

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

Minutes of March 9, 2017 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, March 9, 2017 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors Frank Bacon, Edward Pennington, T. Wayne Hoover, Charles R. Slayton, 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 Hoover gave the invocation and led the pledge of allegiance.

Chairman Slayton requested additions to the agenda from the Board and the public. There were none.

County Attorney Rennie stated that due to the untimely passing of Supervisor David Wingold, the County had petitioned the court to grant a special election for the Supervisor of District 2- Brown's Store. He advised that the court granted a special election to be held on the date of the next General Election, November 7, 2017. He added that whoever runs and is voted into the position will serve the remainder of the term for that district expiring December 31, 2019. County Attorney Rennie continued that State code permits the Board of Supervisors to make an appointment within 45 days to temporarily fill the vacancy until the special election. He noted that if it was the pleasure of the Board, an appointment would be needed at this meeting to ensure the appointment was within the time restraints. County Attorney Rennie stated that two people who live within the district expressed interest in serving on the Board and invited the two to speak before the Board.

Mr. James M. "Mike" Hankins of 308 East 4th Avenue in Kenbridge spoke before the Board regarding his interest in serving on the Board of Supervisors. He stated that Supervisor Wingold was a friend of his and he thought it would be a good way to honor his memory by continuing to serve the residents of the district. He advised that he has lived in Lunenburg County about 10 years, but has deep roots as his family has owned a farm in the County for over 100 years. Mr. Hankins explained that he spent much of his childhood in Lunenburg. He spent his career in the health care industry focusing on budgets and human resources. He believes that his education and experience would be a valuable asset to the Board and the residents of Lunenburg. Mr. Hankins goals are to bring jobs to the County and to have a school system that is second to none. He thanked the Board for their consideration.

Mrs. Wanda Gordon Rich-Morrison of 1110 East 5th Avenue in Kenbridge thanked the Board for the opportunity to share her interest in serving on the Board of Supervisors. She advised that she was born and raised in Lunenburg County. After graduating from college she lived and worked in Richmond for 30 years, then retired to Lunenburg County. She has worked with budgets through her church for many years and has a lot of experience working in the community. Mrs. Rich-Morrison is confident that her experience and knowledge will be an asset for the Board and the district. She is motivated to work for and with the people of the Brown's Store District if appointed.

County Attorney Rennie asked for thoughts from the Board on the strengths of the two candidates. Chairman Slayton stated that both candidates are well-qualified and the Board has a difficult decision to make. He added that Mr. Hankins has worked for several community based organizations and multiple educational achievements. However, he noted that Mrs. Rich Morrison has an impressive background also. Supervisor Edmonds agreed, reiterating that it was a very difficult decision to make. Supervisor Hoover reminded everyone that any person living in the district has the opportunity to qualify to run in the November election for the position. This appointment is temporary. Supervisor Bacon, noted that he has been through this process before since being on the Board. He stated that if the Board does not appoint someone, the Circuit Court Judge could be required to do so. Supervisor Bacon agreed that both individuals are excellent candidates.

County Attorney Rennie suggested a motion by show of hand to appoint a candidate to fill the vacancy seat for the Brown's Store District.

Supervisor Bacon made motion, seconded by Supervisor Slayton, to temporarily appoint Mr. Mike Hankins (candidate #1) to fill the vacant seat for the Brown's Store District. Supervisors Bacon, Slayton, Hoover and Zava raised their hands in favor of the motion. Supervisors Edmonds and Pennington raised their hands in opposition to the motion.

County Attorney Rennie stated that by majority vote, Mr. Mike Hankins would be the temporary appointment to the Board of Supervisors for the Brown's Store District. Mr. Hankins will take his oath of office and participate in the budget worksession on March 30th.

Supervisor Pennington made motion, seconded by Supervisor Edmonds and unanimously approved, to accept the Consent Agenda to include the Minutes of the February 9th & 16th, 2017 meetings, the Treasurer's January 2017 reports and the following Warrants for Approval:

February 2017:	Payroll Direct Deposit:	\$ 114,622.34
	Payroll Taxes Federal:	\$ 38,903.07
	Payroll Taxes State:	\$ 6,436.52
	Payroll VRS payment:	\$ 27,485.47
	Payroll ICMA-RC payment:	\$ 338.40
	Accounts Payable: #53861-53974	<u>\$ 239,207.33</u>
	Total:	\$ 426,993.13

Mr. Charles Berkley, School Superintendent, presented his monthly report to the Board. He noted that enrollment is above the projection at the present time and they have 53 days of school remaining. He stated that the 2017-18 school year would begin on August 7th for staff and August 15th for students. The last day will be May 30, 2018. He advised that the joint meeting between the Board of Supervisors and the School Board would be held on March 30th, with dinner being served at 6:00 p.m. Mr. Berkley presented a check to Administrator Gee for the remaining repayment of the debt service owed to the County. Assistant Superintendent, James Abernathy, provided the financial report. He noted that the Federal funds revenue was trailing and should be more in line in the coming month.

Supervisor Hoover asked if any new buses would be purchased within the next year or two. Superintendent Berkley replied possibly one the following year. Supervisor Hoover inquired as to whether there would be seatbelts on any newly purchased buses as requested last month by citizen, Mr. Billy Johnson. Superintendent Berkley stated that studies are being conducted to determine the logistics of placing seatbelts on buses. He is awaiting the results.

Mr. Billy Smith of VDOT provided the monthly report. Mr. Smith reminded the Board of the approximately \$90,000 in safety and operational improvement funds that the County has built up in the past two years. In previous discussions, it was determined that these funds would be used to make pavement improvements on Route 635 as well as widening portions of the road. Mr. Smith suggested also using some of the funds to conduct sidewalk concrete repair and replacements in the towns of Victoria and Kenbridge as they have received approximately \$50,000 worth of requests for repair.

Supervisor Zava questioned if there would still be funds to improve Route 635. Mr. Smith responded that they would not complete all of the sidewalk repair improvements this year; the Route 635 improvements would still occur. Supervisor Hoover, representing District #1 which includes the town of Victoria, stated that he fully supported the sidewalk improvements. Supervisor Edmonds agreed that he would support the sidewalk efforts in the towns, but would still like to see improvements to Route 635.

Supervisor Hoover made a motion, seconded by Supervisor Edmonds and unanimously approved, to allow Mr. Smith and VDOT to use the approximately \$90,000 in safety and operational improvement funds at their discretion for improvements to Route 635 and the sidewalks in the two towns.

Mr. Smith discussed the Secondary Six Year Plan for 2018-2023. He advised the Board that a total \$364,465 was available, with \$33,024 allotted for Unpaved Roads and \$331,441 for Regular Construction. The suggested construction projects include 0.33 mile of Route 662, 0.15 mile of Route 762, 1.06 mile of Route 612 and 1.5 mile of Route 680. Mr. Smith commented that numerous requests are received for improvements to Route 662, Nutbush Road. He noted that a good portion of the road has been widened over the years making it a safer road. However, there is still 0.33 mile of road that needs to be improved. Mr. Smith continued that these projects are his recommendation after talking with local superintendents to get their opinion of the safety risks of the roads, as well as traffic counts.

Supervisor Hoover made a motion, seconded by Supervisor Edmonds and unanimously approved, to proceed with Mr. Smith's recommendation to include 0.33 mile of Route 662, 0.15 mile of Route 762, 1.06 mile of Route 612 and 1.5 mile of Route 680 in the Secondary Six Year Plan for 2018-2023 and to hold a public hearing at the April Board of Supervisors meeting.

Administrator Gee stated that she asked for and received budget requests from County offices and departments. She added that flat funding requests were suggested. She reminded the Board that flat funding included a 2% salary increase, which was budgeted for in FY2017, but was not implemented due to the State withholding funding.

Sheriff Arthur Townsend spoke to explain state funded compression raises for deputies and dispatchers effective in August 2017. He advised that several years ago, the state elevated starting salaries for deputies and dispatchers. Now the less experienced deputies' and dispatchers' salaries are very close to deputies and dispatchers who have years of experience. Therefore, those deputies and dispatchers who have at least 3 years of service will receive a compression raise. Deputies' annual salary will increase \$80 per year of service up to a maximum of 30 years. Dispatchers' annual salary will increase \$65 per year of service up to a maximum of 30 years. Sheriff Townsend requested that \$10,000 be moved from his vehicle line item to capital improvements to enable him to purchase a new vehicle every two years. Supervisor Hoover inquired about the current status of the Sheriff's fleet. Sheriff Townsend replied that he is currently down two vehicles due to the insurance company totaling the vehicles damaged by deer. He advised that he left one deputy position vacant to use some of those funds towards a vehicle purchase in FY18. He is also looking into grant possibilities.

Major DJ Penland presented the E911 budget. He advised of a couple of items that will require special attention in the near future. First, he discussed the video camera and door access system which was installed in 2006 and has had no upgrades since that time. Major Penland advised that this system has failed and will require replacement. He added that all of the panic alarms are no longer working. He is in the process of obtaining quotes to replace the system. He noted that he is working to build out a replacement camera system using vacancy saving from the Compensation Board but upgrades will be needed to cover the entire Courthouse Complex. Second, DaPro Systems, who handles the Computer Aided Dispatching System and Records Management for 911, was acquired by ID Networks. The new company will support the current system for five years. After that time the County would need to switch to the new ID Networks System or find another CAD/RMS vendor. The preliminary quote was \$111,000. Major Penland is in the process of evaluating other systems as well as looking into grant opportunities. He advised that he applied for and expects to receive a grant in the amount of \$103,830 for the data verification of the 911 Mapping Data and a new system to add addresses to the mapping system.

Mrs. Donna Dagner, Chairman of the Electoral Board, presented their budget request. She noted that they based the projection on having a Primary and a General Election in FY2018. The budget request is slightly reduced from the previous year; however, they have little control over the majority of their budget. She noted that the State has already implemented another unfunded mandate, switching over from Paper Poll Books to Electronic Poll Books. The State has provided the County with 24 notebook computers at no cost. However, the County will be responsible for the purchase of the software and support from an approved vendor. The estimated cost for the initial software and training will be about \$13,000 and the yearly cost for support will be about \$1,200. Mrs. Dagner's final request was to suggest the Board consider increasing the annual Voting Machine Fund appropriation from \$5,000 to \$10,000. She added that this will assist and financially prepare the County when current voting machines need replacement.

Commissioner of the Revenue Liz Hamlett requested flat-funding for her department with the exception to a salary increase for the Commissioner fully funded by the Compensation Board. The salary increase reflects the 9.3% increase for the Commissioner obtaining her Master Certification from the Weldon Cooper Center for Public Service at the University of Virginia.

Administrator Gee advised that community organization budget requests would be presented to the Board on March 30th at 5:00 p.m. She advised projections for real estate tax, personal property tax, and public service revenue were a bit higher than projections at this point. Local sales and use tax was currently up \$64,000 and interest on checking was a bit higher than expected. She is working on the expenses and special funds and will provide an update at the next meeting.

The Landfill Liaison reports were provided. Mr. Rob Guidry and Tim Webb of Container First Services were present to report on operations and changes at CFS. Mr. Guidry advised that WSI Corporation sold shares to Meridian WS at \$305 per share and they are now a publicly traded company, ticker symbol MRDN. This change also included a trade off of more assets to the Southside locations of their service area. They will now be focused in the southern and western areas of Virginia. Mr. Guidry noted that he owns the largest amount of shares and Mr. Webb owns the second largest amount. They are still the owners of RWG5 and CFS. Future plans involve Mr. Guidry having a stronger role in the holding company, Meridian WS and Mr. Webb becoming the CEO of RWG5. They are very excited about this transition.

County Attorney Rennie questioned who would be holding the license with DEQ. Mr. Guidry stated that RWG5 would still be the holder of the DEQ license. County Attorney Rennie then asked if any new deeds had been recorded with a different name, any mortgages were released or if any personnel changes occurred. Mr. Guidry responded no, except there will be a few changes in the management team which were already necessary.

Mr. Webb stated that Sandy Cothran is back at work after her car accident and is working almost a full week. He noted that they are continuing to work on the new cells at the landfill. Mr. Guidry advised that DEQ recently held an inspection at the landfill and they are working to relieve all issues from the past. He noted that the Landfill Liaison, Mr. Carl Ashworth has been an excellent asset for the County through his monitoring at the landfill.

Supervisor Zava questioned how many remaining open top dumpsites the County had remaining. Mrs. Beverley Hawthorne responded, advising that she is struggling to find a convenience site location in two areas of the County. Supervisor Zava commented that the open-top sites are a liability. He added that if a site cannot be found, then the open-top sites should close. He noted that he doesn't understand why some residents do not want a convenience site in their area, as they are much cleaner and better maintained than the open-top sites. Supervisor Bacon agreed, stating that the County should look into purchasing a larger tract of land versus a 2 or 3 acre tract. Perhaps the larger area will contain the site better and residents will not be as resistant to the location. Supervisor Edmonds, of the Landfill Committee, commented that the committee will look for more possibilities, if it is the pleasure of the Board. Mrs. Hawthorne noted that three-phase power must also be available.

Mrs. Hawthorne provided her monthly Community Development report. She shared the below list of Enterprise Zone Tax Incentives to be paid out for the 2016 Tax Year totaling \$33,497.22. Mrs. Hawthorne explained that she will have Lease-hold Taxes to be paid for the Board's review and approval at a future meeting.

EZ Tax Incentives - Tax Year 2016

Company	Tax Type	Program Year	Year Add. Assets	Assessed Value Add. Assets	Taxes Paid 2014	%	Incentive This Year
Exiting Programs							
Realty Income Properties 22 LLC	RE	Completed in 2015					
ABC Recycling	MT/PP	Completed in 2015					
Pennington Seed	MT	Completed in 2015					
Current Programs							
Lignetics 5yr	MT	4	2012	\$90,600.00	\$1,630.80	40%	\$652.32
Pennington Seed 5yr	RE	4	2011 (asd 12)	\$153,700.00	\$584.06	40%	\$233.62
Bryson & Bryson Entprs. LLC 5yr	RE	4	2012	\$359,200.00	\$1,364.96	40%	\$545.98
DataCare/Rob Williams 5yr	RE	3	2013	\$100,100.00	\$380.38	60%	\$228.23
	PP	3	2013	\$7,525.00	\$270.90	60%	\$162.54
ABC Recycling - Bailer 5yr	MT	3	2013	\$407,449.00	\$7,334.08	60%	\$4,400.45
Pennington Seed 5yr	MT	3	2013/14	\$44,142.00	\$794.55	60%	\$476.73
ABC Recycling 5yr	RE	2	2014	\$163,000.00	\$619.40	80%	\$495.52
	MT	2	2014	\$83,750.00	\$1,507.50	80%	\$1,206.00
Coast to Coast 5yr	PP	2	2014	\$73,054.00	\$2,629.94	80%	\$2,103.95
	MT	2	2014	\$339,958.00	\$6,119.24	80%	\$4,895.39
Global Refining Group 10 yr	MT	1	2015	\$894,654.07	\$16,103.77	100%	\$16,103.77
Victoria Place Limited Ptnrshp. 5yr	RE	1	2015	\$524,400.00	\$1,992.72	100%	\$1,992.72
<i>Lease-hold Taxes to be paid</i>							
					Sub-total Tax year 2016		\$33,497.22
					<i>Requested March 9, 2017 meeting</i>		

Supervisor Zava made a motion, seconded by Supervisor Edmonds and unanimously approved, to approve issuance of Enterprise Zone Tax Incentives for the 2016 Tax Year totaling \$33,497.22.

Mrs. Hawthorne shared a copy of the Commonwealth Regional Council's March meeting agenda. She advised that Prince Edward County Schools are in the process of hiring a grant writer. She has shared this information with Superintendent Charles Berkley, as perhaps all local school systems could work together to get grant-writer for the region.

County Attorney Rennie commented that the Board needed to consider a replacement on the CRC Board as it is supposed to be an elected official. Mrs. Hawthorne is currently attending the meetings as the alternate board member. The Board agreed to address this in April.

Administrator Gee provided her monthly report. She noted that the annual Board meeting held at the high school had been moved to the May 11th meeting not the April meeting due to spring break. She advised that SVCC would be hosting a round table event on Friday March 24th at Uptown Café and asked the Board members if they could attend. Supervisor Zava agreed to attend.

Administrator Gee stated that Mr. Jack Roberts with the Kenbridge Baptist Church contacted her regarding a piece of property adjacent to the church. They would like to enlarge the church and parking area, requiring the acquisition of the adjacent parcel. Administrator Gee has been advised that a deed is absent for the stated ownership, and the tax attorney has had the file for delinquent taxes since 1997. No action was taken on the parcel because the cost of title search and clearing would be more than the County could gain in a delinquent tax sale. County Attorney Rennie will review the matter and offer suggestions on how to move forward. Also administration will contact the tax attorney's office to get an estimate for clearing the title, so that the property may be sold.

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

VOTING NO

ABSENT

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

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to continue to Thursday, March 30, 2017 at 5:00 p.m. at the Lunenburg Middle School.

Tracy M. Gee, Clerk
County Administrator

Charles R. Slayton, Chairman
Board of Supervisors