

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

**Minutes of August 11, 2016 Meeting**

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, August 11, 2016 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors T. Wayne Hoover, Frank Bacon, Edward Pennington, Charles R. Slayton, Alvester Edmonds, David Wingold, Robert Zava, County Administrator Tracy M. Gee, Assistant to the Administrator Nicole Clark, and County Attorney Frank Rennie.

Chairman Wingold called the meeting to order.

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

Chairman Wingold requested additions to the agenda from the Board and the public.

Supervisor Hoover requested that the Planning Commission be added as 9B.

Supervisor Edmonds made motion, seconded by Supervisor Pennington and unanimously approved, to accept the Consent Agenda to include the Minutes of the July 14, 2016 meeting, the Treasurer's June 2016 reports and the following Warrants for Approval:

Additions for June 2016 printed in July 2016:  
(for inclusion in FY16 expenses)

	Accounts Payable: #52911-39, 53014-25	\$ 166,803.74
July 2016:	Payroll: Direct Deposit	\$ 113,346.69
	Payroll Taxes Federal:	\$ 38,850.43
	Payroll Taxes State:	\$ 6,405.09
	Payroll VRS payment:	\$ 27,293.87
	Payroll ICMA-RC payment:	\$ 214.74
	Accounts Payable: #52940-53013, 53026-74	\$ <u>566,804.94</u>
	July Total:	\$ 752,915.76

Administrator Gee shared a letter from the Voter Registration Rights Re-Enactment Walk Committee. The Committee requested a permanent dedicated location at the Courthouse to display a framed copy of the House Resolution No. 72 in honor of Mr. Nathaniel Lee Hawthorne. The resolution will be presented to Mr. Hawthorne's family on August 13, 2016 at the event.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to designate a dedicated location at the Courthouse to display a framed copy of the House Resolution No. 72 in honor of Mr. Nathaniel Lee Hawthorne.

School Superintendent Charles Berkley provided a report. He noted that Convocation will be held on August 16<sup>th</sup> beginning at 8:30 a.m. Also newly hired teachers will attend orientation on August 15<sup>th</sup>. He invited the Board to both events. Superintendent Berkley stated that he and his team are working diligently to reorganize and revamp their financial bookkeeping and record management systems. Their goal is to be more transparent for all governing bodies and ensure all their financial resources are used to their maximum potential. Mr. James Abernathy, Finance Director, shared the monthly finance report, adding that some figures will change depending on enrollment. He noted that a Finance Committee has been created and will meet regularly.

Supervisor Bacon questioned if adjustments have been made to incorporate the \$317,000 owed to the County for the debt service payment made on the school's behalf in July. Mr. Abernathy replied yes.

Supervisor Zava asked for a year-end report. Mr. Abernathy stated that numbers should be finalized soon and he will bring a year-end report to the next Supervisors meeting.

Mr. Billy Smith of VDOT provided the monthly report. He noted that grass cutting had been postponed until late August. He advised that bridge replacement construction on Route 621 is scheduled for an April 15, 2017 completion date. Mr. Smith stated that VDOT would be assisting with traffic control for the upcoming Voter Registration Rights Re-Enactment Walk.

Supervisor Edmonds expressed concern regarding one of the stop light intersections in the Town of Kenbridge. He continued that at the corner of Main Street and Broad Street, transfer trucks have to make such a sharp turn that they are sometimes driving on the sidewalks. He suggested that the marker for the left lane turn on Main Street may need to be pushed back a few feet. Mr. Smith stated that he would look into it.

Commissioner of the Revenue, Liz Hamlett approached the Board to announce that the GIS mapping and tax records are now available via the County's website. She added that because some parcels had not been surveyed in over 100 years, adjustments would need to be made. Her office is working to update any incorrectly marked parcels. Commissioner Hamlett invited anyone to contact her office if they found a discrepancy on the website. Supervisor Bacon and the Board congratulated Commissioner Hamlett on this major accomplishment.

Supervisor Hoover stated that he had spoken with Mr. Buck Tharpe, Chairman of the Planning Commission. Mr. Tharpe expressed concerns that citizens aren't always aware of a pending Conditional Use Permit on parcels in their residential area. He suggested that the County place a sign on the property. The sign would read "Conditional Use Permit Pending, For More Information Call: The Lunenburg County Community Development Office" and the phone number. He added that the signs would be placed on the property prior to any public hearings to ensure citizens are aware of the pending permit. Mrs. Beverley Hawthorne, Clerk to the Planning Commission, commented that the cost of a sign, which would be 4 color-2 sided signs, would be about \$50 for metal and \$10 for plastic.

Supervisor Hoover made a motion, seconded by Supervisor Pennington and unanimously approved, to acquire the signs for pending Conditional Use Permits and incorporate posting them into the process.

Administrator Gee advised that appointees for the Heartland Regional Authority Board were in need of re-appointment. The organization's ordinance requires one appointee to be the County Administrator and one to be a member of the Board of Supervisors or the Industrial Development Authority. Administrator Gee recommended that that she and Supervisor Slayton be reappointed. However, she suggested that she be

appointed to the four-year term of 7/1/2016 to 6/30/2020 and Supervisor Slayton to a two-year term of 7/1/2016 to 6/30/2018 to maintain staggered appointments.

Supervisor Slayton made a motion, seconded by Supervisor Edmonds and unanimously approved, to appoint Administrator Gee to the four-year term of 7/1/2016 to 6/30/2020 and Supervisor Slayton to the two-year term of 7/1/2016 to 6/30/2018 to the Heartland Regional Authority Board.

Administrator Gee advised that the County's contract with GCR Company for internet services was in need of renewal. She noted that service through GCR had been satisfactory; however, with the County moving the telephone system to Voice of IP, a higher internet speed would be needed. She noted that the County's current internet speed is 3Mbps; the new contract would include an internet speed of at least 10Mbps for a 5 year term.

Supervisor Hoover questioned entering into a 5-year contract when technology changes so rapidly. He suggested discussing with GCR if the term could be shortened or there was clause to terminate the contract. Administrator Gee said she would look into it and report back.

Mrs. Beverley Hawthorne, Community Development Director, provided her monthly report. She noted that she received information regarding the HB2 grant with a tentative schedule for the Hardy Road improvement to be completed in 2024. Mrs. Hawthorne discussed the Joint Comprehensive Plan, noting that she needs permission from the Board to work with Supervisor Pennington and another Board member to make updates and suggestions for the revision of the plan. She stated that agricultural and forestry elements of the county need to be protected in the plan as well as additional zones may need to be created. Mrs. Hawthorne said that decision made during these meetings would determine how much grant funds the County will be approved for. The grant will require a dollar for dollar match and the maximum amount of the potential grant is \$24,000. The Board agreed for Mr. Hawthorne to proceed.

Mrs. Hawthorne provided the monthly Landfill Liaison report. She noted that CFS was behind on dumping dumpsters the previous week, which made the current week even more difficult with trash overflowing on to the ground and sides of the roads. She advised that all sites as well as Gigg Road have been cleaned up. Administrator Gee added that 95% of the problems were at open-top dump sites. Supervisor Zava asked when the remainder of those sites would be closed down. Mrs. Hawthorne replied that the decision was up to the Board. She stated that citizens contacted her regarding locations for potential convenience centers; however, both locations lacked certain requirements needed for a convenience center. Administrator Gee informed the Board that Mr. Carl Ashworth was recently hired as the Part-time Landfill Liaison. She stated that Mr. Ashworth is reviewing the contracts and agreements with CFS and meeting with landfill partners to familiarize himself with operations and issues.

Administrator Gee advised that several funds had carryover balances from FY16. Victoria Fire and Rescue had \$33,069.99 and Kenbridge Emergency Squad had \$43,939.00 in carryover funds. Also, the Capital Improvements line item in the General Fund has a carryover amount of \$9,744.89. She requested permission to transfer these amounts to the FY17 budget.

Supervisor Hoover made a motion, seconded by Supervisor Bacon and unanimously approved, to transfer carryover funds to FY17 for Victoria Fire and Rescue in the amount of \$33,069.99, Kenbridge Emergency Squad in the amount of \$43,939.00, and the General Fund Capital Improvements in the amount of \$9,744.89.

Administrator Gee noted that there will probably be adjustments for the CSA fund in the future. The CSA Coordinator, Cheryl Blow, is applying for a supplement from the state which will reduce the current use of fund balance, but will still likely call for an increase from the budgeted local match.

Administrator Gee provided her monthly report. She advised that work on the new septic system has begun and the bush hogging of the fields was complete. Administrator Gee said that the Circuit Court's Office is requesting a revision to the scope of work for the security options to remove the tabletop cabinets and research a low-height glass window across the counter. She noted that the previous bids for painting at the Courthouse Complex had been rejected. She was able to have the inmates perform some touch up painting around the front of the old courthouse. She plans to advertise another RFP for painting. She received a quote from Caruso Painting in Keysville in the amount of \$57,800.

Supervisor Zava questioned why this quote was almost \$20,000 more than those received in response to the RFP. Administrator Gee replied that the initial quote from Harris was \$46,800 for just the two courthouses only or phase 1, not phase 2 or 3. The quote from Caruso Painting included all three phases and included high-quality paint. In order to be fair to all contractors, she must offer it up for bid for any contractor and contact Harris to re-submit.

Supervisor Hoover provided an update from the meeting in July regarding the Piedmont Regional Jail Authority Agreement. He noted that most of the member counties agree that becoming an authority is the right decision. However, like Lunenburg they have some concerns. He believes that each county will be receiving an updated version of the agreement to review.

Administrator Gee shared an email from Mr. Greg Eanes, Mayor of the Town of Crewe and a letter from Nottoway County and its three towns. The letter, addressed to state legislators, requests legislation that will allocate 5% of total local Virginia Lottery sales back to the general revenue funds of localities where those sales originated. The letter requests the allocation be taken from total sales and subtracted from the portion of the Lottery pool designated as the prize pool and not affect public school funding allocations. Nottoway County and the towns within requested support from Lunenburg County and the two towns in the form of a similar letter to Lunenburg's state-level legislators.

Supervisor Zava commented that Lottery funds used to be sent to schools in addition to state aid; now it's in place of state aid. He doesn't believe the state will agree to this request, however, he will support it.

Supervisor Bacon made a motion, seconded by Supervisor Hoover and unanimously approved, to support Nottoway's request for legislation that will allocate 5% of total Lottery sales back to the general revenue funds of localities where those sales originated.

County Attorney Rennie commented that the final airport easement was signed and he will have it recorded in the coming days. The other two parcels are progressing with a Certificate of Take.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A4 protection of the privacy of individuals, §2.2-3711A5 prospective business, § 2.2-3711A7 Legal Consult and § 2.2-3711A29 Discussion of the Award of a Public Contract.

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

VOTING NO

ABSENT

- Supervisor Bacon
- Supervisor Hoover
- Supervisor Edmonds
- Supervisor Pennington
- Supervisor Slayton
- Supervisor Wingold
- Supervisor Zava

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

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to resolve the pending case in court where Bailey’s Storage properties have been reassessed to \$425,000 as the new assessment and resolve the case retroactive back to 2014.

County Attorney Rennie volunteered to work with Supervisor Pennington and Mrs. Beverley Hawthorne to make updates and suggestions for the revision of the Joint Comprehensive Plan.

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

---

Tracy M. Gee, Clerk  
County Administrator

---

David E. Wingold, Sr., Chairman  
Board of Supervisors