Minutes of September 10, 2015 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, September 10, 2015 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, Robert Zava, 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.

Mrs. Wanda Morrison was added as 9D, on request by Supervisor Pennington, regarding the Re-enactment of the Voters Registration Rights.

Administrator Gee suggested that the discussion on the resolution for Town Manager of Victoria and Kenbridge be held to a future meeting.

Supervisor Edmonds made motion, seconded by Supervisor Bacon and unanimously approved, to accept the Consent Agenda to include the Minutes of the August 13, 2015 meeting, the Treasurer’s July 2015 reports and the following Warrants for Approval:

Additions for June 2015 printed in August 2015:  
(for inclusion in FY15 expenses)

| Accounts Payable: #51456-58, 51516-17 | $28,967.66 |

August 2015:

| Payroll: Direct Deposit | $113,212.94 |
| Payroll Taxes Federal: | $37,847.20 |
| Payroll Taxes State: | $6,277.84 |
| Payroll VRS payment: | $30,205.79 |
| Payroll ICMA-RC payment: | $169.80 |
| Accounts Payable: #51391-455, 51459-515 | $364,337.99 |

August Total: $552,051.56

Supervisor Bacon made motion, seconded by Supervisor Pennington and unanimously approved, to enter Public Hearing regarding the revised Workforce Investment Board Consortium Agreement and the revised Building Fee Schedule with a revision to County Code §22-51.

Administrator Gee read aloud the public speaking ordinance.

Administrator Gee advised that several changes needed to be made to the South Central Workforce Investment Act Consortium Agreement. The changes also require approval of a resolution revising the county ordinance. The revised agreement and resolution are below.
Section 1. **Powers under the Act.** The Consortium Board shall engage in all activities necessary and proper for the execution of the responsibilities that are assigned or reserved by law to the Chief Legal Officer, including:

A. Collectively perform the functions of the chief legal officers of the Local Workforce Development Areas that are consistent with the Act.

B. Apply for the Governor of Virginia for Act designation.

C. Appoint the member of the Local Workforce Development Area Board as provided in Article VIII of this Act.

D. Enter into an agreement with the Local Workforce Development Area Board for the operation and functions of the Local Workforce Development Area Board as set out in the Act.

E. Continuously evaluate the mission and priorities of the Consortium in cooperation with the Local Workforce Development Area Board.

F. Establish and conduct the meetings of the Chief Legal Officers of the Local Workforce Development Area Board.

G. Provide legal advice and services to the Local Workforce Development Area Board.

H. Engage in all lawful activities necessary and proper for the execution of the responsibilities that are assigned or reserved by law to the Chief Legal Officer, including:

I. Appoint the member of the Local Workforce Development Area Board.

J. From among the Member Jurisdictions, identify annually the local government to serve as the Great Recipient of all funds received under the Workforce Innovation and Opportunity Act.

Section 2. **General Powers.** The Consortium Board shall engage in all things necessary or convenient to carry out the duties and affairs of the entity, including, without limitation, the authority to:

A. To sue, be sued, and defend in its name.

B. To adopt and amend by bylaws, not inconsistent with this Agreement, or with the laws of the Commonwealth, for managing the business and regulating the affairs of the Consortium.

C. To purchase, receive, lease, or otherwise acquire, and own, hold, improve, use and otherwise deal with its own name, real or personal property, or any legal or equitable interest in property, whenever located.

D. To sell, convey, mortgage, pledge, lease, exchange, and otherwise dispose of all or any part of its property.

E. To create contracts, borrow, and secure any of its obligations by mortgage or pledge of any of its property. Security, or securities, provided for any obligation to be issued beyond the amount then shall be binding on any Member Jurisdiction without the specific approval of such Member Jurisdiction’s governing body, and any agreement, liability or obligation, undertakings that are approved pursuant to the Act received from any Member Jurisdiction, and any language expressly making it subject to annual appropriation of the required amount by each affected governing body.

F. To enter into, enforce and defend its contracts.

G. To hire, discharge, establish the terms and conditions of employment, and pay salaries and benefits to employees who provide staffing services to the Consortium Board, the Local Workforce Development Area Board, and Youth Council.

H. To employ, retain, or purchase any additional compensation or any payroll or employees on account of services previously rendered to the Consortium, whether or not an agreement to pay such compensation or any payroll to such employees was made prior to such services were rendered.

I. To obtain and maintain insurance for the Consortium, its board, the Local Workforce Development Area Board, and the Youth Council and any of its officers or employees for any losses or claims arising out of actions or omissions on account of services rendered or related to the Consortium, its board, the Local Workforce Development Area Board, and the Youth Council.

J. To employ legal counsel, accountants, and other advisors as the Consortium Board deems necessary as may be permitted under the Act.

K. To have and exercise all powers necessary or convenient for any or all of the purposes for which the corporation is organized.

Section 3. **Bylaws of the Consortium.** The Bylaws of the Consortium shall be comprised of:

A. To adopt and amend by bylaws, not inconsistent with this Agreement, or with the laws of the Commonwealth, for managing the business and regulating the affairs of the Consortium.
B. Overseas the youth and other programs and fund sources which may from time to time fall under the purview of the Local Workforce Development Area Board.

C. Consult on appointments to the Local Workforce Development Area Board’s Youth Committee.

D. Assist in the development of the Local Plan and Plan modification, review and approval; for the Act’s programs and other programs for which the Local Workforce Development Area Board is given responsibility.

E. Adopt a budget for the Workforce Development Area including the operating budget developed by the Local Workforce Development Area Board.

F. To the extent feasible, align all activities in workforce development in the Area under the policy umbrella of the Consortium Board.

G. When applicable, ensure that the workforce development policies of the Local Workforce Development Area Board become integrated into county-wide policies for economic development, education and workforce investment.

H. Any and all powers necessary and proper to carry out the Consortium’s oversight and financial control of the Act’s funds and programs.

Article IV - Governance

Section 1. Consortium Board Meetings and Officers. The Consortium Board shall meet as determined by its members. The Consortium Board shall elect from its membership a chairperson, a vice-chairperson and other officers as provided in the bylaws to serve for a term of one year or until a successor is elected and qualified. The Consortium Board shall fill any vacancies in office positions by election for the remainder of the unexpired term. The chairperson shall appoint a board clerk. Election shall be by a majority of the members of the Consortium Board.

Section 2. Consortium Board By-Laws. The Consortium Board may adopt operational and procedural bylaws consistent with this Agreement, applicable federal and state laws, and rules and regulations pursuant thereto. Such bylaws shall be adopted or amended by a majority of the members of the Consortium Board.

Section 3. Procedural Rules. Robert’s Rules of Order (revised) or other procedural rules shall govern the proceedings of the Consortium Board insofar as they do not conflict with applicable law or the bylaws duly adopted by the Consortium Board.

Section 4. Quorum. A simple majority of the Representatives of the Member Jurisdictions (or jurisdictions that elect representatives on a pro-rata share for the services provided to their jurisdiction) in the prior fiscal year under the program(s) for which such costs were disallowed.

Section 5. Return of Local Funds. If Member Jurisdictions contribute funds, assets or resources to the programs of the Consortium other than funds obtained under the Act, each shall be entitled to the returns of the pro rata portion of any remaining funds, assets and resources under the control of the Consortium Board in the event of the termination or expiration of this Agreement.

Article V - Local Workforce Development Area Board

Section 1. Membership. The Consortium Board shall appoint the members of the Local Workforce Development Area Board in accordance with the criteria in the Act. The Consortium Board shall make every effort to ensure county and/or visionary individuals to the Local Workforce Development Area Board. Each Member Jurisdiction shall recommend to the Consortium Board nominees for the Local Workforce Development Area Board. The Consortium Board shall coordinate and consult with the Member Jurisdictions when necessary to ensure appropriate representation of the Member Jurisdictions, the regional labor market, the adult education providers, economic development leaders and the minority partner programs prescribed by the Act.

B. In making appointments, the Consortium Board shall ensure that resources and programs, although regional in nature, will address the critical workforce needs, present and future, of each Member Jurisdiction.

Section 2. Membership Composition. The memberships of the Local Workforce Development Area Board shall be determined as follows:

A. There shall be two representatives from each Member Jurisdiction who are owners of a private business or chief executive officers of public businesses, or other business associations or employees with options to sell stock or have voting authority, who represent businesses, including small businesses, or organizations representing businesses described herein that provide employment opportunities in, at minimum, includes high-quality, work-based training and employment in in-demand industry sectors or occupations in the local area; and who are appointed from among individuals nominated by local business associations and business trade associations.

B. There shall be one representative from each Member Jurisdiction who are owners of a private business or are chief executive officers of private businesses, or other business associations or employees with options to sell stock or have voting authority, who represent businesses, including small businesses, or organizations representing businesses described herein that provide employment opportunities in, at minimum, includes high-quality, work-based training and employment in in-demand industry sectors or occupations in the local area; and who are appointed from among individuals nominated by local business associations and business trade associations.

C. There shall be one representative from each Member Jurisdiction who are owners of a private business or chief executive officers of public businesses, or other business associations or employees with options to sell stock or have voting authority, who represent businesses, including small businesses, or organizations representing businesses described herein that provide employment opportunities in, at minimum, includes high-quality, work-based training and employment in in-demand industry sectors or occupations in the local area; and who are appointed from among individuals nominated by local business associations and business trade associations.

D. There shall be one representative from each Member Jurisdiction who are owners of a private business or chief executive officers of public businesses, or other business associations or employees with options to sell stock or have voting authority, who represent businesses, including small businesses, or organizations representing businesses described herein that provide employment opportunities in, at minimum, includes high-quality, work-based training and employment in in-demand industry sectors or occupations in the local area; and who are appointed from among individuals nominated by local business associations and business trade associations.

Article VI - Operational Provisions

Section 1. Allocation of Funds. A. Funds allocated under the Act shall be expended for the mutual benefit of the residents of the Member Jurisdictions without regard to place of residence or as required by applicable law, regulation or in the approved Local Plan.

B. The chief administrative officers or their designees may execute an Operational Agreement to specify the use of general funds that each Member Jurisdiction may provide for services and administration under the Act.

Section 2. Designation of Fiscal Agents. The Consortium Board shall select a local government to be the fiscal agent for all funds received by the local government, the Commonwealth of Virginia, the local jurisdictions, or other funding sources for workforce development activities, including Title I funds provided by the Act. The Grant Recipient and the Fiscal Agent can be the same member jurisdiction.

Section 3. Responsibility for Funds. The Member Jurisdictions collectively and individually shall be financially responsible for the expenditure of funds.

Section 4. Allocation of Financial Responsibility. Disallowed costs shall be allocated to the Member Jurisdiction(s) or a proportional share for the services provided to their jurisdiction(s) in the prior fiscal year under the program(s) for which such costs were disallowed.

Section 5. Return of Local Funds. If Member Jurisdictions contribute funds, assets or resources to the programs of the Consortium other than funds obtained under the Act, each shall be entitled to the returns of the pro rata portion of any remaining funds, assets and resources under the control of the Consortium Board in the event of the termination or expiration of this Agreement.

Section 6. Liability Insurance. A. The Consortium Board shall provide from eligible funds liability insurance policies for itself and its affiliate entities, the Local Workforce Development Area Board and the Youth Committee and their representatives and their officers, members, employees, volunteers, and Member Jurisdictions ("the covered persons") as it deems appropriate and shall provide legal defense of claims in accordance with the terms of the policies of insurance.

B. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.

C. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.

D. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.

E. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.

F. Each covered person is entitled to representation in any negligence suit in which such covered person may be a party to the suit.

G. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.

H. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.

I. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.

J. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.

K. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.

L. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.

M. The liability insurance provided shall be in such amounts as are sufficient to cover any and all claims made, from the performance of the official duties and functions of the covered person. The Consortium Board, or its authorized representative, shall retain legal counsel to represent the covered persons. The covered persons are entitled to supplemental legal counsel provided under the liability insurance policies.
A. Enter into an agreement with the Consortium Board clarifying the partnership between the two entities for the governance and oversight of activities under the Act.

B. Establish the vision, directions and priorities of the Local Workforce Development Area in consultation with the Consortium Board.

C. Develop the Local Plan for the Local Workforce Development Area in partnership with the Consortium Board for submission to the Virginia Board of Workforce Development.

D. Develop a budget to meet its functions and responsibilities under the Act to present to the Consortium Board for its approval.

E. Work with the Consortium Board and Governor of Virginia to reach agreement on local performance measures.

F. Designate and certify one-stop operators as described in the Act, with the agreement of the Consortium Board.

G. Evaluate and oversee the performance and operations of the one-stop operators, including terminations of the eligibility of such operators for cause, with the agreement of the Consortium Board.

H. On the recommendations of the Local Youth Committee, competitively procure the services of youth service providers and recommend the awarding of contracts in the successful proposal.

I. End the disbursement of funds for workforce development activities pursuant to the Act.

J. As requested, assist the Governor of Virginia in developing a statewide employment services system.

K. Coordinate workforce activities authorized under the Act with local economic development strategies and develop employer linkages.

L. Promote participation of private sector employers in the workforce services system.

M. Conduct business in an open manner and make its activities and information known to the public on a regular and continuing basis.

Section 5. Collaboration. In partnership with the Consortium Board, the Local Workforce Development Area Board shall perform the following functions to fulfill the requirements of the Act.

H. Other individuals as the Local Workforce Development Area Board and the Consortium Board determine to be appropriate.

Section 6. Duties of the Local Youth Committee. The Local Youth Committee shall perform the duties and responsibilities described in the Act, which shall be included in the by-laws of the Local Workforce Development Area Board.

Article VIII - Conflict of Interest

Section 1. Certain Votes Prohibited. No individual member of the Consortium Board, the Local Workforce Development Area Board or the Youth Committee may:

A. Vote on a matter under consideration by the respective board regarding the provision of services by such member (or by an entity that such member represents) or

B. That would provide direct personal benefit to such member or the immediate family of such member.

C. Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

Section 2. Virginia Conflict of Interest Act. The provisions of the Virginia Conflict of Interest Act, Virginia Code § 2.2-3130 et seq., shall apply to the officers, members and employees of the Consortium, the Local Workforce Development Area Board and the Youth Committee.

Article IX - Withdrawal and Removal of Member Jurisdiction

Section 1. Without Long Term Indebtedness.

A. Subject to the limits in this Section, any Member Jurisdiction may withdraw from participation in this Agreement, provided that it has given notice of its intent to withdraw at least 120 days in advance of the effective withdrawal date. Notice of the intent to withdraw shall be given in writing and delivered to all Member Jurisdictions.

B. Once notice of the notice of withdrawal is received, each Member Jurisdiction shall provide the public with notice that the Joint Powers Agreement will be amended to reflect the removal of the Member Jurisdiction from the Joint Powers Agreement. The vote of each Member Jurisdiction may be done by resolution recorded in the minutes of the governing body.

C. Prior to any vote on the withdrawal of a Member Jurisdiction, the Member Jurisdiction shall withdraw only after obtaining the written agreement of the governing body of the governing body of the other jurisdiction that includes all of the financial obligations (including the annual appropriation of funds) of the Consortium for the current fiscal year will be met; each agreement shall be signed by the Chair of the Consortium and the County Administrator or Board Chair of the withdrawing jurisdiction.

D. An affirmative vote of the majority of the Member Jurisdictions is required.

Section 2. Long Term Indebtedness. If the Consortium has incurred any outstanding indebtedness that obligates the Member Jurisdictions beyond the present fiscal year, in addition to the steps in Section 1 of this Article, the following steps must be taken before a Member Jurisdiction can withdraw:

A. A written agreement must be entered into to which each Member Jurisdiction is a party setting forth how the withdrawing Member Jurisdiction’s share of all existing short and long-term financial obligations will be met.

B. An affirmative vote of sixty percent (60%) of the Member Jurisdictions is required for the withdrawal of the Member Jurisdiction.

C. If there are any bonds that have been issued in the name of the Consortium, the consent of the bondholders shall be obtained.

Article X - Dissolution

Section 1. Dissolution of Consortium. This Agreement may be terminated and the Consortium dissolved upon the occurrence of any of the following events:

A. The Governor’s re-designation of the Area that excludes any of the Member Jurisdictions, or includes any localities that are not Member Jurisdictions.

B. The dissolution of funding under the Act and approved by ordinance of each Member Jurisdiction for the dissolution of the Consortium.

C. Approval by ordinance of each Member Jurisdiction of a Conditional Agreement which supersedes or rescinds this Agreement. If the new agreement alters the boundaries of the Area, it shall not become effective prior to approval by the Governor of Virginia.

Article XI - Miscellaneous

Section 1. Effective Date of Agreement. This agreement shall be effective upon approval by the governing bodies of all of the Member Jurisdictions and execution by the chief elected officials thereof.

Section 2. Amendments. The Member Jurisdictions may amend this Agreement by ordinance upon approval of a written amendment by the governing body of each Member Jurisdiction and execution by the chief elected officials thereof.
There was no public comment.
Administrator Gee directed the Board to the revised Building Fee Schedule and ordinance changes. She noted that fees were added for commercial signs, demolition and mechanical permits. Also the state law reference was updated from 2.1-5172 to 2.2-1159. She thanked Building Inspector, Jamie Tuck and his assistant, Gail Gregoric, for their work on collecting the information for the revised fee schedule.

Supervisor Bacon commented on the time frame for requiring an electrical permit. He believes the current period of 30 days is too short. He would like to see it extended to 60 or 90 days. Supervisor Bacon added that he understands the inspection is important for the safety of the property, however, 30 days is cumbersome for property owners.

Supervisor Bacon made motion, seconded by Supervisor Pennington and unanimously approved, to exit the Public Hearing regarding the revised Workforce Investment Board Consortium Agreement and the revised Building Fee Schedule with a revision to County Code §22-51.

Supervisor Zava commented that 60 days is a reasonable time frame.

Supervisor Zava made a motion, seconded by Supervisor Bacon and unanimously approved, to extend the time frame required to obtain an Electrical Permit to reconnect power to 60 days.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to approve the revised Building Fee Schedule and ordinance changes.

The updated ordinance and fee schedule are provided below.

**DIVISION 2. - FEES**

**FOOTNOTE(S):**

(12) **State Law reference**— Fees to defray cost of enforcement of building code and appeals, Code of Virginia, § 36-105.

**Sec. 22-51. - Building inspection fees.**

Building inspection fees are hereby imposed as follows:

1. **Residential.** Minimum of $50.00 plus $0.10 per square foot of all floor space within the dwelling structure and $0.05 per square foot of all floor space of basements, patios, carports and porches. These charges shall be assessed per unit.
2. **Modular homes.** Modular home fees shall be the same as residential fees.
3. **Swimming pools.** A flat fee of $75.00 shall be charged for swimming pools.
4. **Later addition and non-residential storage.** A flat fee of $25.00 plus $0.10 per square foot, whichever is greater shall be charged for later additions. This shall include workshops, garages, outbuildings or any construction used in connection with residential purposes.
5. **Mobile homes/house trailers.** A flat fee of $50.00 plus $0.10 per square foot, shall be charged for mobile homes/house trailers.
6. **Commercial/industrial.** A flat fee of $100.00 plus $0.05 per square foot shall be charged.
7. **Agricultural.** No fee shall be charged on agricultural buildings.
8. **Electrical permit.** A $35.00 residential fee shall be required to reinstate service that has been disconnected for over 60 days. This shall include electrical updates. The commercial fee shall be $100.00.
9. **Renovations or improvements.** A flat fee of $50.00 plus $0.05 per square foot for residential properties and a flat fee of $100.00 plus $0.05 for commercial properties, excluding repairs and maintenance, shall be charged.
10. **Sanitation permit.** A sanitation permit shall be a flat fee of $50.00.
11. **Signs.** $100.00 Commercial fee for signs according to the county zoning ordinance.
12. **Demolition.** A fee of $35.00 will be assessed for the demolition of any structure existing on the tax records.
13. Mechanical permit. A $35.00 residential fee and a $100.00 commercial fee shall be required for any type HVAC system

**Sec. 22-52. - Payment.** Payment shall be made at the time of application for a permit with checks to be made payable to the Treasurer of Lunenburg County. All permits are to be delivered to the Commissioner of the Revenue of Lunenburg County.
Sec. 22-53. - Notification of county building inspector’s office prior to construction. Every property owner performing any construction, renovation or improvements in excess of a value of $1,000.00 or causing a mobile home or house trailer to be placed in the county and having anyone do any construction, renovation or improvements or placing a mobile home in the county for him, shall notify the Building Inspector’s Office of Lunenburg County, located at the County Administration Building, Lunenburg, Virginia, before any such construction, renovation, improvements or placement are started.

Sec. 22-54. - Penalty for violation of division. Any violation of the provisions of this division shall be deemed a class 4 misdemeanor. The penalty will be assessed against the violator and/or the property owner.

**BUILDING PERMITS:**
- Residential New Construction:
  - $50.00 Base Fee + $0.10 per heated sq.ft + $0.05 per sq.ft. for Porches And Decks

- $25.00 Base Fee + $0.10 per sq. ft. for Non-Residential Storage And Later Additions
- Residential Renovate/Remodel Fee - $50.00 Base Fee + $0.05 per sq.ft.
- $25.00 Base Fee + $0.10 per sq. ft. for Non-Residential Decking

**Minimum Residential Fee** - $35.00  
(No Maximum Residential Fee)

**Minimum Commercial Fee** - $100.00  
(No Maximum Commercial Fee)

- $0.05 per sq.ft. for Commercial New Construction
- Commercial Renovate/Remodel Fee - $100.00 Base Fee + $0.05 per sq.ft.

- Demolition Fee - $35.00
- Residential Swimming Pool Fee - $75.00

**ELECTRICAL PERMITS:**
- Residential Fee - $35.00
- Commercial Fee - $100.00

**MECHANICAL PERMITS:**
- Residential fee - $35.00
- Commercial Fee - $100.00

**SIGNAGE PERMITS:**
- Commercial Fee - $100.00

*No Charge for Permits for Agricultural Structures or Structures Located within the Enterprise Zone*

Mr. Billy Smith of VDOT presented the monthly report. He noted that a large pipe replacement project on Route 604 turned into a bigger job than originally expected. VDOT hopes to have it completed by October 1st. Mr. Smith reported that the Wallace Bridge project, Route 712 should be completed in April of 2016. He stated that bids would be due for the Route 631, the Lee’s Mill project on October 28th. They hope to hope to begin the project in January 2016 pending weather. Mr. Smith advised that mowing on secondary road will begin again in the next week. He added that the mowing would be performed by an outside contractor. Mr. Smith stated that VDOT has asked the contractor to use bush hogs to perform the mowing. Mr. Smith advised that the safety study for Route 637 has been completed. No major issues were discovered, however, some additional road signs were added along the road for safety purposes.

Administrator Gee noted that the monthly school reports were not included as the School Board meeting would not be held until the following week.

Mr. Dan Goerlich, Unit Coordinator and Mr. Dillon Robinson, 4-H Agent, both of the Lunenburg Extension Office were present to discuss the recent 4-H camp. Mr. Robinson noted that the camp was held at Holiday Lake. They hosted approximately 200 campers from the counties of Nottoway, Lunenburg, Charlotte, and Prince Edward. Mr. Robinson continued to say that many classes were held and the campers learned a lot. He added that it allows the campers to interact with others from different counties and experience time away from home.
Miss Kala Foster, one of the campers from Lunenburg, spoke before the Board, stating that she had a lot of fun at camp and met a lot of new people. She added that it was a safe and clean facility; she enjoyed it very much.

Supervisor Hoover arrived at 6:15 p.m.

Mrs. Wanda Morrison approached the Board regarding the Re-enactment of the Voters Registration Rights. She advised that in August 3, 1966 a march was held to protest inadequate voter registration hours, the delay in the Voter Rights Act’s passage, Poll Tax and to show that participants were united in a common cause. The March Re-enactment Committee would like to host a commemorative 50th year celebration of voter registration rights on August 13, 2016. The re-enactment will begin at 10:00 a.m. at the First Baptist Church and participants will march to the Lunenburg County Courthouse. She asked the Board for their support of the event.

Administrator Gee suggested that the Re-enactment Committee reach out to local police and EMS services for their support as much planning and additional staff will be needed to accommodate such a large event.

Supervisor Zava commented that the education this event will provide is of most importance.

Mrs. Morrison agreed stated that when she was young in 1966, she didn’t understand the impact such an event would have on the future.

Supervisor Bacon made a motion, seconded by Supervisor Zava and unanimously approved, to support the Re-enactment of the Voters Registration Rights to be held on August 13, 2016.

Administrator Gee suggested that the committee also reach out to the local Registrar’s Office for involvement.

Mrs. Beverley Hawthorne, Landfill Liaison, provided her monthly report. She noted that there were some problems at the dumpsites over the weekend, however, it was a holiday and staff members were able to react quickly. She stated that trash collection by CFS has improved. They have had at least two trucks running in the county every day and some days three trucks have been running.

Mrs. Hawthorne advised that the Rocky Mill Convenience Center construction was progressing. She added that the property is considered forested floor at this point as it is not yet pure dirt but not completely full of sticks and stumps. She said the process takes some time; however, she plans for the pads to be poured by the end of the month. She commented that the VDOT entrance permit has been secured. Also, old electric poles have been taken down and new poles will be erected. Mrs. Hawthorne stated that she has ordered buildings just like the ones that have been placed at other sites.

Chairman Wingold asked if the high school shop class students would make the building again.

Mrs. Hawthorne replied no due to the time frame the County would need to purchase the building for the Rocky Mill site.

Mrs. Hawthorne noted that Bakers Waste Equipment of North Carolina was the lowest bidder of the compactors for the site. She stated that the compactors would be 15 horse power, a little stronger that the other sites. Also, these new compactors, not refurbished, would have lights and indicators to alert workers of the fullness of the compactor. Mrs. Hawthorne added that after ordered, the compactors would take 35-45
days to be delivered. The bid for the two compactors is $22,352. Mrs. Hawthorne requested a motion to accept the bid and move forward.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to accept the bid from Bakers Waste Equipment for two 15 horse power compactors in the amount of $22,352.

Supervisor Zava commented that the new site at the courthouse complex has been a very positive improvement.

Mrs. Beverley Hawthorne, Community Development Director, provided her monthly report. She advised that a Planning Commission meeting would be held on the following Tuesday evening to discuss the renewal of the Verizon Cell Towers Conditional Use Permits. Mrs. Hawthorne noted that the building permit applications have been received, however, they are waiting on the name of the contractor before the permit is issued.

Mrs. Hawthorne informed the Board that three land owners have requested conservations easements of five parcels of land that includes about 2,000 acres. The Planning Commission will also be discussing these requests at the upcoming meeting. Mrs. Hawthorne advised that she has some concerns about the conservation easements as it results in a lowering of the assessed value of the property and therefore, lowering the County’s tax revenue. Ms. Hawthorne added that once the conservation easement is granted, the property may only be used for agriculture or forestry purposes for eternity. She said the easement must be in compliance with the County’s Comprehensive Plan. Mrs. Hawthorne noted that this is difficult to determine. The County’s plan includes development on Routes 40 and 49. Mrs. Hawthorne said she doesn’t want to see a piece of land that could potentially be industrialized in the county become a conservation easement, which then would place restrictions on the land. She commented that this is the reason such requests are presented to the Planning Commission where all districts are represented. Mrs. Hawthorne added that the County’s Comprehensive Plan also needs to be reviewed and updated to indicate where development corridors are located.

County Attorney Rennie reiterated that a Conservation Easement is forever and transfers from property owner to property owner.

Supervisor Bacon commented that the County could potential lose a great deal of revenue if more people start applying for conservation easements. He added that this could be a risk and should be looked into carefully.

Mrs. Hawthorne stated that a Virginia’s Growth Alliance meeting was recently held, however, she was unable to attend. She informed the Board that the VGA is working on a micro-loan funding program for small businesses that aren’t able to get loans elsewhere. She added that the interest rate on the loan is higher than what a bank would offer. Mrs. Hawthorne noted that a PDC in Mecklenburg in Mecklenburg has been offering a similar program and it has been very successful.

Chairman Wingold, also Chairman of the Commonwealth Regional Council, advised that the CRC will be working towards restructuring. He stated that the CRC will meet with all members first then meet with each locality to discuss local needs.

The Piedmont Regional Jail reports were provided. Administrator Gee provided an update on the purchase of the neighboring property, noting each member jurisdiction would receive equal distributions of funds from the Piedmont Juvenile Detention Center. Each jurisdiction may determine how to use the funds. Administrator Gee advised that she will continue to be involved in meetings and discussions regarding the property purchase to ensure the interests of the County are maintained. Lunenburg will receive about $20,000.
Supervisor Pennington welcomed all Supervisors to visit the facility and see the improvements that have taken place. He also noted that the inmates have been able assist in yard maintenance around the courthouse complex recently.

Administrator Gee provided her monthly report. She advised that the Animal Control Officer has a scheduled meeting with the local veterinarian to discuss chemical capture. She updated the Board on the septic system at the courthouse complex. She stated that some days the gallons per day are exceeding the usage that was expected. It is believed to be due to some irrigation issues and a few toilets with leaks. These issues are in the process of being corrected. Administrator Gee informed the Board that due to recent heavy storms, water leaked under the doors and seeped into the walls at the Commissioner of Revenue’s and Treasurer’s building. She added that there are some grating issues and the outside of the building needs to be re-skinned. She will be receiving quotes for maintenance to the building.

County Attorney Rennie questioned if some of damage might be covered by insurance.

Administrator Gee replied that some of the repairs may be covered, however, the County needs to move forward quickly to prevent further damage.

Chairman Wingold questioned if a vote was needed to move forward with repairs since it seems to be an urgent matter.

Administrator Gee replied that she needed to obtain some quotes first and advised that the carpets will be cleaned in the coming days.

Supervisor Edmonds inquired about the repairs needed on the Voter’s building.

Administrator Gee advised that she has received a bid on the repairs. She will not need to pursue the procurement process as the bid is around $1,500. Administrator Gee noted that she has received notice from the state that Lunenburg will receive $3,500 in reimbursements for the purchase of the new voting machines; however, the total cost of the machines was over $120,000. Following procurement procedures, the Registrar’s Office had to purchase a new copier at $3,500; therefore, no savings were realized.

Administrator Gee reported that Bishop Construction is making repairs to the wood soffits at the airport with 80% reimbursement coming to the County from DOAV. She advised that she attended a VACo Regional 4 Legislative meeting in Alberta at SVCC. She added that there was discussion on regional issues including school SOL’s, natural gas, web presence, broadband, and workforce development. Administrator Gee also attended a NEMA webinar regarding the crude oil shipments that periodically come through Lunenburg in transit due to rerouting. The shipments have the potential to be a huge emergency management event if compromised.

Administrator Gee shared a letter from New Grove Baptist Church requesting a letter of support of their 150th anniversary of the church and the 28th Anniversary of their pastor. Administrator Gee asked the Board if they would like her to create a congratulatory letter to be reviewed and potentially approved at the next Board meeting. The Board members agreed and decided either Supervisor Bacon, as the church is located in his district, or Chairman Wingold would present the letter.

County Attorney Rennie presented a final draft of the Side Letter Agreement to the Host Agreement between the County and RWG5 which was approved at the August 2015 meeting. County Attorney Rennie stated that the final draft included penalty and interest figures as well as attorney fees. He requested approval of the final draft and permission for the Chairman to sign the document.
Supervisor Bacon made a motion, seconded by Supervisor Edmonds, with all Supervisors voting yes and Supervisor Pennington voting no, approved, to approve the final draft of the Side Letter Agreement to the Host Agreement between the County and RWG5 and grant permission for the Chairman to sign the document.

County Attorney Rennie recalled the auction sale of the old middle school property from the previous month. He advised that the closing will be occurring in the upcoming weeks and a request was submitted for an advance from the Tobacco Commission for payment. This process should be completed by mid-October.

Supervisor Zava asked County Attorney Rennie to explain the auction process in more detail for the audience.

County Attorney Rennie explained that the County was able to hold a tax sale of the property as the taxes have been unpaid by the owner for 6 years. He noted that four auctions have been held, no one was present for the first three. He advised that at the fourth auction, an offer of $80,000 was placed which will cover the taxes owed by the private company that once owned the property as well as the maintenance expenses the County has incurred over the past 5-6 years. County Attorney Rennie stated that the building and grounds have been abandoned for quite some time and both are in ill repair. He stated that the purchaser, the Lunenburg County Industrial Development Authority, will have the opportunity to work with groups that may wish to purchase the property or have other uses for it. The property includes 20 acres and all the school buildings.

Supervisor Hoover made a motion, seconded by Supervisor Pennington and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A1 Personnel, §2.2-3711A3 Acquisition or Disposition, §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 Bacon 
Supervisor Hoover 
Supervisor Edmonds 
Supervisor Pennington 
Supervisor Slayton 
Supervisor Zava 
Supervisor Wingold

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

Supervisor Hoover made a motion, seconded by Supervisor Bacon and unanimously approved, to continue until Monday, September 21, 2015 at 7:00 p.m. at the Kenbridge Emergency Squad.

______________________________ ________________
Tracy M. Gee, Clerk David E. Wingold Sr., Chairman
County Administrator Board of Supervisors