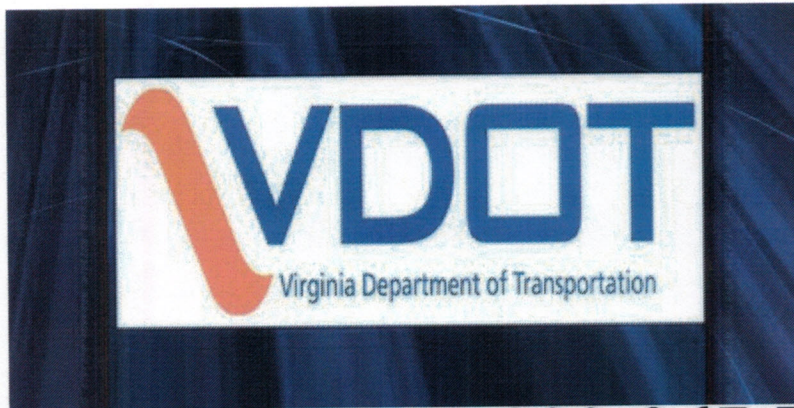


**VIRGINIA DEPARTMENT OF TRANSPORTATION**





# VDOT Call Center - 1-800-367-ROAD

## South Hill Residency – Richmond District

### LUNENBURG COUNTY

BOS Meeting – December 9, 2021

#### Maintenance Forces

- Cut limbs and brush on various routes.
- Clean ditches and pipes on various routes.
- Grade and repair shoulders on various routes.
- Grade NHS routes and haul stone as needed.
- Patched with tar kettle on various routes.
- Performed litter patrol on various routes.
- Checked various routes for maintenance and safety issues.





## Richmond District Traffic Engineering

Date: November 16, 2021  
Completed by: Giovanni Esposito  
Reviewed by: David Cobb, P.E.

**Jurisdiction:** Lunenburg County & Town of Victoria

**Location:**

**Route:** Route 734 (Mecklenburg Street/Mecklenburg Avenue)  
**From:** MP 0.00 – Intersection of Route 635 (Oral Oaks Road)  
**To:** MP 2.12 – Intersection of Route 40/Route 49 Overlap (Court Street)

**Request:** The safety study was requested by the South Hill Residency, from the Lunenburg Board of Supervisors and the Town Council of the Town of Victoria, on behalf of citizens. The request was to evaluate safety and consider pedestrian signage along the subject corridor.

**Existing conditions:**

Figure 1. Site Location Map





Speed Limit and Functional Class: Route 734 (Mecklenburg Street), from MP 0.00 to MP 1.25, is governed by an unposted, statutory speed limit of 55/45 MPH for passenger vehicles and trucks, respectively. Route 734 (Mecklenburg Avenue), from MP 1.25 to MP 2.12, has a posted speed limit of 25 MPH, which was established on July 16, 1964, under resolution ID 798737. According to the 2014 VDOT Approved Functional Classifications, Route 734 (Mecklenburg Street/Avenue) is classified as a Rural Major Collector.

Vehicle Volumes: The Average Annual Daily Traffic (AADT), per the 2019 VDOT PowerBi Traffic Monitoring System (TMS), along Route 734 (Mecklenburg Street), from MP 0.00 to MP 1.25, indicates an Average Annual Daily Traffic (AADT) of 620 vehicles per day. The AADT along Route 734 (Mecklenburg Avenue), from MP 1.25 to MP 2.12, indicates an Average Annual Daily Traffic (AADT) of 766 vehicles per day.

Existing Conditions and Road Description: The study segment, as shown in **Figure 1**, runs in a north-south orientation and is a two-lane, undivided roadway. Route 734 (Mecklenburg Street), from MP 0.00 to MP 1.25 provides approximately 10 foot travel lanes equipped with centerline pavement markings. The section provides grass shoulders ranging from four (4) to 12 feet wide throughout the segment. The grass shoulders generally contain shallow ditches, mailboxes, utility poles, and sign posts along both sides of the roadway. Beyond the shoulders exists tree lines. This segment is generally rural and bound by wooded lots and residential developments.

Route 734 (Mecklenburg Avenue), from MP 1.25 to MP 2.12, provides approximately 11 foot travel lanes with two (2) foot wide curb and gutter on both sides of the roadway. The area can be characterized as primarily residential (single family homes and apartments), with some churches, and commercial businesses. The western side (along the southbound lane) provides a sidewalk measuring approximately 5 feet wide. Within the study section there are 12 unsignalized intersections. Sidewalks at the intersections are equipped with CG-12 Corner Type Curb Ramps,

#### Traffic Control Devices:

Northbound Route 734 (Mecklenburg Street/Avenue):

##### Regulatory Signage:

- (x2) Littering is Illegal (R0-V2) signs;
- (x2) 25 MPH Speed limit (R2-1) sign;
- Stop (R1-1) sign;

##### Warning Signage:

- Reduced [25 MPH] Speed Limit Ahead (W3-5) sign;
- Stop Ahead (W3-1) sign;

Southbound Route 734 (Mecklenburg Street/Avenue):

##### Regulatory Signage:

- (x2) 25 MPH Speed limit (R2-1) sign;
- End 25 Mile Speed (R2-V2) sign;
- Stop (R1-1) sign;

##### Warning Signage:

- Stop Ahead (W1-3) sign;



Five-Year Crash Analysis:

The most recent five (5) years of available crash data, from June 1, 2016 to May 31, 2021, indicated a total of four (4) reported crashes along the study segment, with details provided in **Table 1**. Based on the crash history, there have been a total of three (3) fixed object off-road crashes, all of which resulted in property damage only. Out of these crashes, one (1) crash resulted due to the driver undergoing an illness at the time of the crash and one (1) crash alcohol related. Additionally there was one (1) pedestrian crash which resulted in a severe injury. According to the FR-300 police report, the pedestrian was under the influence of alcohol at the time of the crash. As shown in **Figure 2**, all crashes occurred within the southern segment (Route 734 – Mecklenburg Street) of the subject corridor. Based on the review, no crash patterns were identified.

Figure 2. Crash Map

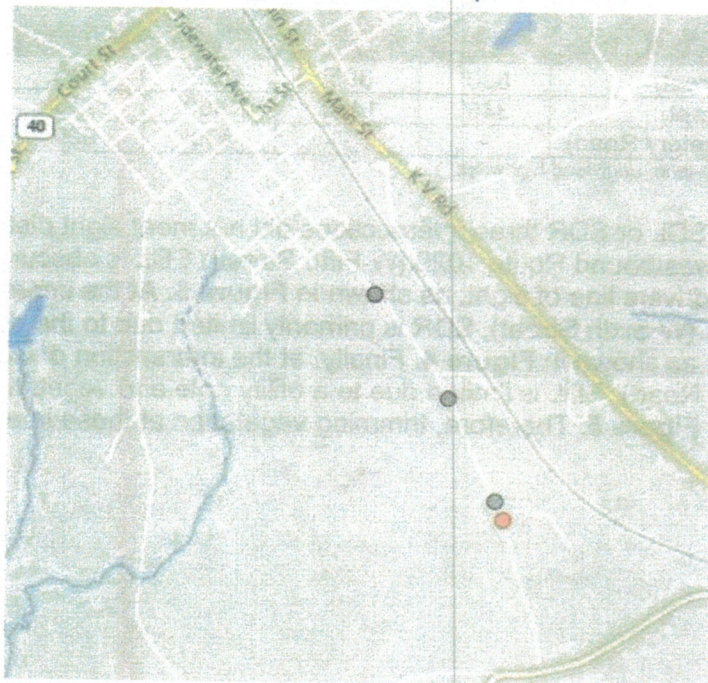


Table 1. Crash History for the Study Segment

June 1, 2016 – May 31, 2021		Severity			Lighting		Pavement	
Crash Type	Quantity	Injury	PDO	Fatal	Day	Night	Dry	Wet
Fixed Object – Off Road	3	0	3	0	2	1	3	0
Pedestrian	1	1	0	0	1	0	1	0

Discussion:

A field review was conducted on September 14, 2021. During the field review, intersection sight distance evaluations were conducted at each intersection; a ball-bank analysis was conducted for all curves along the segment.



Intersection Sight Distance Evaluation:

A sight distance evaluation was conducted for unsignalized intersections along the study segment. The southern section of Route 734 (Mecklenburg Street), being a two-lane undivided roadway, with a statutory speed limit of 55/45 MPH for cars and trucks, respectively, requires a left sight distance (SDL) and right sight distance (SDR) of 610 feet. The northern section of Route 734 (Mecklenburg Avenue), within the Town of Victoria, has a posted speed limit of 25 MPH and requires a SDL and SDR of 280 feet. **Table 2** describes the measured sight distances for the intersections and the recommended intersection sight distances based on the VDOT's Road Design Manual Appendix A1, Table A1-3.

Table 2. Intersection Sight Distance Measurements

Intersection (with Route 734)	Eastbound		Westbound		Recommended ISD based on Road Design Manual
	SDL	SDR	SDL	SDR	
Route 1029 (W Fifth Street)	800'	395'	185'	545'	280' (*)
Route 661 (W Sixth Street)	340'	1400'	1400'	265'	280' (*)
Route 1006 (Twin Cemetery Road)	-	-	430'	920'	610' (*)

\* SDR & SDL are equal for two-lane, undivided highways.

As shown in **Table 2**, SDL or SDR three intersections did not meet sight distance requirements. At the intersection of westbound Route 1029 (W Fifth Street), SDL is obscured due to mailboxes and vegetation in the drivers line of sight, as shown in **Figure 3**. At the intersection of westbound Route 661 (W Sixth Street), SDR is primarily limited due to the due to the vertical alignment of the road, as shown in **Figure 4**. Finally, at the intersection of westbound Route 1006 (Twin Cemetery Road), SDL is limited due to a utility pole and vegetation obscuring sight distance, as shown in **Figure 5**. Therefore, trimming vegetation at these intersections is being recommended.



Figure 3. (SDL @ Route 1029 WB)



Figure 4. (SDR @ Route 661 WB)



Figure 5. (SDL @ Route 1006)





### Ball-bank Analysis:

As part of the field review, a ball-bank analysis was conducted to assess existing signage or the need for horizontal warning signs along Route 734 (Mecklenburg Street/Avenue).

Curve evaluations were evaluated at the speed limits of each respective section in both directions (55 MPH - Route 734 Mecklenburg Street & 25 MPH - Route 734 Mecklenburg Ave). Based on the ball-bank analysis, curve warning signs are not warranted.

### Pedestrian Accommodations:

Existing pedestrian accommodations on Route 734 (Mecklenburg Avenue) included sidewalks on the west side of the road from MP 1.25 to 2.12. Sidewalks are equipped with CG-12 Corner Type Curb Ramps with all ramps providing Americans Disability Act (ADA) style features (truncated domes), as demonstrated in **Figure 6**. Sidewalks are generally in good condition, with curb ramps in fair condition with minor cracking due to settlement.

Figure 6. CG-12 Corner Type Curb Ramps and Sidewalk



### Pedestrian Activity:

As a part of the field review, pedestrian activity was observed and evaluated for safety and potential improvements. Field observations noted a total of five (5) pedestrians walking on sidewalks or crossing the street during afternoon hours from 2:30 to 3:30 p.m. on Tuesday, September 14<sup>th</sup>. Observations were noted while walking along the 0.87 mi. section of Mecklenburg Avenue during this time, though it must be noted that all intersections could not be observed simultaneously. The pedestrians observed were all adults and all appeared to live in the nearby residential dwellings. On at least two (2) occasions, pedestrians were observed crossing the road to go to their mailbox across from their residence. There were no observations of pedestrians crossing any road at the twelve intersections along this section. During the field review, two school



buses were observed, however, school bus stops along the study segment dropped off students directly near their homes that they did not cross the road or walk along sidewalks.

Pedestrian Attractants:

Nearby pedestrian generators include nearby residential dwellings, Tobacco Heritage Trail/Victoria Railroad Park, Central High School, and Lunenburg Middle School. A map showing the relative location of these attractors can be seen in **Figure 7**. The greatest chances of pedestrian activity include school ingress and egress times of day, generally between 7:45 a.m. and 8:15 a.m. in the morning and 2:30 p.m. and 3:15 p.m. in the afternoon. While students living near Mecklenburg Avenue may live within walking distance of school, field observations suggest that a most students living in this area are departing school via buses or cars. Tobacco Heritage Trail/Victoria Railroad Park has walking trails and basketball courts which may generate additional pedestrian traffic as well. The park has two parking lots on the premises providing access to the walking trail and basketball courts. Observations of the park from 3:30 to 3:45 p.m. saw six pedestrians using the trails in the park, though there was no observed pedestrian traffic from the park to Route 734 (Mecklenburg Avenue).

Figure 7. Map of Pedestrian Attractors





**Recommendations:** Based on the current operational conditions, traffic volumes, and crash history, the following improvements are recommended by Traffic Engineering:

- Trim vegetation south of the intersection of Route 1009 (Twin Cemetery Road), as shown in **Figure 8**.
- Trim vegetation north of the intersection of Route 661 (W Sixth Street), as shown in **Figure 9**.
- Trim vegetation south of the intersection of Route 1029 (W Fifth Street), as shown in **Figure 10**.
- Install fluorescent yellow-green 30"x30" pedestrian (W11-2) sign and custom 30"x24" "Next Mile" (W16-4P) sign approximately 270 feet south of the intersection of W 12<sup>th</sup> Street on the east side of the road for northbound vehicles, as shown in **Figure 11**.
- Install fluorescent yellow-green 30"x30" pedestrian (W11-2) sign and custom 30"x24" "Next Mile" (W16-4P) sign approximately 130 feet south of the intersection of Route 40 (Court Street) on the west side of the road for southbound vehicles, as shown in **Figure 12**.



Figure 8. Route 1009 (Twin Cemetery Road) SDL

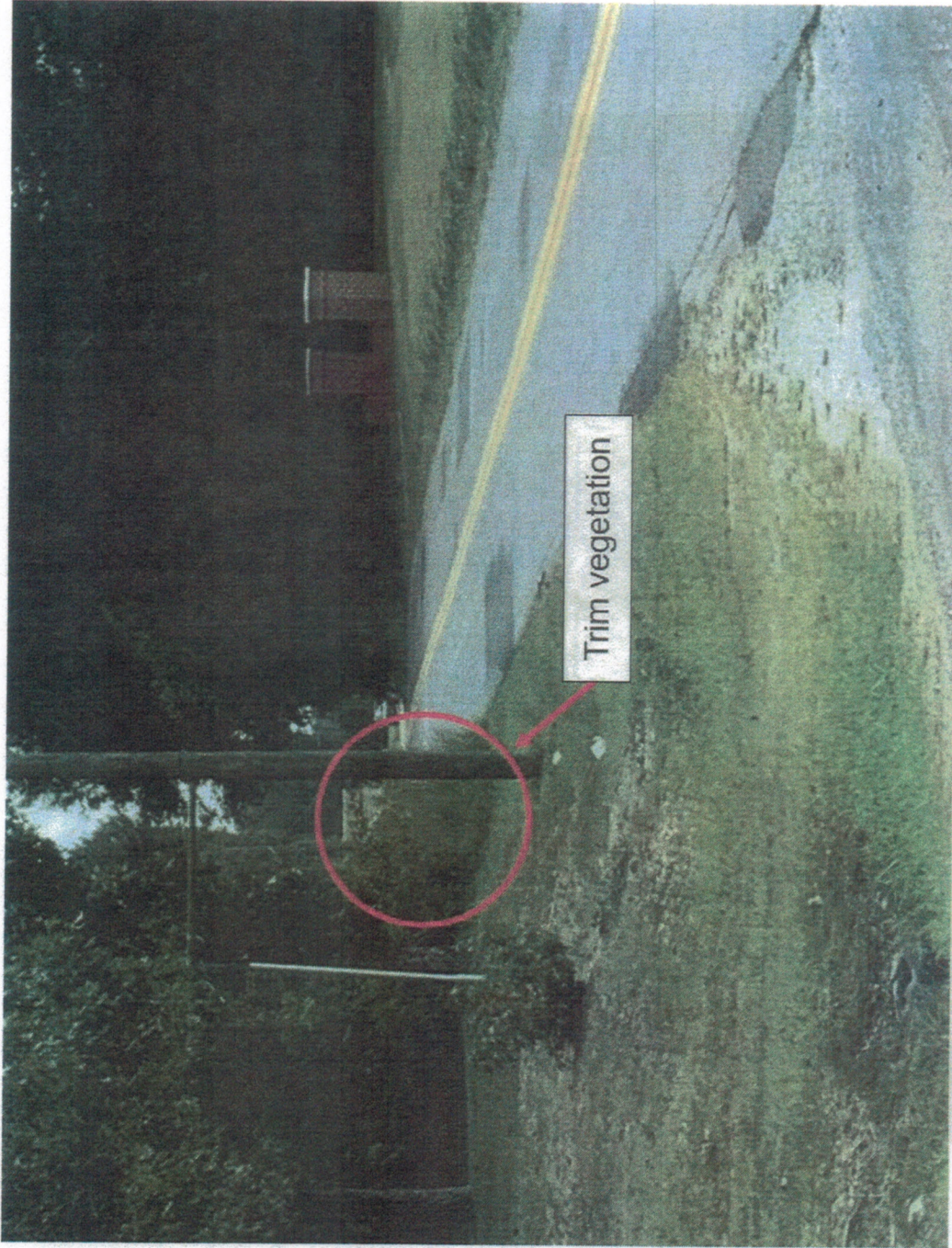




Figure 9. Route 661 (W Sixth Street) WB SDR

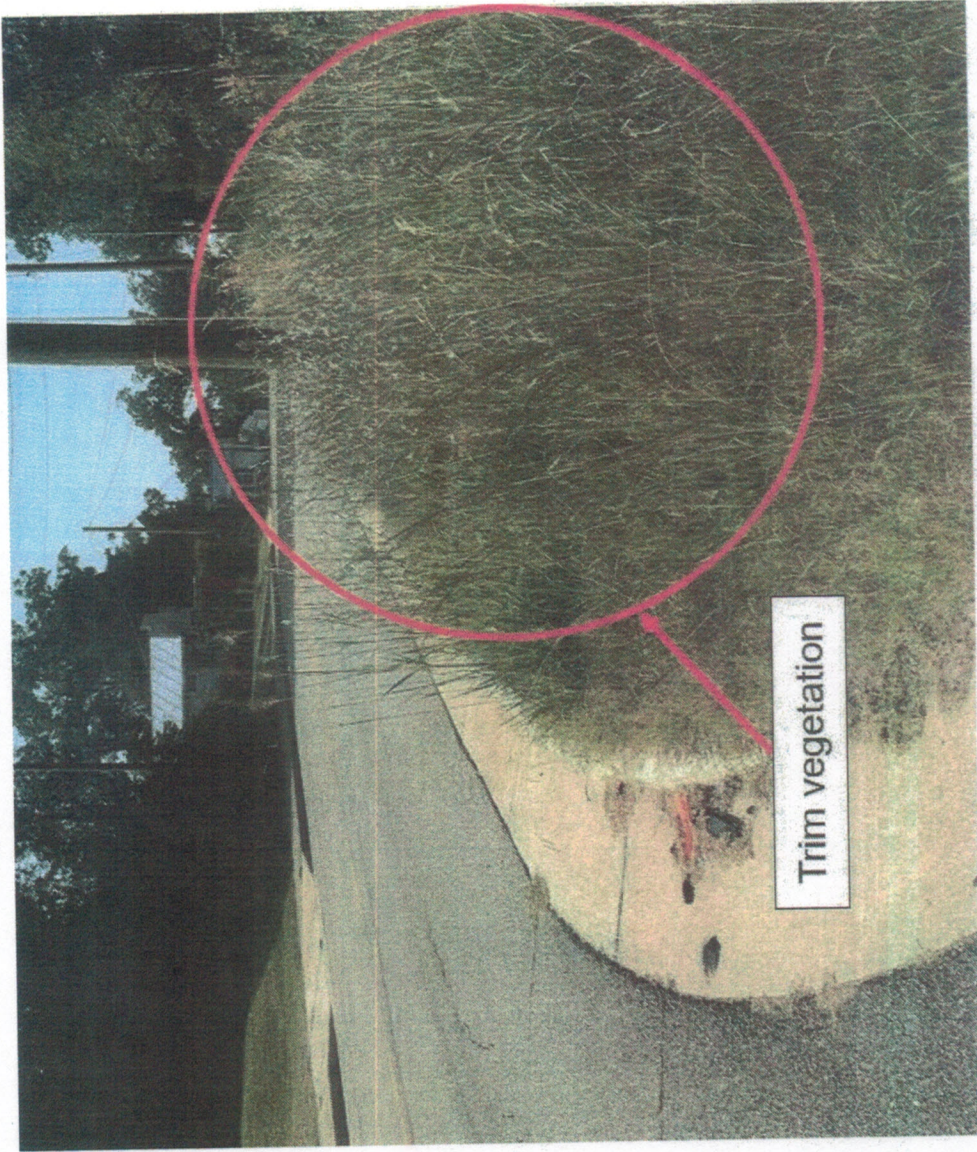




Figure 10. Route 1029 (W Fifth Street) WB SDL

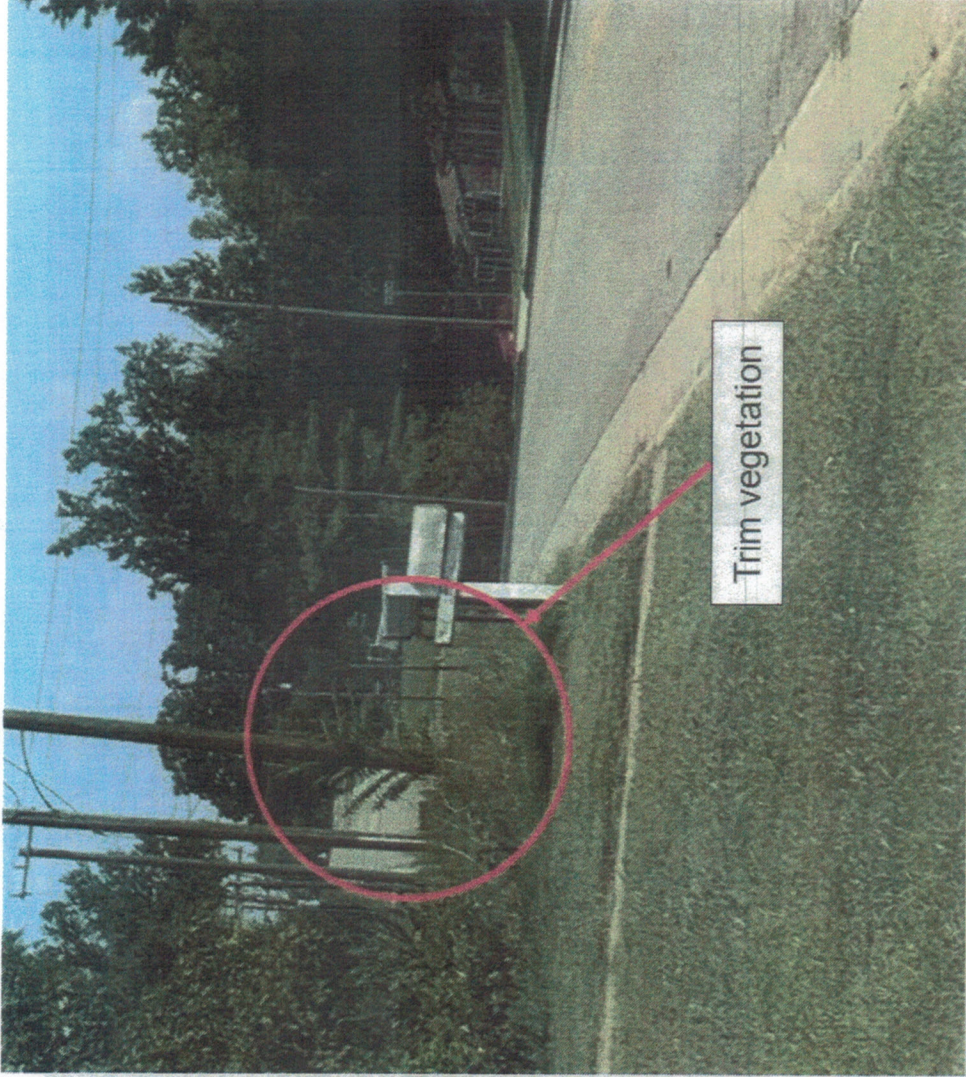




Figure 11.





Figure 12.









# **County Office and Department Reports**



A. TOWNSEND, JR.  
SHERIFF



DJ PENLAND  
MAJOR

Lunenburg County Sheriff's Office  
160 Courthouse Square  
Lunenburg, VA 23952  
Ph: (434) 696-4452  
Fax: (434) 696-2531

RECEIVED  
DEC 04 2021  
BY: \_\_\_\_\_

December 1, 2021

Office of the County Administrator  
ATTN: Nicole Clark  
11453 Lunenburg County Road  
Lunenburg, VA 23952

RE: **Mary Catherine "Katy" Gee** Employment Contract Payoff

Dear Nicole,

Attached is the employment contract payoff check from former Deputy **Katy Gee**. Her contract has been paid in full. Please apply the payoff amount of six thousand three hundred eighty eight dollars and eleven cents (\$6,388.11) to "Police Supplies" (4-100-031200-6010) for the Sheriff's Office. Should you have any questions, please don't hesitate to contact me.

Thank you,

A handwritten signature in cursive script, appearing to read 'CDuvall'.

Corrie Duvall  
Administrative Assistant



A. TOWNSEND, JR.  
SHERIFF



DJ PENLAND  
MAJOR

LUNENBURG COUNTY SHERIFF'S OFFICE  
160 Courthouse Square  
Lunenburg, VA 23952  
PH: (434) 696-4452 FAX: (434) 696-2531

**Breakdown of Katy Gee's Contract**

Contract Amount	\$26,594.40 ( $\$26,594.40 / 48 \text{ months} = \$554.05 \text{ per month credit}$ )
Months Contract Fulfilled	30 months ( 3/1/2019-8/12/2021)
Remaining Months	18 months ( $\$554.05 \times 18 \text{ months} = \$9972.90$ )
Gee Vacation Time Due	141 Hours ( $141 \text{ hours} \times \$19.17 \text{ hourly rate} = \$2702.97$ )
Gee Comp Hours Due	46 Hours ( $46 \text{ hours} \times \$19.17 \text{ hourly rate} = \$881.82$ )
	\$ 9972.90
	-\$ 2702.97
	<u>-\$ 881.82</u>
	\$ 6388.11 amount due from Gee





Lunenburg County Sheriff's Office  
 Report To The Board Of Supervisors  
 November 2021

RECEIVED  
 DEC 04 2021

BY: \_\_\_\_\_



Jury Summons Served	8
Subpoenas Served	47
Summons Served	56
Levies Executed	0
Other Civil Process	36
Traffic Citations	0
Protective Orders	17
Arrests	9
Inmates Transported	2
Mental Patients	1
Extraditions	0
Circuit Court Days	4
General District Court Days	3
J&DR Court Days	2

**Expense Report**

Dues	N/A
Postage	N/A
Office Supplies	\$ 1,508.22
Telephone	\$ 85.10
Police Supplies	N/A
Vehicle Maintenance & Repairs	\$ 3,571.79
Fuel (October)	\$ 2,004.89
Gallons of Fuel Use	771.17

\_\_\_\_\_  
 Arthur Townsend, Jr.  
 Sheriff, Lunenburg County

12/1/2021  
 \_\_\_\_\_  
 Date



BOARD OF SUPERVISORS

Charles R. Slayton, CHAIRMAN  
Election District 4

Frank W. Bacon, VICE-CHAIRMAN  
Election District 3

T. Wayne Hoover  
Election District 1

Mike Hankins  
Election District 2

Edward Pennington  
Election District 5

Alvester L. Edmonds  
Election District 6

Robert G. Zava  
Election District 7



Lunenburg County Administration  
11413 Courthouse Road  
Lunenburg, VA 23952

Tracy M. Gee  
County Administrator

Telephone: (434) 696-2142  
Facsimile: (434) 696-1798

Animal Control Report to the Board of Supervisors

Date: December 1 2021

The following activities were conducted by Animal Control during the month of November 2021 :

<u>8</u> Stray Cat(s) Picked Up	\$ <u>15<sup>00</sup></u>	Surrender Fees
<u>19</u> Stray Dog(s) Picked Up	\$ <u>150<sup>00</sup></u>	Impoundment Fees
_____ Injured or Ill Cat(s)	\$ _____	Adoption Fees
<u>1</u> Injured or Ill Dog(s)		
<u>18</u> Cat Calls Dispatched	\$ <u>165<sup>00</sup></u>	<b>Total Fees Collected</b>
<u>44</u> Dog Calls Dispatched		
<u>1</u> Cats, Surrendered by Owner		
<u>3</u> Dogs, Surrendered by Owner		
_____ Cat Bite		
<u>3</u> Dog Bite		
<u>1</u> Cat(s) Euthanized	<u>11</u> Dog(s) Transferred to SPCA	
<u>3</u> Dog(s) Euthanized	<u>8</u> Cat(s) Transferred to SPCA	
<u>6</u> Cat Trap(s) Set	<u>3</u> Wildlife Calls	
<u>4</u> Dog Trap(s) Set	<u>3</u> Dogs Transferred to Richmond SPCA	
_____ Summons Issued	<u>8</u> Cats Transferred to Richmond SPCA	
_____ Animal(s) Released to ACO	<u>6</u> Kittens Born AT The Shelter	
_____ Expired at Shelter and/or DOA		
<u>263</u> Telephone Calls for Animal Issues		
<u>23</u> Check License		
<u>3</u> Lost Cat(s) – Incoming Calls		
<u>8</u> Lost Dog(s) – Incoming Calls		
_____ Cat(s) Returned to Owner		
<u>5</u> Dog(s) Returned to Owner		
_____ Quarantine		
_____ Adoption—Dogs		
_____ Adoption—Cats	<u>34</u> <b>Total Number of Animals Handled</b>	

D. Ray Elliott ACO

D. Ray Elliott  
Animal Control Officer



Landfill Report November 30, 2021

**New Fiscal Year-**

July 2021 County Trash 440.68 tons- average 16.32 tons daily  
Non-county Trash 22,596.09 tons- average 836.89 tons daily  
Non-deplete Trash 0 tons  
Recycling 0 tons  
Number of trucks 56.09 average per day

August 2021 County Trash 482.09 tons- average 18.54 tons daily  
Non-county Trash 22,108.96 tons- average 850.34 tons daily  
Non-deplete Trash 0 tons  
Recycling 4.75 tons  
Number of trucks 66.04 average per day

September 2021 County Trash 529.46 tons- average 21.18 tons daily  
Non-county Trash 20,453.87 tons- average 705.31 tons daily  
Non-deplete Trash 856.75 tons  
Recycling 22.16 tons  
Number of trucks 52.60 average per day

October 2021 County Trash 415.65 tons- average 15.99 tons daily  
Non-county Trash 20,044.47 tons- average 668.15 tons daily  
Non-deplete Trash 3,165.55 tons  
Recycling not reported  
Number of trucks 56.20 average per day

November 2021 County Trash 471.65 tons- average 19.65 tons daily  
Non-county Trash 18,513.76 tons- average 617.13 tons daily  
Non-deplete Trash 707.84 tons  
Recycling not reported  
Number of trucks 49.43 average per day

**PAYMENTS**

Non-county Host fee

Liaison fee

Total

3<sup>rd</sup> Quarter payment 2021  
Received October 29, 2021

\$130,317.84

\$ 16,823.50

\$ 147,141.34

\*Also received additional \$12,500.01 (1/4 of the Annual Donation amount).  
\*\*Received \$86.86 over amount due—applying to 4<sup>th</sup> payment amount due.



Landfill Report November 30, 2021

**Host Fee Year**

January 2021 County Trash 682.99 tons- average 28.46 tons daily  
Non-county Trash 22,154.33 tons- average 886.17 tons daily  
Non-deplete Trash 0 tons  
Recycling 16.53 tons  
Number of trucks 64.32 average per day

February 2021 County Trash 320.40 tons- average 14.56 tons daily  
Non-county Trash 19,307.95 tons- average 877.63 tons daily  
Non-deplete Trash 0 tons  
Recycling 9.73 tons  
Number of trucks 55.32 average per day

March 2021 County Trash 382.88 tons- average 14.72 tons daily  
Non-county Trash 30,346.60 tons- average 1,123.95 tons daily  
Non-deplete Trash 0 tons  
Recycling 0 tons  
Number of trucks 73.05 average per day

April 2021 County Trash 317.41 tons- average 12.21 tons daily  
Non-county Trash 29,221.27 tons- average 1,123.89 tons daily  
Non-deplete Trash 0 tons  
Recycling 14.0 tons  
Number of trucks 76.35 average per day

May 2021 County Trash 424.94 tons- average 17.70 tons daily  
Non-county Trash 25,305.65 tons- average 1,054.40 tons daily  
Non-deplete Trash 0 tons  
Recycling 4.92 tons  
Number of trucks 90.12 average per day

June 2021 County Trash 519.76 tons- average 19.99 tons daily  
Non-county Trash 22,886.75 tons- average 880.26 tons daily  
Non-deplete Trash 0 tons  
Recycling 0 tons  
Number of trucks 63.0 average per day

PAYMENTS	Non-county Host fee	Liaison fee	Total
1 <sup>st</sup> Quarter payment 2021	\$144,191.20	\$ 16,250.00	\$ 160,441.20
Received April 23, 2021	*Also received additional \$12,500.01 (1/4 of the Annual Donation amount)		
2 <sup>nd</sup> Quarter payment 2021	\$153,058.80	\$ 16,823.50	\$ 169,882.30
Received July 30, 2021	*Also received additional \$12,500.00 (1/4 of the Annual Donation amount)		



**Virginia's Growth Alliance**

**Director David Denny**



# **Fiscal Year 2020-2021 Audit**

## **Robinson Farmer Cox Associates**

RFC will present the audit that was emailed to you.  
They will have hard copies available at the meeting.



County-wide Radio System Update



LUNENBURG COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY  
Terms: Four years, no term limits, appointed by Board of Supervisors

G. "Buddy" Whittaker  
1421 9th Street  
P.O. Box 105  
Victoria, VA 23974

Term: ~~1-1-2018 to 12-31-2021~~  
District # 1

RESIGNED

Need a nomination for Plymouth District.

David Hite  
745 East Fifth Avenue  
Kenbridge, VA 23944

Term: 1-1-2018 to 12-31-2021  
District # 2

Has agreed to reappointment.

Fred Wilkinson  
831 Gigg Road  
Dundas, VA 23938

Term: 1-1-2018 to 12-31-2021  
District # 3

Has agreed to reappointment.

Herman Newcomb  
871 Mount Mitchell Road  
Drakes Branch, VA 23937  
434-372-5915

Term: 1-1-2021 to 12-31-2024  
District # 4

Ronald (Ronnie) E. Williams  
4675 Old Mansion Road  
Lunenburg, VA 23952  
774-0170

Term: 1-1-2021 to 12-31-2024  
District #5

Sidney Hill  
PO Box 400  
Kenbridge, VA 23944

Term: ~~1-1-2018 to 12-31-2021~~  
District # 6

RESIGNED

Need a nomination for Hounds Creek.

Billy Smith, Jr.  
6410 Crymes Road  
Victoria, VA 23974

Term: ~~1-1-2018 to 12-31-2021~~  
District # 7

RESIGNED

Need a nomination for Meherrin River.







DEPARTMENT OF SOCIAL SERVICES  
LOCAL ADMINISTRATIVE BOARD- Lunenburg County Administrator, Tracy Gee

ADVISORY BOARD MEMBERS - 4 year terms, limit of 2 consecutive terms

MEMBER	DISTRICT	TERM EXPIRES:
Elyssa Long 4th Street Victoria, VA 23974	DISTRICT #1 PLYMOUTH	12/31/2022 9-10-19 filled unexpired term
VACANT Supervisor Hankins has a nomination.	DISTRICT #2 BROWN'S STORE	12/31/2023
Nancy T. Turner 7305 Longview Drive Kenbridge, VA 23944 434-676-2995	DISTRICT #3 BEAVER CREEK	12/31/2024 filling unexpired term appointed 12-12-19
Cynthia Yopp 816 Crymes Road Keysville, VA 23947 (434) 696-1347	DISTRICT #4 REHOBOTH	12/31/2023 appointed 1/1/20
VACANT	DISTRICT #5 LOVE'S MILL	12/31/2022
VACANT	DISTRICT #6 HOUNDS CREEK	12/31/2020
VACANT	DISTRICT #7 MEHERRIN RIVER	12/31/2019
Edward Pennington PO Box 214 Victoria, VA 23974 696-2285	DISTRICT #5 BOARD OF SUPERVISORS REPRESENTATIVE	12/31/2023



# Planning Update



**Board of Supervisors December Meeting—December 9, 2021**  
**Director of Planning and Economic Development's Monthly Report**

**Events in November:**

- November 1 – CRC Discussion for New Economic Development Initiative in Farmville
- November 2 – Office Closed-Election Day
- November 3 – Virtual Meeting with School System and Chamber about a Job Fair
- November 4 – Virtual Meeting with Tony Matthews to discuss Commerce Center
- November 4 – Governor's Summit on Rural Prosperity at Longwood
- November 5 – Governor's Summit on Rural Prosperity at Longwood
- November 8 – Voluntary CUP Payment Virtual Meeting with 6<sup>th</sup> Street Solar 2, LLC
- November 9 – Solar Facilities Committee Meeting at Cowan Gates
- November 11 – Office Closed—Worked full day; Virtual Meeting with David Denny, Rodney Newton, and Tony Matthews to discuss Town/County needs
- November 12 – Off since worked on Veteran's Day Holiday
- November 15 – Attended Virtual Pre-application meeting for Ashton Road Solar at 1900
- November 16 – Planning Commission Meeting
- November 17 – CRC Meeting in Farmville
- November 17 – Virtual Meeting with Dominion
- November 18 – VGA Board Meeting in South Hill
- November 19 – Virtual 5<sup>th</sup> Educational Series on the Chesapeake Bay
- November 22 – 911 Fiber Buildout with Rob Williams, Rodney Newton, and BCS
- November 23 – Meeting with owner and realtor for the Old Lunenburg Primary School
- November 24 – Half-day for Thanksgiving Holiday—Off, *PTO*
- November 25 – Office Closed – Thanksgiving Holiday
- November 26 – Office Closed – Thanksgiving Holiday
- November 30 – Meeting to discuss new website

**Project 3035—Old Middle School Demolition**

- Final reimbursement request submitted
- Site visit scheduled with the Tobacco Commission for January 6, 2022

**Planning Commission**

- Public Hearing advertisement sent to the newspapers on October 28<sup>th</sup>, 2021
- Planning Commission packets sent to Commissioners on November 9<sup>th</sup>, 2021
- Meeting held on November 16<sup>th</sup>, 2021
- Public Hearing held for 6<sup>th</sup> Street Solar 2, LLC
- Planning Commission voted unanimously to approve 6<sup>th</sup> Street Solar 2, LLC and send it to the Board of Supervisors pending they remedy a couple issues prior to their Public Hearing at the Board level.
- Discussion for the need of definition and/or ordinances pertaining to Short-term Rentals and Event Venues
  - o Planning Commission approved for the previous committee for Event Venue to pursue the development of the definition.



- Planning Commission Clerk, Taylor N. Newton, unanimously approved to replace Glenn Millican on the committee.
- 2022 Planning Commission Meeting schedule discussed and unanimously approved that the meetings will be held on the 1<sup>st</sup> Thursday of each month.
  - 2022 Meeting Schedule attached.

### **Broadband**

- Agreement submitted to Dominion for 911 Fiber Buildout
- Met with Dominion to discuss the pre-installation inspection permit process
- Permit issued for Pre-installation inspection
- Met with Rob Williams, Rodney Newton, and Kevin Puryear, Better Cable Systems (BCS) to review fiber route, locations of above and below ground fiber, changed route to remove CenturyLink poles.
  - Provided Dominion with the additional poles being added to the route.
  - 911 Fiber Buildout will follow strictly Dominion power poles and have some underground lines.
- Determined the type of fiber being utilized, so the reports could be provided to Dominion.
- Followed up with Dominion to determine if the Pre-installation inspection has been completed.
- VATI Challenge Rebuttals submitted by Kinex Telecom, Inc.
- Determination of VATI Challenges will be announced on December 3<sup>rd</sup>, 2021
- VATI award and amounts will be determined in late December
- Addressed citizen questions pertaining to broadband and the development of a Broadband Advisory Panel.
  - Panel will be established after the award and amount is announced for VATI.
    - Likely to occur after the first of the year.

### **Solar**

- Completed survey sent out by the Rural Solar Development Coalition.
- Attended the Solar Facilities Committee Meeting at Cowan Gates on November 9<sup>th</sup>, 2021
  - Discussed:
    - Fee schedules for solar projects
    - Prospective solar applicants and those that have conducted a pre-application meeting
    - Battery Storage
    - Changes in the laws pertaining to solar development
- Collaborated with the Berkley Group about the 6<sup>th</sup> Street Solar 2, LLC presentation at the Planning Commission meeting.
- Followed up with Berkley Group after the Planning Commission meeting to ensure the information that will be presented in the PC Action Report for the BOS.
- Notified 6<sup>th</sup> Street Solar 2, LLC of the discrepancies/clarifications needed in their application prior the public hearing at the BOS level.
- Attended pre-application virtual meeting for Ashton Road Solar.
- Provided neighbors of Ashton Road Solar project of information requested.



## Other Activities

- Revised and updated Conditional Use Permit Application
- Met with owner and realtor for the Old Primary School to discuss the selling of the property and possible endeavors at the property.
- Scheduled a meeting with a prospective business for the County
- Met with DHCD virtually to discuss:
  - o Enterprise Zone Incentives
  - o Possible revision of Enterprise Zone Incentives
  - o Industrial Revitalization Fund
    - Further guidelines and submittal dates to be received in December at the LZA training
- Reviewed information distributed by the Virginia Farmers Market Association
  - o Provided pertinent information to Tony Matthews, Kenbridge Town Manager and Farmer's Market Manager.
  - o Provided information to the public about potential scam pertaining to farm's website and logo being utilized on a bulk sale website that the farmer may not work with.
- Worked with Nicole and Tracy on design of the new website prior to content being added.

## UPCOMING dates of interest:

- December 1:** *Resources and Relief for Small Businesses Webinar*
- December 3:** *DHCD Notices of Challenge Determination*
- December 3:** *Lunenburg Christmas Parade*
- December 6:** *Volunteer Management Training hosted by CRC in Farmville*
- December 6:** *Meeting with Farmville Newsmedia*
- December 7:** *Lunenburg Chamber of Commerce Holiday Business Decoration Judging*
- December 9:** *Voice of Community Meeting in Chase City*
- December 9:** *Board of Supervisors' Meeting*
- December 10:** *Auction at Chicken Houses on 138*
- December 13:** *VEDA ImpactED*
- December 14:** *Lunenburg Chamber of Commerce Holiday Home Decoration Judging*
- December 15:** *VIDA and VIED/VIDA Program*
- December 15:** *CRC Meeting in Farmville*
- December 16:** *VIDA/VIED Program*
- December 16:** *VEDA Professional Development Committee Meeting*
- December 20:** *Prospective Economic Development Endeavor Meeting in Kenbridge*
- December 23:** *Office Closed—Christmas Holiday*
- December 24:** *Office Closed—Christmas Holiday*
- December 30:** *Office Closed—New Year's Holiday*
- Late December—VATI Award Amount to be Announced**



# **2022 Lunenburg Planning Commission Meeting Schedule**

The meetings will be held on the 1<sup>st</sup> Thursday of each month at 7:00 p.m. in the 2<sup>nd</sup> floor courtroom of the Lunenburg Courts Building. THIS IS A CHANGE.

January 6, 2022

February 3, 2022

March 3, 2022

April 7, 2022

May 5, 2022

June 2, 2022

July 7, 2022

August 4, 2022

September 1, 2022

October 6, 2022

November 3, 2022

December 1, 2022 (possibly no meeting)



December 3, 2021

Planning and Economic Development  
Office of the Administrator  
11413 Courthouse Road,  
Lunenburg, VA 23952  
Attention: Taylor Newton

Re: Conditional Use Permit Application Submittal -  
6th Street Solar 2, LLC

Dear Ms. Newton,

I would like to inform you that 6th Street Solar 2, LLC ("Project Company") is seeking to defer or withdraw its CUP application for the proposed 3 MW solar facility in Lunenburg County. In the past few days, the Project Company has received an update from Dominion Energy regarding exponentially high interconnection upgrade costs on the substation. These interconnection upgrades are cost-prohibitive for continuing development at this stage. Borrego Solar Systems, Inc., on behalf of the Project Company, will continue working with Dominion Energy to try to resolve this high interconnection cost in order to continue this project at a future date. Conservatively, the interconnection cost will not be resolved until 2024. Borrego wants to be cognizant of the County's time and remain transparent about this information. We appreciate the time that the County has invested in the project up to this point.

The Project Company looks to Lunenburg County's guidance on the best next steps for this application, as to defer or withdraw. Please let us know how best to proceed.

Thank you,

A handwritten signature in cursive script that reads "Jessie Robinson".

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Jessie Robinson,  
Project Developer  
Borrego Solar Systems, Inc.

A handwritten signature in cursive script that reads "John Bennett".

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John Bennett, P.E.  
Office Manager / Principal,  
AES Consulting Engineers



**ADMINISTRATOR'S UPDATE**

-- As necessary



# Board of Supervisors December Meeting – 12/9/21

## County Administrator's Monthly Report

### Events in November:

- November 1 – Tracy off STO – no daycare
- November 2 – Election Day – office closed
- November 4 – Landfill Committee meeting/Citizens Advisory Board
- November 9 – Solar Committee meeting in Richmond at Cowan Gates, PC
- November 10 – meeting w/ Sheriff
- November 11 – Veteran's Day – office closed (Tracy works all day)
- November 8 – Tracy off – no sitter
- November 11 – Columbus Day/Yorktown Victory Day – Holiday (office closed)
- November 11 – School Legislative Day
- November 11 – Board of Supervisors meeting
- November 12 – Tracy PTO
- November 14-16 – VACo Conference in Norfolk, VA
- November 16 – FEMA PA transition call
- November 17 – Juvenile Detention and Jail Board meetings
- November 19 – Project LUIS and Microwave vendor meeting – Victoria, VA
- November 19 – Community Policy Management Team meeting (for Children's Services)
- November 22 – Tracy STO – sick child
- November 24-26 – Thanksgiving Holiday – office closed from noon on 24<sup>th</sup>-26<sup>th</sup>
- November 29 – VRA Bond payment requisition process call
- November 30 – Team meeting
- November 30 – Website review meeting

### Administration

- VACo Conference was Nov. 14-16. I attended my appointed Energy Committee meeting with speakers from Appalachian Power and Dominion Energy. They discussed solar, off-shore wind turbines, broadband through electric provider, electric vehicle charging, and we then ventured into all things solar, including battery storage. Over the next day, I attended opening session presentations from Senator Tim Kaine and political columnist Jeff Shapiro of the RTD. Concurrent sessions I attended were in regard to the State Biennium Budget, Changes in the Children's Services Act, and K-12 Education Funding and Initiatives. The keynote speaker on the last day was Governor Ralph Northam.
- Worked with Nicole and Taylor on more specifics for the County website layout update.

### Airport

- No responses to RFB for tree service to mitigate aviation easement encroachments. Submitted mitigation plan to Dept. of Aviation, should hear back from them before the Board meeting.

### Animal Control

- ACO Elliott raised over \$12,000 with the Ruff 'N It with Ray event on Thanksgiving Day!

### Budget & Finance-

- Participated in call with VRA to review our bond payment requisition process. Worked with the Treasurer's Office to create necessary accounts. Each expenditure for Project LUIS will go through a payment requisition process.
- Deputy Treasurer Dawn Buchanan has submitted her resignation. Treasurer Currin is seeking a qualified person to take the position.



- Distributed the audit and obtained necessary signatures for representation letter.
- Met with Sheriff regarding Comp Board bonuses.
- RFCA indicated that there will be a more detailed review of Fire Programs Funds this year and in the future.

#### **Building Official and Building & Grounds -**

- Working on some plumbing issues at the pumphouse and a couple toilets.

#### **Community/Economic Development/Planning -**

- Participated in solar committee meeting in Richmond and conversation with Red Brick to discuss financial considerations.

#### **COVID-19 Updates -**

- First Lunenburg COVID-19 case was April 6, 2020, the cumulative VDH count as of 12/1/21 is 1,203. We have had 41 hospitalizations and 22 deaths. We had 74 in August, 113 in September, and 115 in October, and 86 in November. Only 2 new cases.
- Returned remaining Utility CARES Funds from the two towns back to the State.
- Working with vendors to assure that we have all CARES money spent by December 31, 2021.
- Smith's Pharmacy and Lunenburg Schools will hold a vaccine clinic for 5-11 year-olds on December 15<sup>th</sup> from 4-7PM in the CHS Cafeteria.

#### **Elections -**

- The Registrar's Office is in need of more climate-controlled storage.
- Todd Fortune of CRC is working on election security grant funding with local registrars.

#### **Emergency Management & Public Safety -**

- Our FEMA Public Assistance Grant has made it through FEMA and is now in the State's hands.

#### **Piedmont Regional Jail Authority and Juvenile Detention Center Board -**

- Jail will hold a by-laws committee meeting to discuss timing of quarterly payments and whether meetings should be monthly or less frequent.
- Juvenile Detention staff is upset that Jail staff received the \$3,000 Comp Board bonus and they did not, but they are not covered by the Comp Board.

#### **Project LUIS**

- Held meeting at Town of Victoria re: Project LUIS with local partners, CTA, L3Harris, and Williams Communications (Microwave vendor).
- Taylor (and Rodney) is working on the fiber build project with Dominion and BCS.
- Working on monopole placement.

#### **Schools**

- Met with James Abernathy to discuss the reduced student enrollment numbers and their plan to cover the anticipated loss in state and local revenue.

#### **Social Services and Children's Services -**

- The interim part-time CSA Coordinator, Hope Hodgson, received our draft audit report with NO recommendations for fiscal repayment! This is great news!
- The DSS Administrative Office Manager position remains open, the candidate took a job with FAST-C.



**Solid Waste -**

- Will advertise a public hearing in January to discuss Meridian Waste's plan to increase tonnage to 2,000 tons per day in 2022.

**UPCOMING dates of interest:**

*December 9 – Board of Supervisors meeting 6pm*

*December 23-24 – Christmas Holiday – office closed*

*December 31 – New Year's Day (observed) – office closed*

*December 17 – Administration Christmas luncheon at Noon*

ROTARY Four-Way Test:

1. Is it the TRUTH?
2. Is it FAIR to all concerned?
3. Will it BUILD GOODWILL and BETTER FRIENDSHIPS?
4. Will it be BENEFICIAL to all concerned?

*“Then the Grinch thought of something he hadn't before! What if Christmas, he thought, doesn't come from a store.*

*What if Christmas...perhaps...means a little bit more!”*

*— Dr. Seuss, “How the Grinch Stole Christmas”*



December 3, 2021

To: Tracy Gee, County Administrator

From: Rodney Newton

Subject: Lunenburg Interoperable Communications System Monthly Progress Report

Below are the highlights of activities for the month of October for the Lunenburg Interoperable Communications System project:

- Provided plans for electrical and grounding at Lunenburg Courthouse
- Monthly project meeting with L3Harris, CTA, Williams Communications. and county representatives
- Assisted with providing control station location information
- Assisted with encoder location and layout
- Assisted with obtaining Special Temporary Authorization for law enforcement frequencies and continuing work on re-licensure
- Attended site visit for fiber project
- Provided map designating staging area for monopole when delivered
- Met with surveyor for staking of location of monopole
- Made notifications and obtained authorization for microwave vendor to fly a drone along microwave path
- Scheduled site visit for microwave engineer