

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

Minutes of July 13, 2017 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, July 13, 2017 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, Mike Hankins, Alvester Edmonds, Robert Zava, County Administrator Tracy M. Gee, Deputy County Administrator Nicole Clark, and County Attorney Frank Rennie. Supervisor T. Wayne Hoover was absent.

Chairman Slayton called the meeting to order.

Supervisor Edmonds 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 Victoria Fire and Rescue carryover funds and a purchase of communications cache equipment be added as 10-A2.

Mr. Matthew Becker, Outreach Director for Congressman Thomas A. Garrett, introduced himself to the Board. He requested that the Board members and citizens reach out to their office with any questions or concerns.

Supervisor Bacon made motion, seconded by Supervisor Edmonds and unanimously approved, to accept the Consent Agenda to include the Minutes of the June 1 and June 8, 2017 meetings, the Treasurer's May 2017 reports and the following Warrants for Approval:

June 2017:	Payroll Direct Deposit:	\$ 119,366.26
	Payroll Taxes Federal:	\$ 40,996.39
	Payroll Taxes State:	\$ 6,681.35
	Payroll VRS payment:	\$ 26,920.44
	Payroll ICMA-RC payment:	\$ 369.74
	Accounts Payable: #54336-54580	<u>\$ 371,833.49</u>
	Total:	\$ 566,167.67

Assistant School Superintendent and Finance Director, James Abernathy, provided the monthly School Board reports. Mr. Abernathy noted that the school system has been working with Mr. Todd Fortune of the Commonwealth Regional Council on possible grant opportunities for the school. He added that an application was recently submitted that would aid with the purchase of two school buses. The grant provides up to 25% of the purchase price. Mr. Abernathy stated that another potential grant could aid with technology and grounds, however, the application process is very competitive. Mr. Abernathy advised that they still have five vacant positions and they are holding interviews next week. He provided the monthly financial report. He noted that he is expecting \$244,000 in state fund reimbursements. Mr. Abernathy stated that next month they will be bringing a resolution for Board approval regarding a text book fund transfer. They would like to transfer money to the text book fund in order to adopt new books for the upcoming school year.

Supervisor Hankins thanked the school system for hosting the GRASP scholarship informational session. Plans are underway to hold another informational session once school has begun. He hopes the local newspapers will help spread the word when a date is determined. Supervisor Hankins shared a letter from Mr. Todd Fortune outlining several bullet points regarding ongoing efforts to provide grant writing services to Lunenburg County Public Schools and the Lunenburg County Sheriff's Office. Supervisor Hankins stated potential grant opportunities for local fire departments had also been discussed and there is a meeting scheduled for July 27th to discuss more possibilities.

The monthly VDOT report was provided.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to enter public hearing regarding a Conditional Use Permit for the Lunenburg County Board of Supervisors, with permission from owners, to operate a Solid Waste Convenience Site at the intersection of Oral Oaks Rd. (Rt. 635) and Gary Rd. (Rte. 644).

Mrs. Beverley Hawthorne advised that the Lunenburg County Board of Supervisors, with permission from owners, had applied for a Conditional Use Permit to operate a Solid Waste Convenience Site on a 4 acre portion of tax maps 058 ((A)) 29, 31 and 058 ((A)) 24, being part of properties owned by Virginia Wilson and Mary Sue Broadie et. al, from the life estate of Willie M. Tisdale & Edna B. Tisdale at intersection of Oral Oaks Rd. (Rt. 635) and Gary Rd. (Rte. 644). Mrs. Hawthorne advised that no one spoke against the permit application at the Planning Commission meeting. Two local residents spoke in favor of the application because they would like a site located closer to their homes. Mrs. Hawthorne noted that the Planning Commission voted to recommend approval to the Board.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to exit public hearing regarding a Conditional Use Permit for the Lunenburg County Board of Supervisors, with permission from owners, to operate a Solid Waste Convenience Site at the intersection of Oral Oaks Rd. (Rt. 635) and Gary Rd. (Rte. 644).

Supervisor Pennington made a motion, seconded by Supervisor Edmonds and unanimously approved, to approve the Conditional Use Permit for the Lunenburg County Board of Supervisors, with permission from owners, to operate a Solid Waste Convenience Site at the intersection of Oral Oaks Rd. (Rt. 635) and Gary Rd. (Rte. 644).

Administrator Gee shared the Voting Machine Service Agreement from Election Systems & Software, LLC. She noted that the cost for the service agreement was for a 4 year term and slightly above the annual budgeted figure of \$5,000. She requested Board approval and appropriation of additional funds.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to authorize signature on the Voting Machine Service Agreement from Election Systems & Software, LLC for a 4-year term with an annual maintenance and support of Hardware fee of \$3,945 and Firmware fee of \$1,830 for a total figure of \$5,775 annually and the increased expense above the \$5,000 Voting Machine appropriation.

Mr. Rodney Newton, Victoria Fire and Rescue Chief, requested approval for the purchase of a John Deere Gator via eVA procurement process and several Harris portable radios on State contract, for a total cost of \$50,688.64. Chief Newton advised that all equipment is approved in the Lunenburg Communications Cache 2017 State Homeland Security Grant and is 100% reimbursable.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to approve the purchase of a John Deere Gator and Harris portable radios at a total cost of \$50,688.64 using Communications Cache 2017 State Homeland Security Grant funds.

Chief Newton also requested FY2016-17 carryover funds for Victoria Fire and Rescue in the amount of \$12,550.95 be moved to FY2017-18.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to move \$12,550.95 carryover funds from FY2016-17 to FY2017-18 for Victoria Fire and Rescue.

Supervisor Edmonds made a motion, seconded by Supervisor Bacon and unanimously approved, to accept the revised amount of \$114,214 revenue and expense in the 911 fund, via funding from a PSAP grant.

Supervisor Pennington made a motion, seconded by Supervisor Bacon and unanimously approved, to appropriate funding for the adopted FY2017-18 Budget.

Supervisor Edmonds asked for an update on when painting would begin at the Courthouse Complex. Administrator Gee stated that Mr. Harris, of R.M. Harris & Sons, and his crew were a few weeks behind due to weather related issues. They plan to begin the first of August. Chairman Slayton questioned when the fields behind the Courthouse Complex would be bush hogged. Administrator Gee replied that Mr. Danny Lacks was also behind due to weather and is hoping to get started in the coming weeks. She added that the Board will need to decide whether to plant hay or trees in the field.

Administrator Gee shared a letter from Sheriff Townsend. The letter advised that the compensation board approved a transfer in June in the amount of \$7,907.50. The money has been transferred from the temp fund to the County. Sheriff Townsend advised that \$1,227 will be used to purchase 3 handguns and \$1,342.40 will be used for a bullet proof vest and gear for the new deputy. The remaining \$5,338.10 may be used by the County to offset the salary of the Administrative Assistant position which is fully-funded by the County.

Supervisor Pennington made a motion, seconded by Supervisor Hankins and unanimously approved, to accept the transfer from the Compensation Board in the amount of \$7,907.50 to be used for the purchase of 3 handguns, bullet proof vest, and offset the expense of a County funded position.

Another letter from Sheriff Townsend noted that recently two of the old patrol cars and the old ambulance were auctioned off on GovDeals.com. The total amount from the sale of all three vehicles was \$2,480.54. The monies will be used to purchase and install 3 cages from Atlantic Communications for 3 of the newer Dodge Chargers.

Supervisor Pennington made a motion, seconded by Supervisor Bacon and unanimously approved, to accept the funds from the auction of 3 Sheriff's vehicles in the amount of \$2,480.54 and allow the Sheriff's Department to use the funds to purchase and install 3 cages from Atlantic Communications for 3 of the newer Dodge Chargers.

A letter from Commonwealth Attorney Robert Clement stated that the Compensation Board approved a transfer of \$5,474.14 from Temporary Personnel to his local Office Expense. Commonwealth Attorney Clement will use the funds for telephone and internet services, VACA Dues, and Office Supplies. This will not require an increase in expense appropriation, but merely reimburse for funds that would otherwise be local costs.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to accept the transfer from the Compensation Board in the amount of \$5,474.14 to be used for telephone and internet services, VACA Dues, and Office Supplies.

Mr. James "Jim" Elliott, the Treasurer's attorney for tax delinquencies approached the Board. He noted that he is the tax attorney for 32 different jurisdictions. He was hired by the County's Treasurer in 1996 and has had an excellent relationship with the Treasurer's Office for over 20 years. During this time, he and his office have collected a total of about \$950,000 on over 400 delinquent accounts. Mr. Elliott noted that 100% of the recouped taxes go to the County. State law allows for the Treasurer of each locality to enter into contract with a tax attorney of their choosing. Supervisor Hankins questioned an example notice of fees to a delinquent taxpayer. In the example, the taxpayer's initial tax bill was approximately \$50; after attorney fees were added, the bill totaled almost \$1,000. Mr. Elliott stated that his fees are very clear in the contract terms and have not changed since he began working with the County in 1996. He added that he and his firm get involved after an account is delinquent for three years. He noted that a lot of work is involved in researching each account, advertising, and filings with the court.

Supervisor Hoover made a motion, seconded by Supervisor Zava and unanimously approved, to accept the following Abstract of Votes from the June 13, 2017 Primary Election.

ABSTRACT of VOTES

Cast in LUNENBURG COUNTY, VIRGINIA
at the 2017 June Democratic Primary Election held on June 13, 2017 for:
Governor

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Tom S. Perrillo - Democratic	354
Ralph S. Northam - Democratic	327
Total Write-In votes (From Write-In Certifications) [Valid Write-Ins + Invalid Write-Ins = Total Write In Votes]	0
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on June 13, 2017, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Governor.

Tom S. Perrillo - Democratic

ABSTRACT of VOTES

Cast in LUNENBURG COUNTY, VIRGINIA
at the 2017 June Republican Primary Election held on June 13, 2017 for:
Governor

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Edward W. "Ed" Gillespie - Republican	242
Cory A. Stewart - Republican	231
Frank W. Wagner - Republican	33
Total Write-In votes (From Write-In Certifications) [Valid Write-Ins + Invalid Write-Ins = Total Write In Votes]	0
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on June 13, 2017, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Governor.

Edward W. "Ed" Gillespie - Republican

Given under our hands this 14th day of JUNE, 2017

Steven J. Padgett Chairman

Mary Ann Eater Vice Chairman

Robert D. Wright III Secretary

Robert D. Wright III Secretary, Electoral Board

Given under our hands this 14th day of JUNE, 2017

Steven J. Padgett Chairman

Mary Ann Eater Vice Chairman

Robert D. Wright III Secretary

Robert D. Wright III Secretary, Electoral Board

ABSTRACT of VOTES
 Case in LUNENBURG COUNTY, VIRGINIA
 at the 2017 June Democratic Primary Election held on June 13, 2017 for:
Lieutenant Governor

NAME OF CANDIDATE ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Justin E. Fairfax - Democratic	476
Susan S. Platt - Democratic	120
Gene J. Rossi - Democratic	60
Total Write-In votes (From Write-In Certifications)	0
(Total Write-Ins + Invalid Write-Ins = Total Write In Votes)	0
Total Number of Chances for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on June 13, 2017, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Lieutenant Governor.

Justin E. Fairfax - Democratic

Given under our hands this 14th day of JUNE, 2017

Anna J. Rapp Chairman
Mary Ann Carter Vice Chairman
Oliver J. Wright III Secretary
Oliver J. Wright III Secretary, Electoral Board

The Landfill Liaison report was provided. Administrator Gee advised the Board that Mrs. Sandy Cothran was no longer the manager at the landfill. She noted that there had been a complaint regarding trash on the ground at one of the convenience sites. She advised that it had occurred during the night and was removed as soon as the attendant arrived for work.

Mrs. Beverley Hawthorne, Community Development Director, provided her monthly report. She noted that she would be continuing with the development of the newest Solid Waste Convenience Center that was approved earlier in the meeting. Mr. Jeff Robinson and Mr. Jamie Nash have been contacted for the design and survey of the property.

Administrator Gee provided her monthly report. She noted that she was researching companies who offer electronic media/social media monitoring to maintain compliance with FOIA requirements. Administrator Gee stated that she met with Jim McClellan of VACorp regarding the County's Worker's Comp experience and available training for staff to enhance safety measures. She advised that Shelia Minor, who provides auditing services to the County, would be taking a full time position with the City of Colonial Heights and would no longer be able to perform fieldwork. Administrator Gee is looking into other options for the future. She advised the Board that she is in need of one more appointment to the Board of Zoning from either the Plymouth or Brown's Store district. Also, as reassessment is coming to an end, a Board of Equalization will need to be appointed. Administrator Gee stated that Mrs. Trish Currin with Southern Dominion Health System in Lunenburg County has agreed to serve on the Workforce Development Board.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to appoint Mrs. Trish Currin with Southern Dominion Health System, to serve as a Lunenburg County representative on the Workforce Development Board.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A1 Personnel, §2.2-3711A3 Acquisition or Disposition of Publicly Held Real Property, §2.2-3711A7 Legal Consult regarding an audit report, a tax delinquency, litigation and a possible future litigation and §2.2-3711A29 Discussion of the award of a Public Contract for the County.

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 Pennington
Supervisor Slayton
Supervisor Zava

VOTING NO

ABSENT

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 Zava and unanimously approved, to adjourn.

Tracy M. Gee, Clerk
County Administrator

Charles R. Slayton, Chairman
Board of Supervisors