

**Virginia:**

At the recessed meeting of the Board of Supervisors held at the Charles City County Government Administration Building thereof on Tuesday, May 13, 2020, at 5:30 p.m. in the 224<sup>th</sup> year of the Commonwealth and 386<sup>th</sup> year of the County.

PRESENT: William G. Coad, Chairman  
Gilbert A. Smith  
Lewis E. Black, III

RE: CALL TO ORDER

Meeting called to order by William G. Coad.

RE: ADOPTION OF THE AGENDA

Michelle Johnson stated she would like to amend the agenda to add Item D. Local Allocations for Federal CARES Coronavirus Relief Fund.

Motion was made by Gilbert Smith to adopt the Agenda with change as presented by staff. Motion carried unanimously.

The Pledge of Allegiance was said in unison by the Board of Supervisors.

RE: OTHER BUSINESS

Michelle Johnson stated during COVID-19 there has been a lot of companies that have reached out to offer assistance to the County. sPower has committed to donating \$11,800 to Charles City County to provide three Wireless on Wheels internet trailers in the community. This project will allow twenty people to connect at one time at each site. She recommended approval from the Board to accept this donation.

Motion was made by Bill Coad to accept the \$11,800 donation from sPower for the Wireless on Wheels project. Gilbert Smith requested staff send sPower a letter thanking them for their donation. Motion carried unanimously.

Rhonda Russell stated Mr. Coad has been in contact with Wireless on Wheels and BOIP, the company bringing the internet to Charles City for this project. This will provide an internet option for Charles City residents to use for school and business needs. The estimated cost will be funded by sPower. There will be a monthly fee of \$300.00 per month. This will be the responsibility of the county. She stated there will be three trailers in the County. The trailer in District 1 will be at Harrison Park, District 2 at Chickahominy Tribal Center, and District 3 at Jerusalem Baptist Church. She provided the Board with a draft agreement that needs to be tweaked. A few of the tweaks would be for the agreement to state the County will receive monthly reporting usage at each site. The agreement does not provide for the return of equipment to Charles City County as sPower is donating funds for this project. Rhonda stated tonight she is requesting

permission from the Board to allow staff to tweak the contract for deployment of these services to our constituents.

The Board agreed unanimously to allow staff to tweak agreement and resubmit it to the Board for approval.

Rhonda Russell stated On January 22, the Honorable Governor Ralph Northam announced the award of a \$3,966,012 Virginia Technology Initiative (VATI) grant to Charles City County to deploy broadband technology in the County in a partnership agreement with Comcast. There are two grants associated with this award. One grant from VDHC for \$3,966,012 and a grant from Comcast for \$1,322,004. The funding agency required two contracts, one detailing the relationship with the locality and the funding agency and the second detailing the contractual requirements with our copartner, Comcast, and expectations for construction, invoicing, reporting, subscribers, etc. The project has to be completed in 12 months. Charles City will have to provide monthly reports on the progress of the project, which will be provided by Comcast. She presented a map showing the northern, southern, eastern, and western service area. Staff requested approval of both agreements.

Gilbert Smith asked if you are traveling Route 106 towards the Benjamin Harrison Bridge, how far will it go in that area? Rhonda stated the contract language lists the area. Michelle Johnson said looking at the map it will go to Route 5, it will not cross over Route 5 towards the Benjamin Harrison Bridge.

Bill Coad stated this is a very vague map. No one has given us any information to share with the constituents. Will there be a 300 foot build out from the line? Michelle Johnson stated the grant will cover 2,350 homes. The lines show boundaries in the service area. Rhonda stated all areas within the red lines will be serviced. Anything after the 300 feet, the cost will have to be negotiated.

Gilbert Smith asked if the line being put in on Route 106 is part of this project. People have been guessing who and why the line is being installed. Michelle Johnson stated she does not think it is Comcast, she believes it is another carrier.

Lewis Black asked if the County could supplement some of the funding to extend the line, would that be possible? Michelle stated that it is something staff will have to evaluate after we have further information, like how many people are interested, etc.

Motion was made by Lewis Black to accept both agreements, the DHCD and Comcast, for the VITA Grants. Motion carried unanimously.

Michelle Johnson stated Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act. 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. Each state received 55 percent of its share based on the total state population and the remaining 45 percent was based on the local populations of each state's cities and counties. The allocation for Charles City County with a population of 6,963 is \$607,495. Michelle stated these funds have to be accepted by May 22, 2020. The County will receive these

funds on June 1<sup>st</sup> and will have until December to spend funds that are COVID-19 related. If there is a second wave of COVID-19, the County can prepare for expenses that may occur. As of today, the County has spent \$104,000 on expenses for COVID-19. Michelle requested approval from the Board to accept these funds.

Motion was made by Gilbert Smith to accept funds as presented by staff. Motion carried unanimously.

RE: PRESENTATION – FY21 BUDGET

Michelle Johnson presented the updated FY21 Budget. In the General Fund the amount is \$7,604,776. She stated on April 28<sup>th</sup> it was \$6,961,476, which is an increase of \$643,302. The formula used in April did not pick up the funding for agencies or the debt services. Since we had an overage staff went back and had to make some cuts. Fire/EMS recommending \$1,186,724, Social Service \$451,726 cut \$53,000, CIP \$375,524 cut \$457,520. For the Schools CIP requesting 790,856 cut \$457,520, Utilities \$370,180, School \$5,700,089. This is an increase of 90,548, CPMT \$210,000. Michelle reviewed the updates made to the budget since April 28, 2020, FY2021 Budget Proposal meeting. She reviewed all increases and decreases by department.

Bill Coad asked if the Agency's contributions were level funding. She stated yes. Bill Coad asked if some agencies would not need funding for the remainder of this year and maybe the first quarter of next year. Michelle reviewed the agencies that requested increases, the majority of the agencies requested level funding.

Michelle Johnson reviewed the County CIP for FY2021 by department and talked about the projects projected for the next five years. The recommended total for Departments CIP for FY2021 is \$375,524 versus \$833,044. All events scheduled at the Recreation Center for the remainder of this year have been pushed out FY2021. Michelle stated staff is requesting level funding for the School CIP. Bowman Consulting is working with the school to see if the Wastewater Treatment Plant the County has in storage can be outfitted for the school. If not, staff will recommend financing the \$625,000 for the school Wastewater Treatment Plant.

Bill Coad stated the Board has requested how much have the School saved since the COVID-19. Michelle stated no, she has not received this information yet. She expects to receive it within the next couple of weeks. Gilbert Smith questioned the purchase of three school buses. Two of the buses will be purchased by Dominion. They will still need to be outfitted. Mr. Coad asked Michelle to get a report on how many school buses the school currently has, with mileage, recommended switch out, and the projected reduction in usage. The proposed total CIP Budget for the school is \$790,856.00. Bill Coad stated he is in favor of a CIP carryover for this year. The Board agreed.

Gilbert Smith stated his concern is the school HVAC System, it needs to be repaired. It has been going on for too long. The Wastewater Treatment Plant at the schools also needs to be repaired. If that goes out the school will have to shut down, this has to be done. Lewis Black asked how soon will we know if the system in storage will work. Michelle stated Bowman should have an answer by next week.

Gilbert Smith asked what projects if any will be delayed on the County side. Michelle reviewed the projects delayed or moved out to 2022, and most delays were in the Recreation Department.

Michelle Johnson stated Social Services were reduced by \$55,000.00. The Director of Social Service requested \$8,000.00 per position, which was cut to \$4,000.00 per position.

Michelle also stated the projected revenue for the County is \$16,479,874 an increase of \$67,690.00. Bill Coad asked what tonnage was the County using to project revenue. Michelle stated right now the revenue for Waste Management is \$2,176,560.00. Year to date we have collected \$2,729,359. We have already exceeded our projection. Our projection is based on 2,105 tons per day. Bill Coad stated the County needs to be optimistic about tonnage. Because of COVID-19 the tonnage will slow down, and it will be a delayed reaction. Michelle stated she will reach out to Waste Management to get their projection on tonnage.

Michelle Johnson stated the Finance Director, Abbey Pemberton, has found a new tool for constituents to go into the budget to make recommendations. You can increase or decrease a line item and give your recommendation with notes. This is a tool to allow constituents to chime into what they would like to see in the budget.

Bill Coad thanked everyone for taking the time to attend the virtual meeting. The next meeting will be on Wednesday, May 20, 2020. This will be a Public Hearing on the FY2021 Budget.

RE: EXECUTIVE SESSION

Motion made by Gilbert Smith to go into Executive Session to discuss Personnel 2.2-3711(A)(1), and Legal 2.2-3711(A)(7), respectively of the 1950 Code of Virginia. Motion passed unanimously.

Motion was made by Gilbert Smith to return to Open Session. Motion passed unanimously. Motion was made by Gilbert Smith to certify the Board of Supervisors only discussed public business matters exempted from statutory open meeting requirements identified in the motion to convene to Executive Session. Motion passed unanimously.

There being no further business, the Board **recessed until Tuesday, May 20, 2020, Public Hearing on FY2021 Budget, at 5:30 p.m.**