

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD WEDNESDAY, MAY 20, 2020. THIS MEETING WAS CONDUCTED VIA CISCO WEBEX.

PRESENT: HON. DR. BARBARA JARRETT-HARRIS, CHAIR, HON. JOHN W. ZUBROD, VICE-CHAIR, HON. BERNARD L. JONES, SR., HON. DR. ALFONZO R. SEWARD, HON. WELTON TYLER, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR/CLERK; PAUL C. JACOBSON, COUNTY ATTORNEY; LESLIE R. WEDDINGTON, ASSISTANT COUNTY ADMINISTRATOR/ DEPUTY CLERK/RECORDER OF MINUTES

Meeting was conducted by electronic communication without a quorum physically present in one location due to the COVID-19 pandemic as permitted under applicable law including the County's Ordinance to Ensure Continuity of the County Government in Response to COVID-19 Disaster.

In accordance with the County's Ordinance to Ensure Continuity of the County Government in Response to COVID-19 Disaster the following public notice was advertised in the local newspaper, posted on the County's website and the County's Facebook page:

The Brunswick County Board of Supervisors will conduct their regularly scheduled monthly meeting via Webex webinar on Wednesday, May 20, 2020, at 7:30 p.m.

General Public Login Information

JOIN BY COMPUTER

If you would like to join via computer/webcam access, please use the link below.

<https://brunswickco.webex.com/brunswickco/onstage/g.php?MTID=e5f19414dbdaa30c3dfa6521ad93f2b68>

JOIN BY PHONE

If you do not have access to a computer, please use our dial-in option.

The number for Dial-In is 1-408-418-9388

The Event number is 719 444 791

The Meeting Password is Brunswick52020

Please use one of the following to submit written comments:

1. E-mail your comments to Leslie R. Weddington, Assistant County Administrator, at lweddington@brunswickco.com. The deadline to submit comments is by Tuesday, May 19, 2020.
2. Mail your comments to Leslie R. Weddington, Assistant County Administrator, P.O. Box 399, Lawrenceville, VA 23868.

Re: Closed Meeting – 6:00 p.m.

Upon a motion by Dr. Seward, seconded by Mr. Zubrod, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia convened in Closed Meeting to discuss the following matters under:

- 2-2.3711.A.1: Discussion, consideration of prospective candidates for employment.
- 2.2-3711.A.3: Discussion or consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.
- 2.2-3711.A.7: Consultation with legal counsel and briefings by staff members pertaining to actual litigation, specifically Anne Hartley v. Board of Supervisors of Brunswick County, Virginia.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Reconvene in Open Meeting

Upon a motion by Dr. Seward, seconded by Mr. Zubrod, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia reconvened in Open Meeting.

WHEREAS, the Board of Supervisors of Brunswick County, Virginia (“Board”) convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia 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.

WILL EACH MEMBER NOW SO CERTIFY:

Mr. Jones: Aye
Mr. Seward: Aye
Mr. Tyler: Aye
Mr. Zubrod: Aye
Dr. Harris: Aye

Re: Invocation and Pledge of Allegiance

Chair Harris invited anyone in the audience who would like to participate in the invocation with the Board members to please stand and join them. Chair Harris gave the invocation and Supervisors Zubrod lead the Pledge of Allegiance.

Re: Approval of Agenda

Upon a motion by Mr. Zubrod, seconded by Dr. Seward, and unanimously carried, the Board approved the agenda with the following change and additions:

Move under Finance Director's Report
Selective Enforcement Revenue

Add under County Administrator's Report
Graduation Banners

Add under County Attorney's Report
Lake Gaston Day Use Area

Add under New Business
Personnel

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Re: Approval of Minutes

Upon a motion by Mr. Zubrod, seconded by Dr. Seward, and unanimously carried, the Board approved the following minutes:

- February 19, 2020 – Regular Meeting minutes
- March 4, 2020 – Budget Worksession minutes
- April 1, 2020 – Special and Emergency Meeting minutes
- April 22, 2020 – Adjourned Meeting minutes

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Re: Virginia Department of Transportation

Mr. Tommy Johnson, Residency Administrator, presented the monthly report as follows:

Maintenance Forces

- Performed shoulder repairs on various secondary routes.
- Cut limbs back on various secondary routes.
- Cleaned pipes and made necessary repairs as needed on various secondary routes.
- Performed ditching operations on various secondary routes.
- Machined various National Highway System (NHS) routes and hauled stone as needed.
- Checked various routes for maintenance and safety issues.
- Performed litter patrol on various routes.

Mr. Johnson reported on the following projects:

- All VDOT offices remain closed to the public at this time. Many employees are working remotely.
- Route 644, Robinson Ferry Road Update: The debris removal work was completed and the roadway was open to traffic on Friday, March 27, 2020.
- Route 630, Waqua Creek Road Bridge Update. Work was completed and the road was reopened to traffic on Friday, May 1, 2020. This bridge replacement project was completed ahead of schedule and under budget. The new bridge has no weight restrictions and can carry legal loads.
- Route 46, Christanna Highway over Route 58 Bridge Update. The staging area is set up for fabrication of the new span. The contractor is working on the pre-cast yard to form deck modules.

- The repairs and paving of the street behind the County Government Building and adjacent streets are ongoing. The marking of parking spaces are underway. The weather has delayed this work.

Re: Brunswick County Public Schools Monthly Report

FY21 Brunswick County Public School Budget Approval

Upon a motion by Mr. Zubrod, seconded by Dr. Seward, and unanimously carried, the Board approved the FY21 Brunswick County Public School Budget as advertised.

	APPROPRIATED	PROPOSED	DOLLAR
REVENUES	FY 2019-2020	FY 2020-2021	INCREASE/ (DECREASE)
Special	\$ 106,000	\$ 57,500	\$ (48,500)
Food Service	1,347,500	1,378,000	30,500
State	13,174,883	12,885,067	(289,816)
Federal	1,568,860	1,568,860	-
Local	7,034,291	7,042,816	8,525
Totals	\$ 23,231,534	\$ 22,932,243	\$ (299,291)
EXPENDITURES			
Instruction	\$ 15,167,001	\$ 14,743,342	\$ (423,659)
Admin/Attend/Health	915,427	1,000,770	85,343
Transportation	2,077,061	2,077,061	-
Operations/Maintenance	2,305,601	2,305,601	-
Food Service	1,347,500	1,378,000	30,500
Technology	1,097,481	1,097,481	-
Debt Service	321,463	329,988	8,525
Totals	\$ 23,231,534	\$ 22,932,243	\$ (299,291)

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

FY20 School Budget Tracking Report

Dr. Kristy Somerville-Midgette, Superintendent, presented an overview of the schools monthly financial report. This was provided for the Board's information. See attached report.

FY20 Additional Appropriations

Dr. Midgette stated that Brunswick County Public Schools is requesting approval of the following grant appropriations:

- Region VIII Superintendent’s Association Professional Development Assistance Grant \$5,000
- E-Backpack Initiative Grant \$52,400

Upon a motion by Mr. Tyler, seconded by Dr. Seward, and unanimously carried, the Board approved the grant appropriations in the amount of \$57,400.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Re: Citizen Comments

The Chair opened the citizen comment period and asked if any comments had been submitted. Ms. Leslie Weddington, Assistant County Administrator, responded that no comments had been submitted.

Re: Consent Calendar of Reports

Upon a motion by Mr. Tyler, seconded by Mr. Zubrod, and unanimously carried, the Board acknowledged receipt of the following report:

- Roanoke River Service Authority, January 28, 2020, meeting minutes

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Re: Finance Director’s Report

Approval of Disbursements

Mrs. Keli Reekes, Director of Finance, presented disbursements as follows:

March 2020

- System checks dated February 20, 2020, in the amount of \$200.00
- System checks dated February 28, 2020, in the amount of \$109,124.59

- System checks dated March 4, 2020, in the amount of \$30,037.50
- System checks dated March 12, 2020, in the amount of \$163,197.82
- System checks dated March 17, 2020, in the amount of \$1,170.00
- System checks dated March 18, 2020, in the amount of \$238,801.50
- System checks dated March 19, 2020, in the amount of \$96,208.60
- Total Disbursements for March 2020 - \$638,740.01

April 2020

- System checks dated April 8, 2020, in the amount of \$913,029.89
- System checks dated April 29, 2020, in the amount of \$206,437.47
- Total Disbursements for April 2020 - \$1,119,467.36

May 2020

- System checks dated May 14, 2020, in the amount of \$210,473.98
- System checks dated May 20, 2020, in the amount of \$53,754.51
- Total Disbursements for May 2020 - \$264,228.49

Upon a motion by Mr. Zubrod, seconded by Mr. Jones, and unanimously carried, the Board approved disbursements in the amount of \$2,022,435.86 as presented.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Local Allocations for Federal CARES Coronavirus Relief Funds

Dr. Charlette T. Woolridge, County Administrator, stated Congress passed and the President recently signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020. This Act provides funding for a number of different programs to address the COVID-19 pandemic. A primary component of the CARES Act is \$150 billion in assistance to state, local, territorial, and tribal governments for the direct impact of the COVID-19 pandemic through the establishment of the Coronavirus Relief Fund (CRF).

Allocations were sent to states based on population and 45% percent of this funding was based on the local populations of each state's cities and counties. As a result, Brunswick County received \$1,416,092. The allocation indicated for each County

includes any allocations based on residents that live in the towns located within that County. Therefore the towns will receive their respective share of the funds.

These funds may be used for qualifying expenses of state and local governments. The CARES Act provides that payments from the CRF may only be used to cover costs that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

The County is responsible for the ensuring compliance with the documentation requirements and must ensure that the use of the funds meets the requirements set forth by the federal government.

In order to receive the County's allocation, the signed Certification for Receipt of Coronavirus Relief Fund Payments form must be submitted to the Virginia Department of Accounts no later than May 22, 2020.

Upon a motion by Mr. Zubrod, seconded by Mr. Tyler, and unanimous carried, the Board authorized the County Administrator to submit the Certification for Receipt of Coronavirus Relief Fund Payments form in order to receive the allocated funds.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Selective Enforcement Revenue

Mrs. Reekes stated that the Sheriff's Department Selective Enforcement Budget has been exceeded. As a result, Sheriff Roberts has requested an FY20 appropriation of excess Court Fines revenue in the amount of \$75,000.

Upon a motion by Mr. Zubrod, seconded by Mr. Tyler and carried, the Board approved the FY20 appropriation of Court Fines revenue in the amount of \$75,000. Dr. Seward abstained as he is an employee of the Brunswick County Sheriff's Office. Ayes: Jones, Tyler, Zubrod, Harris; Nays: None; Abstained: Seward

Re: County Administrator's Report

COVID-19 Update

Dr. Woolridge provided a COVID-19 update.

Chair Harris requested that a letter be sent to legislators requesting coronavirus testing sites in the County. It was a consensus of the Board that staff draft a letter for the chair's signature.

Graduation Banners

Upon a motion by Mr. Zubrod, seconded by Dr. Seward, and unanimously carried, the Board approved the production of graduation banners to be displayed on Courthouse Square to salute and honor the 2020 graduating classes from Brunswick High School, Brunswick Academy and Southside Virginia Community College.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Re: County's Attorney's Report

Lake Gaston Day Use Area

Dr. Woolridge started off the report by reviewing the history of the County's efforts to receive grant funds from Dominion Virginia Power for the purchase and development of property located off of Herman Road to be used as a recreational Day Use Area. She described the amount of grant funds available, \$681,270, which is in

excess of the purchase price for the property, meaning that no local County funds would be used for the purchase. Also, after purchase of the property, remaining grant funds may be used to develop the property. Dr. Woolridge described the Agreement – Dominion Virginia Power's Lake Gaston Recreation Access that needs to be approved by the Board to move forward with the grant.

Mr. Paul Jacobson, County Attorney, stated that the County has been in negotiations to purchase the property for some time. The Board entered into an option agreement for the purchase of property identified as Tax Map 91-10 and Tax Map 95-5. The owners of the property agreed to reduce the purchase price set forth in the option agreement by \$12,500 under an addendum to the agreement, resulting in the current purchase price of \$437,500.

Upon a motion by Mr. Zubrod, seconded by Dr. Seward, and unanimously carried, the Board approved the Agreement – Dominion Virginia Power's Lake Gaston Recreation Access and authorized the County Administrator to sign this agreement, and adopted the following resolution to exercise their option to purchase the property located off of Herman Road and identified as Tax Map 97-10 and Tax Map 95-5 under an Agreement on Exercise of Option

WHEREAS, the Board of Supervisors of Brunswick County entered into an Option Agreement for the purchase of certain real property bearing Tax Map Numbers 97-10 and 95-5 and referred to as the Herman Road Property; and

WHEREAS, the owners of the Herman Road Property agreed to reduce the purchase price set forth in the Option Agreement by \$12,500 under an Addendum to Option Agreement, resulting in the current purchase price of \$437,500; and

WHEREAS, the owners of the Herman Road Property have stated they will honor the Option Agreement as amended by the Addendum through June 3, 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby exercises its option to purchase the Herman Road Property and hereby authorizes the County Administrator, the County Attorney and other employees and agents of the County to give notice of such exercise to the owners of the Herman Road Property and for the County Administrator to execute an Agreement on Exercise of Option in substantially the form presented to this meeting with such changes as may be approved by the County Administrator and the County Attorney providing that the purchase price of the Herman Road Property will not increase, and

BE IT FURTHER RESOLVED that the Chairman of the Board of Supervisors, the County Administrator, the County Attorney and other employees and agents of the County are authorized to take such other actions as necessary or appropriate for the County to pay the revised purchase price of \$437,500 for the Herman Road Property, for the Herman Road Property to be conveyed to the County, for the County to receive grant funds to be utilized to pay or reimburse the County for this purchase price, and to execute all agreements, instruments and other documents necessary or appropriate for closing on the purchase of the Herman Road Property, including acceptance of a deed for the Herman Road Property in a form approved by the County Attorney.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Re: Old Business

FY21 Brunswick County General Fund and Capital Improvement Budget Adoption

Upon a motion by Mr. Tyler, seconded by Mr. Zubrod, and unanimously carried, the Board adopted the following resolution:

BE IT RESOLVED: that the Brunswick County Board of Supervisors does appropriate the total amount of \$43,513,345 (inclusive of interfund transfers in the amount of \$9,047,311) for the consolidated Brunswick County budget for the year beginning July 1, 2020, and ending June 30, 2021, as budgeted by fund and function for general governmental activities, and as budgeted by fund and category for public school activities. Further, this total appropriation includes \$6,712,828 in local funding for school operations. Additional local funding for schools includes \$380,942 for the School Construction Debt Service Fund; and \$693,200 for School Debt Service Fund.

Further the Board set the tax rates per \$100 of assessed value for 2019-2020 as follows:

Real Estate	\$0.53
Personal Property	\$3.65
Special Classification of Personal Property – Fire & Rescue	\$2.64
Mobile Homes	\$0.53

Machinery and Tools	\$3.40
Public Service Corporation Real Estate	\$0.53
Public Service Corporation Personal Property	\$3.65

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Re: New Business

Saint Paul’s College Re-Use Project – Final Report

Dr. Woolridge stated that the County of Brunswick, Town of Lawrenceville and Brunswick County IDA procured the services of Sanford Holshouser Economic Development Consulting, in collaboration with Hill Studio, to determine the potential re-uses of Saint Paul’s College.

The study identified six reuse ideas:

1. The Virginia Center for Autonomous Systems (UAS) (Unmanned Systems/Drones)
2. The Virginia Wood Products Center
3. Education/Workforce/Corporate Training and Research Facilities: Data Center Sector
4. Education/Workforce/Corporate Training and Research Facilities: Supply Chain Sector
5. African American/Saint Paul’s Connection
6. Hotel/Hospitality, Café and Conference/Exhibit Area

Hill Studios conducted an initial-level examination of the site using several techniques ranging from a campus visit where most buildings were assessed from the exterior and some on the interior. Visual assessment included the use of an unmanned aerial vehicle (drone) in order to view the condition of some buildings’ roofs. In addition, geographic data was considered.

An overall conceptual plan is included to show proposed future precincts of the campus.

Dr. Woolridge made the recommendation to approve the Saint Paul's College Re-Use Project report as submitted. No County funds are associated with the approval of the report.

Upon a motion by Dr. Seward, seconded by Mr. Tyler, and unanimously carried the Board approved the Saint Paul's College Re-Use Project final report as recommended.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Personnel – Refuse Collector

Upon a motion by Mr. Zubrod, seconded by Mr. Tyler, and unanimously carried, the Board hired the following personnel as Refuse Collectors for the Department of Solid Waste, pending a successful background check:

- Robert Smith, moved from part-time to full-time effective immediately
- Lawrence Wyche, full-time effective July 1, 2020

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Personnel – Director of Economic Development

Upon a motion by Mr. Zubrod, seconded by Mr. Tyler, and carried, the Board hired Alfreda Jarrett Reynolds as the Director of Economic Development effective July 1, 2020, pending a successful background check. Dr. Harris abstained.

Ayes: Jones, Seward, Tyler, Zubrod; Nays: None; Abstained: Harris

Re: Appointments

Brunswick County Litter Control

This matter was continued.

Industrial Development Authority

This matter was continued.

Mecklenburg Brunswick Regional Airport Commission

Upon a motion by Mr. Zubrod, seconded by Mr. Tyler, and unanimously carried, the Board reappointed Steve Harris to a four (4) year term on the Mecklenburg Brunswick Regional Airport Commission.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Meherrin Regional Library Board

Upon a motion by Mr. Tyler, seconded by Mr. Zubrod, and unanimously carried, the Board reappointed Nancy Edwards to a four (4) year term on the Meherrin Regional Library Board, representing the Powellton District.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Roanoke River Service Authority

Upon a motion by Mr. Jones, seconded by Mr. Zubrod, and unanimously carried, the Board reappointed Dr. Elizabeth Burns to a three (3) year term on the Roanoke River Service Authority.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Southside Community Criminal Justice Board

Upon a motion by Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board reappointed Crystal Willett to a two (2) year term on the Southside Community Criminal Justice Board.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

South Central Workforce Development Board of Directors/CLEO

This matter was continued.

Southside Community Services Board of Directors

Upon a motion by Mr. Jones, seconded by Mr. Tyler, and unanimously carried, the Board reappointed Minister Ivan Hargrove to three (3) year term on the Southside Community Services Board of Directors.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Re: Adjourn

Upon a motion by Mr. Zubrod, seconded by Dr. Seward, and unanimously carried, the Board adjourned.

Hon. Dr. Barbara Jarrett Harris, Chair

Charlette T. Woolridge, Ph.D., Clerk