

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

Minutes of March 12, 2015 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, March 12, 2015 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors T. Wayne Hoover, Alvester Edmonds, Charles R. Slayton, Frank Bacon, Robert Zava, Edward Pennington, David Wingold, County Administrator Tracy M. Gee, Assistant to the Administrator Nicole Clark, and County Attorney Frank Rennie.

Chairman Wingold called the meeting to order.

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

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

Supervisor Hoover was added as 8C regarding the Animal Control Officer and a Special Conservator of the Peace application.

Supervisor Bacon made motion, seconded by Supervisor Slayton and unanimously approved, to accept the Consent Agenda to include the minutes of the February 12 and February 23, 2015 meetings, the Treasurer's January 2015 reports and the following Warrants for Approval:

February 2015:	Payroll:	Direct Deposit	\$ 113,655.14
	Payroll Taxes Federal:		\$ 37,882.67
	Payroll Taxes State:		\$ 6,398.63
	Payroll VRS payment:		\$ 31,042.10
	Payroll ICMA-RC payment:		\$ 251.24
	Accounts Payable: #50517-50651		<u>\$ 293,067.82</u>
	Total:		\$ 482,297.63

The monthly VDOT report was provided.

School Superintendent, Mr. Charles Berkley, provided the monthly school report. Mr. Berkley stated that the utility and fuel consumption reports were included in the Board's packet as requested at last month's meeting. He advised that there are 51 more days of instruction left in the school year. They will be busy with SOL testing and ball games. Mr. Berkley and the School Board look forward to meeting with the Board of Supervisors in two weeks for the school's budget presentation.

Administrator Gee asked Mr. Berkley about the current student enrollment.

Mr. Berkley replied that currently they have 1522 students.

Supervisor Hoover questioned if there would be any make-up days for time missed due to recent inclement weather.

Mr. Berkley stated not at this time as there is already extra time built into each school day. He added that closings for spring break and Memorial Day are currently still in place. He invited the Supervisors to visit the school's new website. He commented that it was very user-friendly and includes a lot of information.

Supervisor Zava pointed out that the electricity usage at the middle school seems to be much higher than the other schools.

Mr. Berkley noted that the middle school has a different heating and cooling system and basketball practices require the system to work longer than at other schools. He added that the middle school has experienced some trouble with an air exchange issue that has now been corrected. Mr. Berkley shared that the school system is looking into other heating options at both elementary schools.

Ms. Susan Baker, Executive Director for Crossroads Community Services, introduced herself to the Board. She thanked Supervisor Slayton and Mr. Sidney Smyth for serving on the Crossroads Community Services Board. Ms. Baker shared a packet for the Board to review that included information about the services provided to Lunenburg County. She added that the materials included in the packet may be used as a resource. Ms. Baker stated that 22 Crossroads' staff members reside in Lunenburg County with annual salaries totaling \$832,551. She advised that the CSB also employs 7 mentally challenged or Intellectually/Developmentally Disabled clients residing in Lunenburg. Ms. Baker provided her business card and welcomed the Board to contact her anytime with questions or concerns.

Administrator Gee read the public speaking ordinance.

Ms. Donna Daniel of the Cooperative Extension Office spoke to the Board. She provided a brief recap of projects over the past year. As the Family Consumer Science Agent, Ms. Daniel executed 125 food safety programs for the community. She stated that the Extension Office's 100th anniversary was held last year and the program reached out to 127 youth with the tree planting project. Ms. Daniel introduced the recently hired 4-H Agent, Mr. Dillon Robinson. Mr. Robinson stated that he has been training and reviewing the school programs. He looks forward to beginning programs very soon. Ms. Lindy Tucker, Agriculture Agent reported that the Buy Fresh Buy Local program has 14 producers from Lunenburg. She noted that she has numerous agricultural programs happening in the surrounding areas and 5 new pesticide licenses have been issued.

Ms. Daniel discussed the proposed FY16 budget. She shared four scenarios, a 2% increase, level funding, 2% decrease, and a 5.4% increase. The first three were requested by the Board of Supervisors. The scenario showing a 5.4% is her preferred option. The increase is requested due to raises that agents received in FY15, a projected 1.5% increase in the fringe rate for FY16 and 4% buffer for possible raises in FY16. Ms. Daniel noted that Virginia Tech is attempting to raise salaries to be comparable to other universities and maintain staff.

Commissioner of the Revenue Liz Hamlett presented the three requested budget scenarios to the Board. She stated that due to upgrades in her office she is able to cut back on part time hours to support a merit raise for her two full time employees. She thanked the board for their continued support.

Supervisor Hoover noted that the annual audit presentation was held at last month's meeting. He added that the audit was very satisfactory and thanked Commissioner Hamlett and her staff for their contribution.

Supervisor Bacon thanked Commissioner Hamlett for attending the meeting and presenting her request.

Mr. Ollie Wright, Secretary of the Electoral Board requested flat funding for both the Registrar's office and the Electoral Board. However, he asked for \$1,000 increase to the training and travel line item to accommodate training for the new Vice President of the Electoral Board, Mrs. Donna Dagner. The increase would enable Mrs. Dagner to attend the State Department of Elections and the Virginia Electoral Board Association training. Mr. Wright explained that the state does require them to host a training session for all poll workers. The Electoral Board likes to incorporate dinner in this training session as it increases attendance.

Supervisor Edmonds arrived at 6:20 p.m.

Mr. Wright indicated the state has approved a 2% increase in Registrar and Electoral Board salaries. He advised that primaries will be held in March and will be expensive. He added that the parties will not be compensating localities for the primaries. Mr. Wright noted that as the current touch screen voting machines cease to function, they must be replaced with optical scan machines. Currently the county has a maintenance contract to fix the touch screen machines as they break, but eventually they will need replacing. The cost per precinct will be approximately \$10,000 and the county has 11 precincts. Mr. Wright stated there is possibility that the older machines may be traded in to save on the cost of the new machines. He added that the county appropriates \$5,000 annually in the capital improvements fund. He suggested that the Board consider raising that amount in preparation of purchasing new voting machines.

Administrator Gee shared a letter from Tenth Judicial Circuit Court Judge, Kimberley White. The letter stated that a fourth Circuit Court Judge has been appointed. As a result, the county's portion for the judicial office expense will increase to \$15,000 for fiscal year 2015-2016.

Administrator Gee advised that Mr. Ray Elliott, Animal Control Officer requested an additional \$1,500 to purchase large cat cages. Mr. Elliott noted that the state recommended the larger cages in order for the county to avoid fines.

Supervisor Hoover commented that he had invited Sheriff Townsend to the meeting to discuss the Animal Control Officer and a Special Conservator of the Peace application. He requested that the discussion be moved to 14A on the agenda to allow the Sheriff additional time to arrive at the meeting.

Mrs. Karen Scales, Chairwoman of the Board of Trustees for the Lunenburg County Public Library System, Inc. provided an update to the Board on the progress of the Trustees to take over the LCPLS. She stated that officers have been elected and they are incorporated as of August 6, 2014. She noted that they have hired Mr. Gary Elder as their attorney and have been very happy with his services. They have received almost \$5,000 in donations which the majority has been spent on establishing their operations. Mrs. Scales stated that the headquarters will be the Kenbridge Office mainly due to the larger facility and more office space. The post office box was established in Victoria. Mr. Eldridge Bagley, local artist is developing a logo. Mrs. Scales commented that Mr. Rob Williams of Data Care had been very helpful in advising the trustees and answering questions. He recommended that the Victoria Library utilize Comcast as their internet provider. The Trustees have decided to obtain insurance through Mahaney Insurance which will cover liability, workers compensation and contents. Nottoway Office Services, owned by Margie Nevins, has been selected as the accounting firm. Mrs. Scales stated that the trustees have satisfied all the state requirements and created a 5 year plan. She provided the Board with a projected budget for FY2015-16 that requests flat funding from the county in the amount of \$150,274.

Supervisor Hoover congratulated the Trustees on their progress. He asked Administrator Gee how the transition was progressing for the county.

Administrator Gee responded that she believes it is time to talk with Mecklenburg to discuss the next steps. She added that she attended the most recent Southside Regional Library Board of Trustees meeting and they stated they are also ready for the separation. She asked the Library Committee, Chairman Wingold and Supervisor Hoover, if they would like to meet with Mecklenburg Supervisors again before the split.

Supervisor Hoover suggested that Administrator Gee talk with Mecklenburg Administrator, Wayne Carter first to determine if a meeting is needed.

Chairman Wingold directed the Board to the proposed amendment of the Charter Agreement of the Commonwealth Regional Council. He stated that the proposal involved removing the following sentence from the section titled "Article V – Dues: In no event, except as otherwise provided herein, shall any locality or institution be required to pay annual dues in an amount greater than any other member locality or institution."

Also provided was a sample resolution for potential adoption supporting the above change.

Supervisor Hoover stated that he is still interested in knowing more about the member county dues versus the non-member fees.

Administrator Gee stated that CRC Director, Mary Hickman, would like to attend next month's meeting to present during the community requests portion of the meeting.

Supervisor Hoover questioned if approving these changes meant that Lunenburg was locked into membership for the upcoming fiscal year.

Administrator Gee replied no, however, this change allows for more flexibility in the dues. She commented that the requested amount this year is \$17,000. She stated that this resolution and agreement update must be approved before the dues can be changed.

Supervisor Hoover said that he sees an issue with non-profits paying for CRC services, when the county pays an annual member fee.

Chairman Wingold stated that if another county ends its membership then the CRC may have to dissolve.

Supervisor Hoover stated that believes the county needs to research other organizations and fees. He does not like the fact that local Police Departments, Fire and Rescue Departments, and towns must pay for services when the county has funded the program already.

Administrator Gee stated that she would complete some research and bring options back to the Board.

Administrator Gee shared a letter from Dr. Charlette Woolridge, Chair of the Southside Virginia Community College Board. She explained that Mr. Sidney Smyth had been appointed to fulfill the unexpired term on the Board left open by Mrs. Roberta Rickers untimely death. That term will expire on June 30, 2015.

Dr. Woolridge's letter requested an appointment for the term beginning July 1, 2015 and ending on June 30, 2019.

Supervisor Hoover made a motion, seconded by Supervisor Edmonds and unanimously approved, to appoint Mr. Sidney Smyth to the Southside Virginia Community College Board with the term beginning July 1, 2015 and ending on June 30, 2019.

Mrs. Beverley Hawthorne, Landfill Liaison, provided her monthly report. She noted that she received the outstanding amount due from January from CFS. She added that the remaining annual balance due from the host agreement has not arrived yet. She has been told by CFS that it will be paid by April 15th.

Supervisor Hoover commented that the delay was not acceptable, adding that the county is not able to delay payments to debtors and nor should CFS.

Mrs. Hawthorne reported that CFS had been experiencing equipment problems with their dump trucks and therefore were behind in dumping cans. They are hoping to catch up in the upcoming days.

Mrs. Hawthorne said that bids for the work at the Switchback site are due on March 25th. She is planning to have the information together for the board to make a decision at the joint meeting with the School Board. She informed the board that the site at the Courthouse Complex is complete except for the fencing. She added that due to the recent weather events the fence construction has been delayed.

Mrs. Beverley Hawthorne, Community Development Director provided her monthly report. She stated that community organizations would be attending the regular board of supervisors' meeting in April to present their FY2016 budget requests. She shared a newly developed form that was mailed to each organization to be complete. Organizations will list their requested budget amount as well a description of how the funds will be used and how many Lunenburg residents will benefit from the organization. Mrs. Hawthorne stated that Virginia Growth Alliance will be making an announcement in Greensville County on Monday. She plans to attend and will update the board.

Supervisor Zava asked for an update on the work at the Lunenburg Commercentre' Sewer Extension Project.

Mrs. Hawthorne replied that Mr. Williams with Precision Pipes requested an extension on the completion date due to recent weather conditions. The project should be completed by April 1st.

The monthly Piedmont Regional Jail reports were provided. Included was a budget projection for FY16. The projection for Lunenburg is \$424,150.45 which is an increase from \$400,000 in FY15. The increase is due to an increase in Lunenburg inmates.

Supervisor Zava commented that this figure is calculated based on only member jurisdiction inmates being housed. An increase of inmates from non-member jurisdictions would make the figure decrease.

Administrator Gee confirmed Supervisor Zava's comment. She also informed the Board of 31 acre parcel adjacent to the jail's property that is for sale. She stated that the parcel would be an asset to the jail if an extension was ever needed. She added that a selling price is not determined yet. Administrator Gee advised that she and other member County Administrators are uncertain if this purchase is necessary at this time.

However, the property does have sizable trees that could be cut and turned into a profit. She stated that the PRJ Board is still discussing the purchase of the property and reviewing other options.

Supervisor Pennington added that the PRJ Board has formed a committee concerning the potential purchase of the property.

Supervisor Zava questioned if the purchase of the property would have much value to the member jurisdictions other than Prince Edward County.

Supervisor Hoover stated that he has witnessed Brunswick County police transporting inmates to the county offices to perform maintenance work. He wondered if Lunenburg could do something similar.

Administrator Gee stated that there is a level of training that is required for someone to supervise the inmates. She will research the training and the possibility of Lunenburg doing something similar.

Supervisor Hoover stated again that he had invited Sheriff Townsend to the meeting to discuss the Animal Control Officer and a Special Conservator of the Peace application. With the Sheriff not in attendance, he preferred to table the subject until the next meeting. Supervisor Hoover requested that the Sheriff attend the next month's board meeting. He informed the Board that the SCOP application was denied as the application requires the Sheriff's signature. Supervisor Hoover believes this certification is one that the Animal Control Officer should have and would like to talk with the Sheriff about resubmitting the application.

Administrator Gee advised that Student Government Day would be held on April 29, 2015 at 9:00 a.m. at the Courthouse Complex. Also the May 14, 2015 Board of Supervisors meeting will be held at Central High School at 10:00am.

Administrator Gee noted that the population of deer has increased at the airport. Mr. Leroy Baker, Airport Manger, has applied for and received a special kill permit which allows a few certified people to kill a limited number of deer.

Administrator Gee stated that tree trimming at the airport began on April 11th. County Attorney Rennie added that he recently spoke with Mrs. Nancy King and assured her that any damage to the property would be repaired as stated in the original agreement.

Administrator Gee informed the Board that the Animal Control Officers have had a few people wanting to donate money to their operation. She and the officers are looking into options and perhaps the creation of a "Friends" group, similar to what the libraries in the county have.

Supervisor Zava requested that the County Attorney research the county accepting donations.

Supervisor Hoover stated that he works for the Colonial Heights Fire Department and they accept donations in the form of tangible items and not monetary donations. He added that the Fire Department Board is able to accept tangible items as property.

Administrator Gee commented that the older Animal Control Truck is no longer operational due to the transmission. She is looking into the possibility of purchasing a refurbished transmission as the Deputy Office uses the truck 2 to 3 times a week.

Administrator Gee stated that the Supervisors were invited to the Farm Bureau meeting and dinner the coming week. She asked if any Supervisors were able to attend. Supervisors Pennington and Edmonds plan to attend.

Administrator Gee advised the Board that the Governor is recommending a 2% salary increase for all Constitutional Officers, Staff, and Social Services. This will be discussed further during budget meetings.

Administrator Gee informed the Board that Victoria Fire and Rescue Department was requesting the use of 2013 grant funds at the end of April to purchase a Radio Cache Repeater. The amount for the repeater will be around \$14,000 and Chief Rodney Newton plans to advertise on eVA.

Supervisor Hoover made a motion, seconded by Supervisor Bacon and unanimously approved, to authorize use of the 2013 grant funds for the purchase of the Radio Cache Repeater.

Supervisor Bacon made a motion, seconded by Supervisor Slayton and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A5 Prospective Business, and §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

VOTING NO

ABSENT

Supervisor Hoover

Supervisor Edmonds

Supervisor Pennington

Supervisor Bacon

Supervisor Slayton

Supervisor Zava

Supervisor Wingold

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

Supervisor Bacon made motion, seconded by Supervisor Edmonds and unanimously approved, to pass a resolution for Mrs. Beverley Hawthorne to prepare grant application for the site readiness initiative for all of the county industrial parks.

Mr. Stephen Flippen of Blackstone, VA spoke before the Board in support of growing industrial hemp in Southside Virginia. He is hoping the Board will pass a resolution of support of industrial hemp. He believes that if the counties in Southside Virginia all approve a resolution of support it will entice large companies to build businesses locally, growing the economy.

Supervisor Bacon commented that the state has already approved further research of industrial hemp growing and Farm Bureau has granted their support. He is unsure of what value a letter of support from Lunenburg County will add.

Mr. Jeremy Williamson of Crewe, VA stated that he was a representative for the Virginia Industrial Hemp Coalition. He recently moved back to Southside Virginia and is hoping to spread the word from the farming perspective. He added that hemp growing process study will be performed this year and the coalition hopes to learn a lot from it. Mr. Williamson explained that he would be happy to answer any questions on the growing process and discuss further with any Board member.

Supervisor Edmonds questioned if Mr. Flippen and Mr. Williamson had spoken with Farm Bureau and the local farmers. He added that they are ones that need to know more about growing the product in Southside Virginia.

Mr. Williamson replied that he would be happy to share information with them.

Mr. Greg Marston of Crewe, VA also requested that the Board pass a resolution of support of industrial hemp. He believes that if the counties in Southside Virginia show interest it will entice businesses to come and will help grow the local economy.

Supervisor Edmonds made a motion, seconded by Supervisor Slayton and unanimously approved, to continue to Thursday, March 26, 2015.

Tracy M. Gee, Clerk
County Administrator

David E. Wingold Sr., Chairman
Board of Supervisors