

RE: SPECIAL MEETING, THURSDAY, JANUARY 12, 2012, 8:30 A.M.

The meeting was called to order by the Chairman.

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

RE: ADOPTION OF AGENDA

Motion was made by Bill Coad to adopt the agenda as presented. The motion carried as follows:

William "Bill" Coad	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

RE: REORGANIZATION OF THE BOARD

The County Administrator, Mr. John F. Miniclier, Jr., assumed the chair for election of Chairman of the Board of Supervisors for 2012.

- a. Election of Chairman – motion was made by Bill Coad that Gilbert A. Smith be elected Chairman of the Board of Supervisors for 2012. The motion carried as follows:

William "Bill" Coad	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

- b. Election of Vice Chairperson – motion was made by Bill Coad that Floyd H. Miles, Sr. be elected Vice Chairperson of the Board of Supervisors for 2012. The motion carried as follows:

William "Bill" Coad	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

RE: 2012 BY-LAWS APPROVED

Motion was made by Bill Coad to approve the proposed 2012 By-Laws with the following change:

Special Meetings, Section 21.A.

From: 2011: Two (2) or more members of the Chairman may request a meeting.

To: 2012 Amended: Any member of the Board may request a meeting.

The motion carried as follows:

William "Bill" Coad	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

RE: 2012 BOARD OF SUPERVISORS APPOINTMENTS

Motion was made by Bill Coad to approve the 2012 Board of Supervisor individual appointments as follows.

RE: 2012 BOARD OF SUPERVISORS APPOINTMENTS (CONTD)

The motion carried as follows:

William “Bill” Coad	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

Capital Area Training Consortium	Gilbert A .Smith
Center for Local History Advisory Commission	Gilbert A. Smith
Charles City Health Council	Bill Coad
Chickahominy Disability Services Board	Floyd H. Miles, Sr.
Colonial Community Criminal Justice Board	Bill Coad
Crater Planning District Commission	Bill Coad
Emergency Planning Committee (SARA Title III)	Floyd H. Miles, Sr.
Fire Department Board of Directors	Gilbert A .Smith
Housing Task Force	Bill Coad
Metropolitan Air Quality Control Board	Floyd H. Miles, Sr.
Planning Commission	Gilbert A .Smith
Recreation Advisory Commission	Floyd H. Miles, Sr.
Richmond Area Metropolitan Planning Organization (MPO)	Floyd H. Miles, Sr. / Allyson Finchum (Alternate)
Richmond Regional Planning District Commission (RRPDC)	Floyd H. Miles, Sr./ John Miniclier, Jr. (Alternate)
Sesquicentennial Committee	Bill Coad
Social Services Board	Floyd Miles

RE: 2012 STAFF APPOINTMENTS

Motion was made by Bill Coad to approve 2012 Staff Appointments as presented by the County Administrator. The motion carried as follows:

William “Bill” Coad	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

Capital Area Workforce Investment Board	John F. Miniclier, Jr.
Central Virginia Waste Mgt - Board of Directors Aka: Waste Management Board of Directors	John F. Miniclier, Jr. / John Bragg (Alternate)
Central Virginia Health Planning Agency	Michelle Johnson
Central VA Waste Management Authority - <u>Technical Advisory Committee</u> / (Central Waste TAC)	John Bragg
Colonial Community Criminal Justice Board Of the Colonial Community Corrections	Robert Tyler Byron Adkins
Comprehensive Youth Services Act Policy Board / Community Policy & Management Team	Regina Harris -Staff Rep Michelle Johnson –Staff Rep
Emergency Planning Committee (SARA Title III)	John F. Miniclier, Jr.
Housing Task Force	Rachel Greenhow & Michelle Johnson
James River Advisory Council (JRAC)	Denise Williams / Alfred Crump (Alternate)
Landfill Advisory Board	John F. Miniclier, Jr.

RE: 2012 STAFF APPOINTMENTS (CONTD)

Middle Peninsula Juvenile Detention Commission	Michelle Johnson
Richmond Regional Planning District Commission (RRPDC)	John Miniclier, Jr. (Alt.)*
Richmond Area Metropolitan Planning Organization - (MPO)	Allyson Finchum (Alt.)
Richmond Area Metropolitan Planning Organization - Technical Advisory Committee (TAC)	Allyson Finchum John Bragg (Alt.)
Riverside Regional Jail - Board of Directors	John F. Miniclier, Jr. / Michelle Johnson (Alt.)
Sesquicentennial Committee	Allyson Finchum
Senior Connections (Capital Area Agency on Aging)	Michelle Johnson/ John F. Miniclier, Jr. (Alt.)
Southside Virginia Training Center	Michelle Johnson

RE: 2012 BOARD OF SUPERVISORS' 2012 QUARTERLY WORK SESSION SCHEDULE

Motion was made by Bill Coada to approve the following quarterly 2012 Work Session, with additional work sessions to be scheduled as deemed needed by the Board.

March 7, 2012	6:00 PM
June 6, 2012	6:00 PM
September 5, 2012	6:00 PM
December 5, 2012	6:00 PM

The motion carried as follows:

William "Bill" Coada	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

RE: FY2012-2013 BUDGET REQUESTS – CONSTITUTIONAL OFFICERS

The following Constitutional Officers were present to discuss their FY2012-2013 budget requests with the Board of Supervisors:

Ms. Denise B. Smith	-----	Commissioner of the Revenue
Ms. Mindy Bradby	-----	Treasurer
Sherriff Javier Smith	-----	Sheriff's Department
Mr. Robert Tyler	-----	Commonwealth's Attorney

RE: FY2012-2013 BUDGET REQUESTS – GENERAL GOVERNMENT

The following department directors were present to discuss their FY2012-2013 budget requests with the Board of Supervisors:

Ms. Michelle Johnson	-----	Director of Management Services
Mr. Harry French	-----	Director of IT
Ms. Joanne Johnson	-----	Director of Public Works
Ms. Allyson Finchum	-----	Director of Planning
Ms. Catrinia Barneycastle	-----	Registrar
Ms. Barbara Watkins	-----	General District Court
Mr. Dallas Johnson	-----	Director of Codes & Compliance
Mr. Frank Bates	-----	Animal Control Supervisor
Mr. Alfred Crump	-----	Director of Parks & Recreation
Ms. Judith Ledbetter	-----	Director of Center for Local History
Ms. Cynthia Rowles	-----	Virginia Cooperative Extension
Mr. Byron Adkins	-----	Director of Social Services
Mr. Steve Fuhrmann	-----	Charles City Health Council Chair

RE: FY2013 GENERAL ASSEMBLY LEGISLATION

County Administrator, John F. Miniclier, Jr. presented the FY2013 list of upcoming state and federal legislation and the potential impact on Charles City. Mr. Miniclier recommended a Board member work with him and our legislators on the mandates affecting local government and the county. Mr. Floyd Miles, Sr. agreed to be the Board member to work in this capacity.

RE: SCHOOL FY2011 BUDGET AMENDMENT

Motion was made by Bill Coado to approve the amendment of the FY2011 School Budget in the amount of \$116,187 grant funds for recording purposes as recommended by auditors, Robinson, Farmer, Cox. The motion carried as follows:

William "Bill" Coado	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

RE: EXECUTIVE SESSION #1

Motion was made by Bill Coado to go into executive session to discuss legal matters under Section 2.2-3711(A)(7) of the 1950 Code of Virginia, as amended. The motion carried as follows:

William "Bill" Coado	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

Motion was made by Bill Coado to return to regular session. The motion carried as follows:

William "Bill" Coado	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

Motion was made by Gilbert A. Smith 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:

Floyd H. Miles, Sr.	Aye
William "Bill" Coado	Aye
Gilbert A. Smith	Aye

RE: FY2012-2013 BUDGET REQUESTS OF OUTSIDE AGENCIES

The following agencies were present to discuss their FY2012-2013 budget requests with the Board of Supervisors:

Crater Planning District – Dennis Morris
Colonial Community Corrections – Katie Green
Virginia Institute of Government – Tedd Povar
Community Corrections – Tom Gooding
Capital Region Workforce – Rosalyn Tiller
Senior Connections – Thelma Watson
Central Virginia Waste Management – Kim Hynes
Henrico Mental Health – Laura Totty
Cultural Alliance – Julia Boyd
Bay Transit – Ken Pollick
Virginia Cooperative Extension – Cynthia Rowles
Charles City County Health Council – Lindsey Johnson & Steve Fuhrmann

RE: FY2012-2013 BUDGET REQUESTS OF OUTSIDE AGENCIES (CONTD)

Legal Aid of Virginia – Sylvia Jones
Heritage Public Library – Barbara Winters
Chickahominy Health District - Carla Bennett & Brooke Rossheim
No Greater Love – Maggie Edwards
Charles City Committee on Aging – Marian Christian

RE: FY2012-2013 BUDGET REQUESTS OF SOCIAL SERVICES DEPARTMENT

Mr. Byron M. Adkins, Director of Social Services presented the department’s budget request for FY2012-2013.

RE: FY2012-2013 BUDGET REQUESTS OF CHARLES CITY HEALTH COUNCIL

Mr. Steve Fuhrmann, Charles City Health Council Chairman presented the Council’s budget request for FY2012-2013.

RE: EXECUTIVE SESSION #2

Motion was made by Bill Coada to go into executive session to discuss the investment of public funds under Section 2.2-3711(6); and personnel matters under Section 2.2-3711(A)(1); of the 1950 Code of Virginia, as amended. The motion carried as follows:

William “Bill” Coada	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

Motion was made by Bill Coada to return to regular session. The motion carried as follows:

William “Bill” Coada	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

Motion was made by Gilbert A. Smith 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:

Floyd H. Miles, Sr.	Aye
William “Bill” Coada	Aye
Gilbert A. Smith	Aye

RE: RESIGNATION OF COUNTY ADMINISTRATOR

Motion was made by Gilbert A. Smith that the Board of Supervisors accept the resignation of John F. Miniclier, Jr., County Administrator, effective immediately. The motion carried as follows:

Floyd H. Miles, Sr.	Aye
William “Bill” Coada	Aye
Gilbert A. Smith	Aye

RE: WASTEWATER MANAGEMENT CONTRACT

Motion was made by Bill Coada to enter into a Waste Water/Utilities Management Services agreement with R. P. Finch, Inc. at the fee of \$2,000 per month. The motion carried as follows:

William "Bill" Coada	Aye
Floyd H. Miles, Sr.	Aye
Gilbert A. Smith	Aye

There being no further business before the Board it hereby recessed to meet again on Monday, **January 23, 2012** at 9:00 a.m. for a Board of Supervisors' Recessed Meeting.