

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

Minutes of March 14, 2019 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, March 14, 2019 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors Edward Pennington, Frank Bacon, Charles R. Slayton, Mike Hankins, Alvester Edmonds, Robert Zava, County Administrator Tracy M. Gee, Deputy County Administrator Nicole Clark, and County Attorney Frank Rennie.

Chairman Slayton called the meeting to order.

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

Chairman Slayton requested additions to the agenda from the Board and the public. Census Awareness Day was added as 9A on request by Administrator Gee. The Animal Control Facility was added as 9B on request by Chairman Slayton.

Supervisor Pennington made motion, seconded by Supervisor Edmonds and unanimously approved, to accept the Consent Agenda to include the Minutes of the February 14, 2019 meeting, the Treasurer's January 2019 reports and the following Warrants for Approval:

February 2019:

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|----------------------------------|----------------------|
| Payroll Direct Deposit: | \$ 127,625.54 |
| Payroll Taxes Federal: | \$ 39,782.55 |
| Payroll Taxes State: | \$ 7,199.26 |
| Payroll VRS payment: | \$ 25,962.43 |
| Payroll ICMA-RC payment: | \$ 277.06 |
| Payroll Health Savings Deposits: | \$ 6,326.42 |
| Accounts Payable: #57203-57330 | \$ <u>287,539.87</u> |
| Total: | \$ 494,713.13 |

Mr. Tommy Johnson of VDOT provided the monthly report. He discussed repairs to the bridge on Wallace's Bridge Road which has been closed due to flooding since the fall of 2018. He advised that paving began today and the guard rail will be installed the following week. VDOT currently plans to reopen the bridge on Friday, March 29th. He noted that traffic research was under way to determine if guard rails were needed along Ward's Corner Road as requested by Chairman Slayton the previous month. Mr. Johnson stated that its time to review the Secondary Six Year Plan. He noted that \$266,570 was available for Lunenburg this year. He requested a workshop in April and a public hearing in May. Mr. Johnson thanked Supervisor Pennington and county staff for coordinating a meeting between VDOT and Mr. Bob Foley regarding surveying on his property related to the Hardy Road project. He advised that surveying would begin on March 18th and take about 3 days to complete. Supervisor Edmonds inquired about repairs to potholes throughout the county. Mr. Johnson replied that VDOT forces are working to repair potholes; he advised to call the customer service line to report any potholes. Mr. Billy Smith approached the Board to announce his retirement date of April 1st. He noted he

has worked for VDOT for 40 years and has been attending Board of Supervisors' meetings for about 20 years. The Board congratulated Mr. Smith on his retirement.

Supervisor Hoover made motion, seconded by Supervisor Hankins and unanimously approved, to approve and present Mr. Smith with a Resolution of Retirement at the April meeting.

Supervisor Zava made motion, seconded by Supervisor Hankins and unanimously approved, to forward VDOT a letter of support for Mr. Tommy Johnson to replace Mr. Billy Smith at the Resident Administrator for Lunenburg County.

School Superintendent Charles Berkley provided his monthly report. He advised that there are 48 days remaining in the school year. He informed the Board that he and the School Board are working diligently on the FY2019-20 budget and he plans to present the final proposed budget to Administrator Gee on March 29th. Mr. Berkley continued that enrollment is holding steady. The school system has launched a new website and mobile app, which they plan to present to the Board at the April meeting. Mr. Berkley advised that Lunenburg has met its Certified Work Ready Community goals and can now be designated as such. The CWRC team hopes to have an event in the near future to celebrate the official designation. Mr. Berkley also advised that Kindergarten Registration will be held March 15th and Pre K screening will be April 8th. Mr. James Abernathy, Assistant Superintendent and Finance Director, provided the financial reports. He noted that revenue from the state had increased \$94,000 and federal funds had increased \$138,000. He plans to request another federal reimbursement around \$200,000 in the near future.

Administrator Gee advised the Board that there is a vacancy for District 5 Love's Mill on the Industrial Development Authority. She shared a letter from the Sheriff's Office requesting a transfer of \$4,000 from comp board vacancy saving to office supplies. The funds will be used to pay for a gently used copier that they purchased from Key Office Supply.

Supervisor Bacon made motion, seconded by Supervisor Pennington and unanimously approved, to transfer of \$4,000 from the Sheriff's Department's comp board vacancy saving to office supplies to purchase a gently used copier.

Administrator Gee directed the Board to the monthly Landfill Reports. She advised that there have been some complaints regarding trucks staging in the road near the landfill. Trucks have also been parking in front of the courthouse waiting for the landfill to open each morning. Both have been causing safety concerns. County Attorney Rennie noted that he has heard concerns about local CFS trucks not using a cover over the trash once they have a load. Town Manager Rodney Newton complained that CFS trucks have been using Gallion Town Road to cut through to West 6th Street; they have been told in the past not to use this route. Supervisor Hoover advised that CFS representatives will be attending the April meeting to present their annual donations.

Mr. Glenn Millican, County Planner, presented his monthly report and a list of projects he has placed in a development plan over the coming year. He advised that the Joint Comprehensive Plan would be presented before the Planning Commission and Board of Supervisors for approval in the next two months.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to approve the below resolution in support of Census Awareness Day on April 1st.

Census Awareness Day

WHEREAS, every ten years, Article I, Section 2 of the United States Constitution mandates a count of all the people living in the United States and its territories; and

WHEREAS, the 2020 Census will address every household in the nation with a simple questionnaire with the goal of counting everyone once, only once, and in the right place; and

WHEREAS, data obtained by the survey will be used to help determine how approximately \$675 billion will be distributed from the federal government to state, local, and tribal governments annually; and

WHEREAS, up to \$2,000 of federal funding will be lost for each person not counted; as well as upwards of \$20,000 of federal funding lost every ten years; and

WHEREAS, a complete count requires that we bring together leaders from all communities of the Commonwealth, so that every Virginian regardless of racial, social, or economic background is counted; and

WHEREAS, Governor Ralph S. Northam has established the Virginia Complete Count Commission, which is comprised of 40 members to collaborate with community partners and local Complete Count Committees to ensure an accurate 2020 Census count;

NOW, THEREFORE, the Lunenburg County Board of Supervisors hereby proclaims April 1st, 2019, as Census Awareness Day.

Adopted this 14th Day of March 2019.

Chairman Slayton stated that he had recently visited the animal shelter. He added that the facility needs a shed to house equipment, such as the tractor, lawnmower, and other supplies. He stated that not only is it a security issue, the equipment should be sheltered to protect it from the elements. Supervisor Hoover suggested that Animal Control Officer, Ray Elliott, get three quotes and bring them to the board to review.

Chairman Slayton commented that the tract of land at the Lunenburg Commerce Centre in Kenbridge were re-planted the previous week. The trees were cut and sold in late 2017.

Administrator Gee stated that she has been working on the 2019-2020 budget. She advised that the state has requested Constitutional Officers and other comp board funded employees receive a 3% increase. She added that in the past the board has always supported giving the raise to non comp board employees as well. The 3% increase will result in an additional \$92,000 for salaries. Also health insurance rates increased 5%.

Mr. Ollie Wright of the Electoral Board presented their budget request to the Board. He advised that they are expecting to hold 3 elections in the upcoming fiscal year. He commented that most of the Registrar budget was expected to be flat funded, except the part-time wages line item. Mr. Wright stated that they are requesting an increase as the Assistant Registrar must be able to stay up to date and familiar with the office in case the Registrar must be out. They project that the Assistant Registrar should be in the office 2 days per week year round, as well as 5 days a week for the 3 weeks before an election and 1 week after an election. Supervisors Bacon and Pennington agree that it seemed like a reasonable amount of time for the Assistant Registrar to be in the office.

Major DJ Penland presented the 911 Center budget request. He noted that the only increase was for the E-911 Migration Project. The state has agreed to cover \$150,000 of the project, leaving about \$5,000 to pay from local funds.

Administrator Gee provided her monthly report. She advised that members of the IDA had been contacted to confirm their use of \$4,000 from the sale of Global Refining Group funds to assist the towns with the DHCD Community Business Grant Launch. Administrator Gee informed the board that the VDOT had approved the entrance plans for the Gary Road Convenience Site. County Attorney Rennie added that the

closing for the property of the site is scheduled for April 30th. Administrator Gee reminded the Board that April's meeting will be held at the High School at 10 a.m.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A3 Acquisition or Disposition of Publicly Held Property, §2.2-3711A4 Privacy of an Individual, §2.2-3711A29 Contract Discussion for Construction and §2.2-3711A7 Legal Consult regarding the Landfill/CFS and the Tobacco Commission.

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

VOTING NO

ABSENT

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

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

Tracy M. Gee, Clerk
County Administrator

Charles R. Slayton, Chairman
Board of Supervisors