

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, December 22, 2015 at 7:30 p.m.** in the 240th year of the Commonwealth and the 381st year of the County.

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

RE: ADOPTION OF AGENDA

Motion was made by Bill Coad to adopt Agenda as presented. Motion passed unanimously.

RE: CONSENT AGENDA

Motion was made by Floyd Miles to approve the Consent Agenda as presented. Motion passed unanimously.

- a. Approval of Minutes:
 - November 24, 2015 Regular Meeting Minutes
 - November 25, 2015 Recess Minutes
 - December 9, 2015 Work Session Minutes
 - December 17, 2015 Recess Minutes
- b. Refund of Personal Property Taxes
- c. CH2M Hill Invoice for Services through November 20, 2015
- d. Appropriations for the month of January 2016

Charles City County January 2016 Appropriations	<i>Deputy County Administrator Recommends</i>
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General Fund Agencies

11010	Board of Supervisors	\$ 5,360
12100	County Administrator	11,619
12210	Legal Services	6,000
12220	Non Departmental	5,000
12221	Non Departmental-Telecom	10,000
12240	Audit	4,000
12310	Commissioner of Revenue	13,453
12410	Treasurer	15,063
12420	Management Services	10,000
12425	Information Technology	-
12520	Motor Pool	7,000
12530	Central Gas	3,793
12600	Memberships	-

13100	Electoral Board	-
13200	Registrar	-
21100	Circuit Court	3,460
21200	Combined GD/JD Court	-
21300	County Magistrate	-
21600	Clerk of Circuit Court	19,323
21700	Sheriff Judicial	8,800
21800	Courthouse Security Fund	1,600
21930	Crater Criminal Justice T.C.	-
22100	Commonwealth's Attorney	17,681
31200	Sheriff Law Enforcement	43,580
31900	Sheriff Support	11,404
31920	County-School Resource Officer	-
32200	Fire Protection	6,000
32300	Emergency Medical Response	46,128
32350	E 911	-
32400	Wireless E911	-
33150	Correction & Detention	-
33300	VJCCCA	-
33310	Col Com Correction jb	-
33320	9th District Court Services	-
34400	Codes Enforcement	11,050
35100	Animal Control	10,460
35300	Medical Examiner	-
35500	Emergency Services	11,180
42400	Landfill Monitoring	-
43200	General Properties	-
51100	Health Department	-
52200	MH/MR Services Board	-
53600	Contributions	-
68010	John Tyler Community College	-
71100	Parks and Recreation	29,537
71200	Lewis Park Boat Ramp	-
73200	Library/Cultural	-
73210	Center For Local History	-
81100	Planning Commission	-
81200	Planning Department	19,245
81600	Com Development Cont	-
82650	Environmental Mgt Cont	-
83300	Cooperative Extension	-
91400	General Fund Contingency	-
92100	Revolving Account	-
92400	FY15 Carry-Over	-
95000	Debt Service	36,188
	Total General Fund	\$ 366,924

43400	Public Utility Fund	-
Fund 311	Capital Improvement Plan	-
	Total Board of Supervisors	\$ 366,924

FY16- School Operating Categorical

Appropriations

61101	Instruction	488,355
62119	Admin, Attendance & Health Serv.	74,721
63109	Pupil Transportation	60,313
64209	Operations & Maintenance	88,964
68109	Instructional Technology	4,086
213	Self-Sustaining Fund	-
214	Textbook Fund	-
215	Food Service Fund	1
216	Capital Fund	-
	School Fund Total	\$ 716,440

ALL FUNDS

BOARD OF SUPERVISORS	366,924
SCHOOL OPERATING	716,440
SOCIAL SERVICES	-
SPECIAL WELFARE	-
GRAND TOTAL ALL FUNDS	\$ 1,083,364

RE: PRESENTATION

VIRGINIA DEPARTMENT OF TRANSPORTATION

VDOT Residency Administrator, David Christoph, gave the following monthly report for the month of December 2015:

**CHARLES CITY COUNTY
December 2015 – Monthly Report**

Maintenance: Bike Trail Cleanup <ul style="list-style-type: none"> • Blowing Trail • Cutting Back Brush w/Side Arm Tractor • Cut Back Limbs w/ Pole Saw • Repair Washout w/ Stone • Clean Drop Inlets • Trim Brushes • Drainages • Litter Pickup • Dead Animals • Throw Back Limbs Off Trail Add Stone and Blade Dirt Roads <ul style="list-style-type: none"> • Rt. 654, Deerfield Rd. 	David Christoph/Jamie Craig
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Haul Water To Dirt Roads

- Rt. 613, Sandy Point Rd.
- Rt. 654, Deerfield Rd.

Litter & Trash Bag Pickup

- Rt. 607, Wayside Rd.
- Rt. 607, Church Ln.
- Rt. 641, Little Elam Rd.
- Rt. 618, Adkins Rd.
- Rt. 623, Wilcox Neck Rd.
- Rt. 609, Barnett Rd.
- Rt. 5, John Tyler Mem. Hwy.
- Rt. 614, Sturgeon Point Rd.
- Rt. 604, Warriner Rd.
- Rt. 615, The Glebe Ln.
- Rt. 602, Lott Cary Rd.
- Rt. 155, Courthouse Rd.

Cut & Remove Trees

- Rt. 614, Sturgeon Point Rd.
- Rt. 106, Roxbury Rd.
- Rt. 650, Cattail Rd.
- Rt. 602, Lott Cary Rd.
- Rt. 5, John Tyler Mem. Hwy.

Cut Sight Problems

- Rt. 106, Roxbury Rd. & Haptops, Ln.
- Rt. 156, Roxbury Rd. Near B.H. Bridge

Cut Hanging Limbs

- Rt. 615, The Glebe Ln.

Pot Hole Repair

- Rt. 613, Sandy Point Rd.
- Rt. 609, Barnett Rd.
- Rt. 5, John Tyler Mem. Hwy.
- Rt. 618, Adkins Rd.
- Rt. 615, The Glebe Ln.
- Rt. 623, Wilcox Neck Rd.
- Rt. 621, Eagles Nest Rd.
- Rt. 627, Old Neck Rd.
- Rt. 660, Munford Rd.
- Rt. 602, Lott Cary Rd.
- Rt. 697, Country Wood Rd.

Asphalt Patching w/Plant Mix, Hot Box

- Rt. 644, Courthouse Rd.
- Rt. 623, Wilcox Neck Rd.
- Rt. 106, Roxbury Rd.

- Rt. 660, Munford Rd.
- Rt. 602, Lott Cary Rd.
- Rt. 609, Barnett Rd.

Clear Beaver Dam

- Rt. 623, Wilcox Neck Rd.

Sign Repair

- Rt. 609, Barnett Rd. at Rt. 602, Lott Cary Rd.
- Rt. 612, Ruthville Rd.

Repair Driveways w/ Stone

- Rt. 618, Adkins Rd.

Drainage / Cleanout Pipes

- Rt. 620, Lewis Tyler Ln.
- Rt. 658, Kimages Rd.
- Rt. 602, Lott Cary Rd.
- Rt. 610, Green Oak Rd.
- Rt. 624, Horseshoe Rd.
- Rt. 623, Wilcox Neck Rd.
- Rt. 618, Adkins Rd.
- Rt. 660, Munford Rd.
- Rt. 619, Weyanoke Rd.

Throw Back Limbs

- Rt. 618, Adkins Rd.
- Rt. 609, Barnett Rd.
- Rt. 625, West Run Rd.
- Rt. 607, Church Lane
- Rt. 623, Wilcox Neck Rd.
- Rt. 658, Kimages Rd.
- Rt. 607, Wayside Rd.
- Rt. 613, Sandy Point Rd.

Clean Ditches w / Gradall

- Rt. 609, Barnett Rd.
- Rt. 156, Roxbury Rd.
- Rt. 602, Lott Cary Rd.
- Rt. 630, Samaria Ln.
- Rt. 612, Ruthville Rd.
- Rt. 5, John Tyler Mem. Hwy.
- Rt. 631, Cool Hill Rd.

Build Shoulders w/ Stone / Gradall

- Rt. 609, Barnett Rd.

Next Month's Agenda

<ul style="list-style-type: none"> • Ditching w / Gradall / Secondary • Pavement Repair / Secondary • Litter Control / Secondary • Beaver Control • Bike Trail Cleanup • Sign Repair / Primary & Secondary 	
CONSTRUCTION	Brian Ramsey, P.E.
<ul style="list-style-type: none"> • Route 5 Bridge at Herring Creek: The anticipated completion date is now mid-February. Substructure work is complete and the steel beams are set. Current work includes setting forms for the deck with placement of reinforcing steel to follow. Stage II deck pour is planned for mid-January; the exact date may vary somewhat with the weather (try to avoid snow or extremely cold temps). 	
TRAFFIC STUDIES/SPECIAL REQUESTS	Robert Vilak, P.E.
Nothing to report this month	
RESIDENCY REPORT	David Christoph
<ul style="list-style-type: none"> • At the October Board meeting Mr. Miles had asked about a Traffic Study for Route 602 (Lott Cary Road) from the intersection of Route 155 (Courthouse Road) to Route 618 (Adkins Road). The speed study indicates a retention of current posted Statutory 55/45 speed limit. However, the speed study discovered the need to install a set of "Winding Road" signs. The Residency sign crew will install the signs as soon as they receive them from the District Sign Shop. • There was citizen inquiry as to the speed limit in front of the Administration/Courthouse Complex due to the fact that the roadway is shared with the Capital Bike Trail. A traffic study request was forwarded to our District Traffic Engineering section for review/consideration. The study usually takes 30 to 60 days to complete. 	

David Christoph stated he received a call that loggers, on Route 632 Tyler's Mill Road, were leaving a mess on the road. The loggers were told by the State Police to keep mud off the road.

Floyd Miles asked if the contractors working on the Herring Creek Bridge are being penalized for not completing the project on time, as July was the initial target date for completion. David Christoph stated no they are not under any penalty; project is projected to be completed in February depending on the weather.

Bill Coad asked that VDOT take a look at the drainage ditch at Roxbury Road, Route 106, and Barnetts Road, Route 609, near the nursery. The road is bumpy at the repair that was done.

Alton Washington, 10605 Sturgeon Point Road, Charles City, Va., asked if there were any regulations for VDOT to look at secondary roads for heavy traffic. For the last several months loggers have been using Sturgeon Point Road, Route 614, and the road is going down. David Christoph stated he will take a look and see what kind of stress is being put on that road.

Lloyd Carter, 3720 Wayside Road, Charles City, VA., thanked VDOT for putting down strips at the bike trail at Route 106. He stated he almost witnessed an accident when a

bicyclist pulled out in front of a vehicle that pulled off from the light at Route 5 and Route 106. He asked if VDOT can put bike signs on the road to alert drivers and rumble strips on the bike trail to alert bicyclist that they are approaching traffic

RE: PUBLIC COMMENT PERIOD

No public comments.

RE: PUBLIC HEARING

Weanack Land, L.L.C. Charles H. Carter III (REZ-06-2015)

Gilbert Smith stated the applicant is requesting to amend current conditional zoning (proffer #2) to permit transport of liquid waste on a portion of Parcel #48-1A. Site is currently zoned Conditional Heavy Industrial (M-2-C). Site is located off Roxbury Road (Rt. 106) onto Weanack Haul Road, in the western portion of the County.

Public Hearing was turned over to the Planning Commission. A brief presentation was given by the Planning Department, Becky Stewart. She stated all proffers will remain with the exception of #2. The applicant request is to amend Heavy Industrial-Conditional Zoning, Proffer #2 to read: Any waste material that cannot be received in accordance with the Virginia Department of Waste Management 531 permit by the Charles City County Landfill or a waste water management facility under permit from the Virginia Department of Environmental Quality or other state environmental regulatory agency will not be transported through the facility. No petroleum products or hazardous waste will be transported through the facility. Only waste material that can qualify under the Virginia Waste Management Act, as set forth in VAC 10.1-1400 et. seq., as waste will be transported through the facility. Liquid waste is allowed with appropriate permitting or approval from the Virginia Department of Environmental Quality.

Mr. Charles Carter, III, 501 Shirley Plantation Road, Charles City, VA., spoke on behalf of his request to modify Proffer #2, to allow liquid waste that is defined as liquid waste that is non-hazardous. This request could include storm water run-off, process water, even septic. There is a challenge to the environment in Eastern Virginia which happens to be the excess leachate, there is problem getting rid of it and Virginia does not have the capacity to handle the volume of material; the only way to get it out is by barge. This is why he is asking for the change. He is working with County and DEQ to get the Spill Containment Solution Prevention Plan upgraded.

It was asked what will be the hours of operation. Edward Baber stated the hours of operation will be from 5:30 a.m. to 9:30p.m., Monday through Friday, 6:00 a.m. until 6:00 p.m. on Saturday, and closed on Sundays. How will the County proffer from this? Bill Coada stated in the handling of material pipes and machinery will be added. The County will benefit from equipment tax under materials and tools tax.

Public Hearing was opened.

David Wheeler, 656 Blackthorne Drive Chesapeake, VA., stated his mother is a land owner near the shop and he is here to gather information. He is looking to get information on the definitions of liquid waste, septic, sewage, and leachate. He also inquired about how much noise will be generated.

Public Hearing was closed.

Charles Carter responded to Mr. Wheeler questions about the different definitions of liquid waste, septic and sewage. The noise level in Charles City County is 55 decibels; the only noise level will be road trucks going down the highway.

Planning Commission approved REZ-06-2015 and returned meeting back over to the Board of Supervisors.

Bill Coada motioned to approve REZ-06-2015, Rezoning of Weanack Land, L.L.C. as requested. Motion passed unanimously.

RE: APPOINTMENTS

Bill Coada stated the representative for the Crater Planning Board should be Zach Trogdon and he should be listed as the alternate.

Motion was made by Bill Coada to appoint Yvonne Bradby to fill the unexpired term of Sherri Bowman on the Social Services Board effective immediately. Motion passed unanimously.

Motion was made by Bill Coada to appoint Karlee Wynn to the Henrico Area Services Board replacing Lindsey Johnson. Motion passed unanimously.

Bill Coada stated if anyone in District II is interested in serving on the Board of Zoning Appeals or the Recreation Advisory Board to please let him know.

RE: COUNTY ADMINISTRATOR'S REPORT

Alfred Crump, Parks and Recreation Director, introduced Marla Bradby, Parks and Recreation Clerk. Marla Bradby thanked the Board for the opportunity to serve Charles City County and she stated she looks forward to working with everyone.

Zach Trogdon presented the 2017 Budget Calendar; he asked the Board to review the dates and if there are no changes staff will continue with the dates scheduled.

Zach Trogon stated in August staff started the process to change the fiscal year tax year as requested. 2016 will be a short calendar year, half the tax rate will be due June 5, 2016. Staff will advertise in January to have a public hearing to change the tax calendar year.

RE: PUBLIC COMMENT PERIOD

Kevin Sullivan, 11001 Watermelon Field Road, Charles City, VA., stated he would like to serve on the Recreation Advisory Board representing District II. Kevin Sullivan also stated he want to address the Board as he was a member to vote yes on the library campaign referendum. That was one step he sees that is successful in getting the library built; he knows there are a lot of questions to be answered. He stated he would like to see the Board reach out to the Library Campaign and Community to make sure everybody gets heard on the how the library will be constructed. Hopefully groundbreaking will be in 2017. He stated he looks forward to working with Board on the library campaign.

RE: DIRECTIVES AND COMMENTS

Bill Coada stated from the Board of Supervisors they wish everyone a Merry Christmas and a Happy New Year.

Bill Coada stated he has received a resignation letter from Judy Ledbetter resigning from the Library Campaign. Motion was made by Bill Coada to accept her resignation. Motion passed unanimously.

Floyd Miles stated the Board need to evaluate all commissions, boards, and/or committees to determine if they need to remain in operation. By the March meeting in 2016 he would like to have a summary from staff that will allow them enough time to put their input on which ones are valid and which one needs to be changed.

Floyd Miles also stated this was his worse election he had to go through in six years. There was miscommunication and innuendos made, he tried to take the high road and say that no matter what happens the Board will try to adhere to wishes of their citizens. He thinks some of the citizens are misinformed. The library referendum was an advisory referendum to give the Board an indication on whether or not to go forward. He had the liberty of being the representative for the Board of Supervisors. He has met with the County Administrator and Mr. Jimmy Tyler, who is on the Library Campaign, and a lot of questions have to be answered. He stated it is the Board intention to get a time line, ground breaking will happen when the Board believes it is the right time. There were things done that he did not appreciate as a contestant, and at the proper time those things will be revealed and people will know what happened. The people have said yes to the library, the Board will be the ones to determine the best time to get it built. He will not give up that responsibility to anyone else.

Gilbert Smith thanked everyone for coming out and wished them a happy and safe holiday.

There being no further business the Board **recessed until Monday, January 11, 2016, 9:00 a.m.**, for the Organization/Budget meeting.