

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

**Minutes of October 10, 2019 Meeting**

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, October 10, 2019 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors Edward Pennington, Frank Bacon, Charles R. Slayton, Alvester Edmonds, Mike Hankins, T. Wayne Hoover, Robert Zava, County Administrator Tracy M. Gee, Executive Assistant Gail Gregoric, and County Attorney Frank Rennie.

Chairman Slayton called the meeting to order.

Supervisor Edmonds provided the invocation and led the Pledge of Allegiance.

Chairman Slayton requested additions to the agenda from the Board and the public. Administrator Gee requested the following additions, County Burn Ban as 9E, Auditor Adjustments as 9F and the Courthouse Hay Field as 9G.

Supervisor Edmonds made motion, seconded by Supervisor Pennington and unanimously approved, to accept the Consent Agenda to include the Minutes of the September 12, 2019 meeting, the Treasurer's July & August 2019 reports and the following Warrants for Approval:

September 2019:

Payroll Direct Deposit:	\$ 130,087.70
Payroll Taxes Federal:	\$ 40,977.93
Payroll Taxes State:	\$ 7,465.56
Payroll VRS payment:	\$ 27,151.78
Payroll ICMA-RC payment:	\$ 352.86
Payroll Health Savings Deposits:	\$ 6,093.09
Accounts Payable: #58136-58248	<u>\$ 347,710.52</u>
Total:	\$ 559,839.44

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to enter into public hearing regarding a Conditional Use Permit application for Pamblet. S. Johnson to operate an Adult Day Care Center in an existing home on Parcel 034-0A-0-64.

Glenn Millican advised that Ms Pamblet S. Johnson applied for a CUP to operate an Adult Day Care Center in an existing home on Parcel 034-0A-0-64; located at 2189 K-V Road, Victoria, VA 23974, consisting of 3.41 acres. He continued that the home would house three mentally disabled adults providing them with the additional assistance they need in a group home environment. Mr. Millican noted that Ms. Johnson would not be placing a sign outside of the facility. He added that the Planning Commission voted unanimously to recommend approval of the CUP to the Board.

Supervisor Hoover made a motion, seconded by Supervisor Edmonds and unanimously approved, to exit public hearing regarding a Conditional Use Permit application for Pamblet S. Johnson to operate an Adult Day Care Center in an existing home on Parcel 034-0A-0-64.

Supervisor Pennington made a motion, seconded by Supervisor Hankins and unanimously approved, to approve the Conditional Use Permit application for Pamblet S. Johnson to operate an Adult Day Care Center in an existing home on Parcel 034-0A-0-64; located at 2189 K-V Road, Victoria, VA 23974, consisting of 3.41 acres.

Mr. Tommy Johnson of VDOT presented the monthly report. He discussed the Route 675 Hardy Road Horizontal Curve Realignment Project. He reminded the Board that the project would include full pavement reconstruction to the horizontal curve with the focus of optimizing safety and operations for all transportation modes. Mr. Johnson advised that the project would occur between April and October of 2020 and traffic would need to be detoured for 4 to 6 weeks. He presented two proposed detour routes. The first detour would include Routes 40 to 635 to 659 to 675 and consist of 24 minutes and 15 miles. The second detour would include Routes 40 to 674 to 675 and consist of 11 minutes and 7 miles.

Supervisor Bacon made a motion, seconded by Supervisor Hoover and unanimously approved, to approve the two proposed detour routes as presented by VDOT for the Route 675, Hardy Road Horizontal Curve Realignment Project.

School Superintendent Charles Berkley provided his monthly report. He advised that enrollment is still up after 38 days of school from the projected enrollment of 1467. Enrollment is currently up 48 students. He added that the SPED population has increased from 203 students the previous year to 289 students this school year. Superintendent Berkley explained that the increase in SPED students results in an increase for the school system to provide more services to educate, transport, and support the SPED students as required by state regulation. He advised that they receive limited financial support through state and federal funds and they will need help in the future to meet Local Required Effort and Local Required Match also required by state regulation. Superintendent Berkley noted that they have applied for a School Security grant and a grant for an electric school bus. They are hoping to find out in the coming months if they have been awarded the grants. Superintendent Berkley invited the Board to Take Your Legislator to School day on November 8<sup>th</sup> at 10:00 a.m. They have also invited the state legislators, as well as the State Superintendent of Education and the Governor of Virginia. Assistant Superintendent and Finance Director James Abernathy reviewed the financial report. He advised that the current FY 2019-20 budgeted totaled \$18,083,469. He also stated that auditors with Robinson, Farmer, Cox Associates recently were on site to complete the final field work for FY2018-19.

Major DJ Penland requested approval to purchase a new Dodge Charger for the Sheriff's Office from the Emergency Capital Expense fund. He advised that the purchase price will be around \$24, 854; the price will be increasing about \$8,000 in the new contract year in November.

Supervisor Bacon made a motion, seconded by Supervisor Hoover and unanimously approved, to purchase a new Dodge Charger for the Sheriff's Office from the Emergency Capital Expense fund at an approximate cost of \$24,854.

Administrator Gee shared a flyer announcing that Animal Control Officer Ray Elliott will once again will participate in his "Ruff-N-It" campaign to raise funds for the Southside SPCA spay and neuter program. This year Prince Edward Animal Control Officer Adam Mumma has challenged Officer Elliott. They are competing to see which county will raise the most funds for the Southside SPCA.

Administrator Gee requested that the Board declare the old substitute Animal Control truck, a 2004 Chevrolet Silverado 1500, as surplus property and sell it on GovDeals.com to the highest bidder. She noted that the truck has 245,593 miles and is in need of a new transmission.

Supervisor Hoover made a motion, seconded by Supervisor Pennington and unanimously approved, to declare the old substitute Animal Control truck, a 2004 Chevrolet Silverado 1500 with VIN ending in 7981, as surplus property and sell it on GovDeals.com to the highest bidder.

Mr. Rodney Newton approached the Board regarding the county-wide emergency radio system. He stated that the current system is 15-20 years old and parts for the system can only be found on Ebay. He noted that there is an imminent need to upgrade the system as it is struggling. Mr. Newton added that many of the surrounding counties in Southside Virginia are making upgrades to their emergency radio systems. Lunenburg's current system will not be able

to communicate with those counties who have updated their systems. He advised that other counties have paid several million dollars to upgrade their radio systems. Mr. Newton is hoping Lunenburg will be able to apply for grants to assist with the cost, however, he urged the Board to begin considering these costs in budget planning. He added that conversion to a new system will be a two to three year project. Mr. Newton suggested that the Board consider hiring consultants to review the radio communication needs in the county as well as which options would be most beneficial and economical to the citizens.

Supervisor Hoover made a motion, seconded by Supervisor Bacon and unanimously approved, to issue an RFP to acquire consultants to provide the county with an unbiased proposal and recommendation to upgrade the county-wide emergency radio system.

Mr. Newton advised that Victoria Fire & Rescue was awarded a FEMA Assistance to Firefighters Grant to replace their self contained breathing apparatus for each member. The award was in the amount of \$142,700 and VFR will pay a 5% match.

Administrator Gee advised that due to extremely dry weather conditions in the county, she had polled the Board members on October 4<sup>th</sup> for approval to declare a local emergency and establish a ban on all open-air fires and outdoor burning for the entire county to include both towns. She requested formal approval of the below burn ban notice.

*The LUNENBURG COUNTY BOARD OF SUPERVISORS ISSUES A DECLARATION OF LOCAL EMERGENCY due to dry weather conditions, in accordance with Section 44-146.21 and 15.2-922.1 of the Code of Virginia, and hereby establishes a BAN ON ALL OPEN-AIR FIRES AND OUTDOOR BURNING for the entirety of the County of Lunenburg, including the Town of Victoria and Town of Kenbridge, UNTIL FURTHER NOTICE. The Declaration of Local Emergency puts on alert all County fire response agencies, should emergency response be required.*

*The ban on open-air fires and outdoor burning applies to all public and private property. The ban includes and applies to: burning associated with construction, earth-moving and demolition operations; burning associated with all agricultural and silvicultural activities; home burn barrels, fire pits or equivalents; campfires on public and private property; and all other open-air and outdoor fires. The ban will remain in effect until Lunenburg County receives sufficient precipitation to reduce the fire danger.*

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to approve the declaration of a local emergency and establish a ban on all open-air fires and outdoor burning for the entire county to include both towns effective October 4, 2019.

Administrator Gee requested the Board's approval for the following adjustments as determined by the auditors.

- 1) Asset Forfeiture: Appropriation for Sheriff Asset Forfeiture of \$500 for training expenses from fund balance and \$1,555.27 of expenses from Commonwealth Attorney Asset Forfeiture fund balance
- 2) Children's Services:
  - a) Additional appropriation of general fund balance transfer of \$57,410.90 to cover expenses from the local portion of CSA expenditures
  - b) A supplemental allocation was received from the state for the state portion of revenue to cover approved services
  - c) Request increased expenditure appropriation of \$308,810.50 for CSA expenditures above the adopted FY19 budget
- 3) Project Lifesaver: Request additional appropriation of expenditures for supplies above the adopted budget by \$515 for a total expense of \$1,315
- 4) Bus Purchase from July 2018: Request carryover of the budget amount of \$81,319 due to invoice and buses arriving after July 1, 2018

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to approve the above listed auditor adjustments.

Chairman Slayton advised that he had been contacted by a local resident, Mark Osborne, inquiring about cutting and maintaining, at his own expense, the hay fields owned by the county. Administrator Gee added that Mr. Danny Lacks had previously been maintaining the fields around the Courthouse Complex and the County Airport. She

suggested advertising a RFP for maintenance of the two fields, separately or together, at no cost to the county for a period of three to five years.

Supervisor Bacon made a motion, seconded by Supervisor Zava and unanimously approved, to advertise a RFP for maintenance of the fields at the Courthouse Complex and the County Airport, separately or together, at no cost to the county for a period of three to five years.

Administrator Gee provided a copy of the Lunenburg County Health Department FY2019-20 Local Agreement and requested Board approve the agreement.

Supervisor Bacon made motion, seconded by Supervisor Pennington and unanimously approved, to approve the Lunenburg County Health Department FY2019-20 Local Agreement.

County Planner Glenn Millican provided his monthly report. He stated that the Virginia Cooperative Extension Office's small farm outreach program was not expected to roll out until January or February of 2020. He advised the Planning Commission and the Board of Supervisors would hold a joint public hearing on modifications to the Conditional Use Permit for the Lunenburg Landfill owned by Meridian Waste in November.

Supervisor Hankins made motion, seconded by Supervisor Zava and unanimously approved, to appoint Mrs. Laura Glasscock of 4119 Lunenburg County Road, Keysville, to service on the Piedmont Senior Resources Board for a three year term beginning October 11, 2019.

Administrator Gee provided her monthly report. She reminded the Board of the Lunenburg County Farm Bureau annual meeting and dinner the following week. She advised that new signs have been ordered for the Treasurer's Office and Commissioner of the Revenue's Office. The new signs will be 4' x 6' and will match the new façade of the building. The will be attached to the building, instead of being mounted in the front yard. Administrator Gee explained that a light will be installed in the front yard to shine on the new signs as well as provide additional security to the building. She advised that damage in the pavement at the tax building would cost an additional \$6,500 to repair. She requested approval from the Board for the additional cost of repair.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to approve the additional cost of \$6,500 to repair the pavement and parking area at the tax building.

Administrator Gee reported that the cost of compactors for the new convenience site will exceed the procurement amount; therefore, she will need to go through the eVA site to meet procurement. She reminded the Board that the VACo conference would be November 10<sup>th</sup>-12<sup>th</sup> at the Homestead in Bath County, Virginia. She advised that two Board members would need to be selected as the voting members at the annual meeting on the 12<sup>th</sup>.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to name Chairman Slayton as the Voting Delegate and Supervisor Edmonds as the Alternate Voting Delegate.

Supervisor Hankins made a motion, seconded by Supervisor Edmonds and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A7 Legal Consult for Contract Discussions.

#### 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

VOTING NO

ABSENT

Supervisor Bacon  
Supervisor Edmonds  
Supervisor Hankins  
Supervisor Hoover  
Supervisor Pennington  
Supervisor Slayton  
Supervisor Zava

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 Pennington and unanimously approved, to adjourn.

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Tracy M. Gee, Clerk  
County Administrator

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Charles R. Slayton, Chairman  
Board of Supervisors