

VIRGINIA:

At the regular meeting of the Board of Supervisors held at the Charles City Government and School Board Administration Building thereof on Tuesday, September 23, 2008 at 7:30 p.m. in the 233<sup>rd</sup> year of the Commonwealth and in the 374<sup>th</sup> year of the County.

PRESENT: Gilbert A. Smith, Chairman  
Sherri M. Bowman  
Timothy W. Cotman, Sr.

RE: ADOPTION OF AGENDA

Motion was made by Timothy W. Cotman, Sr., that the agenda be adopted with the following change:

Item #3 – ADD “Introduction of New Director of Richmond Regional Planning District Commission.

ADOPTION OF AGENDA

The motion was carried as follows:

Timothy W. Cotman, Sr.	Aye
Gilbert A. Smith	Aye
Sherri M. Bowman	Aye

RE: CONSENT AGENDA

Motion was made by Sherri M. Bowman that the following consent agenda be approved as presented:

- a. Approval of the minutes of the August 26, 2008 special & regular meetings and the September 10, 2008 recessed meeting
- b. Approval of payment to CH2MHill in the amount of \$18,598.06 for professional services for the period July 19, 2008 through August 15, 2008
- c. Appropriations for the 2<sup>nd</sup> Quarter (October-December)

Board of Supervisors	16,305
County Administrator	58,000
Legal Services	9,675
Non-Departmental	15,000
Non Depart-Telecomm	43,998
Audit	12,000
Comm. of Revenue	58,673
Treasurer	53,315
Management Services	62,856
Information Technology	73,165
Motor Pool	27,563
Central Gas	2,009
Memberships	-0-
Elect. Board Officials	-0-
Registrar	-0-
Circuit Court	8,634
Combined GD/JD Court	4,000
County Magistrate	-0-
Clerk of Circuit Court	52,644
Sheriff (Judicial)	40,028
Asset Forfeiture-Sheriff	2,304
Courthouse Security Fund	2,875

Crater Criminal Justice T.C.	-0-
Commonwealth Atty	50,490
Asset Forfeiture-Comm. Atty	576
Sheriff (Law Enforcement)	178,167
I.D.A. Grant-Sheriff	10,647
Fire Protection	29,431
Emer. Medical Response	13,750
Correction & Detention	84,150
VJCCCA	-0-
Col. Com. Correction J.B.	-0-
9 <sup>th</sup> Dist. Ct. Svcs (Prob)	6,875
Codes Enforcement	37,875
Animal Control	32,390
Medical Examiner	-0-
Emergency Services	9,000
Landfill Monitoring	70,540
General Properties	184,010
Health Department	22,823
MH/MR Services Board	27,540
Contributions	-0-
John Tyler Comm. College	-0-
Recreation Operations	86,083
Library/Cultural	-0-
Ctr for Local History	2,800
2007 Planning Committee	7,851
Planning Commission	1,050
Dept of Development	64,012
Comm. Development Contrib.	-0-
Environmental Mgt. Contrib.	-0-
Cooperative Extension	8,700
General Fund Contingency	-0-
Revolving Accounts	8,453
Revenue Refunds	-0-
Reimbursable Accounts	-0-
Holding Accounts	-0-
Cap. Outlay-Rep/Renov.	-0-
Cap. Outlay-New Projects	58,819
Debt Service	<u>108,563</u>
	1,647,639
Public Utilities Fund	113,203
Misc. Trust Fund (E911 Only)	<u>7,125</u>
	120,328
<b>TOTAL BOARD OF SUPERVISORS</b>	<b>1,767,967</b>
<u>OPERATION OF SCHOOLS</u>	
Instruction	1,995,840
Admin, Attendance & Health Services	209,760
Pupil Transportation	241,200
Operations & Maintenance	435,330
School Food	116,680
Debt Service	-0-
Technology	<u>76,540</u>
	3,075,350
<u>VPA FUND</u>	
Personnel & Admin. Operating Expenses	208,540.00
Benefit Program	<u>115,240.00</u>
	323,780.00

COMPREHENSIVE SERVICES ACT

Personnel & Admin. Operating Expenses	12,500.00
Mandated Residential Services	<u>193,100.00</u>
	205,600.00

SPECIAL WELFARE FUND 9,000.00

CONSENT AGENDA (CONTD.)

- d. FY2009 Planning Grant- Amend the budget to reflect a planning grant in the amount of \$15,000.00 from the Virginia Department of Housing and Community Development and appropriation of funds.

The motion was carried as follows:

Sherri M. Bowman	Aye
Timothy W. Cotman, Sr.	Aye
Gilbert A. Smith	Aye

RE: DEPARTMENT OF TRANSPORTATION (VDOT)

Mr. Torrence Robinson, VDOT Residency Administrator gave the following monthly report:

September

Grass Mowing – Primary and Secondary Roads  
Pavement Repairs to Secondary Roads  
Litter Control on Primary and Secondary Roads  
Bladed All Dirt Roads  
Repaired Sprinkler System Barretts Ferry Bridge  
Repaired Cross Pipe on Route 612  
Broke Beaver Dams on Routes 5 and 620  
Traffic Control for Archaeological Dig on Route 5  
Dead Tree Removal on Secondary Roads

Plans for October

Grass Mowing  
Litter Control  
Sign Maintenance  
Pavement Repair Secondary Roads  
Pipe Cleaning Secondary Roads  
Sign Maintenance

Resolution of Last Month's Complaints

Ms. Bowman -

- Mileage removed from sign reading 12 Miles
- Broken Sign Rte-618 has been repaired.

Mr. Smith-

- Large Trucks Route 607 - Forwarded information for a sign “No Thru Trucks” to be placed on Route 607.
- Grass on Route 609 has been cut.
- Rutting at Route 5 and 106
- Weight Limit Sign Route 607 has been removed to another location.

Mr. Cotman-

- Dead Tree near Route 613 was scheduled for removal Monday September 22<sup>nd</sup>.
- Sign Rte-5 at Wayside Road (no issue found)

Citizens

- Route 106 Railroad Crossing - Pot Holes were scheduled for repairs Monday, September 22<sup>nd</sup>.
- Tall grass near Gilfield Church has been cut.

DEPARTMENT OF TRANSPORTATION (VDOT) (CONTD.)

Comments

1. Sherri M. Bowman commented that the sign on Route 618 near Alpine Road needs to be repaired.
2. Gilbert A. Smith stated that a dead tree on Route 5 fell on a car last week. He also commended VDOT for a fine job on repairing the railroad crossing.
3. John Tabb stated that there is a huge dead oak tree on Route 5, ¾ mile west of Shady Lane. Also, there is a dead tree at entrance to River's Edge.
4. William Lewis said there is a tree at Courthouse Road and Lott Cary Road with the top broken out of it and the top seems to be just hanging there. That could be dangerous. He also stated that the bridge at Herring Creek on Route 5 is sinking. -Mr. Robinson responded that he will have the bridge checked.
5. Bonnie Gardner questioned the route for trucks going to and from the landfill. She said she sees trucks on Old Union Road and wants to know if they should be traveling that way.

RE: INTRODUCTION OF NEW DIRECTOR OF RICHMOND REGIONAL PLANNING DISTRICT COMMISSION

Mr. Timothy W. Cotman, Sr., introduced Mr. Robert Crum, the new director of Richmond Regional Planning District Commission.

RE: PUBLIC COMMENT PERIOD

Steve Fuhman commented on a survey the Chickahominy Health District was going to be providing to citizens. It would be disseminated through various groups.

RE: PUBLIC HEARING

The Board of Supervisors and the Central Virginia Waste Management Authority Board of Directors held a public hearing to receive citizen comments on a resolution amending the Articles of Incorporation of the Central Virginia Waste Management Authority.

The public was given an opportunity make comments and ask questions.

There were no comments or questions.

RE: CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY ARTICLES OF INCORPORATION (RESOLUTION 2008-10)

Motion was made by Timothy W. Cotman, Sr., the motion was carried as follows:

Sherri M. Bowman	Aye
Timothy W. Cotman, Sr.	Aye
Gilbert A. Smith	Aye

CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY ARTICLES OF INCORPORATION (CONTD.)

WHEREAS, the Central Virginia Waste Management Authority was created in 1990 pursuant to the Virginia Water and Waste Authorities Act (Chapter 51, Title 15.2 of the Code of Virginia (1950), as amended) (hereinafter the “Act”) to facilitate improved waste management practices to protect the health, safety and welfare of citizens of the central Virginia region, and

WHEREAS, the Central Virginia Waste Management Authority was formed pursuant to the requirements of the Act by thirteen localities in the central Virginia region including the Cities of Colonial Heights, Hopewell, Petersburg and Richmond, the Town of Ashland and the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan and Prince George, which still comprise the Authority; and

WHEREAS, the Central Virginia Waste Management Authority developed, in accordance with the Commonwealth’s Solid Waste Management Plan requirements a comprehensive and integrated solid waste management plan that at a minimum considers and addresses all components of the waste management hierarchy (source reduction, reuse, recycling, resource recovery, incineration and landfilling) for the twenty year period 2004-2024 on behalf of all thirteen member localities; and

WHEREAS, the Central Virginia Waste Management Authority, as the solid waste planning unit for the thirteen member localities, gathers the data necessary from recycling processors in the region and reports the annual recycling rate to the Virginia Department of Environmental Quality, and

WHEREAS, the central Virginia region’s recycling rate (50.3% in 2007) has consistently exceeded the Commonwealth’s requirements imposed on each locality to recycle 25 percent of the solid waste generated in each locality, and

WHEREAS, the Central Virginia Waste Management Authority, since inception in 1990, has successfully developed recycling and solid waste programs through cost effective and efficient contracts with the private sector to benefit the recycling and solid waste needs of its members, and

WHEREAS, the original Articles of Incorporation of the Authority were adopted and approved by the governing bodies of each member locality and were then filed and approved by State Corporation Commission on December 20, 1990, and

WHEREAS, the Board of Directors of the Central Virginia Waste Management Authority has reviewed and approved updating and revising the existing Articles of Incorporation to include: 1) updating Virginia Code Section under which the Authority was formed; 2) updating current address, current practices, and other administrative information regarding the Authority; 3) strengthening the language encouraging localities to appoint alternate members to the Board to ensure full and proper representation at all times; and 4) adjusting the population basis used for determining the number of Board members from each member locality to reflect the changes in population since inception in an effort to keep the membership and makeup of the Board in tact, and

WHEREAS, the Virginia Water and Waste Authorities Act requires that any revisions to the existing Articles of Incorporation be ratified and approved by the governing bodies of all thirteen member localities prior to filing with the State Corporation Commission, and

WHEREAS, the Central Virginia Waste Management Authority respectfully requests approval of the first revision to the Authority’s Articles of

CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY ARTICLES OF INCORPORATION (CONTD.)

Incorporation outlined above and authorization to file the amended Articles of Incorporation with the State Corporation Commission in accordance with the Virginia Water and Waste Authorities Act.

NOW THEREFORE BE IT RESOLVED, that the County of Charles City Board of Supervisors approves the attached First Amended Articles of Incorporation of the Central Virginia Waste Management Authority, in accordance with the Virginia Water and Waste Authorities Act; and

BE IT FURTHER RESOLVED, that this resolution shall take effect from the date of its adoption; and

BE IT FURTHER RESOLVED, that the County of Charles City Board of Supervisors authorizes and directs the County Administrator to execute all necessary documents to implement this resolution subject to approval as to form by the County of Charles City Attorney.

RE: GED WEEK PROCLAMATION

Governor Timothy W. Kaine has officially designated October 13-19, 2008 GED Week and October 15, 2008 as GED Day in the Commonwealth of Virginia. The Capital Area Workforce Investment Board is requesting that a proclamation be prepared and presented by each local government recognizing October 13-19, 2008 as Virginia GED Week and October 15, 2008 as Virginia GED Day.

Motion was made by Timothy W. Cotman, Sr., to approve resolution as presented. The motion was carried as follows:

Timothy W. Cotman, Sr.	Aye
Sherri M. Bowman	Aye
Gilbert A. Smith	Aye

WHEREAS, a well-educated workforce is essential to the vitality and growth of the Capital Area's economy and the strength of our community; and

WHEREAS, 83,000 adults in the Capital Area do not possess a high school diploma or GED certificate, which hinders their efforts to earn a good wage and provide for their families; and

WHEREAS, Governor Kaine has identified earning the GED certificate as a critical first step that under-educated Virginian's can take to improve their lives; and

WHEREAS, the Virginia Workforce Network is working to increase awareness of and access GED preparation and testing opportunities; and

WHEREAS, the Capital Area's adult education program has served undereducated adults in our community for over 30 years, producing 9.4 GED graduates each year; and

WHEREAS, local communities throughout the Commonwealth will hold events to stress the importance of a well-educated workforce and citizenry,

NOW, THEREFORE BE IT RESOLVED, the Board of Supervisors of Charles City County hereby recognizes October 13-19 as GED Week and October 15,

GED WEEK PROCLAMATION (CONTD.)

2008 as GED Day in Charles City and call this observance to the attention of all our citizens.

RE: REGIONAL TRANSPORTATION AUTHORITY

Mr. John F. Miniclier, Jr., County Administrator presented information to the Board concerning a proposal for the creation of a Regional Transportation Authority.

Motion was made by Timothy W. Cotman, Sr. to support the proposal for the Regional Transportation Authority as recommended. The motion was carried as follows:

Timothy W. Cotman, Sr.	Aye
Sherri M. Bowman	Aye
Gilbert A. Smith	Aye

RE: DROUGHT RESOLUTION (RESOLUTION 2008-11)

Motion was made by Sherri M. Bowman, the motion was carried as follows:

Sherri M. Bowman	Aye
Timothy W. Cotman, Sr.	Aye
Gilbert A. Smith	Aye

WHEREAS, drought conditions in the County of Charles City have severely affected farmers; and

WHEREAS, during the growing season this year, for June, July and August, the County of Charles City has received substantially less precipitation than normal while experiencing unprecedented heat indices and temperature; and

WHEREAS, crops have been reduced dramatically: corn by 50%, soybean by 40%, and cotton by 30%;

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of Charles City County hereby requests that the Commonwealth of Virginia declare Charles City County as a crop disaster area.

RE: HEALTH INSURANCE RENEWAL (FY2008-2009)

Mr. Jay A. Brown, Finance Director presented information to the Board concerning renewal of health insurance for FY 2008-2009. Mr. Brown informed the Board that staff recommends the County renew their health insurance with Anthem. This plan is virtually identical with the current Anthem plan (as far as benefits) with the exception of: a few minor company wide policy adjustments, increase in copayments, and the cost for inpatient stay/care in a medical facility. This plan represents a reduction in the current cost of about .24% to the County. The Anthem Dental Plan is virtually identical with the current Anthem dental plan. The cost for this renewal plan increased 6.01% from the previous year.

Motion was made by Timothy W. Cotman, Sr., to approve the renewal of health insurance for FY2008-2009 as presented. The motion was carried as follows:

HEALTH INSURANCE RENEWAL (FY2008-2009) (CONTD.)

Timothy W. Cotman, Sr.	Aye
Sherri M. Bowman	Aye
Gilbert A. Smith	Aye

RE: EMERGENCY SERVICES TRANSPORT – MUTUAL AID

The County Administrator informed the Board of Supervisors that effective January 1, 2009, Henrico Fire and EMS will curtail mutual aid calls to Charles City County. The County Administrator recommended that an emergency town hall meeting be scheduled to explain the need for additional Fire/EMS manpower, either volunteer or paid and to get citizens input on solutions. Meeting should be held within the next three weeks and a recommendation provided to the Board of Supervisors at the October 28, 2008 meeting.

Discussion:

- Mr. Smith stated that if the county goes to paid fire and EMS personnel, taxes will have to be increased.
- Mr. Cotman said he feels there should be two town hall meetings.

Motion was made by Timothy W. Cotman, Sr., to hold two (2) emergency town hall meetings within the next three weeks to explain the situation to citizens and get their input; and a recommendation be provided to the Board of Supervisors at the October 28, 2008 meeting. The motion was carried as follows:

Timothy W. Cotman, Sr.	Aye
Sherri M. Bowman	Aye
Gilbert A. Smith	Aye

STAFF DIRECTIVE – Board directed staff to research the cost to the county to hire four (4) full time Fire/EMS personnel.

RE: PURCHASE OF 2008 FORD ESCAPE 4 WHEEL DRIVE FOR COUNTY ADMINISTRATOR/EMERGENCY SERVICES COORDINATOR

The County Administrator informed the Board of Supervisors that the Emergency Coordinator has a need for a 4 wheel drive vehicle, and that the County fleet needs the addition of another vehicle that can provide safe transportation. The solution would be to purchase a Ford Escape 4 wheel drive vehicle off of state contract (State contract price is \$16,493.), and transfer the Chevrolet Malibu from County Administrator to County fleet.

Motion was made by Timothy W. Cotman, Sr., to authorize the purchase of a Ford Escape for an amount not to exceed \$16,493. Money will come from landfill monitoring line item, not out of general fund. The motion was carried as follows:

Timothy W. Cotman, Sr.	Aye
Sherri M. Bowman	Aye
Gilbert A. Smith	Aye

RE: BOARD OF SUPERVISOR'S COMMENTS AND DIRECTIVES

Mr. Timothy W. Cotman, Sr. stated that he received a complaint from citizens that there is no rest room near the workout area of the old high school.

RE: RESIGNATION OF PLANNING COMMISSION MEMBER

Mr. Gilbert A. Smith read a letter of resignation from Byron Cox, resigning from the Planning Commission.

Motion was made by Gilbert A. Smith to accept Mr. Byron Cox's resignation as a member of the Planning Commission. The motion was carried as follows:

Timothy W. Cotman, Sr.	Aye
Sherri M. Bowman	Aye
Gilbert A. Smith	Aye

RE: PUBLIC COMMENT PERIOD (NON-AGENDA ITEMS)

William Lewis stated that:

1. He is glad the county finally realizes there is a need for paid EMS personnel. He further stated that there was an emergency at the County Fair last Sunday and the EMS personnel had gone. He said Charles City Fire and EMS were there for 3-4 hours. Providence Forge did not come at all.
2. He wants to know how much money is donated to Providence Forge Volunteer Rescue Squad from Charles City County, county churches, and county citizens.
3. Vehicles should not be setting out in weather all the time.
4. Suggests that county have a person on staff to oversee the Fire Department, but answer to the County Administrator and Board of Supervisors.

RE: CLOSED SESSION

Motion was made by Timothy W. Cotman, Sr. that the Board of Supervisors go into closed session to discuss personnel matters under section 2.2-3711(A)(1) of the 1950 Code of Virginia as amended. The motion was carried as follows:

Timothy W. Cotman, Sr.	Aye
Sherri M. Bowman	Aye
Gilbert A. Smith	Aye

Motion was made by Gilbert A. Smith to return to regular session. The motion was carried as follows:

Sherri M. Bowman	Aye
Timothy W. Cotman, Sr.	Aye
Gilbert A. Smith	Aye

Motion was made by Timothy W. Cotman, Sr., to certify that the Board of Supervisors discussed only personnel matters lawfully exempt from statutory open meeting requirements identified in the motion to convene the closed session. The motion was carried as follows:

Timothy W. Cotman, Sr.	Aye
Gilbert A. Smith	Aye
Sherri M. Bowman	Aye

RE: RESIGNATION OF PUBLIC WORKS DIRECTOR

Mr. John F. Miniclier, Jr. announced that Mr. Roy Fee had resigned as the Director of Public Works, and that Ms. Joanne Johnson would be the interim Public Works Director while staffing was reviewed in the Public Works Department. During this interim period Ms. Johnson's salary would be increased by \$6,000 per year.

There being no further business before the Board it hereby adjourns to meet again on October 28, 2008 at 7:30 p.m.

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Gilbert A. Smith, Chairman