

VIRGINIA:

At the regular meeting of the Board of Supervisors held at the Charles City Government and School Board Administration Building thereof on Tuesday, **March 23, 2010** at 7:30 p.m. in the 234th year of the Commonwealth and in the 375th year of the County.

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

RE: ADOPTION OF AGENDA

Motion was made by Gilbert A. Smith to adopt the agenda with the following changes:

- Move ITEM 6 d, Dominion Energy Savings Pilot Project, Phase II to ITEM 3 c
- Add ITEM 6 d – Virginia Fisheries & Aquatic Wildlife Center
- Strike second part of ITEM 2a Approval of minutes for the March 10 & 15, 2010 recessed meetings. Add to agenda for April 27, 2010 regular meeting.
- Add ITEM 6 h – Student School Mentoring Shadowing Program

The motion carried as follows:

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

RE: CONSENT AGENDA

Motion was made by Gilbert A. Smith that the consent agenda be approved with the following corrections: Strike approval of minutes for March 10 & 15, 2010 recessed meetings and add to agenda for April 27, 2010 regular meeting:

- a. Approval of the minutes: February 23, 2010 regular meeting.
- b. Approval of payment in the amount of \$24,585.91 to CH2MHill for landfill professional services for the period of January 16, 2010 through February 19, 2010.

The motion carried as follows:

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

RE: DEPARTMENT OF TRANSPORTATION

Mr. David Christoph, VDOT Residency Administrator, gave the following monthly report:

Maintenance Activities During the Previous 30 days:

- State forces performed litter removal on primary and secondary problem areas countywide. One in particular was on Route 604 (Warriner Road).
- The bike trail was monitored and debris was removed.
- State forces cleaned one outfall ditch on Route 607 (Church Lane).
- State forces continue to answer calls for the removal of dead animal carcasses from rights of way.

RE: DEPARTMENT OF TRANSPORTATION (CONTD)

- State forces conducted routine sign maintenance on all primary and secondary routes throughout the entire county.

State forces broke up and dismantled beaver dams on the following routes:

- Route 614 (Sturgeon Point Road)
- Route 623 (Wilcox Neck Road)
- Route 616 (Adams Bridge Road)
- Route 650 (Cattail Road)
- Route 5 (John Tyler Memorial Highway)
- State forces performed asphalt pavement repairs for potholes on the following routes:
 - Route 5 (John Tyler Memorial Highway) 12 potholes
 - Route 632 (Tylers Mill Road) 42 tons of hot mix asphalt
 - Route 614 (Sturgeon Point Road) 45 potholes
 - Route 618 (Adkins Road) 65 potholes
 - Route 612 (Ruthville Road) 23 potholes
 - Route 631 (Cool Hill Road) 33 potholes
 - Route 609 (Barnett's Road) 18 potholes
 - Route 607 (Church Lane) 4 potholes
 - Route 665 (Harrison Lake Road) 3 potholes
 - Route 637 (Wyatts Lane) 3 potholes
 - Route 629 (Alpine Road) 2 potholes
 - Route 600 (Charles City Road) 12 potholes
 - Route 603 (Old Union Road) 9 potholes
 - Route 607 (Wayside Road) 22 potholes
- State forces, with assistance by our hazardous tree removal contractor, have removed hazardous trees from the routes below:
 - Route 5 (John Tyler Memorial Highway) 68 tree
 - Route 609 (Barnett's Road) 6 trees
 - Route 612 (Ruthville Road) 6 trees
 - Route 631 (Cool Hill Road) 17 trees
 - Route 600 (Charles City Road) 66 trees
 - Route 603 (Old Union Road) 20 trees
- State forces performed machining and grading on the following non-hard surface routes in the county. In some cases, additional stone was added to the roadway.
 - Route 626 (Old Elam Cemetery Road)
 - Route 624 (Deer Field Road)
 - Route 613 (Sandy Point Road)
 - Route 616 (Adams Bridge Road)
 - Route 623 (Wilcox Neck Road)
 - Route 648 (New Quarter Road)

Maintenance Activities Planned for the Next 30 days:

State forces will continue to make repairs to Route 607 (Wayside Road). We will be working on strengthening pavement along the shoulders that was damaged by the traffic, regrading the shoulders for efficient water runoff, and have scheduled our inmate crew to clean out roadside ditches, outfall ditches and all pipes.

State forces will complete repairs to washouts along Route 610 (Green Oak Road)

As the weather continues to dry, state forces will monitor and machine when necessary all non-hard surface roads.

State forces and inmate labor will pick up litter in problem areas.

State forces will conduct routine sign maintenance.

Major pothole repairs will continue through the end of the month, as will repairs to low shoulders along roadways beginning on Route 5 (John Tyler Memorial Highway).

RE: DEPARTMENT OF TRANSPORTATION (CONT')

State forces will continue to monitor bike trails for debris and any other safety issues.

Problem areas for beaver dams will be monitored.

State forces will respond to weather emergencies, as needed.

Board Comments/Requests

1. **Mr. Gilbert Smith** expressed appreciation to VDOT for their efforts. He also informed Mr. Christoph of a problem with water standing in Road at Kimages Road and West Run Road, going South on West Run, 1st house on left.
2. **Mr. Timothy Cotman** stated that there is a dead pine leaning in the road from the left side on Sandy Point Road, ¾ mile from Route 5.

Mr. John Miniclier informed the Board that he has spoken with a CSX representative regarding the problem with the railroad crossing on Route 106. The representative said he would visit the site on Wednesday and respond to Mr. Miniclier by Friday. He also stated that he would attend the April Board of Supervisors Meeting if needed.

RE: VIRGINIA CAPITOL FOUNDATION TRAIL

Ms. Beth Weisbord, Executive Director of the Virginia Capitol Foundation Trail updated the Board of Supervisors on the status of the Capitol Trail Project

RE: DOMINION'S ENERGY SAVINGS PILOT PROJECT, PHASE II

Mr. Phillip Powell, a representative from Dominion, updated the Board on Phase II of the Charles City County/ Dominion Virginia Power's Energy Savings Pilot Project. He informed them that seven of the GIG energy saving devices were installed in electrical panel boxes at County facilities and two were installed in private residences. One of the County facility devices was monitored with special equipment by Dominion. The monitored device indicated a savings level of .5% to 4.6%.

He further stated that Dominion performed a detailed engineering study of the device and its application. It was determined that there is a basis for producing savings with the installation of this device. Because of the positive results, Dominion recommends that Phase II testing be undertaken which requires the installation of 30-70 devices in a close geographic area chosen by Charles City County. There is no cost to the county for this project. The types of facilities where devices could be installed include schools, government buildings, banks, health clinic, church, restaurant and private residences.

After Phase II is completed, Charles City County could become part of a national pilot program for Phase III.

Mr. Timothy Cotman requested that this information be put on the Charles City County website.

RE: PUBLIC COMMENT PERIOD

1. **Mr. Vince Brackett** (7789 Kips Creek Drive) thanked the Board for raising the minimum general fund reserve from \$1.2m to \$1.4m, during the budget work session.

He further stated that this is not the time for an increase in county expenditures of tax rate due to the current economic conditions. As of January 2010, there are

RE: PUBLIC COMMENT PERIOD (CONTD)

11.4% of County residents unemployed and if you combine that with the underemployed, the figure is considerably higher.

Mr. Bracket said he supports a \$.01 tax increase if it is earmarked for basic EMT services. However, he does not support any other additional tax rate increase.

He disagrees with the proposed \$50,000 contribution to Providence Forge Volunteer Rescue Squad stating that it is almost as much as the County gives the Charles City Volunteer Fire and EMS. His suggestion is to give PRVRS ½ of what is proposed.

Charles City Schools are facing an additional \$600K+ shortfall in addition to cuts already made. He believes anything that can be done to help, within reason, should be done.

He encourages the Board and Schools to move forward and investigate to see if Charles City can obtain substantial savings by combining the County and school employees' health insurance.

2. **Mr. Steve Furhman** (3400 Adkins Road) agreed with Mr. Brackett's comments and added that the unofficial unemployment rate in Charles City County is approximately 11% and the County should consider how to adapt to ongoing economic depression. He suggested that a Public Forum be initiated to discuss what the County can do to help the situation. He said a tax increase might be needed especially for EMS.
3. **Mrs. Elnora Robinson** (17511 John Tyler Memorial Highway) commented that she does not agree with giving Providence Forge Volunteer Rescue \$55,000; that we need to give more to the schools. Mrs. Robinson also stated that she feels the County should not donate \$5,000 to the Cultural Alliance.
4. **Mr. William Lewis** (Courthouse Road) thanked whoever took care of the problem on Route 5 where someone was parking a vehicle on the Bike Trail.

He also stated the rescue squad transported his brother-in-law and then billed him \$550. He thought seniors' were covered. Mr. Lewis further recommended that everyone subscribe to the EMS services.

He said he thinks the paid EMS is a great step in the right direction, and hopes that one day Charles City County will have a full time paid EMS Department. He stated that Charles City might be the only locality that does not have paid personnel to run the EMS Department.

5. **Jackie Wallace** (20001 John Tyler Memorial Highway) agreed for the most part with the citizens' comments. However, she did not agree with the comment about the contribution to Cultural Alliance. She said Cultural Alliance needs the \$5,000 donation from the County to be eligible for a \$5,000 matching funds grant. In addition, she stated that a portion of these funds is allotted to the schools.
6. **Mrs. Almeda Tyler** (Adkins Road) expressed concern about the Charles City County residents who have different zip codes. She wants to know if our sales tax dollars are going to those localities.

Mr. Cotman asked if a study has been done to determine how much money the County loses with the different addresses.

Mr. Miniclier stated that he has been working with the Tax Department on this issue.

RE: PUBLIC COMMENT PERIOD (CONTD)

7. **Mr. Charles Tench** (The Glebe Lane) stated that his assessment increased 50%. He wanted to know if the Board had considered Lane Use Tax for farmland. He further stated that any increase is not good for farmers.

RE: APPOINTMENTS - JAMES RIVER ADVISORY COUNCIL

Motion was made by Gilbert A. Smith to appoint Denise Williams, P.O. Box 128, Charles City, VA 23030 (804/652-4701) to the James River Advisory Council, said term to expire December 31, 2010. The motion carried as follows:

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

RE: APPOINTMENTS - CENTER FOR LOCAL HISTORY ADVISORY COMMISSION

Motion was made by Timothy W. Cotman, Sr., to reappoint John Tabb, 14031 The Glebe Lane, Charles City, VA 23030 (804/829-5420) to the Center for Local History Advisory Commission, said term to expire March 31, 2013. The motion carried as follows:

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

RE: 2010 CENSUS UPDATE

Mr. John Miniclier, Jr., the County Administrator, updated the Board on the status of the County Census. He said there are two Questionnaire Assistance Centers, one located at the Charles City Recreation Center and the other at the Chickahominy Tribal Center. Mr. Miniclier also thanked Mr. Steve Fuhrman and Mr. Vince Brackett for their assistance with distributing census information to county residents.

RE: UPDATE ON COUNTY'S REQUEST FOR STATE AND FEDERAL FUNDING

The County Administrator gave the Board an update on the County's request for state and federal funding. He informed them that in 2009 the County requested FY2010 appropriation only for the new library project. Federal stimulus funding was requested for the new Roxbury fire station. State stimulus funding was requested for replacement of three county wastewater plants and for a boat ramp at Lawrence Lewis, Jr. Park. None of the projects was chosen for funding. Through guidance from Congressman Scott's office, the county has submitted requests for FY2011 appropriations for three projects; the new library, the Roxbury fire station and replacement of the sewer plant at the Hideaway.

RE: JOINT PUBLIC HEARING WITH BIG DOG KENNEL

The County Administrator informed the Board that a joint public hearing with the Board of Supervisors and the Planning Commission has been scheduled for April 27, 2010 to receive citizen comments on the application for a Special Use Permit submitted by Linda Howard (The Big Dog Kennel).

RE: VIRGINIA FISHERIES AND AQUATIC WILDLIFE CENTER

Mr. Miniclier informed the Board that the U.S. Fish and Wildlife Service proposed a phased renovation of Harrison Lake National Fish Hatchery to create an enhanced facility known as the Virginia Fisheries and Aquatic Wildlife Center. He recommended that the Board of Supervisors send a letter to Congressman Scott requesting support of the project and he add it to the his 2011 appropriations.

Mr. Cotman commented that the Fish Hatchery is the only federal presence in the County and we should do whatever necessary to support it.

RE: PRESENT BUDGET YEAR CUTS DUE TO REVENUE SHORTFALLS

Motion was made by Gilbert A. Smith to implement the following as money saving activities:

- Hiring Freeze/Keep one position vacant
 - One position in Public Works (Est. \$31,478.00 Salary & benefits)
 - Eliminate funds from IT vacancy (Savings from Feb-April 2010) Est. \$20,000.00
 - Eliminate funds for Capital Needs Assessment Study \$30,000.00
 - Miscellaneous Adjustments
 - Reduce FY2009 audit costs \$2,079.00
 - Eliminate funding for James River Development Corporation \$2,750.00
- TOTAL SAVINGS - \$86,307.00

The motion carried as follows:

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

RE: 2010 ADVERTISED TAX RATE

The County Administrator informed the Board that the ad for the proposed Tax Rate increase ran in the Richmond Times Dispatch on March 19, 2010 announcing the public hearing to be held Monday, April 19, 2010 at 7:00 p.m. The present tax rate is \$0.82 per \$100 of assessed value. Due to the reassessment the lowered tax rate necessary to offset increased assessment would be \$0.66 per \$100 of assessed value. The advertised proposed tax rate is \$0.70 per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.04 per \$100, or a 6.06% increase. Each \$.01 cent of tax will produce around \$73,000 in new revenue. \$0.01 has been dedicated to EMS transport and the other \$.03 has been identified in contingency in the 2010-2011 proposed budget.

RE: 2011 BUDGET PRESENTATION

Mr. Miniclier presented his proposed budget for 2011 to the Board of Supervisors. Motion was made by Sherri M. Bowman to approve the proposed budget as presented for advertising at public hearing on April 19, 2010, 7:30 p.m. The motion carried as follows:

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

RE: SHADOW STUDENT MENTORING PROGRAM

Mr. Miniclier asked the Board's permission to allow students to shadow each office in the government building on April 1, 2010 and to preside at a Mock Board meeting in May.

Motion was made by Gilbert A. Smith to allow Charles City High School students to shadow each office in the Government Building on April 1, 2010 and to preside at a Mock Board meeting May 25, 2010 at the regular Board meeting. The motion was carried as follows:

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

RE: BOARD OF SUPERVISORS' COMMENTS AND DIRECTIVES

Mr. Smith stated that he does not want to see cuts to the contributions to Meals on Wheels and Central Virginia Food Bank. He further stated that the fire department's equipment is getting old and sooner or later it will have to be replaced. He wanted to know if we need to give the Providence Forge Volunteer Fire Department as much as \$50,000.00. He also questioned funding to James City County.

Mr. Miniclier responded that James City County only responds if they are reimbursed, so a certain amount is set aside for that.

Mr. Cotman commented that it is hard to cut off Providence Forge Volunteer Rescue Squad completely, because they are the hand that has fed us for years; maybe we need to consider cutting back.

Mr. Miniclier said the budget will be on the website by next week.

Ms. Bowman asked that a copy of the proposed budget be available for anyone without access to the internet.

RE: PUBLIC COMMENT PERIOD (NON-AGENDA ITEMS)

1. **Ms. Cynthia Rowles**, the new Extension Agent, introduced herself to the Board.
2. **Mr. Vince Brackett** thanked Dominion Virginia Power for clearing trees under the power lines. He also wanted to know if the County is losing money because of the different zip codes. He stated that when Senator McEachin attended a previous Board of Supervisors' meeting he said that this process must begin with the Board of Supervisors. Mr. Brackett feels that this should be a long-range goal.
3. **Mr. Steve Furhman** hopes the public hearings will be advertised in the Chronicle.
4. **Mrs. Elnora Robinson** inquired if the different addresses for county residents would have any effect on the census count.

Mr. Miniclier responded that for census purposes those addresses would be counted as Charles City.

Mr. Smith directed staff to contact Senator McEachin to see what needs to be done and to research to determine how much money Charles City is losing to the other localities.

Ms. Bowman informed the Board members that she is currently serving on the Board of Directors of Central Virginia Film Institute; and she wants to try to direct film making to the county.

RE: EXECUTIVE SESSION

Motion was made by Sherri M. Bowman to go into executive session to discuss the sale of county real estate under Section 2.2-3711.3 of the Code of Virginia, as amended. The motion carried as follows:

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

Motion was made by Sherri M. Bowman to return to regular session. The motion carried as follows:

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

Motion was made by Timothy W. Cotman, Sr. that the Board of Supervisors discussed only public business matters lawfully exempted from statutory open meeting requirements and public business identified in the motion to convene the executive session. The motion carried as follows:

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

There being no further business before the Board, it hereby adjourns to meet again on Monday, **April 19, 2010** at 7:00 p.m. for a public hearing held by the Board of Supervisors.