

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD WEDNESDAY, APRIL 19, 2017, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

PRESENT: HON. BARBARA JARRETT-HARRIS, CHAIR, HON. JOHN W. ZUBROD, VICE-CHAIR, HON. FREDERICK A. HARRISON, SR., BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR/CLERK; PAUL JACOBSON, COUNTY ATTORNEY; LESLIE R. WEDDINGTON, ASSISTANT COUNTY ADMINISTRATOR/DEPUTY CLERK/RECORDER OF MINUTES

ABSENT: HON. BERNARD L. JONES, SR. AND HON. WELTON TYLER, BOARD OF SUPERVISORS MEMBERS

Re: Closed Meeting – 6:00 p.m.

Upon a motion by Mr. Zubrod, seconded by Mr. Jones, 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.7: Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.
- 2.2-3711.A.1: Discussion regarding prospective candidates for employment>
- 2.2-3711.A.3: Discussion regarding real property for public use.

Ayes: Harrison, Zubrod, Harris; Nays: None

Reconvene in Open Meeting

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, 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. Harrison: Aye

Mrs. Zubrod: Aye

Mrs. Harris: Aye

Re: Call to Order – 7:30 p.m.

Chair Harris called the meeting to order and welcomed all citizens in attendance.

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. Supervisor Harrison gave the Invocation and Pledge of Allegiance.

Re: Approval of Agenda

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board approved the agenda as presented.

Ayes: Harrison, Zubrod, Harris; Nays: None

Re: Public Hearings

Secondary Six-Year Road Plan 2018-2023

Mr. Tommy Johnson, Assistant Residency Administrator, presented an overview of the Secondary Six-Year Road Plan 2018-2023.

The Chair opened the public hearing. No citizens spoke.

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

WHEREAS, Sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan,

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2018 through 2023) as well as the Construction Priority List (2018) on April 19, 2017, after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List,

WHEREAS, Tommy Johnson, Residency Administrator, Virginia Department of Transportation, appeared before the board and recommended approval of the Six-Year Plan for Secondary Roads (2018 through 2023) and the Construction Priority List (2018) for Brunswick County,

NOW, THEREFORE, BE IT RESOLVED that since said Plan appears to be in the best interests of the Secondary Road System in Brunswick County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2018 through 2023) and Construction Priority List (2018) are hereby approved as presented at the public hearing.

Ayes: Harrison, Zubrod, Harris; Nays: None

FY18 Brunswick County Public School Budget

The proposed FY18 Brunswick County Public School Budget was presented as follows:

			DOLLAR
	APPROPRIATED	PROPOSED	INCREASE/ (DECREASE)
REVENUES	FY 2016-2017	FY 2017-2018	(DECREASE)
Special	\$ 187,000	\$ 102,000	\$ (85,000)
Food Service	1,217,640	1,217,640	-
State	13,440,312	13,383,400	(56,912)
Federal	2,412,197	2,450,862	38,665
Local	5,585,379	5,756,568	171,189
Totals	\$ 22,842,528	\$ 22,910,470	\$ 67,942
EXPENDITURES			
Instruction	\$ 15,470,140	\$ 15,560,485	\$ 90,345
Admin/Attend/Health	778,342	780,540	2,198
Transportation	1,860,079	1,865,851	5,772
Operations/Maintenance	2,302,958	2,288,629	(14,329)
Food Service	1,217,640	1,217,640	-
Technology	892,240	879,942	(12,298)
Debt Service	321,129	317,383	(3,746)
Totals	\$ 22,842,528	\$ 22,910,470	\$ 67,942

The Chair opened the public hearing. The following citizen spoke:

- Gene Wiley – Expressed concerns regarding the additional funding the Brunswick County Public School System receives from the county that's above what is mandated by the state, ineffective school operations and the cost of health insurance for employees.

After providing all citizens with an opportunity to express their views, the Chair closed the public hearing.

Re: Approval of Minutes

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

- February 28, 2017, Budget Work Session
- March 7, 2017, Budget Work Session
- March 15, 2017, Regular Meeting
- March 16, 2017, Joint School Board and Budget Work Session

Ayes: Harrison, Zubrod, Harris; Nays: None

Re: Virginia Department of Transportation

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

Maintenance Forces

- Route 606 and Route 607 Pipe Replacement Projects are completed.
- Patching potholes as needed on various primary routes.
- Cut brush/limbs on various secondary routes.
- Machining National Highway System (NHS) roadways and hauling stone as needed.
- Performing routine maintenance and litter patrol on various routes.

Mr. Johnson further stated that the Route 58 East bound lane bridge over Great Creek and the I-85 Exit 28 near Alberta projects are still ongoing.

Supervisor Harris reminded VDOT to review the Route 58 East ramp to Route 46 for a caution or stoplight to enhance safety at the intersection. Mr. Johnson stated that VDOT conducted a study of that area in the past and it did not warrant a stop light; however, VDOT's Traffic Department has been asked to review this area again.

Re: Brunswick County Public Schools Monthly Report

Mr. Richard Rush, Director of Business Operations, presented an overview of the schools monthly financial report. This was provided for the Board's information. See attached report.

Bus Lease/Purchase Agreement

Mr. Rush gave an overview of the bus lease/purchase agreement.

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board supports the Lease/Purchase agreement as presented by the Brunswick County Public School Board and will commit, subject to annual appropriation by the Board of

Supervisors, to fund the equivalent of one bus per year for the next five years at the same level as the current school year of \$76,000 and it is understood that the School Board will meet any additional obligations required by the leasing agreement through other internal funding sources.

Ayes: Harrison, Zubrod, Harris; Nays: None

Re: Presentations

Lawrenceville Lions Club Request – Seafood Feast

Dr. Woolridge stated that the Lawrenceville Lions Club is requesting use of the Lawrenceville-Brunswick Airport grounds to hold the annual Seafood Feast on Wednesday, May 3, 2017, from 4:00 p.m. until 7:30 p.m. The request has been approved by the Lawrenceville-Brunswick Airport Commission.

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board approved the Lawrenceville Lions Club request to use the Lawrenceville-Brunswick Airport grounds to hold the annual Seafood Feast.

Ayes: Harrison, Zubrod, Harris; Nays: None

Take Pride in Lake Gaston Clean-Up Day Resolution

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

WHEREAS, there is a need to improve the appearance of Lake Gaston by removing litter and debris that create eyesores and harm the environment; and

WHEREAS, a clean Lake Gaston environment positively impacts water safety, economic development, travel, tourism and quality of life; and

WHEREAS, the Lake Gaston Association is sponsoring Take Pride in Lake Gaston clean-up of the lake on May 20, 2017 in an effort to educate citizens on the harmful effects of litter; and

WHEREAS, there is a need for citizen participation in maintaining the beauty of our county, and

WHEREAS, it is in the interest of Brunswick County to support our volunteers in efforts to improve the appearance of the county;

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors of Brunswick County, VA that it endorses and supports the Take Pride in Lake Gaston Clean-Up Day 2017 initiative.

Ayes: Harrison, Zubrod, Harris; Nays: None

Re: Department/Agency Presentations

Introduction of New Business

Ms. Joan V. Moore, IDA Executive Director, gave an overview of KASS USA, a new business that will be located in the old Southern States building located in the Town of Lawrenceville. KASS will manufacture a vast array of healthy snack products. The company intends to invest \$600,000 and projects an employment creation of 10-15 individuals in three years. Ms. Moore further stated that KASS plans to collaborate with local IDA and County officials in the area of nutrition.

Real Estate Tax Relief – Solomon’s Promise

Mrs. Keli Reekes, Director of Finance, stated that Solomon’s Promise, a 501(c) 3 organization, is requesting a waiver from the payment of real estate taxes.

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board referred this request to the Finance Committee for review.

Ayes: Harrison, Zubrod, Harris; Nays: None

Real Estate Tax Relief – The Improvement Association

Mrs. Reekes stated that The Improvement Association, a 501(c) 3 organization, is requesting a waiver from the payment of real estate taxes.

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board referred this request to the Finance Committee for review.

Ayes: Harrison, Zubrod, Harris; Nays: None

Real Estate Tax Relief – Senior Citizens of Brunswick County

Mrs. Camilla Clayton-Bright, Commissioner of the Revenue, stated that she had received petitions from senior citizens in the county requesting tax relief for the elderly and disabled.

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board referred this request to the Finance Committee for review.

Ayes: Harrison, Zubrod, Harris; Nays: None

Re: Citizens Comments

The Chair opened the citizen comment period and advised that each citizen will be allotted three (3) minutes to speak. The following citizen spoke:

- Ray Sawyer expressed concern regarding accountability for the IDA.

Re: Consent Calendar of Reports

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

- Industrial Development Authority, March 14, 2017, meeting minutes
- Executive Director’s Report, April 11, 2017
- Lawrenceville-Brunswick Airport Commission, April 7, 2017, meeting minutes

- Roanoke River Service Authority, February 28, 2017, meeting minutes

Ayes: Harrison, Zubrod, Harris; Nays: None

Re: Finance Director's Report

Approval of Disbursements

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

- System checks dated March 17, 2017, FY17, in the amount of \$18,001.62
- System checks dated March 22, 2017, FY17, in the amount of \$851.36
- System checks dated March 22, 2017, FY17, in the amount of \$1,320.00
- System checks dated April 13, 2017, FY17, in the amount of \$48,401.73
- System checks dated April 19, 2017, FY17, in the amount of \$920,780.29

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried, the Board approved disbursements in the amount of \$1,206,264.64, as presented.

Ayes: Harrison, Zubrod, Harris; Nays: None

FY18 Health Insurance Renewal

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board approved the Key Advantage 500 with Comprehensive Dental coverage at an annual increase of \$167,000 for the period beginning July 1, 2017, and ending June 30, 2018.

Ayes: Harrison, Zubrod, Harris; Nays: None

FY17 Fiscal Quarterly Report

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

- Transferred \$11,804 from the FY17 Department of Emergency Services fund to the applicable line item in the FY17 Fire and EMS Services departmental budget for Central Lifesaving and Rescue Squad.

- Appropriated \$25,000 from the FY17 Courthouse Maintenance fund balance to the FY17 Courthouse Maintenance fund budget.

Ayes: Harrison, Zubrod, Harris; Nays: None

Re: Planning Director's Report

Final Approval- Woodlawn Subdivision, Phase 2

Mr. George E. Morrison, III, Director of Planning, stated that the applicant is requesting final plat approval for Woodlawn Subdivision, Phase 2. The subject property is located off of Christanna Highway (State Route 46) and Millville Road (State Route 763). Phase 2 consists of nine (9) lots with individual well and septic systems. The Planning Commission approved the preliminary subdivision plat for Woodlawn Subdivision, Phase 2, on December 13, 2016.

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried, the Board approved the final plat for Easy Street Subdivision, Phase I.

Ayes: Harrison, Zubrod, Harris; Nays: None

Special Entertainment Permit – Relay for Life 2017

Mr. Morrison stated that the American Cancer Society is requesting approval of a special entertainment permit in accordance with the Brunswick County Outdoor Musical/Entertainment Festivals Ordinance for the 2017 Relay for Life event scheduled for Friday, May 19, 2017, at Brunswick High School. The applicant has provided an event narrative to outline the activities of the proposed event. Further, the applicant requests to waive the following ordinance requirements:

- Extension of time limitation
- Lodging and camping on-site
- Waiver of performance bond and tax
- Waiver of application fee

Upon motion of Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried, the Board approved the Special Entertainment Permit for the 2017 Relay for Life event on Friday, May 19, 2017, as requested by the American Cancer Society.

Ayes: Harrison, Zubrod, Harris; Nays: None

Re: County Attorney's Report

Economic Development in Virginia – Roles and Responsibilities of Counties and IDAs

Mr. Paul Jacobson, County Attorney, stated that last month the Board requested him to research and report on options available to counties in Virginia for the allocation of economic development duties and functions.

Virginia law authorizes a County to undertake activities to promote the County for economic development purposes. The County may accomplish this through a County economic development department. As with any other County department, economic development department staff would be under the supervision of the County Administrator.

Virginia law allows a county to provide funding for these promotional activities through a County economic development department or to the County's IDA. Many counties in Virginia promote economic development in the locality through a County economic development department. Counties that have established a County economic development department still use the County's IDA to accomplish projects that require IDA involvement, such as some capital project financing and economic development agreements.

The IDA is a separate entity from the County. However, Virginia law provides that the County Board of Supervisors is to appoint members of the IDA Board to four year

terms. According to county records the terms of three members of the Brunswick County IDA Board end on June 30 of this year, and the Board of Supervisors will have the task of appointing or reappointing persons to fill those three vacancies.

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison and unanimously carried, the Board voted to establish a county operated Department of Economic Development and to transfer all proposed funds in the FY18 Budget for IDA to the newly established Department of Economic Development.

Ayes: Harrison, Zubrod, Harris; Nays: None

Re: Old Business

FY16 Financial Report Acceptance

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board accepted the FY16 Financial Report as prepared by Robinson, Farmer Cox Associates.

Ayes: Harrison, Zubrod, Harris; Nays: None

Emergency Communication System Update

Supervisor Zubrod stated that the committee is working on the development of the RFP to procure services and the license application through the Virginia Department of Emergency Management.

Re: New Business

Personnel

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board appointed Wyatt Whitby as Basic Life Support Provider for Central Lifesaving and Rescue Squad with a start date of May 4, 2017.

Ayes: Harrison, Zubrod, Harris; Nays: None

Re: Appointments

Brunswick County Animal Control Advisory Board

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board Rachel Hall to the Brunswick County Animal Advisory Board.

Ayes: Harrison, Zubrod, Harris; Nays: None

Brunswick County Litter Control Council

This matter was continued.

Southside Workforce Development Board

This matter was continued.

Re: Adjourn

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

Hon. Barbara Jarrett-Harris, Chair

Charlette T. Woolridge, Ph.D., Clerk