

Virginia:

At the recessed meeting of the Board of Supervisors held at the Charles City County Government Administration Building thereof on **Tuesday, September 24, 2019, 6:00 p.m.** in the 244th year of the Commonwealth and 385th year of the County.

PRESENT: Floyd H. Miles, Sr., Chairman
Gilbert A. Smith
William G. Coad

Meeting called to order by Chairman, Floyd Miles, Sr.

Michelle Johnson, the County Administrator, stated Heather Mackey with the Department of Environmental Quality (DEQ) is present to present a presentation on the Chesapeake Bay Preservation Act.

Heather Mackey stated she is present to explain the Chesapeake Bay Act and options. She stated the Chesapeake Bay Act is a requirement. It protects local water quality, not the bay. The General Assembly mandated there be technical and financial assistance to localities. The Chesapeake Bay Act helps by identifying and map Chesapeake Bay Preservation areas and incorporate water quality policy on measurers into plans, ordinances, and plans. She discussed the general performance criteria applied to all land development within Resource Protection Areas (RPA) and Resource Management Areas (RMA). There are two types of encroachment, Administrative Waivers, no public hearing needed, or Formal Exceptions that requires public notice and public hearing. In 1994, the County RMA was agreed upon, plan of development review within 2,500 square feet, County Wide septic pump out, and erosion and sediment control at 2,500 square feet.

Bill Coad asked is there a requirement from DEQ for the County to remap the entire County on RMA or RPA, or could they fine the County? Heather Mackey stated no. The county is required to ensure or confirm at the time of development that the RPA or the RMA is correct. Required delineation does that. The Board is trying to decide if the County or the citizens will be responsible for delineation. The estimation of \$250,000 for mapping would allow the Community Development Department to have correct maps establishing if a property needs to be delelinated.

Floyd Miles asked what qualifies wetlands. Heather Mackey stated wetland is an RPA, land with streams or land with water.

Gilbert Smith asked are there maps out there that can be used without going out in the field and do an inspection? Heather Mackey stated yes, there are resources that can be downloaded; staff may need additional mapping resources for their computer to be able to run GIS layers from available data.

RE: EXECUTIVE SESSION

Motion was made by Bill Coada to enter Executive Session for Personnel 2.203711 (A)(1), respectively of the 1950 Code of Virginia. Motion passed unanimously.

Motion was made by Bill Coada 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. Meeting adjourned to September 24, 2019, 7:30 p.m.

Virginia:

At the regular monthly meeting of the Board of Supervisors held at the Charles City County Government Administration Building thereof on **Tuesday, September 24, 2019, at 7:30 p.m.** in the 244th year of the Commonwealth and 385th year of the County.

PRESENT: Floyd H. Miles, Sr., Chairman
Gilbert A. Smith
William G. Coad

Meeting called to order by Chairman, Floyd Miles, Sr.

RE: ADOPTION OF AGENDA

Michelle Johnson requested to add Items (e.) Broadband Update and (g.) Upcoming Events to the agenda. Motion was made by Bill Coad to approve the adoption of the Agenda with changes requested. Motion passed unanimously.

RE: CONSENT AGENDA

Motion made by Gilbert Smith to approve the Consent Agenda as presented by staff. Motion passed unanimously.

- a. Approval of Minutes
 - August 27, 2019 - Regular Meeting Minutes
- b. CH2M Hill Invoice for Services through August 16, 2019
- c. Appropriations for October 2019

Charles City County October Appropriations		<i>Amended FY20 Budget</i>	<i>October Request</i>	<i>County Administrator Recommends</i>
<i>General Fund Agencies</i>				
11010	Board of Supervisors	\$ 63,863	\$ 5,321	\$ 5,321
12100	County Administrator	200,522	17,301	17,301
12210	Legal Services	127,000	30,000	30,000
12220	Non Departmental	59,754	2,000	2,000
12221	Non Departmental-Telecom	175,900	-	-
12240	Audit	38,800	-	-
12310	Commissioner of Revenue	253,717	15,200	15,200
12410	Treasurer	189,275	14,922	14,922
12420	Finance	160,436	21,794	21,794
12422	Human Resources	145,439	13,550	13,550
12425	Information Technology	407,456	-	-
12520	Motor Pool	67,732	7,187	7,187

12530	Central Gas	14,626	4,519	4,519
12600	Memberships	2,452	-	-
13100	Electoral Board	34,538	-	-
13200	Registrar	118,473	10,171	10,171
21100	Circuit Court	32,135	2,600	2,600
21200	Combined GD/JD Court	12,050	-	-
21300	County Magistrate	600	-	-
21600	Clerk of Circuit Court	232,471	18,180	18,180
21700	Sheriff Judicial	142,728	13,950	13,950
21800	Courthouse Security Fund	73,057	12,700	12,700
21930	Crater Criminal Justice T.C.	10,932	-	-
22100	Commonwealth's Attorney	251,250	19,579	19,579
31200	Sheriff Law Enforcement	682,362	61,340	61,340
31900	Sheriff Support	267,150	35,180	35,180
32350	E 911	44,850	26,000	26,000
32400	Wireless E911	30,000	9,500	9,500
33150	Correction & Detention	293,653	25,000	25,000
33300	VJCCCA	9,400	-	-
33310	Col Com Correction jb	12,287	-	-
33320	9th District Court Services	21,370	-	-
34400	Codes Enforcement	158,080	13,950	13,950
35100	Animal Control	131,021	9,500	9,500
35300	Medical Examiner	50	-	-
42400	Landfill Monitoring	300,990	48,000	48,000
43200	General Properties	974,760	136,650	136,650
51100	Health Department	117,126	28,782	28,782
52200	MH/MR Services Board	123,340	30,835	30,835
53600	Contributions	80,500	15,000	15,000
68010	John Tyler Community College	1,229	-	-
71100	Parks and Recreation	438,973	40,800	40,800
71200	Lewis Park Boat Ramp	17,224	-	-
73200	Library/Cultural	126,825	30,582	30,582
73210	Center For Local History	31,536	-	-
81200	Planning Department	265,786	32,280	32,280
81600	Com Development Cont	37,236	3,750	3,750
82650	Environmental Mgt Cont	18,800	-	-
83300	Cooperative Extension	36,620	-	-
91400	General Fund Contingency	171,994	-	-
95000	Debt Service	448,171	20,000	20,000
	Total General Fund	\$ 7,656,539	\$ 776,123	\$ 776,123
Fund 131	Fire/EMS Fund	1,234,600	139,033	139,033
Fund 311	Capital Improvement Plan	342,578	-	-
Fund 511	Public Utility Fund	608,862	86,610	86,610
	Total Board of Supervisors	\$ 9,842,579	\$ 1,001,766	\$ 1,001,766

**FY20- School Operating Categorical
Appropriations**

61101	Instruction	5,626,052	487,019	487,019
62119	Admin, Attendance & Health Serv.	962,103	80,175	80,175
63109	Pupil Transportation	934,980	93,498	93,498
64209	Operations & Maintenance	1,109,153	110,915	110,915
67000	Transfer to Food Service	28,115	2,343	2,343
68109	Instructional Technology	489,906	74,847	74,847
213	Self-Sustaining Fund	513,836	51,384	51,384
214	Textbook Fund	60,615	-	-
215	Food Service Fund	397,736	52,084	52,084
216	Capital Fund	790,856	-	-
School Fund Total		\$ 10,913,352	\$ 952,265	\$ 952,265

ALL FUNDS

BOARD OF SUPERVISORS	9,842,579	1,001,766	1,001,766
SCHOOL OPERATING	10,913,352	952,265	952,265
SOCIAL SERVICES	1,232,408	102,701	102,701
SPECIAL WELFARE	6,872	-	-
GRAND TOTAL ALL FUNDS	\$ 21,995,211	\$ 2,056,732	\$ 2,056,732

RE: PRESENTATIONS

Old Union Road: Truck Traffic Restriction

Michelle Johnson stated last month staff was directed to start the process of through truck traffic restriction on Old Union Road. She reviewed the process for through truck traffic restriction. She stated the following: Step 1 is to create a public notice with the proposed alternate route; Step 2 is to have a public hearing, a transcript of the hearing must be provided with the resolution; Step 3 the resolution must describe the proposed through truck restriction and a description of the alternate, including termini; Step 4 the Board of Supervisors must include in the resolution that it will use its good offices for enforcement of the proposed restriction by the appropriate local law enforcement agency.

VDOT MONTHLY REPORT



**ASHLAND RESIDENCY
MARSHALL WINN
RESIDENCY ADMINISTRATOR
VDOT Call Center – (800) 367-ROAD**

**CHARLES CITY COUNTY
September 2019**

MAINTENANCE:

JEFF ALLGOOD

POTHoles

- Rte 5 John Tyler Memorial Hwy at the intersection Rte 618 Wilcox Wharf Rd
- Rte 106 Roxbury Rd
- Rte 623 Wilcox Neck Rd
- Rte 615 The Glebe Ln at the intersection of Rte 614 Sturgeon Point Rd
- Rte 603 Old Union Rd
- Rte 631 Cool Hill Rd
- Rte 607 Church Ln
- Rte 614 Sturgeon Point Rd
- Rte 623 Wilcox Neck Rd near Rte 613 Sandy Point Rd

ASPHALT PATCHING

- Rte 623 Wilcox Neck Rd

PIPES

- Rte 106 Roxbury Rd – clean debris from front of pipe and straighten pipe under roadway with Gradall

TREES

- Rte 623 Wilcox Neck Rd
- Rte 5 John Tyler Memorial Hwy
- Rte 607 Wayside Rd – powerline involved
- Rte 5 John Tyler Memorial Hwy west of Rte 106 Roxbury Rd – remove tree / debris

BEAVER DAM

- Rte 612 Ruthville Rd – remove with Gradall

LITTER / TRASH PICKUP

- Rte 607 Wayside Rd
- Rte 619 Weyanoke Rd
- Rte 638 Mapisco Rd
- Rte 618 Adkins Rd

DEBRIS

- Rte 155 Courthouse Rd at Rte 5 John Tyler Memorial Hwy – sweep rocks off road
- Rte 609 Barnetts Rd
- Rte 620 Lewis Tyler Ln
- Rte 658 Kimages Rd

MOW TRACTOR / ZERO TURN

- Rte 106 Roxbury Rd
- Rte 155 Courthouse Rd
- Rte 602 Lott Cary Rd
- Rte 618 Adkins Rd
- Rte 631 Cool Hill Rd
- Rte 654 Deerfield Rd
- Rte 629 Alpine Rd
- Rte 647 Indian Rd
- Rte 649 Woodbourne Rd

- Rte 630 Samaria Ln
- Rte 609 Barnetts Rd
- Rte 620 Lewis Tyler Ln
- Rte 635 Holly Tree Ln

GRASS TRIMMING

- Rte 106 Roxbury Rd
- Rte 155 Courthouse Rd
- Rte 602 Lott Cary Rd
- Rte 618 Adkins Rd

BRUSH CUTTING / LIMBING

- Rte 5 John Tyler Memorial Hwy east of Rte 615 The Glebe Ln
- Rte 5 John Tyler Memorial Hwy west of Rte 614 Sturgeon Point Rd
- Rte 156 Roxbury Rd at Rte 5 John Tyler Memorial Hwy
- Rte 654 Deerfield Rd – chipping limbs with chipper

BIKE TRAIL

- Cut grass, weed eat, blow and spray trail
- Herring Creek; cut grass and weed eat
- Repair washout
- Repair edge of pavement
- Cut site problem east of Rte 615 The Glebe Ln
- Cut site problem at intersection of Rte 156 Roxbury Rd and Rte 5 John Tyler Memorial Hwy
- Cut site problem at Rice Center with the Right Arm Tractor
- Cut site problem at Game and Inland Fisheries with Right Arm Tractor

MISCELLANEOUS

- Haul debris to Landfill
- Remove dead animals from Primary and Secondary roads
- Basic Equipment Operator training class
- Trailer Hookup and Operator training class
- Right Arm Tractor training class
- Intermediate Work Zone training class

WORK REQUESTS

- 77 Received
- 153 Completed

EMERGENCY CALLOUT AFTER HOURS (0)

- None

NEXT MONTH'S AGENDA

- Mow Primary and Secondary routes
- Ditching with Gradall
- Pothole patching
- Primary routes Shoulder repairs
- Countywide litter pickup
- Bike Trail cleanup

- Break Beaver Dams

Marshall Winn reviewed the monthly report.

Cathy Harris, Charles City, Va., thanked VDOT for the work they did on Wilcox Neck Road, VDOT was very prompt.

Martha Harris, 7902 Courthouse Road, Providence Forge, VA., asked for understanding of the VDOT Public Hearing scheduled on October 22nd. Marshall Winn stated the County has to advertise a legal ad with the proposed truck route, and then the Board will hold a public hearing on the truck traffic restriction. If the Board approves the restriction, the final process is given to VDOT, who sends it to CPD for their approval. If CPD approves the truck traffic restriction, it has to be enforced.

Betsie Pierotti, 2060 Charles City Road, Charles City, VA., stated roads need to be made big enough to handle truck traffic. Charles City Road will have the same problem as Old Union Road; roads are not wide enough.

Proclamation for Domestic Violence

Michelle Johnson stated Quin Rivers has made us aware that the month of October is Domestic Violence Awareness month. She reads the following proclamation:

A PROCLAMATION DECLARING OCTOBER AS DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, domestic violence is a serious crime that affects people of all races, ages, gender, and income levels; and

WHEREAS, Domestic violence is widespread and affects over four million Americans each year; and

WHEREAS, one in three Americans have witnessed an incident of domestic violence; and

WHEREAS, children that grow up in violent homes are believed to be abused and neglected at a rate higher than the national average; and

WHEREAS, domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity; and

WHEREAS, only a coordinated community effort will put a stop to this heinous crime; and.

WHEREAS, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the numerous organizations and individuals who provide critical advocacy, services, and assistance to victims.

NOW, THEREFORE, IT IS PROCLAIMED by the County Administrator and Board of Supervisors of Charles City County, the month of October as Domestic Violence Awareness Month and ask the citizens of Charles City County to work together to eliminate domestic violence from our community.

Motion was made by Gilbert Smith to approve the proclamation as presented by staff. Motion carried unanimously.

Agency Spotlight: CVWMA (Kim Hynes)

Kim Hynes showed a presentation on Central Virginia Waste Management Association (CVWMA). She stated the Virginia Water & Waste Authorities Act formed in 1990; legislation formed in 1988 requiring solid waste planning and 25% recycling mandate. They service 13 localities, urban, suburban, and rural. There are 20 members on the Board of Directors. She reviewed programs contracted with private sectors and talked about education/outreach. Their Recycle/Trash Hot Line Call Center receives more than 55,000 calls and over 6,000 emails per year. The operating assessment is \$.48 per capita, which totals \$567,953, Charles City receives \$3,432. Revenue generated to localities is \$10.5 million provided over 29 years; nearly \$9,000,000 in the last ten years.

Bill Coad asked Kim Hynes how accurate is Weldon Cooper in the projections. She stated she thinks they are accurate. Weldon Cooper has projected a couple of localities are not planning on growth.

Introduction of Charles City Fire Fighters

Jimmy Johnson, Director Fire/EMS, introduced Fire/EMS newly hired county employees. Lieutenant Jeff Ivy, Lieutenant Clay Swartz, Firefighter Alexander Taylor, and Firefighter Roy Rogers.

Bill Coad asked what is was budgeted this year to build a fire department? Jimmy answered \$1.2 million. We are on target for the year. He also stated he is also working on grants.

Gilbert Smith asked if the new ambulance has arrived? Jimmy Johnson stated he went to the final inspection last week. It is scheduled to arrive in Chester next week.

RE: PUBLIC COMMENT PERIOD

Preston Adkins, 8041 Lott Cary Road, Charles City, VA., stated when you shut one road down, truckers will go down the next road. He suggested only loaded trucks to be restricted; he will not go down Old Union Road with a load. He also stated that when you shut down a road, it has to be enforced. He suggested to put up a sign if caught pay fine up to \$1,000.00; double the fine if caught again. Make some money for the County instead of just restricting roads. When trucks have to go around Old Union Road, delivery charges will go up.

Susan Jones Miles, 8601 Lewis Tyler Road, Charles City, Virginia, stated she was behind a car that stopped on The Glebe Lane, she went to her trunk and threw out trash. She wasn't sure what to do about it. Her second comment was to say on the 15th of September she felt proud to be a citizen of Charles City County when the Black Sox was honored. Everything, including the grounds, were clean, the buildings were painted, and the employees that were there were working. She stated it was a beautiful day and she was proud.

Chandra McPhearson, Heritage Public Library Director, stated she wanted to come and share some statistics since the Library has opened in Charles City County. They have issued 198 new patron's cards from June 3rd until today. In the last fiscal year, they did 65. They had over 300 people visit them at the County Fair. They have regular movie night, storytime on Saturdays, knitting, Ten Advisory Board (TAB), and a lot more. They have become a Family Search Affiliated Branch Library. You can do genealogical research if you come to the Library; there are more access to records.

RE: COUNTY ADMINISTRATOR'S REPORT

Thalia Bowen, Human Resource Director, stated she is requesting approval for FY20 medical, dental, and vision policies. The County will be staying with United Health Care, with a 5% increase. In the past, this increase has been between 6 to 12 percent. The County will be receiving a premium line of credit for staying with them and employees doing well with their health. The dental rate has increased to \$12.50; this increase of \$0.20 per individual or \$1.00 for the family plan, will filter over to the employees. Vision coverage has not changed. Thalia also stated she is proposing to take the savings and offer employees short-term disabilities for those under the Hybrid-plan.

Bill Coada asked how many employees are not in Tier 1 and 2? Thalia stated 49 not on hybrid plan; this will change once the Fire Department is on Tier 2, Hazardous Duty.

Motion was made by Gilbert Smith to accept the benefit packages as presented by staff. Motion carried unanimously.

Abbey Pemberton stated she is requesting approval of FY20 DMV Selective Enforcement Speed Grant awarded to the Sheriff's Department for \$13,500.00. This is a pass-through funding program of the National Highway Traffic Safety Administration. This grant will allow the Sheriff Department to add additional overtime hours for an officer to patrol during certain high-crash periods identified by DMV.

Motion was made by Bill Coada to approve the request as presented by staff. He also stated the Board would like to continue receiving reports on who used these funds. Motion carried unanimously.

Abbey Pemberton stated the County's age-old accounting system provider, Bright, will be winding down operations over the next few years. Therefore, the time has come for Charles City to find a replacement system and finalize a plan for the transition. County staff in the Information Technology Department conducted an extensive search among leading vendors in this space and identified a 'best fit' for the County's needs. The

Munis system by Tyler Technologies, who has held the lion's share of the market among Virginia localities, has been selected by staff as the recommended replacement program/vendor. Tyler Technologies (specifically their Munis program offering) has taken over a large portion of former Bright clients, and as a result, the County will be able to take advantage of a co-operative purchase contract, minimizing the time and resources required in a standard RFP. Staff is recommending the use of a co-operative purchase contract to enter a service agreement in FY2020. The County has budgeted for a new accounting system for the last two fiscal years, so the project funding will come from dollars that have already been allocated for this purpose. There will be a one-time fee projected at \$111,584.00 over three-years.

Bill Coada stated the one-time fee would be \$111,584 plus one-third. He asked how can staff budget for this program when you are not sure of the cost? Michelle stated we cannot give you an exact amount as Munis will have to build modular for each department. The end of life for the Bright System is 2020.

Gilbert Smith asked if they were to start working with each unit can they get a feel for what it will cost? Michelle stated no, not until they start working, as each modular is different.

Motion was made by Gilbert Smith to defer action for another month. Motion carried unanimously.

Michelle Johnson stated CH2M Hill has been the Professional Environmental Engineering Service to monitor the Charles City Landfill since the late 1980's. Originally, three-year contracts were provided to the County. In 2018, staff recommended and you approved that we allow the contract only to have a one-year term. Staff is recommending approval for another one-year term with CH2M Hill. The total cost for the year is \$192,933.

Bill Coada stated even though Waste Management pays for this service, this company works for the County, not Waste Management. Michelle stated yes, at the end of the year, the County sends a landfill monitoring report to Waste Management. They also pay for one county vehicle for monitoring and office items for the monitoring.

Motion made by Bill Coada to approve the contract for CH2M Hill as presented by staff. Motion carried unanimously.

Michelle Johnson gave an update on Broadband. She stated staff has been working diligently on a grant from the Department of Housing Virginia Telecommunication Initiative Grant. Funds available are \$19,000,000.00, to serve the unserved rural locations with less than 10 megabits up and one megabit down. Staff reached out to Comcast, who did an analysis, and they came back and stated yes, they would like to serve and become a partner to this grant. The total project will cost \$5.2 million, the funding the County requested is 3.9 million, Comcast will give a match of \$1.3 million. Charles City funding will be \$0.00. She provided a link if you would like to see the application submitted. Out of the \$19 million there has been \$43 million in applications submitted; it is very competitive. Charles City County submitted the largest application. We are excited to state Comcast would be our service provider if we receive

this grant. 2,380 homes will be able to receive a connection out of the 3900 we have in the County. The speed will be similar to the fiber we have in the County. The staff has not abandoned the tower construction as there is no guarantee we will receive the grant; the towers will fill in the gaps. She thanked everyone that submitted surveys needed to send in with the grant application.

Bill Coada stated if the County receives this grant, 61% of homes in Charles City will be served.

Michelle Johnson stated Mrs. Alease Braxton, who lives in District 1, will be turning 100 years old in November. Mrs. Braxton's family is planning a celebration for her birthday and requested a resolution from the Board of Supervisors.

RESOLUTION

Mrs. Alease Braxton

WHEREAS, Mrs. Alease Braxton has been a life-long resident of Charles City County for 99 years. Mrs. Braxton was born on November 5, 1919. She attended Ruthville High School where she helped others with being a Reading Tutor; and

WHEREAS, in 1930 she joined Union Baptist Church, Charles City, Virginia, where she sang Alto in the Union Baptist Church Choir for over fifty years. She held many positions in the church. She served as the Church Clerk for six years, and Deaconess; and

WHEREAS, she is a previous member of Pastor's Aide Ministry and Missionary Ministry. Mrs. Alease Braxton is known for being the only member at Union Baptist Church that was able to play the Hammond organ; and

WHEREAS, Mrs. Braxton was a domestic worker for many years, and is remembered and appreciated for being an excellent babysitter and caretaker of her grandchildren; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Charles City County wishes Mrs. Alease Braxton a Happy 100th Birthday, with her birthday being on November 5, 2019, and her birthday celebration on November 9, 2019; and commends her for her faithful service to her family, church, and community.

Motion was made by Gilbert Smith to approve the resolution as presented by staff. Motion carried unanimously.

Michelle Johnson presented upcoming events for the month of October. She stated: Charles City Rabies Clinic will be held o Saturday, October 5, 8:30 a.m. until 11:30 a.m., cost \$8.00 per animal; Grandparents breakfast will be held at Harrison Park on October 19, at 11:00 a.m., RSVP required; Halloween Bash on October 31, at Ruthville Gym, 6:00 p.m. until 8:00 p.m.

RE: PUBLIC COMMENT PERIOD

Wanda Roberts, 2000 Morris Creek Lane, Charles City, VA., asked when there is a Notice of Violation from DEQ served on the landfill is this something the County is involved in to make sure it is taken care of? She has not had a chance to read the entire violation?

Floyd Miles stated Michelle Johnson, County Administrator, will notify you to answer your question.

RE: BOARD DIRECTIVES AND COMMENTS

Bill Coada thanked Susan Jones Miles for the nice things said about the County. He stated he is extremely proud of the Public Works Department. As far as the individual throwing out the trash, he would have gotten their license plate number and called the Sheriff Department. He also told Preston Adkins you have brought up some good ideas; he asked Preston to start writing down his ideas and give them to the Board.

Gilbert Smith stated all of Public Works, including buildings, and grounds have improved. The program on September 15th for the Black Sox was great.

Floyd Miles stated you would be surprised at how many people wanted to know what is the Black Sox; they started playing baseball before the 50's. It was a pleasure to be associated with Charles City County and the Black Sox. He also stated on October 28, 2019, at 6:30 p.m.; the Board will have a Town Hall meeting on the Power Plant proposal.

Michelle Johnson stated in preparing for the Town Hall Meeting staff will be sending out information where citizens can send in questions before the meeting.

RE: EXECUTIVE SESSION:

No Executive Session needed.

There being no further business, the Board **recessed until Tuesday, October 22, 6:00 p.m.**