

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

Minutes of March 14, 2013 Meeting

The regular meeting of the Lunenburg County Board of Supervisors was held on Thursday, March 14, 2013 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 Pennington called the meeting to order.

Supervisor Zava led the Pledge of Allegiance and gave the invocation.

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

County business licenses were added as 12B on request of Supervisor Zava.

County auditing firm contract was added as 12C on request of Supervisor Hoover.

The Commissioner of Revenue and Treasurer's Office building was added as 12A and Virginia's Growth Alliance was added as 14A, both on request by Administrator Gee.

There were no requests from the public.

Supervisor Slayton made motion, seconded by Supervisor Edmonds and unanimously approved, to accept the Consent Agenda to include the minutes of the January 29, 2013 Joint Planning Commission Public Hearing meeting, minutes of the February 14, 2013 Board of Supervisors meeting, the Treasurer's January 2013 report and the following Warrants for Approval:

February 2013:	Payroll:	Direct Deposit	\$ 117,998.28
	Payroll Taxes Federal:		\$ 42,664.59
	Payroll Taxes State:		\$ 7,119.12
	Accounts Payable:	#47100-47239	<u>\$ 467,950.14</u>
	Grand Total:		\$ 635,732.13

Mr. Billy Smith, of VDOT, gave his report to the Board. He stated that snow removal and clean up had been performed during the recent snow storm. He hopes this will be the last snow storm of the season. He reported that litter patrol, patching of potholes, and cutting of limbs and brush continued on primary and secondary routes. He commented that stone was added to several mail boxes and driveways on various primary and secondary routes.

Administrator Gee read aloud the recently adopted ordinance on public speaking before discussing the public hearing for VDOT's Secondary Six Year Plan.

Mr. Smith presented VDOT's Secondary Six Year Plan to the Board. He discussed reconstruction to routes, 662, 712, 677, 621, & 631 which includes bridge replacements on routes 712 and 631. Mr. Smith stated that changes could be made at the pleasure of the Board. Once the plan is approved he will need a signed resolution.

Supervisor Zava inquired about rural rustic roads and what cost may be involved.

Mr. Smith replied that this type of road construction began about 8-10 years ago. He stated that rural rustic roads are usually placed in the County and are constructed from ditch line to ditch line. Most of the foliage and trees are left alongside the road. The cost is around \$150,000 per mile of road.

Supervisor Bacon made motion, seconded by Supervisor Zava and unanimously approved, to enter into public hearing regarding the Secondary Six Year Plan.

Mr. Barry Carnes, School Board Chairman, inquired about the rustic roads and wondered if school buses could safely pass each other on such roads.

Mr. Smith responded that it would potentially be a "tight squeeze" at some locations, but school buses should be able to safely pass each other.

Supervisor Bacon asked how much dirt road was now in the county.

Mr. Smith said the County has about 180 miles of dirt roads.

Mr. Gus Villalobos of Poorhouse Road questioned who was responsible for the sidewalks in the towns of Victoria and Kenbridge. He stated that his wife fell along the road in Kenbridge while judging house decorations for Christmas.

Mr. Smith stated that VDOT was responsible for maintenance of the roads in Kenbridge. He informed Mr. Villalobos that a claim may be submitted to their South Hill office. They will research the case and pay for any reasonable claims.

Supervisor Hoover made motion, seconded by Supervisor Zava and unanimously approved, to close the public hearing regarding the Secondary Six Year Plan.

Supervisor Wingold made motion, seconded by Supervisor Edmonds and unanimously approved, to approve the Secondary Six Year Plan and allow Administrator Gee to sign the resolution.

Administrator Gee informed the Board that she and the Animal Control Officer met with a volunteer who is willing to assist with adoption of suitable pets. They agreed to accept her assistance with the condition she would have no direct contact with the animals. She is only allowed to assist with finding homes and paperwork. Administrator Gee commented that this assistance could potentially reduce the amount of funds spent euthanizing animals.

Administrator Gee explained that the Social Services Office has requested to place one or two donated picnic tables at the employee-only entrance to their office. The Board agreed as long as loitering and littering doesn't become a problem. They also suggested placing a trash can near the picnic tables.

Mrs. Dora Wynn, School Superintendent, stated that the School Board held a public hearing meeting on Tuesday, March 12, 2013 to discuss possible cost saving options for the upcoming school year. One of these options involved restructuring the elementary schools. Mrs. Wynn said numerous staff and parents shared comments and concerns with the School Board.

Mrs. Wynn noted that the budget would be presented to the Board at the joint meeting to be held on March 21, 2013.

Supervisor Edmonds questioned if the ROTC program would see cuts in the upcoming budget.

Mrs. Wynn replied that every option was being considered.

Supervisor Hoover complimented Mrs. Wynn and Lunenburg Middle School Principal Rainey for their contributions to the recently held Valentine's Day Dance at the middle school. He stated there was a large crowd and everyone was well behaved.

Mrs. Wynn added that over 200 children attended the dance.

Supervisor Zava inquired about the construction at the high school.

Mrs. Wynn replied that all construction should be completed by the end of the school year depending on the weather.

Supervisor Bacon asked if the School Board has reviewed any health insurance options.

Mrs. Wynn said yes, options were reviewed and discussed at the public hearing; however, nothing is final yet.

Donna Daniel with the Virginia Cooperative Extension introduced their new 4-H agent, Sarah Crews of Halifax County. Mrs. Daniel stated that Ms. Crews has gotten off to a very positive start. Their office is now looking for a full-time Administrative Assistant.

Mr. Steve Israel of the Lunenburg County Historical Society approached the Board regarding a Courthouse Historical Marker. The society has submitted an application to the Department of Historic Restoration to have a marker placed at the courthouse. There are currently only nine markers within the County. The cost will be approximately \$1,550 and the society plans to look for donations to absorb the cost.

Mr. Israel stated that work continues on the Visitors Center and Museum. Grant funds in the amount of \$2,800 have been received and additional funds have been requested. The funds will be used for additional outfitting to include audio/visual equipment to display educational movies.

Plans for the second Memorial Day Remembrance Service are ongoing. The event is scheduled for Sunday, May 26, 2013 at 2:00 p.m. in the new courthouse building. The VFW and the Lunenburg Charitable Foundation will be co-sponsors of the event. He requested approval from the Board to host the event and use of the courthouse building.

Supervisor Hoover made motion, seconded by Supervisor Edmonds and unanimously approved, to approve the use of the courthouse building and approval of the second Memorial Day Remembrance Service to be held on Sunday, May 26, 2013.

Mrs. Beverley Hawthorne, Community Development Director, gave her monthly report. She informed the Board that Kenbridge Youth Academy is progressing. Their application is proceeding at the Department of Social Services in Richmond. Painting and other upgrades to the building are ongoing and advertisement for positions will be advertised this week. She reported that staff required for Social Services Certification will be the top priority at this time. They hope to be in operation as early as May 1, 2013. Mrs. Hawthorne stated that the spring flyer for the Buy Fresh-Buy Local program will go out in mid-April.

Mrs. Hawthorne requested that the Board approve a resolution requesting the Virginia Tobacco Indemnification and Community Revitalization Commission support the efforts of Lunenburg County and its regional partners by providing funding assistance in the amount of \$103,500 for the Lunenburg Industrial Site Readiness initiative grant application.

Supervisor Wingold made motion, seconded by Supervisor Edmonds and unanimously approved, to approve the following resolution:



Mrs. Hawthorne also requested that the Board approve a resolution requesting that the Virginia Tobacco Indemnification and Community Revitalization Commission support the efforts of Lunenburg County and its regional partner by providing funding assistance in the amount of \$90,000 for the Renovation and Addition to STEPS Building in Victoria grant application.

Supervisor Hoover made motion, seconded by Supervisor Edmonds and unanimously approved, to approve the following resolution.



RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LUNENBURG, VIRGINIA

WHEREAS, the County of Lunenburg is closely affiliated with the Counties of Amelia, Buckingham, Charlotte, Cumberland, and Prince Edward through the Commonwealth Regional Council and the Counties of Brunswick, Charlotte, Greenville, Mecklenburg, Norfolk and the City of Emporia through the Virginia's Growth Alliance and both of these organizations focus on regional economic development efforts to enhance each community's ability to make the transition from the traditional agricultural-based economy to one of sustainable commerce and technology; and

WHEREAS, the Board of Supervisors of the County of Lunenburg believes that it is critical to maintain commercial facilities that meet the needs of manufacturing operations of the future; and

WHEREAS, the Board of Supervisors recognizes the important role that STEPS plays in job creation and training throughout the region; and

WHEREAS, the County of Lunenburg is requesting a portion of the County's allocation funds from the Virginia Tobacco Indemnification and Community Revitalization Commission to assist with the Renovation and Addition to STEPS Building in Victoria Project; and

WHEREAS, the Board of Supervisors of the County of Lunenburg does hereby authorize the Chairman of the Board and/or the County administrator to sign all grant documents; and

WHEREAS, the Board of Supervisors of the County of Lunenburg does appoint Beverley Hawthorne, as the Project Leader, the person responsible for the accuracy of the application and appropriate use of the funds; and

WHEREAS, the Lunenburg County Board of Supervisors has committed at least a 10% match for this project; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Lunenburg, Virginia, respectfully requests that the Virginia Tobacco Indemnification and Community Revitalization Commission support the efforts of Lunenburg County and its regional partners by providing funding assistance in the amount of \$90,000 for the Renovation and Addition to STEPS Building in Victoria grant application.

Certification

I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Lunenburg, Virginia at a regular board meeting in Lunenburg County, Virginia, at which a quorum was present and that same was passed by a vote of 7 in favor and 0 opposed, this 14th day of March 2012.

Edward Pennington, Chairman Lunenburg County Board of Supervisors

Tracy M. Gee, Clerk

Administrator Gee provided an update on the airport. She stated that the security light is still out. Replacements and repairs have been ongoing. She is still working on the ability to pay for gas with a credit card. Administrator Gee, Supervisor Slayton and Beverley Hawthorne visited the airport to locate the old cemetery and determine what to do with the trees that must be cut. Supervisor Slayton stated that the timber was worthless. He noted that just a few were over 80 foot and suggested cutting those. Administrator Gee added that 80% of the incurred cost was reimbursable by the Department of Aviation.

Administrator Gee reported on the door locks at the Registrar's Office and stated that she is waiting for a quote. She informed the Board of problems with animals and birds nesting at the tax building. She will be requesting quote to repair the hollow areas.

Supervisor Zava discussed the County requiring business licenses. He suggested the license not to generate revenue but to have a listing of registered businesses in the County. He was informed of an upset business owner who was not given a referral because the County offices didn't know they were in operation. Mrs. Beverley Hawthorne stated that lists are available of businesses in the towns, but the County doesn't have a list. Supervisor Zava suggested that it would be a good idea for the County to have a list to hand out. County Attorney Rennie commented that he would review the ordinances and check with those that have licenses in the towns.

Supervisor Hoover reminded the Board members that the contract for auditing services was expired. He suggested that the services go out for bid and believes a new set of eyes reviewing the books is a good idea.

Supervisor Hoover made motion, seconded by Supervisor Edmonds and unanimously approved, to get bids for auditing services.

County Attorney Rennie stated that the closing of the sale of the landfill occurred on February 21, 2013. Everything went smoothly and sale proceeds and other required payments have been received.

Supervisor Hoover commented that before a recently held finance committee meeting that the County Administrator brought to his attention that there are several past due landfill bills. He stated that something should be done to ensure these monies are paid to the County.

County Attorney Rennie noted that his office assisted with collection proceedings to collect funds for the County in years past. This process can be performed again to collect past due amounts.

Administrator Gee shared a letter from Senator Mark Warner's Office. Accompanying the letter was a letter from Dorothy Robinson of Washington, DC. She has three elderly family members around the Fort Mitchell area. Dump sites near that area have been removed causing these elderly family members to drive farther to dump trash.

Supervisor Bacon suggested that Administrator Gee write a letter explaining the process of dump/collection sites. He stated that more dump sites would not be created unless federal funding or grants are provided.

Administrator Gee reviewed a list of committee nominations and appointments needing approval.

Community Policy & Management Team

Meri Page Spencer—Parent Representative
Timothy Dow—Private Business Representative
Charles Watts—Juvenile Court Service Representative

Supervisor Bacon made motion, seconded by Supervisor Slayton and unanimously approved, to approve the nominations.

Administrator Gee stated that Piedmont Senior Resources Area Agency on Aging is in need of a nomination of a County resident to serve on their board. Ideally this person would have finance experience and understand the aging community.

Administrator reminded the Board of vacancies on two commissions. Nominations are still needed from the Meherrin River district for the Planning Commission and from the Rehoboth district for the IDA.

Supervisor Slayton nominated Herman Newcomb of Mount Mitchell Road for the IDA Rehoboth district.

Supervisor Slayton made motion, seconded by Supervisor Hoover and unanimously approved, to accept the nomination.

Administrator Gee noted that a representative from the Board is needed to serve on the board for Virginia's Growth Alliance. Supervisor Bacon has been unable to attend these meetings due to them taking place during work hours. Meetings are held every first Thursday of the month at 10:00 a.m. Chairman Pennington said that he would be available for these meetings and will attend the Strengthening Economies Together workshops in conjunction with those meetings.

Supervisor Slayton made motion, seconded by Supervisor Hoover and unanimously approved, to appoint Chairman Pennington to Virginia's Growth Alliance Board.

Administrator Gee read a letter from Piedmont Regional Jail Superintendent, Ernest L. Toney. The letter stated that the jail had an excess of receipts over expenditures, therefore, no bill would be given to the counties for the month of February. However, if cash flow is not sufficient to cover March expenses, money will be used from the money market account and will need to be reimbursed.

Supervisor Zava, a member of the finance committee, discussed the budget. He stated that departments and offices had been told to flat fund. He understands that there will be increases but the County doesn't have any "fluff" to play with.

Supervisor Zava requested that employees be surveyed regarding the new health insurance coverage. He would like to know how people are adjusting to it.

Supervisor Zava commented that savings from the sale of the landfill will need to be used for manned sites as well as for recycling and compaction.

Administrator Gee informed the board that Doug Sbertoli from LeClair Ryan that previously helped the County with bonding has changed employment. Sbertoli volunteered the use of his institutional memory and expertise if needed. He stated that he enjoyed working with the County over the years and wished all the best for Lunenburg.

Administrator Gee noted that the office participated in the statewide tornado drill for Tornado Preparedness Day on March 12th.

Administrator Gee questioned if the Board desired to have a selection committee to review the submissions from auditing firms.

Supervisor Bacon suggested that the Finance Committee review and rate the proposals and make a recommendation to the Board.

Supervisors Hoover and Zava, both of the Finance Committee, agreed.

Administrator Gee discussed the Stormwater Management Act. DCR is no longer housing regulations; DEQ is now the administrator of the program. The CRC had a meeting on behalf of 7 local counties, including Lunenburg, and Prince Edward applied as grant administrator for a grant for planning in the amount of \$100,000. Administrator Gee is working on a draft ordinance that must be turned in by April 1, 2013.

Administrator Gee asked for a head count of those attending the Farm Bureau annual meeting. Supervisors Edmonds, Slayton and Pennington will attend.

Supervisor Bacon made motion, seconded by Supervisor Wingold and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A1 Personnel, §2.2-3711A7 Legal Consult and §2.2-3711A5 Prospective Business.

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

VOTING NO

ABSENT

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

Supervisor Hoover made motion, seconded by Supervisor Bacon and unanimously approved, to continue on Thursday, March 21, 2013 at 7:00 pm. at the Lunenburg Middle School.

Tracy M. Gee, Clerk
County Administrator

Edward W. Pennington, Chairman
Board of Supervisors