

LUNENBURG COUNTY BOARD OF SUPERVISORS
CENTRAL HIGH SCHOOL, GYMNASIUM
131 K-V ROAD
VICTORIA, VIRGINIA

Minutes of April 12, 2018 Meeting

The regular meeting of the Lunenburg County Board of Supervisors was held on Thursday, April 12, 2018 at 10:00 a.m. in the Gymnasium of Central High School, Victoria, Virginia in honor of Student Government Days. The following members were present: Supervisors T. Wayne Hoover, Alvester Edmonds, Frank Bacon, Charles R. Slayton, Robert Zava, Edward Pennington, Mike Hankins, County Administrator Tracy M. Gee, Deputy Administrator Nicole Clark, and County Attorney Frank Rennie.

Chairman Slayton called the meeting to order.

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

Administrator Gee recognized local officials and leaders who participated in Student Government Days, school staff and administration, cafeteria staff, and the Lunenburg Rotary Club for sponsoring lunch and organizing the event with school staff. Mrs. Gee also recognized the students for their participation and professionalism.

Chairman Slayton requested additions to the agenda from the Board and the public. County Attorney Rennie requested a closed session citing Virginia Code Section §2.2-3711A1 Personnel.

Supervisor Edmonds made motion, seconded by Supervisor Hankins and unanimously approved, to accept the Consent Agenda to include the minutes of the March 8th and 29th, 2018 Board of Supervisors meetings, the Treasurer's February 2018 report and the following Warrants for Approval:

March 2018:	Payroll: Direct Deposit	\$ 121,828.17
	Payroll Taxes Federal:	\$ 37,971.27
	Payroll Taxes State:	\$ 6,727.67
	Payroll VRS payment:	\$ 27,109.82
	Payroll ICMA-RC payment:	\$ 384.66
	Accounts Payable: #55709-55840	<u>\$ 301,077.99</u>
	Total:	\$ 495,099.58

School Superintendent Charles M. Berkley recognized the seniors who participated in Student Government Days. Superintendent Berkley provided the monthly update. He noted there were 34 days remaining in the school year. Superintendent Berkley advised that there was an increased police presence at the schools on Monday, April 9th due a threatening photo posted on social media warning people not to go to school at CHS. School officials made safety the #1 priority and followed the emergency plan. It was quickly determined that the threat originated from a post regarding a "CHS" in New Mexico on April 5th. Superintendent Berkley advised that the experience provided an exercise for the entire school system to be on alert for this type of situation. He informed the Board the Pre-K Parent Information Night was held the previous night and about 54 students registered. Assistant Superintendent and Finance Director James Abernathy provided the monthly finance report. He noted that the revenue includes a total rescinded amount of \$326,620. That amount represents a reduction of \$199,543 due to 31 less students than originally budgeted by the State and \$127,077 possible reduction due to the Caboose Bill from the state. Mr. Abernathy added that after speaking with some

representatives from the state, it is possible they will not lose the funds from the Caboose Bill, but they will know for sure in late May.

Mr. Billy Smith of VDOT provided the monthly report. He noted that the Route 633 project should be completed by April 24th and is on budget. Mr. Smith reminded the Board of the safety and operational funding for widening of Route 635 which was approved the previous year, as well as sidewalk improvements in the two towns. He noted that \$10,000 was reserved for sidewalk improvements but never used due to other funding available. Mr. Smith requested that the Board again approve using \$10,000 of safety and operational funding towards sidewalk improvements in the two towns. Supervisor Hoover commented that he believed it was money well spent.

Supervisor Zava made motion, seconded by Supervisor Pennington and unanimously approved, to approve using \$10,000 of VDOT safety and operational funding towards sidewalk improvements in the towns of Victoria and Kenbridge.

Mr. Smith advised that it was time to review the Secondary Roads Six Year Plan. He stated that the current plan includes six projects and is plenty to keep them busy. However, any changes will be accommodated at the Board's request. Supervisor Edmonds requested that Route 600 on the edge of Kenbridge be added. He stated that it is a mile-long dirt road and he would like to see it paved as a rural rustic road. He has received numerous complaints about this road. Mr. Smith advised that VDOT will still need to perform a traffic count to ensure Route 600 has enough traffic to be turned into a rural rustic road. He also noted that a public hearing would be needed at the regularly scheduled May Board meeting.

Supervisor Edmonds made motion, seconded by Supervisor Hankins and unanimously approved, to add Route 600 to the Secondary Roads Six Year Plan for 2019-2024 and hold a public hearing at the May Board meeting.

The monthly Landfill Liaison report was provided. Carl Ashworth, Landfill Liaison was present to discuss the public concern of the muddy road in front of the landfill earlier in the week. Due to heavy rain, trucks leaving the landfill completely covered the road in mud, which was dangerous to motorists. It was determined that lack of communication between new staff and management was the cause of the situation. Mr. Tim Webb of CFS was on-site the very next day to correct the problem. Also Victoria Fire and Rescue aided by using one of their trucks and water to clear the road way. Mr. Ashworth explained that this situation was completely unacceptable and CFS would be taking the necessary steps to prevent it from happening in the future. Mr. Billy Smith of VDOT commented regarding the mud in the road. He noted that it was a very serious safety hazard and he has met with Mr. Webb about it multiple times. He encouraged CFS to find a solution to correct the problem long-term. Mr. Smith added that each time VDOT must clear the road, the taxpayers of the county are bearing the burden.

Administrator Gee shared the Engagement Letter from Robinson, Farmer, Cox Associates as they were selected from the RFP to perform audit services for the county for the upcoming fiscal year.

Supervisor Bacon made motion, seconded by Supervisor Pennington and unanimously approved, to allow Administrator Gee and Chairman Slayton to sign the Engagement Letter for Robinson, Farmer, Cox Associates to perform auditing services for the year ending June 30, 2018.

Administrator Gee shared the draft FY2018-19 budget with the Board. She noted that the 3rd quarter ending revenues showed increases to personal property and public service revenues. She advised that her original proposal required the use of \$375,000 in reserve funds, therefore she looked into ways to reduce the use of those funds. Administrator Gee commented that a proposed increase in

personal property tax from \$3.60 per \$100 to \$3.80 per \$100 would realize an additional \$100,000 in revenue for a full collection year. The increase would also keep the personal property rate in line with the tax range of other localities in the area. However, she advised that the county will only realize half of the increase as the 1st personal property bills have already been generated. Administrator Gee stated that her current draft budget does include an additional \$18,000 to fund the part-time Assistant Commonwealth Attorney position without benefits and a reduction of \$10,000 in capital improvement funds. The draft budget also includes a reduction of \$10,000 in additional funding to the school system, leaving the total additional funding at \$200,000. However, the budget will include capital improvement funds of \$85,000 for the purpose of purchasing a new school bus. Supervisor Hoover, speaking on behalf of the finance committee, stated that he believes this draft is the best option.

Supervisor Bacon made motion, seconded by Supervisor Edmonds and unanimously approved, to advertise the draft budget proposal and hold a public hearing on May 3, 2018 at 6:00pm.

Administrator Gee shared the results of a RFP for lawn care services. Lawn Wizard, owned by Mr. Christopher Garrett, quoted the lowest bid at \$275 per cutting.

Supervisor Bacon made motion, seconded by Supervisor Edmonds and unanimously approved, to continue grass cutting services with Lawn Wizard, owned by Mr. Christopher Garrett, who quoted the lowest bid at \$275 per cutting.

Administrator Gee provided her monthly report. Administrator Gee advised that Board of Equalization hearings will begin the following week. She noted that Hard Times Tree Service will meet with a Department of Aviation representative to delineate obstructions to be removed at the airport. County Attorney Rennie advise to be sure to notify the surrounding landowners of the actual date any cutting of trees will begin as the Virginia Court has made a statement that notification of actual dates is required. Supervisor Edmonds asked for an update on the pavement project at the airport. Administrator Gee stated that because of budget constraints the project will need to be postponed another year. Supervisor Bacon questioned if economic development funds could be used to pave airport or perhaps the funds from the timber sale at the Kenbridge Commerce Centre. County Attorney Rennie noted that he would research the use of such funds.

Supervisor Edmonds made motion, seconded by Supervisor Hankins and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711.A.1 Personnel regarding discussion of the performance of personnel.

CERTIFICATION OF CLOSED SESSION MEETING

WHEREAS, the Board of Supervisors of Lunenburg County, Virginia ("Board") convened a Closed Session Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Freedom of Information Act; and

WHEREAS, Section §2.2-3712 of the Code of Virginia, 1950, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Board.

VOTING YES

Supervisor Hoover
Supervisor Bacon
Supervisor Edmonds
Supervisor Hankins
Supervisor Pennington
Supervisor Slayton
Supervisor Zava

VOTING NO

ABSENT

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

Supervisor Zava made motion, seconded by Supervisor Edmonds and unanimously approved, to continue to May 3, 2018 at 6:00 p.m. for a Public Hearing on the FY2018-19 proposed budget.

Tracy M. Gee, Clerk
County Administrator

Charles Randy Slayton, Chairman
Board of Supervisors