

RE: SPECIAL MEETING, TUESDAY, NOVEMBER 27, 2012, 6:45 P.M.

The meeting was called to order by the Chairman.

PRESENT: Gilbert A. Smith, Chairman
Floyd H. Miles, Sr., Vice Chair
William G. Coada

RE: CLOSED SESSION

Motion was made by William Coada to go into closed session to discuss the 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. The motion carried as follows:

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

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

William G. 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 closed session. The motion carried as follows:

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

There being no further business before the Board it hereby adjourned to meet again on Tuesday, **November 27, 2012** at 7:30 p.m. for the Board of Supervisors' regular meeting.

VIRGINIA:

At the regular meeting of the Board of Supervisors held at the Charles City County Government and School Board Administration Building thereof on Tuesday, **NOVEMBER 27, 2012** at 7:30 p.m. in the 237th year of the Commonwealth and in the 378th year of the County.

PRESENT: Gilbert A. Smith, Chairman
William G. Coada
Floyd H. Miles, Sr.

RE: ADOPTION OF AGENDA

Motion was made by Floyd H. Miles, Sr. to adopt the agenda with Item 6. d. *Resolution – No Parking Zones* being deferred to the December 20, 2012 Board's regular meeting. The motion carried as follows:

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

RE: CONSENT AGENDA

Motion was made by William G. Coada that the following consent agenda items be approved:

- 1) Approval of the minutes of the October 23, 2012 regular meeting.
- 2) Approval of payment to CH2MHill in the amount of \$13,621.32 for landfill professional services for the period of September 22, 2012 through October 19, 2012.
- 3) Refund of Personal Property and Real Estate Taxes in the total amount of \$2,364.07.
- 4) Moving the final payroll of the year to December 21, 2012.
- 5) Appropriations for the month of December, 2012.

General Fund Agencies	
Board of Supervisors	\$ 8,908
County Administrator	15,715
Legal Services	4,490
Non Departmental	2,461
Non Departmental-Telecom	-
Audit	20,000
Commissioner of Revenue	13,686
Treasurer	14,655
Management Services	32,280
Information Technology	-
Motor Pool	1,452
Central Gas	250
Memberships	-
Electoral Board	-
Registrar	-
Circuit Court	2,327
Combined GD/JD Court	-
County Magistrate	-
Clerk of Circuit Court	16,388
Sheriff Judicial	7,710
Courthouse Security Fund	2,020
Crater Criminal Justice T.C.	-
Commonwealth's Attorney	17,244
Sheriff Law Enforcement	60,184
Sheriff Support	-
Fire Protection	-
Emergency Medical Response	-
E 911	309
Wireless E911	-
Correction & Detention	-
VJCCA	-
Col Com Correction jb	-
9th District Court Services	-
Codes Enforcement	11,727
Animal Control	11,174
Medical Examiner	-
Emergency Services	1,636
Landfill Monitoring	28,478
General Properties	81,800
Health Department	-

RE: CONSENT AGENDA

December Appropriations (contd)

MH/MR Services Board	-
Contributions	-
John Tyler Community College	-
Parks and Recreation	35,389
Lewis Park Boat Ramp	-
Library/Cultural	5,000
Center For Local History	-
Planning Commission	-
Planning Department	21,835
Com Development Cont	-
Environmental Mgt Cont	-
Cooperative Extension	12,090
General Fund Contingency	-
Revolving Accounts	-
Cap Outlay-Repair/Renovation	80,359
Debt Service	-
Total General Fund	\$ 509,566
Public Utility Fund	25,531
Total Board of Supervisors	\$ 535,097
School Operating Categorical	
Instruction	513,116
Admin, Attendance & Health Serv.	133,000
Pupil Transportation	57,411
Operations & Maintenance	84,579
Instructional Technology	-
Self-Sustaining Fund	203,777
Textbook Fund	-
Food Service Fund	74,633
School Fund Total	\$ 1,066,516
ALL FUNDS	
Board Of Supervisors	535,097
School Operating	1,066,516
Social Services	-
Special Welfare	(5,000)
Trans. To Commonwealth	-
Special Funds	-
GRAND TOTAL ALL FUNDS	\$ 1,596,613

The motion carried as follows:

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

RE: VIRGINIA DEPARTMENT OF TRANSPORTATION

VDOT representative, David Christoph, gave the following monthly report:

RE: VIRGINIA DEPARTMENT OF TRANSPORTATION (CONTD)

Maintenance Activities for the past 30 days:

- Pot Hole Repair – Rt. 607 Wayside Rd, Rt. 618 Adkins Rd, Rt. 623 Wilcox Neck Rd, Rt. 620 Lewis Tyler Lane, Rt. 603 Old Union Rd, Rt. 624 Horse Shoe Rd, Rt. 612 Ruthville Rd.
- Shoulder Repair – Rt. 603 Old Union Road, Rt. 613 Sandy Point Road
- Ditch Cleaning – Rt. 613 Sandy Point Road, Rt. 612 Ruthville Road, Rt. 624 Horse Shoe Road, Rt. 609 Barnett’s Road, and Rt. 603 Old Union Road.
- Repaired Washout (Shoulder) – Rt. 5 John Tyler Memorial Highway
- Litter Control – Rt. 155 Courthouse Rd, Rt. 106 Roxbury Rd, Rt. 5 John Tyler Mem. Hwy, Rt. 620 Lewis Tyler Rd, Rt. 609 Barnett’s Rd, Rt. 602 Lott Cary Rd.
- Tree Trimming – Rt. 609 Barnett’s Road
- Pipe Cleaning – Rt. 613 Sandy Point Road, Rt. 624 Horse Shoe Road
- Bike Trail – Tractor Mowing complete, continuing with hand mowing, debris Removal, Tree Trimming.
- Beaver Control – Maintenance forces broke beaver dams on Rt. 612 Ruthville Road, Rt. 650 Cattail Road, Rt. 623 Wilcox Neck Road, & Rt. 106 Roxbury Rd.
- Grass Mowing – Last secondary mowing complete.
- Project on Rt. 613 (Wilcox Neck Road) is complete. VDOT forces will be installing a 2” layer of asphalt over the newly constructed area in the spring.

Maintenance Activities for the next 30 days:

- Pothole Repairs
- Litter Control
- Low Shoulder Repair
- Tree Trimming on Bike Trail
- Sign Maintenance
- Add Maintenance Stone to Non-hard surface roads

Recent Board Requests:

1. **Mr. William Coad** requested information on the *Closed Shoulder/No Parking* signs on Courthouse Road in front of the Government Center and the Courthouse Grill. *Mr. Christoph advised he would look into and report back.*

Citizens’ Comments

1. Bradley Moore, 4520 Cattail Road – Mr. Moore noted there are three blind spots on Cattail Road and the road is 55 mph. He recommended the speed be lowered to 35 or 40 mph.
2. Sandra Jones, 6403 Cattail Road - Ms. Jones requested that the overgrown brush along the roadway on Cattail Road near her property be trimmed back as it creates a hazard for her when pulling out of her driveway.
3. Almetta Tyler, 9601 Adkins - Ms. Tyler advised of a tree leaning into the roadway causing a hazard on Little Elam Road.
4. Howard Groffel, 3000 Barnetts Road – Mr. Groffel advised he has a hearing impaired child and would like the County to take the necessary steps required by VDOT and allow him to mount a *Caution Deaf Child* sign on Barnetts Road in close proximity to his property.
5. Edward Branch, 4000 Adkins Road – Mr. Branch advised that near his property the road floods during heavy rains due to roots and silt build up in the drainage ditches. He asked that they be cleared and freshly dug out.

RE: APPOINTMENT - BOARD OF ZONING APPEALS

Motion was made by William Coad to recommend the appointment of Dr. Yvonne Smith-Jones to serve as the Planning Commission liaison on the Board of Zoning Appeals to the Judge of the Circuit Court, with said term to expire December 31, 2017. The motion carried as follows:

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

RE: KITTIEWAN PLANTATION PLAT

Motion was made by Floyd H. Miles, Sr. to approve the plat entitled *Plat of Survey for The Archeological Society of Virginia Depicting Tax Exempt Area...* submitted by ASV designating the tax exempt portion of the Kittiewan property. The motion carried as follows:

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

RE: SOCIAL SERVICES BROWN BAG PROGRAM RESOLUTION

Motion was made by Floyd H. Miles, Sr. to approve the following Resolution Commending Charles City Social Services Brown Bag Program. The motion carried as follows:

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

RESOLUTION COMMENDING
CHARLES CITY SOCIAL SERVICES BROWN BAG PROGRAM

(Resolution 2012-21)

WHEREAS, the Brown Bag Program, located in Charles City County for the past twelve years, has been a valuable resource to the senior citizens of Charles City County; and
WHEREAS, the Brown Bag Program was created in 2000 by the Charles City County Social Services Board with the support of the Charles City County Board of Supervisors coordinated by Marcie P. Jones and social services staff in collaboration with the Central Virginia Food Bank/FeedMore; and

WHEREAS, the Brown Bag Program has over seventy-five volunteers coordinated by Natasha C. Smith with students from Charles City High School, Junior ROTC, and senior citizens that assist with preparation and distribution of food; and

WHEREAS, the Brown Bag Program was created to provide a nutritional food program to approximately 75 households, which has increased to 675 households consisting of senior citizens sixty years of age and older; and

WHEREAS, the Brown Bag Program fiscal controls have been managed by Regina B. Harris, and has received financial stability with support of Mrs. Louise Lewis Foster's family through the Flagler and Foster Foundations; and

WHEREAS, the Brown Bag Program has been recognized by the Central Virginia Food Bank/FeedMore as a Model Rural Agency Partner, Model Agency Partner-Elderly and an Outstanding Model Program... "that none shall go hungry"; and

WHEREAS, the Brown Bag Program has been recognized with an Acts of Caring Award by the National Association of Counties which acknowledges top volunteer programs in the country.

NOW, THEREFORE, BE IT RESOLVED, that the Charles City County Department of Social Services Board does hereby commend the staff and volunteers for their contribution to the Brown Bag Program and for their successful efforts made on behalf of the senior citizens of this county.

RE: REGULAR BOARD MEETING RESCHEDULED

The Board agreed to reschedule the December regular Board meeting from December 25th to Thursday, December 20, 2012 at 7:30 p.m.

RE: HOLIDAY SCHEDULE

Motion was made by William G. Coad to approve the closing of the county offices Monday, December 31st in addition to the already approved closings of December 24th, 25th and January 1st.

RE: HOLIDAY SCHEDULE (CONTD)

The motion carried as follows:

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

RE: PUBLIC COMMENTS (NON-AGENDA ITEMS)

Thirty-four individuals addressed the Board on the topic of the Charles City County Animal Control Department and the County's incumbent Animal Control Supervisor, Officer Franklin Bates. A number of speakers criticized Mr. Bates for issues such as instances of poor treatment of animals, an overuse of lethal force in the job, and a lack of professionalism. A number of speakers commended Mr. Bates for issues such as effectiveness in addressing a significant dog problem in the County, responsiveness to citizen's complaints, and courtesy and professionalism in carrying out duties.

Mr. Trogdon advised the Board that staff appreciates all of the comments and concerns that were expressed in the meeting and those received over the past few weeks. He stressed that these comments and concerns will be taken into consideration as the County moves forward to take appropriate steps to address the issue. Statements and letters submitted in writing to the Board will be kept on file with the Clerk.

RE: BOARD DIRECTIVES/COMMENTS

1. The Board agreed to hold a joint meeting with the School Board at their regular meeting Thursday, December 20, 2012.
2. Directed staff to research and determine if legally allowable to require employees that drive county vehicles to provide a copy of current driver's licenses to keep on file in employee file.
3. Directed staff to provide the Board departmental monthly work summary reports and long range goals by the 15th of each month.

There being no further business before the Board, it hereby recessed to meet again on Wednesday, **December 5, 2012** at 6:00 p.m. for the Board of Supervisors' quarterly work session.