

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

Minutes of May 9, 2019 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, May 9, 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, T. Wayne Hoover, 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 Hankins gave the invocation and led the pledge of allegiance.

Chairman Slayton requested additions to the agenda from the Board and the public. Administrator Gee requested that a Radio Cache purchase be added as 8B. Mr. Ed Surko was added as 10A to discuss a newsletter for Lunenburg County.

Supervisor Bacon made motion, seconded by Supervisor Edmonds and unanimously approved, to accept the Consent Agenda to include the Minutes of the April 11, 2019 meeting, the Treasurer's March 2019 reports and the following Warrants for Approval:

April 2019:

Payroll Direct Deposit:	\$ 127,556.14
Payroll Taxes Federal:	\$ 40,246.26
Payroll Taxes State:	\$ 7,273.41
Payroll VRS payment:	\$ 26,009.45
Payroll ICMA-RC payment:	\$ 277.06
Payroll Health Savings Deposits:	\$ 6,326.42
Accounts Payable: #57442-57569	<u>\$ 533,102.28</u>
 Total:	 \$ 740,791.02

Supervisor Bacon made motion, seconded by Supervisor Pennington and unanimously approved, to enter into public hearing regarding the VDOT Secondary Six Year Plan FY2020-2025 & Construction Plan FY2020, Zoning Ordinance Amemdment 1-19 and the Lunenburg/Kenbridge/Victoria Joint Comprehensive Plan 2019-2024 Adoption.

Mr. Tommy Johnson of VDOT presented the Secondary Six Year Plan FY2020-2025 & Construction Plan FY2020. He advised that Routes 730 (Aiken Road), 621 (Dix Road), and 602 (Longview Drive) were added to the plan per the board's request. Mr. Johnson added that all three projects would be completed using state forces.

Mr. Glenn Millican, County Planner explained Zoning Ordinance Amemdment 1-19. He stated the amendment consists of adding to the A-1 Agricultural District, group homes, as a conditional use. In the adoption process of the existing ordinance, the use 'Group Home' was included in the ordinance definitions, but

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

FUND	PROJECT #	PROJECT NAME	LOCATION	ESTIMATED COST	TYPE OF PROJECT	FISCAL YEAR							TOTAL	
						2010	2011	2012	2013	2014	2015	2016		
0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00

District: Richmond
County: Lunenburg County
Fiscal Year: 2010-21 through 2014-25

Route	Project #	Project Name	Location	Estimated Cost	Type of Project	Start Date	End Date	Public Cost
0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00

**Secondary System
Lunenburg County
Construction Program
Estimated Allocations**

FUND	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	TOTAL
0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00

District Approved Date: _____

Secretary/Administrator Date: _____

County Administrator Date: _____

District: Richmond
County: Lunenburg County
Fiscal Year: 2010-21 through 2014-25

Route	Project #	Project Name	Location	Estimated Cost	Type of Project	Start Date	End Date	Public Cost
0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00	0000.00

Supervisor Bacon made motion, seconded by Supervisor Edmonds and unanimously approved, to authorize Administrator Gee and Chairman Slayton to sign the below resolutions.

Supervisor Hoover made motion, seconded by Supervisor Bacon and unanimously approved, to approve the Zoning Ordinance Amendment 1-19 consisting of adding to the A-1 Agricultural District, group homes, as a conditional use.

School Superintendent Charles Berkley provided his monthly report. He advised that there are 14 days of school remaining in the school year and Summer School and Remediation will begin on June 11th. Mr. Berkley noted that graduation was scheduled for June 1st at 10 a.m. and Baccalaureate Service would be held on May 26th at Kenbridge Christian Church.

Assistant Superintendent James Abernathy provided the monthly financial reports. He requested the Board's approval of two resolutions for supplemental appropriations. The first involves an increase in state funding of \$537,702 due to an increase in Average Daily Membership (ADM). The original budget was based on an ADM of 1409 whereas the actual calculated and approved ADM was 1479. The increase in state funding will not require any local funds. Mr. Abernathy requested the Board's approval to increase the FY2019 School Board Budget by \$537,702, amending the total FY2019 School Board Budget to \$17,826,034. Mr. Abernathy explained that the second resolution requests approval and appropriation of state grants that were not available during the FY2019 budget development process but have since been awarded in the amount of \$37,572.63. The acceptance of the grants funds do not require any local funds and would revise the FY2019 School Board Budget to a total of \$17,863,606.63.

Supervisor Bacon asked what the School Board planned to do with the additional funds. Mr. Abernathy stated that they planned to use the funds for a compensation supplement. The funds would assist in the 5% increase over the next two years, required by the Governor. The funds will also be used to move staff to the right step on the years of service pay scale. Supervisor Bacon questioned what would happen if the ADM does not remain at the same level. Mr. Abernathy replied that at this point the incoming kindergarten class is projected to be larger than the exiting senior class. Administrator Gee questioned if the increase for ADM would be a one-time supplement. Mr. Abernathy stated that the increase will continue as long as the ADM remains steady. Supervisor Hoover questioned if the funds would place all staff at the right step on the pay scale. Mr. Abernathy said the funds would allow them to move those staff members that were frozen on a step. Supervisor Zava asked what amount would be remaining of the \$537,702 after applying a portion to the pay steps. Mr. Abernathy advised that about \$300,000 would be remaining, which they planned to use for paving parking lots. He added that they are not allowed to use the additional funds for capital improvements, only items such as maintenance and salaries. Also some of the funds will go the textbook fund in order to adopt new English text books.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to approve and appropriate an increase in state funding of \$537,702 due to an increase in Average Daily Membership (ADM), amending the total FY2019 School Board Budget to \$17,826,034.

Administrator Gee shared a letter from the Sheriff's Department requesting a transfer in the amount of \$1,000 from the comp board vacancy savings to office supplies and \$3,000 to police supplies. The funds going to

police supplies will enable the department to place a cage in one of the newer cars and new lights for another car.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to approve a transfer, requested by the Sheriff's Department in the amount of \$1,000 from the comp board vacancy savings to office supplies and \$3,000 to police supplies.

The monthly landfill liaison report was provided. Administrator Gee advised that there had been a large amount of tires at some of the unmanned sites recently and it was becoming more of an issue. Supervisor Zava asked when construction would begin on the new site off of Gary Road. Administrator Gee noted that construction would begin soon, as she was recently notified that the VDOT entrance permit was approved. The next step will be putting out a bid for construction. Supervisor Zava commented that tires are not the only problem at the unmanned sites. People dump oil and many other items that are not allowed. He believes all the unmanned sites should be closed down. Supervisor Bacon said that if people don't have some where to dump their trash, they will just dump it on the ground. He doesn't think all unmanned sites should be closed until a convenience center is built in the area. Supervisor Edmonds noted that issues may still arise at convenience centers, as the county can't afford to man a site 24/7.

Administrator Gee advised that the tractor and lawnmower are currently housed at the Animal Control Kennel Site and are not protected from the elements. Animal Control Officer Ray Elliott has obtained an estimate of \$9,800 for a building that will house both, as well as provide additional storage. Supervisor Hoover stated that these assets should be protected and secure.

Supervisor Hoover made a motion, seconded by Supervisor Edmonds and unanimously approved, to allocate up to \$10,000 for the purchase and installation of a storage building at the Animal Control Kennel site.

Administrator Gee shared a request from Victoria Fire & Rescue Fire Chief Rodney Newton to purchase portable radios in the amount of \$37,686 from Harris Corporation using Radio Cache funds. She added the amount is 100% reimbursable.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to approve the purchase of portable radios in the amount of \$37,686 from Harris Corporation using Radio Cache funds which is 100% reimbursable.

Ms. Justine Young, Director of Piedmont Senior Resources, approached the Board. She stated that the Older Americans Act Funding requires a 10% match from the localities, and the member counties originally agreed to the match to obtain federal funding. This would require Lunenburg to increase their appropriation to \$14,120, a \$12,120 increase. Mrs. Young explained that she had received commitments from a few of the other member counties. She added that she understands some localities may not be able to fund the full request this fiscal year; however, this is the future goal. She discussed many of the services PSR provides to Lunenburg County and thanked the Board for their consideration.

Administrator Gee discussed the proposed FY 2019-2020 budget. She noted that this would be the first full fiscal year of realizing the full increase of \$0.20 per \$100 on Personal Property tax. She advised that the budget reflects a 3% increase for all county staff, funds for three elections, funds for an increase in the medical contract obtained by Piedmont Regional Jail Authority, and an increase to debt service. She has figured in an additional use of \$200,000 from the solid waste fund and a use of reserve funds in the amount of \$379,132. She noted that the finance committee agreed to give additional capital funding to emergency services, which would include an additional \$70,000 to the Sheriff's Department and Fire & Rescue services from the 911 Fund

balance. Supervisor Bacon noted that the proposed budget has maintained the same tax rates and suggested it be advertised for public hearing prior to the June meeting.

Supervisor Hoover made a motion, seconded by Supervisor Pennington and unanimously approved, to advertise the proposed FY2019-2020 budget as presented and to hold a public hearing on June 6th at 6:00 p.m.

Mr. Glenn Millican provided his monthly report. He noted that he is developing a process for utilizing professional services through the VA Department of General Services for timely procurement of services up to \$10,000.

Mr. Ed Surko of 85 Hidden Pond Road, approached the Board and requested they consider a monthly informational newsletter about Lunenburg County. He stated that a major source of local information for him is the grocery store checkout counters. Supervisor Hoover question if Mr. Surko had access to the internet; he did not. Supervisor Hankins suggested that Mr. Surko review the local papers which are available at both libraries in the county.

Supervisor Pennington made a motion, seconded by Supervisor Bacon and unanimously approved, to appoint Mr. Ronald (Ronnie) E. Williams of 4675 Old Mansion Road, Lunenburg to the Industrial Development Authority for District #5-Love's Mill for the remainder of the term, expiring 12/31/2020.

Supervisor Hankins made a motion, seconded by Supervisor Bacon and unanimously approved, to appoint Mr. Sidney M. Smyth for a second term beginning 7/01/2019 thru 06/30/23 on the Southside Virginia Community College Board.

Administrator Gee shared her monthly report. She noted that four students from Lunenburg will be receiving scholarships through the Southside Electric Cooperative Southside Opportunity Fund. She advised that Mr. Tommy Duncan had been hired for the Kennel Attendant/Deputy ACO position. Administrator Gee informed the Board that Mr. Jay Stafford, President of Benchmark Community Bank pledged \$10,000 to the Community Business Launch Grant. She stated that only one bid was received for the metal building fascia and roof at the Tax Building. The bid was from Lewis Welding & Construction Works, Inc. in the amount of \$33,015.

Supervisor Hankins made a motion, seconded by Supervisor Edmonds and unanimously approved, to accept the bid from Lewis Welding & Construction Works, Inc. in the amount of \$33,015 to resurface the metal fascia and roof at the Tax Building.

County Attorney Rennie advised that closing documents for the purchase of the Gary Road Convenience Site were signed prior to the meeting.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A1 Personnel, §2.2-3711A3 Acquisition or Disposition of Publicly Held Property, §2.2-3711A5 Prospective Business, §2.2-3711A29 Contract Discussion for Construction and §2.2-3711A7 Legal Consult regarding probable pending litigation.

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

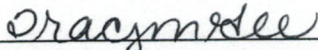
VOTING NO

ABSENT

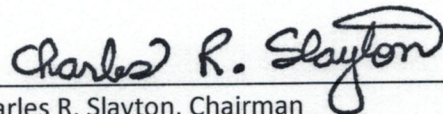
Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to return to Open Session.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to authorize County Attorney Rennie to sell the equipment at Safety Technologies held by the county.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to continue to June 6, 2019 at 6:00 p.m.



Tracy M. Gee, Clerk
County Administrator



Charles R. Slayton, Chairman
Board of Supervisors