

**LUNENBURG COUNTY BOARD OF SUPERVISORS
GENERAL DISTRICT COURTROOM
LUNENBURG COURTS BUILDING
LUNENBURG, VIRGINIA**

Minutes of October 13, 2016 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, October 13, 2016 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors T. Wayne Hoover, Frank Bacon, Edward Pennington, Charles R. Slayton, Alvester Edmonds, David Wingold, Robert Zava, County Administrator Tracy M. Gee, Deputy County Administrator Nicole Clark, and County Attorney Frank Rennie.

Chairman Wingold called the meeting to order.

Supervisor Bacon gave the invocation and led the pledge of allegiance.

Chairman Wingold requested additions to the agenda from the Board and the public.

Administrator Gee requested that an appropriation request from Circuit Court Clerk Gordon Erby be added as 8B. Supervisor Pennington requested that the Commonwealth Regional Council Comprehensive Plan be added as 8C and signage at the Courthouse Complex be added as 8D. Chairman Wingold requested a closed session for personnel.

Supervisor Edmonds made motion, seconded by Supervisor Slayton and unanimously approved, to accept the Consent Agenda to include the Minutes of the September 8, 2016 meeting, the Treasurer's August 2016 reports and the following Warrants for Approval:

September 2016:	Payroll:	Direct Deposit	\$ 112,057.68
	Payroll Taxes Federal:		\$ 38,161.08
	Payroll Taxes State:		\$ 6,317.92
	Payroll VRS payment:		\$ 26,999.70
	Payroll ICMA-RC payment:		\$ 225.58
	Accounts Payable: #53203-53312		<u>\$ 227,949.06</u>
	Total:		\$ 411,711.02

School Superintendent Charles Berkley, provided a monthly report. He advised that 38 days of school have been completed and enrollment is up by 15 students. Mr. Berkley and his staff are preparing for Homecoming at Central High School and will be celebrating their 50th Anniversary. Superintendent Berkley shared a projected Budget Development Calendar and Assistant Superintendent of Finance James Abernathy provided a report on the financials. Abernathy stated that an additional \$16,906 was received in federal funds for August, thus bring the current figure to \$32,152.47. He also noted a correction to the Year-to-Date State fund as August Sales Tax was inadvertently added to state funds in the August report, when those funds were actually accrued to FY2016. Abernathy also shared a resolution adopted by the School Board requesting the Board of Supervisors to approve a transfer from the School Fund to the Textbook Fund in the amount of \$162,474 to be spent during the 2016-2017 fiscal year.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to approve the request to transfer from the School Fund to the Textbook Fund in the amount of \$162,474 to be spent during the 2016-2017 fiscal year.

Mr. Tommy Johnson of VDOT provided the monthly report. He noted that VDOT experienced minimal issues in the County as a result of Hurricane Matthew. Mostly crews removed debris in the roadways. Mr. Johnson advised that trial runs for snow removal will occur in the next few weeks.

Administrator Gee advised that she received three bids for the Courthouse Complex painting project. The highest was Air-Tech of Stafford, VA in the amount of \$122,500, mid-level was R.M. Harris & Sons of Petersburg, VA in the amount of \$64,300 and the lowest was Caruso Painting of Keysville, VA in the amount of \$59,800. Administrator Gee suggested that, at the pleasure of the Board, a letter of intent to award a contract be issued to one of the contractors and the work be postponed to until spring. Chairman Wingold questioned if any Board members were familiar with the work of Caruso Painting. Supervisor Slayton stated that the owners lived in his district and come highly recommended. He added that Mr. Caruso commented that the outside of the buildings at the complex have a lot of mildew and must be power washed thoroughly before any painting could occur.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to issue a letter of intent to award a contract to Caruso Painting in the spring of 2017 pending available funding.

Administrator Gee shared a request from Circuit Court Clerk Gordon Erby to accept an appropriation from the Compensation Board in the amount of \$40,000 for the following:

\$5,000	Maintenance
\$5,000	Maintenance
\$20,000	Equipment
\$10,000	Backscanning/Conversion

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to accept an appropriation from the Compensation Board and increase expense and revenue in the amount of \$40,000 for the above-stated functions in Circuit Court Clerk Erby's office.

Supervisor Pennington stated that he, County Attorney Rennie, Mr. Buck Tharpe, and Mrs. Beverley Hawthorne met on September 13th to discuss the need for the new Lunenburg/Kenbridge/Victoria Comprehensive Plan, the aspects of the plan that need to be addressed, the costs, and the potential problems if the plan is not updated. Based on this meeting and discussion, Supervisor Pennington recommended that the board of Supervisors approve entering into a contract with the Commonwealth Regional Council to create the new Comprehensive Plan in conjunction with the Towns of Kenbridge and Victoria sharing in the planning and the costs. Supervisor Pennington added that County should pursue grants to help pay for the plan, but moving forward with the plan should not be contingent upon receiving grant funding. County Attorney Rennie agreed with Supervisor Pennington's comments and advised that the two towns had already passed resolutions to move forward with the plan. The expected cost of the updated plan is \$48,000 in hopes that half will be covered by the grant.

Supervisor Pennington made a motion, seconded by Supervisor Hoover and unanimously approved, to approve entering into a contract with the Commonwealth Regional Council to create the new Comprehensive Plan in conjunction with the Towns of Kenbridge and Victoria sharing in the planning and the costs.

Supervisor Pennington commented that there are signs around the Courthouse Complex identifying various offices, however, there are no signs directing people to the courthouses. He suggested that signs be

placed in front of the buildings that hold court so that they are more easily found. Supervisors Edmonds and Hoover agreed. Administrator Gee noted that she would research options and cost. She recommended signs similar to the ones already at the complex which are wooden with decals for lettering and weather-resistant.

Mr. RT Taylor of Davenport & Company was present to discuss two debt service options for the County. The County has an option to refinance the Courthouse lease revenue bond to spread out the balloon payment scheduled for 2022 for four years. The County also has the opportunity to refinance the GO2005B School bond to realize some savings. Supervisor Bacon noted that the Finance Committee met to discuss the information from Davenport & Company and they will issue a RFP to seek out the best options at no cost to the County. The services of Davenport & Company will be utilized by acting from a cooperative procurement agreement formed by Dinwiddie County.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to allow Davenport & Company to issue a RFP to seek out the best options for the County.

Supervisor Bacon made a motion, seconded by Supervisor Hoover and unanimously approved, to appoint Supervisor Slayton as the voting delegate for the VACo Annual Meeting and Chairman Wingold as the alternate delegate.

Administrator Gee shared a letter from York County requesting the County's support of proposed legislation to allow for meals tax in Virginia Counties. The Board took no action on the request.

The Community Development report was provided. Mrs. Beverley Hawthorne was absent. Administrator Gee noted that the STEPS, Inc. backflow and bathroom renovation projects are out for bid this month and will be bid by assignment to obtain the best pricing. The Town of Victoria will be providing some of the matching funds.

The Landfill Liaison Report from Mr. Carl Ashworth was reviewed. The report noted that Mr. Ashworth is continuing to work with CFS on a timely schedule for dumping at the sites.

Administrator Gee provided her monthly report. She advised that the Town of Victoria would host the Annual Town and County dinner in the spring of 2017. She explained that Animal Control Officers Ray Elliott and Noyse King invite Supervisors to visit the Animal Facility for a tour with lunch to be provided on Friday, October 21st.

Administrator Gee stated that a regional County Administrator's meeting was recently held to review and finalize changes to the Piedmont Regional Jail Authority Agreement. She asked the Board if they were prepared to hold a public hearing and pass a resolution to join the authority at the next meeting. She added that a decision needed to be made soon in order to protect the counties from liability. County Attorney Rennie advised that with the current arrangement the member counties face a greater liability for lawsuits. When the authority is formed, some protection for the counties will be in place. Supervisor Hoover questioned if the revisions meet all of the concerns of the Board. County Attorney Rennie replied yes, noting that one of the biggest concerns was the procedure if one of the counties wanted to withdrawal. He advised that the concern had been addressed in the revisions. Supervisor Hoover asked if there would be three representatives on the Authority Board from each county. Administrator Gee stated yes, one must be the locality's Sheriff. The suggestion from the County Administrators is for one of the others to be an elected official and the remaining to be either the County Administrator or his/her designee from the finance department.

Supervisor Hoover made a motion, seconded by Supervisor Edmonds and unanimously approved, to hold a public hearing at the next meeting to consider the approval of the Piedmont Regional Jail Authority Agreement and Resolutions.

Supervisor Hoover thanked Administrator Gee and County Attorney Rennie for their time working on the agreement.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A1 Personnel and § 2.2-3711A7 Legal Consult.

CERTIFICATION OF CLOSED SESSION MEETING

WHEREAS, the Board of Supervisors of Lunenburg County, Virginia ("Board") convened a Closed Session Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the 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.

VOTING YES

- Supervisor Bacon
- Supervisor Hoover
- Supervisor Edmonds
- Supervisor Pennington
- Supervisor Slayton
- Supervisor Wingold
- Supervisor Zava

VOTING NO

ABSENT

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to return to Open Session.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to adjourn.

Tracy M. Gee, Clerk
County Administrator

David E. Wingold, Sr., Chairman
Board of Supervisors