

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

Minutes of August 8, 2019 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, August 8, 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, Robert Zava, County Administrator Tracy M. Gee, Deputy County Administrator Nicole Clark, and County Attorney Frank Rennie. Supervisors Mike Hankins and T. Wayne Hoover were absent.

Chairman Slayton called the meeting to order.

Supervisor Pennington provided the invocation and led the pledge of allegiance.

Chairman Slayton requested additions to the agenda from the Board and the public. County Attorney Rennie requested that an introduction of Mary O’Brien with Meridian Waste be added as 8A. Administrator Gee stated that the agenda listed the Next Generation 9-1-1 Project as 8A, however, that item would be delayed until September when Supervisor Hoover would be present.

Supervisor Edmonds made motion, seconded by Supervisor Bacon and unanimously approved, to accept the Consent Agenda to include the Minutes of the July 11, 2019 meeting, the Treasurer’s June 2019 reports and the following Warrants for Approval:

Additions for June 2019 printed in July 2019:
(for inclusion in FY19 expenses)

	Accounts Payable: #57821-57905	\$ 82,548.45
July 2019:	Payroll: Direct Deposit	\$ 132,528.36
	Payroll Taxes Federal:	\$ 42,122.47
	Payroll Taxes State:	\$ 7,661.26
	Payroll VRS payment:	\$ 27,700.69
	Payroll ICMA-RC payment:	\$ 351.82
	Payroll Health Savings Deposits:	\$ 5,926.42
	<i>Debt Service wire payments:</i>	<i>\$ 397,092.15</i>
	Accounts Payable: #57906-58009	<u>\$ 476,289.82</u>
	July Total:	\$ 1,089,672.99

The monthly VDOT report was provided.

School Superintendent Charles Berkley provided his monthly report. He noted that the school system has been busy preparing the facilities, equipment and vehicles for the start of school on August 19th. He advised that Open House would be held on Thursday, August 15th, from 1:00 p.m. to 6 p.m. at all schools. Superintendent Berkley invited the Board to attend Convocation to be held at Central High School on August

16th at 10:00 a.m. with lunch to follow. He stated that both elementary schools and the middle school would be able to offer free breakfast and lunch this year. The high school did not meet the criteria; however, they will apply again next year. Superintendent Berkley advised that all schools are again fully accredited. Assistant Superintendent James Abernathy provided the financial reports. He advised that they are bringing FY2018-19 to a close. They are still awaiting \$58,092.76 in State Sales Tax Revenue. Mr. Abernathy noted that they will be requesting a transfer of carryover funds to the text book fund. They would like to use the funds in the upcoming school year to purchase new English textbooks as they did the previous year with math textbooks. Mr. Abernathy advised that the end of year ADM for FY2018-19 was 1497. They are projecting about 30 students less for the upcoming school year as the upcoming senior class has about 70 students; the typical class size is 100-110.

County Attorney Rennie introduced Mary O'Brien, Chief Marketing Officer with Meridian Waste. Ms. O'Brien thanked the Board for welcoming her from Georgia. She stated that she looks forward to working with Tim Webb and Rob Guidry as well as the Board and Planning Commission as they pursue updating the current Conditional Use Permit.

Administrator Gee updated the Board on the FY2018-19 budget. She advised that the Board of Supervisors budget was over by \$116.08 due to extra money towards the purchase of a refurbished copier for the Administration Office. The Voting Machine Fund was over by \$557.18 due to paying the machine maintenance agreement in the amount of \$5,557.18. This annual payment is now coming out of their general fund budget. The Sheriff's Office has a budget savings of \$89,245.45 and would like to request it be carried over for capital use. Administrator Gee advised that the CSA fund is currently over by \$158,000, however, she is still awaiting revenue for June expenses that were paid in June and July. A supplement request will be submitted and reimbursements should arrive in October.

Administrator Gee requested the below budget adjustments for FY2018-2019:

- Increase Registrar's part-time salaries and wages line item by \$3,435.25 to cover additional hours worked by the new part-time Deputy Registrar while training after the untimely death of the previous Deputy Registrar
- Increase the Clerk of the Circuit Court's salaries and wages line item by \$14,495.80 as it was under budgeted
- The 911 Fund transfer in from Fund Balance was \$99,650, but the amount needed is \$101,920 (increase the transfer by \$2,270)

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to approve the above budget adjustments for FY2018-2019.

Administrator Gee requested the below budget adjustments for FY2019-2020:

- Carryover funds for Fund 316
 - \$18,357.79 Victoria Fire and Rescue
 - \$20,000.00 Kenbridge Fire Department
 - \$39,729.29 Sheriff's Office
- The Sheriff requests \$35,000 of carryover funds from his operational budget to Emergency Services Capital budget for FY20
- Carryover funds of \$58,700 from Capital Improvements line item to go towards paving project to be completed in September and the final payments for the Tax Office building repairs

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to approve the above budget adjustments for FY2019-2020.

Mr. Glenn Millican, County Planner presented his monthly report. He advised that he has been working on developing a local plan to help build a revenue stream to have available fund for grants without affecting the budget or taxpayers. He noted that there are 2 pending CUP cases that he will bring before the Board upon recommendation from the Planning Commission.

Supervisor Edmonds recommended Sarah Hadley of 2484 Rash Maddux Road, Blackstone, VA 23824, to serve on the Social Services Advisory Board, representing District #6-Hounds Creek.

Supervisor Zava made a motion, seconded by Supervisor Pennington and unanimously approved, to appoint Ms. Sarah Hadley on the Social Services Advisory Board, representing District #6-Hounds Creek, for the unexpired term ending 12/31/2020.

Administrator Gee provided her monthly report. She commented that Airport Manager Leroy Baker requested an upgrade for the airport lawnmower purchase. The upgrade would include more comfortable and stable seating as well as assist the operator in climbing on the mower. The amount of the upgrade is \$769.90. Administrator Gee reminded the Board that the Department of Aviation had approved a grant to be used towards the purchase of the mower. The DOAV grant provides funding for half of the cost of the mower with the county funding the other half of the purchase to match the DOAV grant funds. The DOAV approved to increase the grant amount to cover half of the upgrade. The county will need to fund the other half of the upgrade amount.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to increase the purchase amount of the lawnmower for the airport by \$769.90, with the DOAV providing grants funds for half of the increase and the county matching the grant by funding half of the increase.

Administrator Gee reported that the resurfacing of the metal façade and roof at the Tax Building was complete and the awnings should be installed the following week. She commented that she is also obtaining pricing on grading of the yard as water is pooling around the building as well as leaking in the back of Treasurer Amona Currin's office. She reported that the roof at the Co-op Extension Office building was damaged during a storm earlier in the summer. She continued that insurance would cover the cost to repair the damaged section; however, she believes the entire roof should be replaced as repairing just a small section will not guarantee the integrity of the roof. Supervisor Bacon commented that insurance should cover the replacement of the entire roof as they will be liable for any water damage that might occur inside. Administrator Gee noted that she will contact the insurance company again.

County Attorney Rennie reported that the county had received an application to revise the Conditional Use Permit for Container First Services/Lunenburg Landfill. He added that the request was to increase the allowed tonnage and height restrictions. He advised that additional information was being reviewed and the application would be reviewed by the Planning Commission in the near future.

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 §2.2-3711A3 Acquisition or Disposition of Publicly Held Property.

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 Edmonds
Supervisor Pennington
Supervisor Slayton
Supervisor Zava

VOTING NO

ABSENT

Supervisor Hankins
Supervisor Hoover

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 appropriate \$2,400 in Economic Development Funds for the storage of business equipment related to Safety Technologies, Inc.

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

Tracy M. Gee, Clerk
County Administrator

Charles R. Slayton, Chairman
Board of Supervisors