

RE: SPECIAL MEETING, TUESDAY, JANUARY 31, 2012, 9:00 A.M.

The meeting was called to order by the Chairman.

PRESENT: Gilbert A. Smith, Chairman
Floyd H. Miles, Sr., Vice Chair
William "Bill" Coda

RE: ADOPTION OF AGENDA

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

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

RE: R. P. FINCH, INC. CONTRACT

Motion was made by Bill Coda to amend the agreement with R. P. Finch, Inc. by the terms of the Utility Management Services Agreement dated January 31, 2012. The motion carried as follows:

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

RE: DOMINION VIRGINIA POWER 500kV LINE MEETING SCHEDULED

The Board of Supervisors directed staff to schedule Dominion Virginia Power representatives with "decision making authority" to attend the Board's February 14, 2012 meeting so they may answer the questions of the Board and public in person.

The staff was further directed to notify the county churches, citizens via email and regular mail; and post notices in the county of Dominion Virginia Power's planned presence and question and answer session.

RE: UASI PROJECT UPDATE

Motion was made by Bill Coda to approve the Urban Area Security Initiative's (UASI) Mass Casualty Unit be housed in and the responsibility of Charles City County. It is the understanding of the Board of Supervisors the County will only be responsible for delivery of the UASI Unit but not responsible for carrying out the EMS associated with the unit. The motion carried as follows:

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

RE: AUTHORIZATION FOR TRANSMISSION REPLACEMENT

Motion was made by Bill Coda to authorize staff to accept the \$520 quote submitted by KST Transmission to install the transmission rebuilt by Lacy Auto Parts, Inc. in the County's 2007 Ford F150. The motion carried as follows:

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

RE: REGISTRAR SALARY SUPPLEMENT

Motion was made by Bill Coada to authorize the County Registrar to maintain full time office hours – 5 days per week for the period from January 20, 2012 to March 15, 2012 to ensure citizen access to the electoral process for the upcoming election; and approve the amendment of the Registrar FY2012 Budget in the amount of \$6,143.08 which is to be reimbursed by the Virginia State Board of Elections. The motion carried as follows:

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

RE: BOARD DIRECTIVE/COMMENTS

1. **Mr. Bill Coada** directed staff to look into acquiring from the School Board the old school bus garage located at Ruthville. The Board agreed they would be willing to take it in “as is” condition.
2. **Mr. Coada** directed staff to invite Providence Forge Volunteer Rescue Squad President, Frank Mummert to come to the Board of Supervisors’ meeting on February 14, 2012 to provide details of the PFVRS proposed plan to house 2 ambulance units in Charles City County.

RE: EXECUTIVE SESSION #1

Motion was made by Bill Coada to go into executive session to discuss personnel matters under Section 2.2-3711(A)(1); and legal matters under Section 2.2-3711(A)(7), of the 1950 Code of Virginia, as amended.

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

Motion was made by Floyd H. Miles, Sr. 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: EXECUTIVE SESSION #2

Motion was made by Floyd H. Miles, Sr. to go into executive session to discuss personnel matters under Section 2.2-3711(A)(1); and investment of public funds under Section 2.2-3711(A)(6) of the 1950 Code of Virginia, as amended

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

RE: EXECUTIVE SESSION #2 (CONTD)

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: INTERIM EMERGENCY SERVICES COORDINATOR

Motion was made by Bill Coado to appoint William Byrd the Interim Emergency Services Coordinator in the absence of a permanent County Administrator/Emergency Services Coordinator. The motion carried as follows:

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

RE: REALLOCATION OF FUNDS

Motion was made by Bill Coado to reallocate funds in the amount of \$61,892 from the Social Center to the Wastewater Treatment Plan. The motion carried as follows:

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

RE: DEPART. OF ENVIRONMENTAL QUALITY - LETTER OF COMMITMENT

Motion was made by Bill Coado to approve sending a letter to DEQ of the County's commitment to repair or replace the wastewater system, as needed, to meet DEQ requirements. The motion carried as follows:

William "Bill" Coado	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 Tuesday, **February 7, 2012** at 9:00 p.m. for the Board of Supervisors' Recessed Meeting.