

VIRGINIA:

At the regular meeting of the Board of Supervisors held at the Charles City Government and School Board Administration Building thereof on Tuesday, May 26, 2009 at 7:30 p.m. in the 233rd year of the Commonwealth and in the 375th year of the County.

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

RE: ADOPTION OF AGENDA

Motion was made by Timothy W. Cotman, Sr., that the agenda be adopted as presented. 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 Timothy W. Cotman, Sr. that the following consent agenda be approved:

- a. Approval of the minutes of the April 28, 2009 regular meeting.
- b. Approval of payment to CH2MHill in the amount of \$23,729.66 for landfill professional services for the period of February 21, 2009 through March 20, 2009.
- c. Appropriations for the Month of June 2009

Board of Supervisors	-0-
County Administrator	-0-
Legal Services	-0-

CONSENT AGENDA (CONTD.)

Non-Departmental	-0-
Non Departmental-Telecomm	-0-
Audit	-0-
Commissioner of the Revenue	9,781
Treasurer	-0-
Management Services	-0-
Information Technology	-0-
Motor Pool	13,539
Central Gas	731
Memberships	-0-
Electoral Board Officials	-0-
Registrar	-0-
Circuit Court	-0-
Combined GD/JD Court	-0-
County Magistrate	-0-
Clerk of Circuit Court	16,701
Sheriff (Judicial)	3,562
Asset Forfeiture-Sheriff	-0-
Courthouse Security Fund	-0-
Crater Criminal Justice T.C.	-0-
Commonwealth's Attorney	125
Asset Forfeiture-Commonwealth's Attorney	-0-
Sheriff (Law Enforcement)	-0-

I.D.A. Grant-Sheriff	-0-
Fire Protection	-0-
Emer. Medical Response	-0-
Correction & Detention	4,950
VJCCCA	-0-
Col. Com. Correction J.B.	-0-
9 th Dist. Court Services (Probation)	-0-
Codes Enforcement	6,881
Animal Control	5,811
Medical Examiner	-0-
Emergency Services	-0-
Landfill Monitoring	2,823
General Properties	69,132
Health Department	-0-
MH/MR Services Board	-0-
Contributions	3,312
John Tyler Comm. College	-0-
Recreation Operations	-0-
Library/Cultural	-0-
Center for Local History	-0-
2007 Planning Committee	-0-
Planning Commission	-0-
IDA Economic Development Support	7,178
Department of Development	2,566
Community Development Contribution	-0-
Environmental Management Contribution	-0-
Cooperative Extension	-0-
General Fund Contingency	-0-
Revolving Accounts	-0-
Revenue Refunds	-0-

CONSENT AGENDA (CONTD.)

c. Appropriations for the Month of June 2009 (Contd.)

Reimbursable Accounts	-0-
Holding Accounts	-0-
Cap. Outlay-Rep/Renov.	-0-
Cap. Outlay-New Projects	15,000
Debt Service	<u>-0-</u>
	162,092

Public Utilities Fund	21,811
Misc. Trust Fund (E911 Only)	<u>-0-</u>
	21,811

TOTAL BOARD OF SUPERVISORS 183,903

OPERATION OF SCHOOLS

Instruction	154,803
Admin, Attendance & Health Services	71,929
Pupil Transportation	74,086
Operations & Maintenance	121,932
School Food	37,960
Debt Service	-0-
Technology	<u>90,690</u>

551,400

VPA FUND

Personnel & Admin. Operating Expenses	69,513.00
Benefit Program	38,414.00
Mandated Residential	<u>16,866.00</u>
	124,793.00

d. Older Americans Month Proclamation

WHEREAS, The County of Charles City is a community in which 1,744 citizens age 60 or older make their home; and

WHEREAS, Older adults in the County of Charles City and throughout the Commonwealth of Virginia and the United States are an increasing population with evolving needs; and

WHEREAS, Older Americans are valuable members of our society who enhance our communities and personal lives, and

WHEREAS, The increasing number of baby boomers reaching traditional retirement age highlights the need for increased support of older adults; and

WHEREAS, Our older citizens of today and tomorrow promise to be among the most active and involved older adult populations in our Nation's history; and

WHEREAS, It is the responsibility of Charles City and other Virginia communities to work collaboratively to address older adults' unique health and long-term care challenges; and

CONSENT AGENDA (CONTD.)

d. Older Americans Month Proclamation

WHEREAS, It is crucial that communities modernize systems of care to help empower older Americans and give them more control over their own lives, and.

WHEREAS, Communities can improve older citizens' overall quality of life by helping them:

Make behavioral changes in their lifestyles that can reduce the risk of disease, disability, and injury;

Obtain the tools they need to make informed decisions about, and gain better access to, existing health and long-term care options in their communities;

Have more options to avoid placement in nursing homes and remain at home as long as possible.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Charles City on this 26th day of May in the year 2009, proclaim May 2009 to be **Older Americans Month**. We urge everyone

to take time this May to honor our older adults, and the professionals, family members and citizens who care for them. Our efforts can improve the lives of our older citizens and help pave the way for future generations.

The motion was carried as follows:

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

RE: DEPARTMENT OF TRANSPORTATION

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

Month of May

Low Shoulder Repair - Route 5
Litter Control - Primary & Secondary Roads
Installed Driveway Culvert - Route 602
Pavement Repair Secondary
Sign Maintenance - Primary & Secondary Roads
Broke Beaver Dams - Routes 623, 616, 620, 650, 5
Working on site distance problems at intersections

Next Month

Grass Mowing Primary & Secondary Roads
Litter Control
Pavement Repair – Secondary Roads
Sign Maintenance
Surface Treatment - Route 649
Continue site distance problems at intersections

DEPARTMENT OF TRANSPORTATION (CONTD.)

Citizen Comments/Requests:

Ms. Almeda Tyler noted that the property owner’s yard at the intersection of Adkins Road (Route 618) and Louis Tyler Lane (Route 620) always has standing water. Ms. Tyler also stated the crew has been there several times but the problem has not been resolved. VDOT will begin shooting grades on existing culverts to see if this area can be reditched to allow the area to drain.

The issue of placing pavement markers on Route 5 west of the Judith Dresser Bridge like they did on the James City County side. “Pavement” markers similar to what is used on Route 5’s east side approach to the bridge were not installed as part of the bridge project these markers were installed on Route 5 and cannot be installed as a part of the bridge project at this time.

Edward L. Baber, Jr. stated the railroad crossing gates on Adkins Road (Route 618) being down for a prolonged period of time with no trains. Gates checked on the night of the meeting and they seemed to be operating correctly.

Mr. Robinson informed the Board of Supervisors that VDOT has a new level of service for standard mowing of secondary and primary roads; 2 mowing cycles per year within the grass cutting season which will be May 18th and September 18th. Mr. Robinson informed the Board that he would give a more detailed briefing on level of services and standards at the June 3rd work session of the Board of Supervisors.

Board of Supervisors Comments

1. Gilbert A. Smith – There are four mailboxes located at 9060 Kimages Road. When it rains water stands on the road because there is no ditch.
2. Asked the status of Route 106 & 5 (rough area of road).

Public Comments

1. Ms. Elnora Robinson – Asked Mr. Robinson does he know when VDOT will have funds to place reflectors (markers) on Route 5 on the Charles City side.
2. Mr. Paul Hodges – 18801 The Glebe Lane – The culvert that funneled water onto his property during Hurricane Floyd there was no less than twenty inches of water in his yard. It destroyed his lawn furniture and a car. He would like to get some relief from this.

RE: PUBLIC COMMENT PERIOD

1. Ms. Lisa Jones, 8980 Stagg Run Road addressed the Board concerning a notice received May 9, 2009 from Public Works Department regarding a water system violation. Following are comments, and/or questions from Ms. Jones:
 - a. How could this not be an emergency when the first sentence reads “water system violated the drinking water standard”.
 - b. Concerned that residents who received this notice were asked to share this information with others on the water system. Why would the County expect the residents to pay to make copies of any notice, hand them out or mail them as this letter indicates?
 - c. The only thing this letter accomplished was to make many residents in the Wayside area upset. This was a poor, inadequate and unprofessional way to handle a public notice upon which residents were put at risk.

PUBLIC COMMENT PERIOD (CONTD.)

- d. It should not have taken seven months to be notified of the problem. Someone was in charge of the Public Works Department, someone failed to be responsible, and someone showed lack of concern for the residents of this county.
 - e. What is written policy on notifying the residents (what type of communication device will be utilized), if a policy exist, Ms. Jones stated she would like to receive a copy of the policy.
2. Mr. Lloyd Carter, 3720 Wayside Road – Did not receive a copy of the letter, this is the first he has heard of this.

The Board of Supervisors directed staff to find out who received a copy of the notice.

RE: APPOINTMENT - CHARLES CITY-NEW KENT HERITAGE FOUNDATION

Motion was made by Timothy W. Cotman, Sr. that Dr. Alton Washington, 10605 Sturgeon Point Road, Charles City, VA 23030 be reappointed to serve as a member on the Charles City-New Kent Heritage Foundation, said term to expire on June 30, 2013. The motion was carried as follows:

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

RE: APPOINTMENTS – DISTRICT II

Motion was made by Sherri M. Bowman that the following appointments be approved:

- a. Social Services Board – Mr. Clyde L. Miles, 8500 Cool Hill Road, Providence Forge, VA 23140 – Said term to expire on June 30, 2013.
- b. Social Services Board – Ms. Muriel Adkins, 7941 Lott Cary Road, Providence Forge VA 23140, said term to expire on June 30, 2013.
- c. Wetlands Board – Mr. Clyde L. Miles, 8500 Cool Hill Road, Providence Forge, VA 23140 – Said term to expire on June 30, 2014.
- d. Peninsula Alcohol Safety Action Program Board – Mr. Floyd H. Miles, Jr., 7420 Ruthville Road, Providence Forge, VA 23140 Said term to expire May 26, 2012.

The motion was carried as follows:

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

RE: UPDATE ON CONTRACT AWARD FOR REASSESSMENT

Mr. John F. Miniclier, Jr., County Administrator updated the Board of Supervisors on the contract award for the reassessment.

UPDATE ON CONTRACT AWARD FOR REASSESSMENT (CONTD.)

1. In April 2009 the County advertised for General Assessment Services for all real property. Pearson's Appraisal Service Incorporated was the only firm to respond.
2. Pearson's Appraisal provided several options on how the reassessment would be performed.
3. A preliminary meeting was held with the Commissioner of the Revenue to discuss the options. There will be a demonstration by Pearson to the Commissioner and Staff on Wednesday May 27, 2009.
4. Staff will have a recommendation for the Board at the June 3, 2009 Board Work Session.

RE: FY2008-2009 AUDIT CONTRACT

Mr. John F. Miniclier, County Administrator presented to the Board a proposal from Robinson, Farmer, Cox Associates to perform the County's FY2008-2009 audit at a cost of \$29,500.00.

Motion was made by Timothy W. Cotman, Sr. that the Board authorize staff to enter into a contract with Robinson, Farmer, Cox Associates to perform the County's FY2008-2009 audit, cost not to exceed \$29,500.00. The motion was carried as follows:

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

RE: BYRNE JUSTICE ASSISTANCE GRANT

Mr. John F. Miniclier, Jr., County Administrator informed the Board of Supervisors that the County has received a grant award in the amount of \$704.00 (federal funds- \$634.00; local match - \$70.00) from the Department of Criminal Justice Services.

Motion was made by Timothy W. Cotman, Sr. that the Board accept the grant and amend the FY2008-2009 budget by \$634.00 (federal funds) and appropriation of same. The \$70.00 local match is currently in the Sheriff's budget. The motion was carried as follows:

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

RE: ASSET FORFEITURE FUNDS

Mr. John F. Miniclier, Jr., County Administrator presented information to the Board of Supervisors concerning asset forfeiture funds (specialized funds that come from the proceeds of seized vehicles, drug sales, etc. that are distributed by the State to local Commonwealth Attorney's and Sheriff's Offices) received for the Sheriff's Department and the Commonwealth's Attorney Office. Staff is requesting that the FY2008-2009 budget be amended to reflect the following proceeds received and appropriation of same:

Sheriff	\$4,367.33
Commonwealth's Attorney	\$1,558.00

ASSET FORFEITURE FUNDS (CONTD.)

Motion was made by Gilbert A. Smith that the FY2008-2009 budget be amended to reflect the above funds in the amount of \$5,925.33 and appropriation of same. The motion was carried as follows:

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

RE: REQUEST FOR PROPOSALS – NEEDS ASSESSMENT

Mr. John F. Miniclier, Jr., County Administrator informed the Board that the Planning Department has drafted a Request for Proposals for a Capital Needs Assessment. Mr. Miniclier informed the Board of the following:

1. This request for proposal represents the County's need to engage professionals in performing a Capital Needs Assessment that would identify capital improvements needed to support existing and future growth.
2. A Cash Proffer Policy would be created in order to aid the County in realizing the construction of the projects identified in the Capital Improvement Plan.
3. The 2009 budget includes \$30,000 for the Needs Assessment.

Mr. Miniclier requested that the Board authorize staff to advertise Request for Proposals to perform the Needs Assessment.

Motion was made by Gilbert A. Smith that staff be authorized to advertise Request for Proposals to perform the Needs Assessment. The motion was carried as follows:

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

RE: RIVERSIDE REGIONAL JAIL

Mr. John F. Miniclier, Jr., County Administrator informed the Board of Supervisors of the following concerning Riverside Regional Jail:

1. In April the County charges from the Riverside Regional Jail exceeded \$41,000. For the last several months the charges have been around \$40,000 per month.
2. As a member of the Riverside Regional Authority Board, on behalf of Charles City County a request has been made to have the following 2 items added to the agenda for the next meeting on May 28, 2009:
RRJ Policy on Work Release
Inmates taken into the State System
3. It appears that the state may not be taking inmates into the state system as quickly as prescribed.
4. For work release RRJ policy is no one who has over 1 year be allowed work release. Work release monies earned can be put against daily charge.
5. An update will be provided to the Board of Supervisors at the next meeting.

RE: LIBRARY (REQUEST FOR PROPOSALS UPDATE)

Mr. John F. Miniclier, Jr., County Administrator informed the Board of Supervisors that an aggressive fundraising program for new library construction is underway. Nearly \$300,000 has been obligated from the Economic Development Authority and Charles City County Campaign members. The plan is to raise this money in three phases. Phase 1 and Phase 2 are ongoing.

1. Phase One: Direct appeal and written applications to potential major contributors.
2. Phase Two: Direct appeal and written applications to potential mid-level donors, including corporations, organizations, governmental entities, and individuals.
3. Phase Three: Public appeal to county residents, community groups and others with a potential interest in the new library. Donors will be solicited via a Web site and through meetings and mailings.
4. Campaign members believe it necessary to hire an A/E with campaign funds to provide professional Architectural-Engineering Services to design a LEED certified public library facility. The response for the Request for Proposal for these services were due on May 22, 2009. The goal is to interview the top 3 in early June, 2009. Recommendations for contract award will be provided to the Board of Supervisors at the June 23, 2009 meeting.

RE: COMMONWEALTH OF VIRGINIA - AID TO LOCALITIES

Mr. John F. Miniclier, Jr., County Administrator informed the Board of Supervisors that the County faces a decision on how to handle the \$43,780 cut for 2009 and how to handle the cuts for 2010.

Mr. Miniclier informed the Board of the following:

1. On May 6, 2009 a meeting was held with all affected constitutional officers to discuss the cuts made by Department of Budget & Planning (DBP) for 2009 and requested that they review their budgets to see if there were any funds that could be used to offset the cuts.
2. Commonwealth's Attorney identified \$10,469.17 and the Sheriff identified over \$63,000 of state money that would not be spent this year. Was informed by DBP that salaries that were vacant could not count towards the reductions and that if savings were not in Compensation Board purview they could not count.
3. Basically Compensation Board items were all salary in each office, but were employees salaries other than the Constitutional officer's, as it was the State's position that Constitutional Officer's salaries could not be cut.
4. Savings provided by the Sheriff and Commonwealth's Attorney have been provided to DBP for credit. More than likely DBP will indicate that they do not count towards the \$43,780 reduction.
5. Once the rules are straight, I will meet with all affected offices to formulate a recommendation to the Board of Supervisors at there June 23, 2009 meeting for the 2010 reductions.

Mr. Miniclier requested that staff and the Chairperson of the Board be allowed to meet with DBP to ascertain why the recommendations were not accepted that were forwarded by Charles City County.

COMMONWEALTH OF VIRGINIA - AID TO LOCALITIES (CONTD.)

Mr. Smith requested that staff get more specific guidelines on cuts that are required by DBP.

RE: CLOSED SESSION

Motion was made by Gilbert A. Smith that the Board of Supervisors go into closed session to discuss sale of property under section 2.2-3711(A)(2) and personnel matters 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
Gilbert A. Smith	Aye
Sherri M. Bowman	Aye

Motion was made by Timothy W. Cotman, Sr. to return to regular session. The motion was carried as follows:

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

Motion was made by Gilbert A. Smith, to certify that the Board of

Supervisors discussed only sale of property and 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

There being no further business before the Board it hereby recesses to meet again on June 3, 2009 at 6:00 p.m.

RE: RECESSED MEETING, WEDNESDAY, JUNE 3, 2009, 6:00 P.M.

The meeting was called to order by the Chairperson

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

RE: UNITED STATES CENSUS

Ms. Teresa Claud, Partnership Specialist for the U. S. Census Bureau was present to give the Board an update and additional information on the United States Census 2010.

Ms. Claud informed the Board of the following:

1. Response rate for the 2000 Census in Charles City County was 66%, the state average was 72% and the United States average was 67%.
2. Every year, more than \$300+ billion in federal funds are awarded to states and communities based on census data.
3. Census data affect our voice in congress. The census determines how many seats each state will have in the U. S. House of Representatives as well as the redistricting of state legislatures, county and city councils, and voting districts.

UNITED STATES CENSUS (CONTD.)

4. Would like to partner with Charles City to reach as many people as they can.

Ms. Claud encouraged the County to have a kick-off meeting concerning the census, include information on the County's website.

RE: PROPOSED SECONDARY SIX YEAR PLAN FOR FISCAL YEARS 2009-2014 AND THE CONSTRUCTION PRIORITY LIST (2009)

The Board of Supervisors met with Mr. Torrence Robinson, Residency Administrator to discuss the proposed Secondary Six Year Plan for Fiscal Years 2009-2014 and the Construction Priority List (2009).

The Board unanimously agreed to hold a joint public hearing with the Virginia Department of Transportation on Tuesday, June 23, 2009 beginning at 7:45 p.m. to receive citizen comments on the proposed Secondary Six Year Plan for Fiscal Years 2009-2014 and the Construction Priority List (2009).

RE: VIRGINIA DEPARTMENT OF TRANSPORTATION (MAINTENANCE AND OPERATIONS SERVICE STANDARDS)

Mr. David Christoph, VDOT provided the Board with an update on Maintenance and Operations Service Standards.

Board Comments

1. Gilbert A. Smith – Since new service standards beginning July 1, 2009 will only have mowing along side of roadways twice a year, if an intersection has tall grass which blocks the view of motorists will those areas be mowed more than twice a year?
2. Timothy W. Cotman, Sr. – (a) What service category does maintenance of the bike path come under? (b) Are the federally funded projects included in the 6-year plan and/or the construction budget?

RE: COMMONWEALTH OF VIRGINIA-AID TO LOCALITIES

Mr. John F. Miniclier, Jr., County Administrator informed the Board that the Board Chairperson, Assistant County Administrator and himself had met with the Department of Budget & Planning on Tuesday, June 2, 2009 to discuss why the recommendations were not accepted that were forwarded by Charles City County concerning cuts for FY2009.

Mr. Miniclier informed the Board that the Department of Budget & Planning did accept the original cuts for FY2009 that were forwarded by the County which they had indicated earlier they would not accept.

Mr. Miniclier also informed the Board of Supervisors that staff will forward a letter to the Department of Budget & Planning on the positive manner in which County representatives were received by the Department during their meeting.

RE: TURFGRASS PROPERTY (ROXBURY ROAD)

Mr. John F. Miniclier, County Administrator provided the Board of Supervisors with information concerning the turfgrass property the County owns which is located on Roxbury Road.

TURFGRASS PROPERTY (ROXBURY ROAD) (CONTD.)

Mr. Miniclier had mentioned the possibility of the County going to the Economic Development Authority concerning development of this area.

RE: REQUEST FROM DOMINION VIRGINIA POWER

Mr. John F. Miniclier, County Administrator presented to the Board of Supervisors a request from Dominion Virginia Power that the County support Dominion Virginia Power's concern about cap and trade legislation.

Dominion has requested County forward a letter to the County's Senator requesting that Congress act thoughtfully on climate change and to support legislation with realistic timeframes and with funding for technology needed for businesses to comply with the new requirements.

The Board unanimously agreed to review the request and take action at the June 23, 2009 meeting.

RE: COUNTY REASSESSMENT

Motion was made by Gilbert A. Smith that the Board of Supervisors award the bid to Pearson's Appraisal Service, Inc. to perform the 2009 reassessment for the County. The motion was carried as follows:

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

The Board further agreed that the Chairperson be authorized to execute the agreement pending the clarification concerning amount of parcels that will be assessed.

RE: CHICKAHOMINY BLUFF ROAD REALIGNMENT

Mr. John F. Miniclier, Jr., County Administrator informed the Board that the County has received a request to relocate the entranceway to Ferry Farm Subdivision located on Chickahominy Bluff Road. The request to relocate the entrance to alleviate previous and current safety concerns at the entranceway and will be a considerable enhancement and improvement for all concerned.

Mr. Miniclier informed the Board that the Planning Department is reviewing this proposed realignment to make sure this meets all of the requirements of the County's ordinances.

The Board of Supervisors stated the citizens affected in the area should be notified to have an opportunity to comment on the proposed realignment prior to the Board taking any action on this request.

RE: COMPREHENSIVE PLAN

Ms. Christina Greene, Planning Director updated the Board of Supervisors concerning proposed amendments to the Comprehensive Plan and a timeline for the amendments.

RE: PERSONNEL MANUAL

Mr. Jay A. Brown, Assistant County Administrator informed the Board of Supervisors of the following concerning the personnel manual:

1. Staff is in the process of forming a Personnel Manual Review Team which will consist of a small group of County employees to assist in reviewing the personnel manual and making recommendations to the County administration and then to the Board for any "quick and easy" changes to current policies.
2. Such changes can include additions, deletions, edits. The purpose of the committee is not to redo the County's personnel manual but rather to focus on key policy areas that need clarification or updates.
3. Staff will bring all recommendations to the Board of Supervisors' attention for their review and comments at the next work session, which will have a listing of potential changes/adjustments for the Board's consideration.

RE: UTILITY (BILLING) POLICY UPDATE

Mr. Jay A. Brown, Assistant County Administrator informed the Board of

Supervisors of the following concerning the utility billing:

1. A small group of employees met to discuss updates and concerns with the County's utility policy, particularly the section on billing, outlining such concerns, and recommended steps for correcting those issues,
2. Staff is working on recommending to the Board the addition of language to the current utility policy to help recover unpaid utility payments and to effectively deal with non paying customers who refuse to pay their bill or who are unable to be located.

RE: GEOGRAPHIC INFORMATION SYSTEM AND ADDRESSING

Mr. Dallas Johnson, Building Official updated the Board of Supervisors on the addressing system for the County.

Ms. Christina Greene, Planning Director updated the Board of Supervisors on the Geographic Information System (GIS).

Staff informed the Board that information will be provided at the August 25, 2009 meeting for the Board's review prior to the September 9, 2009 work session.

RE: PUBLIC WORKS

Ms. S. Joanne Johnson, Director of Public Works updated the Board on the following:

1. Wayside Sewer Project
2. Replacement of the Compressor at the Courthouse

RE: DEPARTMENT OF PARKS & RECREATION

Mr. Alfred Crump, Director of Parks & Recreation informed the Board of the following concerning the summer program for the Department of Parks & Recreation:

1. Summer program will be held June 22-August 14, 2009.

DEPARTMENT OF PARKS & RECREATION (CONTD.)

2. Received stimulus funds to assist in summer program payroll.
3. School Board has approved the use of the school cafeteria to prepare lunches and have requested that the County pick up the cost for utilities.

RE: LANDFILL TRANSFER STATIONS

Mr. Timothy W. Cotman, Sr. expressed concern in reference to citizens being turned away due to the fact that they do not have a landfill sticker. There should be some other means of identification for a citizen to use the landfill such as showing a drivers license or some other means of identification other than possessing a landfill sticker.

The County Administrator informed the Board that staff will review the ordinance and suggest other types of identification that will show individual is a citizen of Charles City County.

RE: JOINT MEETING WITH SCHOOL BOARD

Mr. John F. Miniclier, County Administrator informed the Board of Supervisors of the following concerning a joint meeting with the School Board:

1. He and the Superintendent of Schools have discussed the possibility of having a joint meeting with both boards to discuss potential efficiencies and common goals.
2. Dr. William C. Boshier, Jr., Principal of Decision Research LLC, has provided a draft proposal in response to the discussion regarding a joint organizational efficiency study of the government and school operations of Charles City County.
3. Would like to invite the School Board to a presentation from Dr. Boshier and his colleague Mr. Lane Ramsey at the June 23, 2009 regular Board of Supervisors meeting.
4. The goal is that both boards would agree to go forward with a project that would be similar in scope to Dr. Boshier's presentation and to identify funds for the project.

The Board of Supervisors unanimously agreed to hold a joint meeting with the School Board on June 23, 2009 in reference to the above presentation.

RE: CLOSED SESSION

Motion was made by Timothy W. Cotman, Sr. that the Board of Supervisors go into closed session to discuss disposition of real property under section 2.2-3711(A)(2) of the 1950 Code of Virginia as amended. The motion was carried as follows:

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

Motion was made by Timothy W. Cotman, Sr. to return to regular session. The motion was carried as follows:

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

CLOSED SESSION (CONTD.)

Motion was made by Gilbert A. Smith, to certify that the Board of Supervisors discussed only disposition of real property 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: SALE OF PROPERTY – ROXBURY INDUSTRIAL CENTER

The Board of Supervisors unanimously agreed to hold a public hearing on Tuesday, June 23, 2009 at 7:45 p.m. to receive citizen comments on the proposed sale of lot #6 (approximately 2.26 acres) located at the Roxbury Industrial Center to Dean & Son Properties, LLC.

There being no further business before Board it hereby adjourns to meet again on Tuesday, June 23, 2009 at 7:30 p.m.

Sherri M. Bowman, Chairperson