board to allocate existing funds for a part time 4-H Technician in Brunswick County. Mrs. Baney stated that this would insure that the 4-H Program is sustained until the full time 4-H Agent position is filled.

Upon motion by Mrs. Williams, seconded by Mr. Tyler, and unanimously carried, the Board approved to allocate existing funds for a part time 4-H Technician.

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

Roll-Off Refuse Collection Vehicle

Dr. Charlette T. Woolridge, County Administrator, stated that an invitation to bid was issued to purchase two roll-off refuse collection vehicles for the Department of Solid Waste. Funds are included in the FY16 budget to purchase the vehicles. The following bids were received:

COMPANY	VEHICLE	BID PRICE PER VEHICLE
Cavalier Equipment Corp.*	2016 International	\$144,395.00
Advantage Truck Center	2016 Volvo	\$156,639.12
Cavalier Equipment Corp.	2016 Mack GU813	\$158,594.00
Cavalier Equipment Corp.	2016 Mack GU713	\$158,794.00
Cavalier Equipment Corp.	2016 Freightliner	\$158,873.00
Cavalier Equipment Corp.	2016 Kenworth	\$164,061.00
Tom's Truck Sales, LLC	2016 Kenworth T800	\$165,352.00

Cavalier Equipment Corp.	2016 Peterbilt	\$165,382.00
--------------------------	----------------	--------------

Dr. Woolridge stated that while Cavalier Equipment Corp. is the lowest bidder, they are not the lowest responsive bidder. She highlighted several areas in the proposal that did not meet the requirements as specified in the RFP. Dr. Woolridge recommended that the Board accept the bid from Colonial Truck Sales, Inc. in the amount of \$312,990 (\$156,495 per vehicle) to purchase two roll-off refuse collection vehicles and authorize the County Administrator to sign the agreement between Colonial Truck Sales, Inc. and the County of Brunswick.

Upon motion by Mr. Tyler, seconded by Mr. Jones, and unanimously carried, the Board approved the acceptance of the bid from Colonial Truck Sales, Inc. and authorized the County Administrator to sign all relevant documents.

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

Telephone System – Albertis S. Harrison, Jr. Courthouse

Dr. Woolridge stated that an invitation to bid was issued to purchase a telephone system for the Albertis S. Harrison, Jr. Courthouse. Funds are include in the FY16 budget to purchase the telephone system. The following bids were received:

VENDOR	BID AMOUNT
Epitome Networks	Option 1: \$15,546.00 Option 2: \$14,511.00
Forerunner Technologies, Inc.	\$14,823.52
Allen Corporation of America, Inc.	\$17,274.31
Technology Team, Inc.	\$17,737.82
Syntech Innovative Technologies	\$18,930.80
Excel Communications	\$22,863.90
Allen Corporation of America, Inc.	Option1: \$28,749.31 Option 2: \$26,197.31

Dr. Woolridge stated that the lowest bidder is Epitome Networks. Dr. Woolridge

recommended that the Board accept the bid from Epitome Networks in the amount of \$14,511 to purchase a new telephone system and authorize the County Administrator to sign the agreement between Epitome Networks and the County of Brunswick.

Upon motion by Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board approved the acceptance of the bid from Epitome Networks and authorized the County Administrator to sign all relevant documents.

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

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:

- Mr. James Hicks, 20194 Christanna Highway, Lawrenceville, Virginia, requested that the County pave Zero Road to his property line.
- Mr. Bill Hudson, 108 Rollingwood Drive, Lawrenceville, Virginia. Mr. Hudson expressed concern regarding the Director of Planning receiving a monthly supplement of \$3,747.83 as the Interim Assistant to the County Administrator while also performing the duties of the Director of Planning. Mr. Hudson also expressed concerns regarding the purchase of a new vehicle for the County Administrator.

Re: Consent Calendar of Reports

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

- Brunswick County Industrial Development Authority Minutes and Executive Director's Report
- Economic Development Coordinating Council Minutes
- Roanoke River Service Authority Minutes

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

Re: Finance Director's Report

Approval of Disbursements

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

- System checks dated August 25, 2015, in the amount of \$2582.54.
- System checks dated September 2, 2015, in the amount of \$500.00.
- System checks dated September 11, 2015, in the amount of \$42,941.58.
- System checks dated September 16, 2015, in the amount of \$524,112.16.
- System Checks dated September 17, 2015, in the amount of \$20,151.41.

Upon motion of Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board approved disbursements in the amount of \$590,367.69 as presented.

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

2015 Personal Property Tax Relief Act Resolution

Mrs. Reekes stated that in December 2005, the Board of Supervisors adopted an ordinance to implement 2004-2005 changes to the Personal Property Tax Relief Act (PPTRA) of 1998. Effective March 2006, the Auditor of Public Accounts advised the Treasurer that Brunswick County's allocation of the \$950 million PPTRA allotment was \$1,355,735.87.

Mrs. Reekes stated that the Board of Supervisors is required annually to set the rate of tax relief for distribution of this dollar amount to qualifying vehicles. Mrs. Reekes presented the draft resolution to set the rate for the 2015 tax year at 57% based on the effective tax

rate of \$3.40.

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

RESOLUTION OF THE BOARD OF SUPERVISORS OF BRUNSWICK COUNTY, VIRGINIA

WHEREAS, the Personal Property Tax Relief Act of 1998, Va. Code §58.1-3523 et seq. ("PPTRA"), has been substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session I (Senate Bill 5005), and the provisions of Item 503 of Chapter 951 of the 2005 Acts of Assembly (the 2005 revisions of the 2004-06 Appropriations Act).

WHEREAS, by its enactment of an ordinance on December 21, 2005, ("Ordinance"), the Board of Supervisors of Brunswick County, Virginia (the Board of Supervisors) has previously implemented such modifications of the PPTRA.

WHEREAS, the Board of Supervisors now desires to set the rate of tax relief for tax year 2015, for purposes of the Ordinance.

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF BRUNSWICK COUNTY, VIRGINIA:

1. For purposes of §3 (c) of the Ordinance, the rate of tax relief with respect to qualifying vehicles with assessed values of more than \$1,000, and applied to the first \$20,000 in value of each such qualifying vehicle, shall be fifty-seven percent (57%).
2. All other provisions of the Ordinance shall be implemented by the Commissioner of the Revenue or the County Treasurer, as applicable, including, without limitation, those set forth in §3 (b) of the Ordinance, pertaining to the elimination of personal property taxation of each qualifying vehicle with an assessed value of \$1,000 or less, and in § 4, pertaining to liability of taxpayers whose taxes with respect to a qualifying vehicle for tax year 2005 or any prior tax year remain unpaid.
3. This Resolution shall take effect immediately upon its adoption.

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

Re: Planning Director's Report

Schedule Public Hearing: Conditional Use Permit Case #15-023, Submitted by Verizon Wireless, Telecommunications Tower in the Agricultural (A-1) Zoning District

Ms. Leslie R. Weddington, Interim Assistant to the County Administrator, stated that the applicant is requesting approval of a conditional use permit to construct, operate, and maintain a 199' telecommunications tower in the Agricultural (A-1) Zoning District. The subject property is located on the west side of Robin Road (State Route 633) and on the north side of Smoky Ordinary Road (State Route 608), in the Sturgeon Election District and the Sturgeon Magisterial District, also identified as a portion of Tax Map 46 Parcel 41. The Planning Commission conducted a public hearing on the request at their September 8, 2015, meeting. Staff received one (1) letter and one (1) phone call in opposition to the request. At the conclusion of the public hearing, the Planning Commission voted unanimously to recommend approval of Conditional Use Permit Case #15-023 and requested that the Board schedule a public hearing for its October 2015 regularly scheduled meeting.

Upon motion by Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board authorized the advertisement of a public hearing on Conditional Use Permit Case #15-023 for the October 2015 regularly scheduled meeting as recommend by the Planning Commission.

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

Amendment to Resolution for Charitable Non-Profit Organizations Exempt from Virginia Department of Health Requirements for Preparation/Serving of Food

Ms. Weddington stated that the Cancer Research and Resource Center of Southern

Virginia is requesting exemption status from Virginia Health Department permit requirements for the 1st Annual Chili Cook Off to be held on September 19, 2015.

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

**RESOLUTION
CHARITABLE NONPROFIT ORGANIZATIONS EXEMPT FROM VIRGINIA
DEPARTMENT OF HEALTH REQUIREMENTS FOR
PREPARATION/SERVING OF FOOD**

RESOLVED: That the following charitable nonprofit organizations shall be exempt from Virginia Department of Health permit requirements for the preparation and/or serving of food, pursuant to an ordinance this day adopted by the Brunswick County Board of Supervisors.

Brunswick Youth Development League
Mayfield Recreation Association
Lawrenceville Lions/Lioness Club
Brunswick Homemakers Club
Brunswick Garden Club
Brunswick Chamber of Commerce
Lawrenceville Rotary Club
Brunswick /Lawrenceville Optimist Club
Brunswick Ruritans
Red Oak Ruritans
Brunswick Academy Association
Lawrenceville Junior Women's Club
Brunswick County/Lake Gaston Tourism
Brunswick County/Lake Gaston Water Safety Committee
Alberta Volunteer Fire Department and Auxiliary Units
Brodnax Volunteer Fire Department and Auxiliary Units
Dolphin Volunteer Fire Department and Auxiliary Units
Ebony Volunteer Fire Department and Auxiliary Units
Gasburg Volunteer Fire Department and Auxiliary Units
Lawrenceville Volunteer Fire Department and Auxiliary Units
Triplet Volunteer Fire Department and Auxiliary Units
Brunswick Rescue Squad and Auxiliary Units
Central Lifesaving Unit and Auxiliary Units
SCORE, Inc.
Brunswick Stewmasters Associations
Brunswick Relay for Life
Roanoke River Rails to Trails, Inc.

Brunswick Emergency Medical Services
Cancer Research and Resource Center of Southern Virginia
Adopted this 16th day of September, 2015 by the Brunswick County Board of Supervisors.

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

Re: County Administrator's Report

Schedule Public Hearing: Proposed Ordinance Authorizing the Formation of the Joint Entity – The Workforce Investment Area Consortium

Dr. Charlette T. Woolridge, County Administrator, stated that on November 19, 2014, the Brunswick County Board of Supervisors approved the South Central Workforce Investment Board Joint Powers Agreement. Since that time, the South Central Workforce Investment Board has proposed additional revisions to the Consortium Agreement and is requesting member jurisdictions to approve. A public hearing is required by the locality.

Upon motion by Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board authorized the advertisement of Ordinance Authorizing the Formation of the Joint Entity – The Workforce Investment Area Consortium for a public hearing for the October 2015 regularly scheduled meeting.

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

Re: Old Business

Re: New Business

Re: Appointments

Brunswick County Litter Control Council

This matter was continued.

Brunswick County Planning Commission

Upon motion by Mr. Cataldo, seconded by Mrs. Williams, and unanimously carried, the Board appointed Mr. Michael Dotti to serve a four (4) year term on the Brunswick County Planning Commission.

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

Economic Development Coordinating Council

This matter was continued.

Meherrin Regional Library Board

This matter was continued.

Southside Community Services Board of Directors

This matter was continued.

Re: Adjourn

Upon motion of Mr. Jones, seconded by Mr. Cataldo, and unanimously carried, the Board adjourned to Tuesday, September 22, 2015, at 6:00 p.m. for a joint meeting with the Brunswick County Industrial Development Authority.

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

Hon. Barbara Jarrett Drummond, Chair

Charlette T. Woolridge, Ph.D., Clerk