The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, December 14, 2017 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors T. Wayne Hoover, Edward Pennington, Frank Bacon, Charles R. Slayton, Mike Hankins, Alvester Edmonds, Robert Zava, County Administrator Tracy M. Gee, Deputy County Administrator Nicole Clark, and County Attorney Frank Rennie.

Chairman Slayton called the meeting to order.

Chairman Slayton gave the invocation and led the pledge of allegiance.

Chairman Slayton requested additions to the agenda from the Board and the public. Commonwealth Regional Council member dues were added as 12A, on request by Supervisor Hankins. Administrator Gee requested that the Commonwealth of Virginia Local Health Insurance Plan be added as 9C.

The Kenbridge Town Council was present to hold a joint session with the Board of Supervisors regarding a jointly-owned property of the Lunenburg County and Town of Kenbridge Industrial Development Authorities in the Lunenburg Commercentre. Mayor Emory Hodges called the Town Council meeting to order.

County Attorney Rennie advised that Global Refining Group (GRG) was interested in purchasing the property within the Lunenburg Commercentre (Tax Map Parcel # 35A6-A-3 and 35A5-A-25) that they currently lease from the Lunenburg Industrial Development Authority. He added that GRG signed a lease and performance agreement in Fall 2014 to open their business on the parcels and lease the property. The performance agreement detailed built-in incentives in both job and capital growth for GRG that would potentially reduce a sale price, if they chose to purchase the property at a future date. However, the maximum the two IDA’s could sell the properties to GRG was set at $700,000. GRG was not able to meet the employment numbers, but exceeded investment figures, outlined in the original agreement and time frame. The IDA seeks approval from the Board of Supervisors and the Kenbridge Town Council before moving forward. County Attorney Rennie continued to explain that when the property was originally purchased the County owned 2/3 and Kenbridge owned 1/3, therefore any sales of the property would be split the same way. Also, grants obtained to construct the building and other improvements, require any funds received from the sale of the property to be used for Economic Development purposes only. County Attorney Rennie noted that the state is very strict about using the funds for Economic Development and could perform audits to ensure the funds are used as required. He continued that easements for potential future water, sewage and stormwater are reserved in the sale agreement. He recommended the approval of the sale of the property to Global Refining Group of 26 acres and buildings located on Tax Map Parcels # 35A6-A-3 and 35A5-A-25 for the amount of $700,000 and the reservation of easements for future water, sewage and stormwater. County Attorney Rennie stated that he had spoken with the Town Attorney, who also agreed.

Supervisor Bacon made motion, seconded by Supervisor Hoover and unanimously approved, to approve the sale of the property to Global Refining Group of 26 acres and buildings located on Tax Map Parcels # 35A6-A-3 and 35A5-A-25 for the amount of $700,000 and the reservation of easements for future water, sewage and storm water.

Councilman Bender made motion, seconded by Councilman Thompson and unanimously approved, to approve the sale of property to Global Refining Group of 26 acres and buildings located on Tax Map Parcels # 35A6-A-3 and 35A5-A-25 for the amount of $700,000 and the reservation of easements for future water, sewage and stormwater.
Mayor Hodges thanked the Board of Supervisors and closed the Town Council meeting.

Supervisor Pennington made motion, seconded by Supervisor Edmonds and unanimously approved, to accept the Consent Agenda to include the Minutes of the November 9, 2017 meeting, the Treasurer’s October 2017 reports and the following Warrants for Approval:

November 2017:

- Payroll: $114,717.32
- Payroll Taxes Federal: $39,830.30
- Payroll Taxes State: $6,512.03
Payroll VRS payment: $26,770.16  
Payroll ICMA-RC payment: $350.86  
Debt Service wire payments: $145,821.25  
Accounts Payable: #55156-55378 $249,149.69  
Total: $583,151.61

Assistant School Superintendent, James Abernathy, provided the monthly School Board reports. He noted that a public hearing is scheduled for January 8, 2018 at 6 p.m. to allow the community and individuals to speak to the school board on any issues or changes in any of the programs, curriculum, or budgetary needs for the school division. Mr. Abernathy shared the finance report. The report reflected a rescinded revenue and expense amount of $172,506 to account for the reduced ADM and reduction of state funds. He reminded the Board that the school system was not able to obtain a grant to replace older school buses. He formally requested consideration of allowing the use of $25,000 from the capital expense reserve for much-needed repairs and a transmission replacement on currently owned buses. Mr. Abernathy noted that the request was different than normal requests, but was much needed. He requested the Board’s approval of an early December pay date of December 15, 2017 for all school personnel, which coincides with the last day of school.

Supervisor Zava made a motion, seconded by Supervisor Pennington and unanimously approved, to accept an early December pay date of December 15, 2017 for all school personnel, which coincides with the last day of school.

Supervisor Hoover stated that the Finance Committee would meet regarding the request for the use of capital expense reserve funds and an update would be provided at the January meeting.

Mr. Billy Smith of VDOT provided the monthly report. He reported that the recent snow had provided VDOT with the opportunity to test snow removal procedures and it went well. Mr. Smith noted that the bridge replacement project was still on schedule. He advised that a Public Hearing for the abandonment of Route 770, Landfill Road would be held at the January meeting. A letter was shared from VDOT to Container First Services, who owns the County landfill, requiring CFS to apply for a sediment control and land use permit due to sediment and erosion run-off material located on state secondary Route 659 right of way.

Administrator Gee shared a letter from the Department of Emergency Management announcing the allocation of a 2017 State Homeland Security Program Grant (SHSP) CFDA 97.067. Lunenburg was allocated $55,000 in Radio Cache Funds and the grant requires no local match. She requested that the Board accept and appropriate the funds.

Supervisor Bacon made a motion, seconded by Supervisor Hoover and unanimously approved, to accept and appropriate Radio Cache funds in the amount of $55,000 from a 2017 State Homeland Security Program Grant (SHSP) CFDA 97.067.
Administrator Gee advised that Dr. Bob Nash, MD, FCAP had accepted employment with the Virginia Department of Health as the Director of the Piedmont Health District, which includes Lunenburg County. She shared a copy of the Local Agreement with the Department of Health for the 2018 fiscal year. The total local funds requested is $105,489, which is within budget.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to approve the 2018 Fiscal Year Local Agreement with the Department of Health.

Administrator Gee advised that the Department of Human Resource Management COVA Local Insurance proposed premiums were sent. A spreadsheet was shared comparing costs of the COVA plans with current insurance premium costs. The COVA plans were considerably higher than our current. A decision to participate in the plan was needed by January 15, 2018, and required a 3 year commitment. Administrator Gee noted that renewal premiums would not be received until Spring 2018. The Board agreed not to take any action.

Mr. Taylor Stover of Robinson, Farmer, Cox provided the report of the FY2017 Annual Audit. There were no findings. He advised that the school’s capital assets fund was a negative figure, however, that is out of their control due to their high pension. Mr. Stover advised that the unassigned General Fund Balance was $6.3 million, which was about 24% of the total revenue. Supervisor Bacon questioned how Lunenburg compared to other local counties. Mr. Stover replied that Lunenburg aligns with other counties in the acceptable range for financial standing.

Administrator Gee stated that a nomination was needed for District #2 Brown’s Store on the Planning Commission. Supervisor Hankins nominated Mrs. Wanda Morrison of Kenbridge. Districts #1, #5, and #7 require reappointments.

Supervisor Pennington made a motion, seconded by Supervisor Hankins and unanimously approved, to appoint Mrs. Wanda Morrison as the District #2 Planning Commission member.

Supervisor Pennington made a motion, seconded by Supervisor Hankins and unanimously approved, to reappoint the following members to the Planning Commission, Jay Dayton - District #1, Brenda Jennings - District #5, and James Tharpe - District #7 for a term of 01/01/2018 to 12/31/2021.

Administrator Gee requested reappointments of District #2, #3, #6 and #7 for the Industrial Development Authority. Supervisor Hoover stated to leave the appointment for District #1 open and he will discuss again at the January meeting.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to reappoint the following members to the Industrial Development Authority, David Hite - District #2, Fred Wilkinson - District #3, Sidney Hill - District #6, and Billy Smith - District #7 for a term of 01/01/2018 – 12/31/2021.

Supervisor Hankins stated that the Commonwealth Regional Council (CRC) was proposing an increase in annual dues from $15,700 to $19,000. He advised that the increase will provide grant writing services with no additional charge to the County, Towns, and all 501C 3 organizations within the County. He added that if the CRC fund balance is in excess of $500,000, those funds will be equally refunded to the member counties. Supervisor Hankins stated that since he had been on the Board he knew the extra fees for 501c3 organizations was a major issue. He advised that this change should alleviate that issue. Supervisor Hoover stated that he had requested the CRC stop charging 501c3 organizations for twelve years. He added that this would be the first vote for the increase in dues as long as they provided grant writing services to 501c3 organizations at no cost. He noted that such services are very beneficial since many of these organizations can’t apply for the grants because they can’t afford the grant writing services.

Administrator Gee provided her monthly report. She advised that the School Board finance committee requested a finance meeting with the Board finance committee. Supervisor Bacon suggested that the Board finance committee meet before the Board meeting on February 8, 2018. He added that a meeting with the School Board finance committee could be scheduled on that day as well. Administrator Gee noted that a tax rate would need to be
determined by March for the FY2018-19 fiscal year. Administrator Gee informed the Board that a community meeting for the Joint Comprehensive Plan was scheduled for January 30, 2018 at 6:30 p.m.

Mr. Rob Williams of DataCare and Commissioner of the Revenue Liz Hamlett provided an update on the new phone system at the Courthouse Complex. They explained that they had trouble with CenturyLink not porting phone lines over to the new VoIP provider. However, they believe they finally have the information needed to move forward with the remaining offices. Completion of the project will extend into January.

Mr. Umesh Patel of 10218 Brading Lane, Midlothian, VA inquired about purchasing the property located at 267 School Drive, Victoria. He stated that he was in contact with County officials in the past and there was a zoning issue related to the type of business he would like to run at the location. County Attorney explained that Mr. Patel would need to submit an application to the Board of Zoning to make a change in zoning variances. If approved, the request would also need to be presented to the Planning Commission. He recommended that Mr. Patel get in contact with Zoning Administrator, Jamie Tuck.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A1Personnel Matters, §2.2-3711A4 Protection of Privacy of Individuals not related to public business and §2.2-3711A7 Legal Consult regarding the specific advice of Counsel.

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

VOTING NO

ABSENT

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

Supervisor Hoover 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