

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

Minutes of February 8, 2018 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, February 8, 2018 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.

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

Chairman Slayton requested additions to the agenda from the Board and the public. Administrator Gee requested that electronic voter registration cards be added as 9A and the STEPS's Virginia Homeless Solution Program be added as 9B.

Supervisor Pennington made motion, seconded by Supervisor Bacon and unanimously approved, to approve the updated Monthly meeting Dates and Invocation Assignments schedule, naming Supervisor Hankins to provide the invocation to the March 29, 2018.

Supervisor Pennington made motion, seconded by Supervisor Edmonds and unanimously approved, to accept the Consent Agenda to include the Minutes of the January 11, 2018 meeting, the Treasurer's December 2017 reports and the following Warrants for Approval:

January 2018:	Payroll: Direct Deposit	\$ 122,245.28
	Payroll Taxes Federal:	\$ 38,181.48
	Payroll Taxes State:	\$ 6,814.22
	Payroll VRS payment:	\$ 27,073.09
	Payroll ICMA-RC payment:	\$ 384.66
	<i>Debt Service wire payments:</i>	<i>\$ 272,904.83</i>
	Accounts Payable: #55468-55593	<u>\$ 893,680.28</u>
	Total:	\$ 1,361,283.84

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to enter Public Hearing to amend and re-enact Section 38-37 of the Lunenburg County Code to change the location of the voting place for the Reedy Creek Precinct from the building behind the Treasurer's Office at 11512 Courthouse Road, Lunenburg, VA in Election District #5 (Love's Mill District) to the Bethlehem RZUA Church, located at 2755 Reedy Creek Road, Lunenburg, VA.

County Attorney Rennie advised that the request for a change in location came from the Electoral Board in September 2017, in hopes the change would be made in time for the November elections. However, the Code of Virginia requires a public hearing 60 days in advance of the change, therefore, pushing back the time frame. He added that holding the public hearing now would allow for the new location to be used for elections during 2018. Administrator Gee noted that the biggest reason for the change would be access to restroom facilities for poll workers and handicap accessible entrances for voters. There was no public comment.

Supervisor Hoover made a motion, seconded by Supervisor Edmonds and unanimously approved, to exit Public Hearing.

Supervisor Pennington made a motion, seconded by Supervisor Zava and unanimously approved, to approve the amendment and re-enactment of Section 38-37 of the Lunenburg County Code to change the location of the voting place for the Reedy Creek Precinct from the building behind the Treasurer's Office at 11512 Courthouse Road, Lunenburg, VA in election district #5 (Love's Mill District) to the Bethlehem RZUA Church, located at 2755 Reedy Creek Road, Lunenburg, VA.

Supervisor Pennington thanked the pastor and members of Bethlehem RZUA Church for allowing their facility to be used as a polling place. He added that the small building and parking lot behind the tax office is very congested during election days. County Attorney Rennie commented that all voters within the district will be mailed a letter, from the Electoral Board, notifying them of the change.


School Superintendent, Charles Berkley, provided the monthly School Board reports. He stated that the milestone of 100 days of school had been met and there are 78 days remaining. Mr. Berkley noted that under the new accreditation matrix, which will take place in the 2018-19 school year, all four schools will be fully accredited according to the Every Student Succeeds Act (ESSA). He advised that the school board has received his proposed FY18-19 budget. They will continue to review and submit the request to the Board of Supervisors in March. Assistant Superintendent and Finance Director James Abernathy presented the financial reports. He advised that the report included a rescinded amount of \$172,506 in both the revenue and expenditures, as they are still about 26 students below the amount projected for the year. Administrator Gee thanked the School representatives for allowing the County to use Room 104 at Central High School for the Joint Comprehensive Plan Community meeting.

Supervisor Zava questioned if the changes had been made to reflect the two percent increase in employee wages. Mr. Abernathy replied that second half of the two percent wage increase was effective February 1st. Supervisor Zava asked how many days of school had been missed for bad weather and Mr. Berkley indicated seven days were missed. He added that one day will be made up on February 19th, Presidents Day. Mr. Berkley explained that the state requires 990 instructional hours per school year. They schedule additional hours each school year and try to attend at least 1100 hours out of the scheduled 1250 hours.

Mr. Billy Smith of VDOT, presented the monthly VDOT maintenance report. He advised that the Route 770 abandonment was complete and Route 631 pipe replacement would be completed the following week. He added that the Rocky Mill Bridge project on Route 633 is on schedule and should be completed by April 24th. He reminded the Board of the safety and operational funding available to each locality. Last year, the Board decided to use some of those funds to widen Old Mansion Road en route to the landfill. Mr. Smith commented that the remaining balance after the project was about \$26,000. He added that he hopes Lunenburg will receive \$45,000 in safety and operational funding for the FY2018-19. Therefore, he suggests holding on to the \$26,000 in hopes to add the upcoming fiscal year's funding. The combined funds would allow for a larger project to be completed. The Board agreed to maintain the funds until a determination is made in July.

Administrator Gee noted that the Landfill reports were provided. She stated that the landfill was closed for two days over the recent weeks for bad weather. She added that due to the snow and rain over the past few weeks, mud has been an issue on the road in front of the landfill. CFS has been working to improve those conditions and had to apply for additional permitting with VDOT.

Supervisor Bacon made a motion, seconded by Supervisor Hankins and unanimously approved, to approve the below resolutions involving previously approved Conditional Use Permits for Mr. Chris Richardson and Mr. Ralph Forehand, Jr. to separate and individually operate a mainly web-based and mail-order business of firearms, gunsmithing and firearms License transfers and Mr. Timothy Dow to operate an adult living facility.





WHEREAS, Chris Richardson, petitioned the Lunenburg County Planning Commission and Board of Supervisors for a Conditional Use Permit to operate a business of mainly web-based and mail-order sales of firearms, manufacturing/gunsmithing, and ATF-certified Federal Firearms License transfers at his residence listed as 1252 Burkeville Road, Victoria, Virginia 23074 identified as Tax Map numbers 21-10-6-6A and 21-10-6-5.

WHEREAS, after appropriate advertisements, the Planning Commission of Lunenburg County held a public hearing and duly reviewed and voted two in favor, one against, and two abstaining of the five present members, thereby forwarding this application to the Lunenburg County Board of Supervisors for further review, which resulted in majority approval.

NOW, THEREFORE, LET IT BE RESOLVED, that a Conditional Use Permit is hereby granted to Chris Richardson to operate a business of mainly web-based and mail-order sales of firearms, manufacturing/gunsmithing, and ATF-certified Federal Firearms License transfers, as presented, with the recommendation of the Lunenburg County Planning Commission and contingent upon Chris Richardson obtaining and maintaining all necessary permits and licenses and subject to all State and local regulations, and empowers the Chairman of said Board to sign this document.

DATED: October 12, 2017


Charles R. Slayton, Chairman
Lunenburg County Board of Supervisors

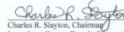



WHEREAS, Ralph Forehand, Jr. petitioned the Lunenburg County Planning Commission and Board of Supervisors for a Conditional Use Permit to operate a business of mainly web-based and mail-order sales of firearms, manufacturing/gunsmithing, and ATF-certified Federal Firearms License transfers at his residence on property owned by Ralph Forehand, Sr., identified as Tax Map number 04-02-0-5, at 402 Reedy Creek Road, Lunenburg, Virginia 23052.

WHEREAS, after appropriate advertisements, the Planning Commission of Lunenburg County held a public hearing and duly reviewed and recommended this application to the Lunenburg County Board of Supervisors for approval.

NOW, THEREFORE, LET IT BE RESOLVED, that a Conditional Use Permit is hereby granted to Ralph Forehand, Jr. to operate a business of mainly web-based and mail-order sales of firearms, manufacturing/gunsmithing, and ATF-certified Federal Firearms License transfers, as presented, with the recommendation of the Lunenburg County Planning Commission and contingent upon Ralph Forehand, Jr. obtaining and maintaining all necessary permits and licenses and subject to all State and local regulations, and empowers the Chairman of said Board to sign this document.

DATED: January 11, 2018


Charles R. Slayton, Chairman
Lunenburg County Board of Supervisors

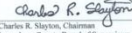


WHEREAS, Timothy Dow petitioned the Lunenburg County Planning Commission and Board of Supervisors for a Conditional Use Permit to operate an adult living facility on property currently owned by Ulysses A. Jones, identified as Tax Map number 05B-6A-0-01, at 143 Unity Road, Kambridge, Virginia 23944.

WHEREAS, after appropriate advertisements, the Planning Commission of Lunenburg County held a public hearing and duly reviewed and recommended this application to the Lunenburg County Board of Supervisors for approval.

NOW, THEREFORE, LET IT BE RESOLVED, that a Conditional Use Permit is hereby granted to Mr. Timothy Dow to operate an adult living facility, as presented, with the recommendation of the Lunenburg County Planning Commission and contingent upon Timothy Dow obtaining and maintaining all necessary permits and licenses and subject to all State and local regulations, and empowers the Chairman of said Board to sign this document.

DATED: January 11, 2018


Charles R. Slayton, Chairman
Lunenburg County Board of Supervisors

Registrar Carolyn Parsons stated that the State Board of Elections would be implementing paperless voter registration cards. She stated that currently if someone's card is incomplete, a phone call must be made to the Richmond office. She noted that with the new software and scanner the information would be sent electronically and much more quickly. Also, if someone moves within the state the card may be send electronically to the new locality. The cost for two scanners with a 3-year warranty would be \$778. All original, hard copies of voter registration cards will be maintained within the locality's Registrar office.

Supervisor Hankins made a motion, seconded by Supervisor Pennington and unanimously approved, to purchase the two scanners with a 3-year warranty at a cost of \$778 for the purpose of electronic voter registration cards.

Administrator Gee shared a letter from Ms. Sharon Harrup of STEPS regarding the Virginia Homeless Solution Program (VHSP). STEPS has served as the VHSP provider for Lunenburg for the past 5 years. Ms. Harrup requested that the Board support STEPS as the VHSP provider again by completing a Certification of Local Government Approval. Administrator Gee requested the Board's permission to sign and return the form. The Board agreed to have the Administrator sign the form in support of STEPS.

Supervisor Hankins made a motion, seconded by Supervisor Bacon and unanimously approved, to approve the below resolution to adopt the updated Commonwealth Regional Council Regional Hazard Mitigation Plan.

BOARD OF SUPERVISORS

Charles R. Slayton, CHAIRMAN
Elector District 4

Frank W. Bacon, VICE-CHAIRMAN
Elector District 3


T. Wayne Hoover
Elector District 1

Mike Heston
Elector District 2

Edward Pennington
Elector District 5

Alexander L. Edmonds
Elector District 6

Robert G. Zane
Elector District 7



Lunenburg County Administration
1413 Courthouse Road
Lunenburg, VA 23052

County Administrator
Troy M. Orr

Telephone: (541) 896-2142
Facsimile: (541) 896-1798

RESOLUTION TO ADOPT COMMONWEALTH REGIONAL COUNCIL REGIONAL HAZARD MITIGATION PLAN

WHEREAS, Lunenburg County is vulnerable to an array of hazards that can cause loss of life and damage to public and private property; and

WHEREAS, the County desires to seek ways to mitigate situations that may aggravate such circumstances, and the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from hazards; and

WHEREAS, the County is covered under a regional hazard mitigation plan that outlines ways to protect its citizens and property from the effects of hazards, in accordance with Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act; and

WHEREAS, that plan must be reviewed and updated every five years for the County to remain in compliance with Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, and to remain eligible for certain types of federal assistance in the event of a disaster affecting the County; and



WHEREAS, the Commonwealth Regional Council (CRC) has undertaken an update of the regional hazard mitigation plan, which includes Lunenburg County, with input from the appropriate local and state officials; and

WHEREAS, citizens have been afforded an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, the Virginia Department of Emergency Management and the Federal Emergency Management Agency have reviewed the updated hazard mitigation plan for legislative compliance and have approved the plan pending the completion of local adoption procedures.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors for Lunenburg County hereby adopts the updated CRC Regional Hazard Mitigation Plan, as applicable to the County, and agrees to take such official actions as reasonably necessary, and as available resources allow, to carry out the proposed actions in the plan.

Adopted on February 8th 2018

Signed:  Chair, Board of Supervisors Attest:  County Administrator

Supervisor Hoover made a motion, seconded by Supervisor Pennington and unanimously approved, to appoint Mr. Buddy Whittaker of 1500 9th Street, Victoria to the Industrial Development Authority for District #1 (Plymouth).

Administrator Gee provided her monthly report. She noted that the Finance Committee had met with School Board members and personnel prior to the meeting to discuss preliminary budget projections. She advised that the County hosted a Joint Comprehensive Plan Community meeting at Central High School. She believes it was successful with helpful input from those that attended. Supervisor Hankins encouraged attendance at the upcoming meetings hosted by the two Towns. Administrator Gee attended the Tobacco Commission R&D Committee meeting to present the County's "Last-Mile Broadband" grant application. She reported that all applications have been tabled at this time for further research by TRRC. Administrator Gee commented that weather had postponed the trimming of trees at the airport. The trimming will begin in March, weather permitting. Deputy Administrator Clark reported that the Board of Equalization has received their required training from the Department of Taxation. Hearings will be scheduled for mid-April.

Supervisor Bacon made a motion, seconded by Supervisor Zava and unanimously approved, to enter Closed Session citing Virginia Code Section §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 Zava 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