

VIRGINIA:

At the regular meeting of the Board of Supervisors held at the Charles City Government and School Board Administration Building thereof on Tuesday, July 28, 2009 at 7:30 p.m. in the 234th year of the Commonwealth and in the 375th year of the County.

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

RE: ADOPTION OF AGENDA

Motion was made by Timothy W. Cotman, Sr., to adopt the agenda as presented.

The motion was 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 following consent agenda be approved:

- a. Approval of the minutes of the June 23, 2009 regular meeting.
- b. Approval of payment to CH2MHill in the amount of \$14,661.88 for landfill professional services for the period of April 18, 2009 through May 15, 2009
- c. Refund of Taxes (Real Estate & Personal Property Taxes)
 - (1) James W. & Jean M. Messer: Mobile home assessed as real estate. Refund-2008, \$152.23;
 - (2) George H. III & Lynda A. Cooke: Error in computation of buildings - Refund-2008, \$92.76; Refund-2007, \$93.16; Refund-2006, \$95.92.

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:

This Month

Signs Maintenance – Primary & Secondary Roads
Grass Mowing – Secondary Roads
Shoulder Repair - Routes 5, 155, and 649
Litter Control - Primary and Secondary Roads
Hazardous Tree Removal (4) – Route 155
Bladed All Dirt Roads
Pavement Repairs - Secondary Roads
Milled and asphalt overlay - Route 155
Clearing guardrail brush - Primary Roads
Removal of over hanging limbs

Next Month

Litter Control
Shoulder Maintenance
Hazardous Tree Removal
Sign Maintenance
Pot Hole Repairs
Sign Maintenance
Cut overhanging limbs

Last Month Issues

Pot holes on Route 609 - Repaired
Over hanging tree limbs - On going
Day-lighting Signs - Primary Roads Complete; working on Secondary Roads

Mr. Gilbert A. Smith - Noted that throughout the county there are several speed limit signs covered by tree limbs. Also, on some secondary routes there are instances where limbs are hitting the car windows. A plan of action has been developed to address these issues.

Ms. Sherri M. Bowman - Informed Mr. Robinson of potholes on Barnetts Road, Adkins Road, and Lott Cary Road. Have taken care of these issues.

Ms. Sherri M. Bowman - Also inquired about placing a BUMP sign prior to the Judith Dresser Memorial Bridge to warn people of the impending bump on approach to the bridge. This request has been sent to the Bridge Project Manager.

Mr. Timothy W. Cotman, Sr. - Inquired about the dead tree situation especially along Route 5 from the Courthouse area to the east. He advised that there are some large dead pines. Trees have been identified that can be removed with state forces and removal is planned for next month.

Citizen Comments/Requests:

A citizen asked when VDOT would be mowing the grass on Route 618 (Adkins Road). The grass has been mowed on Route 618.

Updates:

Paving started on 155 from 602 to just south of 614 should be complete tonight weather permitting (Daytime Hours 7 a.m. – 5 p.m.)

Intersection of Routes 5 and 106 is scheduled for Thursday and Friday (9 a.m. – 3 p.m.)

DEPARTMENT OF TRANSPORTATION (CONTD.)

Capital Trail Foundation has tentative plans for having trail opening celebration in August. Exact date is not yet known. Details are being worked on pertaining to the cost to maintain the trail.

Mr. Timothy W. Cotman, Sr. - Informed Mr. Robinson that a tree limb fell on a citizen's truck on Route 613 (Sandy Point and Willcox Neck Road).

Ms. Cecelia Bradby - Stated that at the intersection of Cattail Road and Barnetts Road someone has changed the speed limit sign from 55 to 85.

Mr. Roy Campbell - Inquired about the status of the project on Route 607 and Route 5 & 106.

Mr. Preston Adkins - Stated that the bump is too high at the railroad crossing at Route 106. This needs to be repaired or post a reduced speed limit sign.

A resident on Eagles Nest Road stated that there are no posted speed limit signs on Eagles Nest Road and part of the road is narrow and twisting and with traffic pulling trailers to and from the state boat ramp it is a dangerous situation. He requested that the speed be lowered. Mr. Robinson replied that if there are no signs the speed limit is normally 55 mph.

Mr. John Tabb - Asked why Charles City still has railroad ties at the crossings and other localities are using rubber.

RE: VIRGINIA COOPERATIVE EXTENSION

Mrs. Barbara Board updated the Board of Supervisors on the latest Virginia Cooperative Extension plans. She stated that VCE tried to fill the 4-H Extension Agent position last summer, but ceased due to budget cuts. She said an in-house person has asked to be transferred to the position. She said that it is the same situation with the retirement of Mr. Paul Davis, Agricultural Agent. Both positions support Charles City and New Kent. Mrs. Board asked the Board of Supervisors that local matching dollars for the position could be used for a part time position until state could fund the position. She said that her agency is going through a review on how to allocate personnel resources based on declining state ability to fund all positions. She expects some reorganization may happen within the next 6 months.

Mr. Smith commented that we should look at the in-house person that is interested in the position and take it from there

Mr. Timothy W. Cotman, Sr. asked how many extension agents there are in Virginia. Ms. Board replied that it usually runs 250+ agents across the state.

Ms. Sherri Bowman expressed concern that Charles City County is without an extension agent.

RE: WASTE MANAGEMENT

Mr. Greg Enterline, District Manager of Waste Management provided the Board of Supervisors with an annual update on operations at the landfill. He stated that

The relationship between Waste Management and Charles City County is one of the best relationships with host communities.
Phase IV Cell 2 has been completed and Phase IV Cell 3 should be completed this fall.

WASTE MANAGEMENT (CONTD.)

They continue to have bimonthly meetings with the Landfill Advisory Commission.

The Annual Household/Tire Recycling Day was very successful, as well as the e-cycling.

Waste has dropped 15-20% on the East coast

Waste Management was committed to meet the minimum daily tonnage per the agreement

Mr. Enterline also informed the Board of Supervisors that Waste Management has committed to an annual pledge of \$50,000 to the library fund over a five year period.

He also stated that Waste Management is working with Wildlife Services to improve the wildlife habitats.

Mr. Gilbert Smith stated that he has had complaints about the trash containers being full on weekends.

RE: JOINT MEETING WITH SCHOOL BOARD

Mrs. Barbara Crawley, School Board Chairman, called the School Board meeting to order, for a joint meeting with the School Board and Board of Supervisors.

Present were:

School Board Members:	Barbara Crawley, Chairman Royce Paige Roy Campbell Preston Adkins Janet Crawley, Superintendent
Board of Supervisors:	Sherri M. Bowman, Chairman Gilbert A. Smith Timothy W, Cotman, Sr.

Dr. William C. Boshier, Jr., Mr. Lane Ramsey, and Mr. Bob Holsworth of Decision Research, LLC discussed a potential joint organizational efficiency study of the government and school operations of Charles City County that would define potential efficiencies and common goals for the School System and the County government.

Mr. Royce Paige commented that there have been seven similar studies in the past fifteen years. He further stated that the Census performed in 2002 led to Charles City County being designated an urban area, and this has been a disaster.

Mr. Preston Adkins asked how the smaller counties can be compared to larger localities.

Mr. Ramsey responded that they find a like community that would benchmark with Charles City County.

Mr. Roy Campbell expressed concern about the level of confidentiality during the process.

Mr. Timothy W. Cotman, Sr. questioned the initiating process, i.e. specific areas that will be dealt with.

JOINT MEETING WITH SCHOOL BOARD (CONTD.)

Dr. Boshier replied that there would be individual interviews with each member of the Board of Supervisors, School Board, County Administrator, Superintendent of Schools, and each department head. There would be a free form public hearing/forum to give citizens a chance to interject.

Ms. Sherri Bowman questioned the timeline.

Dr. Boshier replied that if the process begins in September, the report should be ready by December or January.

RE: APPOINTMENT- RECREATION ADVISORY COMMISSION

Motion was made by Gilbert A. Smith to reappoint Mr. William Womack, 4011 Wayside Road, Charles City, VA 23030, to the Recreation Advisory Commission, said term to expire September 30, 2013. The motion was carried as follows:

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

RE: APPOINTMENTS - CHARLES CITY-NEW KENT HERITAGE FOUNDATION

Motion was made by Sherri M. Bowman to reappoint Ms. Mary C. Strotmeyer, 10844 Courthouse Road, Charles City, VA 23030 to the Charles City-New Kent Heritage Foundation, said term to expire June 30, 2013. The motion was carried as follows:

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

RE: LOCAL GOVERNMENT CHALLENGE GRANT - \$5,000.00

Mr. John F. Minielier, Jr., County Administrator informed the Board that The Virginia Commission for Arts has awarded the Cultural Alliance of Charles City County a grant in the amount of \$5,000. The local match required will be taken from the funds that were allocated to the Cultural Alliance in the FY2009-2010 budget.

Motion was made by Timothy W. Cotman, Sr. to accept the grant funds and that the appropriate documentation be forwarded to the Commission for the Arts and notification is presented to the Cultural Alliance. The motion was carried as follows:

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

RE: ARCHITECTURAL ENGINEERING SERVICES FOR CHARLES CITY COUNTY LIBRARY

Motion was made by Gilbert A. Smith to authorize library campaign members and staff to negotiate with the most responsive firm for Architectural Engineering Services for the Charles City County Library, Enteros Design. If negotiations are not successful with Enteros, then negotiations with the second most responsive firm, Hopke and Associates, Inc., is authorized. The motion was carried as follows:

ARCHITECTURAL ENGINEERING SERVICES FOR CHARLES CITY
COUNTY LIBRARY (CONTD.)

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

RE: FY2009-2010 CARRYOVER REQUESTS

Mr. Miniclier presented the Board the requested carryover projects. Mr. Smith voiced a concern that there were too many individual carryover items on this year's request.

Motion was made by Timothy W. Cotman, Sr. to approve request for carryover of funds from the FY2008-2009 budget to the FY2009-2010 budget in amount of \$1,100,528.00. The motion was carried as follows:

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

Capital Outlay-New Projects	\$30,000.00
Asset Forfeiture - Commonwealth Attorney	1,501.00
Cooperative Extension	1,000.00
Asset Forfeiture - Sheriff	2,507.00
Sheriff - Law Enforcement	12,039.00
District I Fire Station Design/Bid	5,000.00
Fire Protection	28,498.00
TOTAL	<u>\$80,545.00</u>

Parks and Recreation	
Youth & Adult Softball	1,161.00
Swim Lesson Fees	105.00
Fitness Fees	1,124.00
Rec. Fees, Summer Program	4,881.00
Recreation Advisory Commission	106.00
History Center Donations	612.00
Sheriff – Handgun Permit Fees	3,059.00
Sheriff – Sheriff Donations	75.00
TOTAL	<u>\$11,123.00</u>

2008 Chesapeake Bay Grant	5,000.00
FY2009 Litter Grant	884.00
Circuit Court Preservation Grant	2,510.00
PSAP Grant	180,822.00
CIG/Gilfield Grant	814,958.00
Smart, Safe, Sober Grant III	4,686.00
TOTAL	<u>\$1,008,860.00</u>

TOTAL CARRYOVER REQUEST \$1,100,528.00

RE: CAPITAL NEEDS ASSESSMENT

Motion was made by Gilbert A. Smith to narrow the number of firms to three that will provide professional services for the Capital Needs Assessment: RML Architect, Richmond, VA; Springstead Incorporated, Richmond VA; and DJG, Williamsburg, VA. The Interview Team will consist of Gilbert Smith (Planning

CAPITAL NEEDS ASSESSMENT

Commission Member and Board of Supervisors), Edward Baber (Planning Commission Member), John Bragg, Christina Greene, Jay Brown, and a Public Works representative because of the heavy focus on public infrastructure. The motion was carried as follows:

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

RE: OFFICIAL OPENING OF COURTHOUSE SECTION OF CAPITAL TO CAPITAL TRAIL

The County Administrator provided the Board with a verbal update on the official opening of the Courthouse Section of the Capital Trail. The dedication ceremony is tentatively planned for September 12, 2009, at 5:00 pm.

RE: BOARD OF SUPERVISORS' COMMENTS AND DIRECTIVES

Mr. Gilbert A. Smith requested a copy of the adopted budget.

Mr. Timothy W. Cotman, Sr., stated that as a member of the Richmond Regional Planning District Commission and Chamber of Commerce, he is in favor of the high speed rail service connection to Main Street Station. He further stated that all localities have been very supportive.

RE: PUBLIC COMMENT PERIOD (NON-AGENDA ITEMS)

1. Ms. Barbara Winters - Thanked Mr. Miniclier for the introduction. She stated that public libraries are the greatest common good in the country. She further stated that today they had 140 children at the library to participate in activities sponsored by the Virginia Living Museum. They spend quite a bit of time assisting people with job resumes. The library also has support from the Virginia Employment Commission with the Job Share Program.
2. Mrs. Elnora Robinson – (a) Thanked the Board for accepting the carryover request on the budget; (b) Also inquired about the request from the Sheriff's Department for a vehicle: Was this another accident and was anyone else involved? She stated that something needs to be done about all the accidents the deputies are involved in; (c) Mrs. Robinson also asked if there is a cost for Mr. Boshers' group to come to the meeting tonight.

RE: CLOSED SESSION

Motion was made by Timothy W. Cotman to 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:

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

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

CLOSED SESSION (CONTD.)

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

Motion was made by Timothy W. Cotman, Sr. 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: DEPUTY EMERGENCY SERVICES COORDINATOR

Motion was made by Timothy W. Cotman, Sr., that Mr. William Byrd be appointed as Deputy Emergency Services Coordinator, with a salary increase of \$3,000 annually, effective July 28, 2009. 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 adjourns to meet again on Tuesday, August 25, 2009 at 7:30 p.m.

Sherri M. Bowman, Chairperson