

**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, **February 28, 2012** at 7:30 p.m. in the 236<sup>th</sup> year of the Commonwealth and in the 378<sup>th</sup> year of the County.

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

RE: ADOPTION OF AGENDA

Motion was made by Floyd H. Miles, Sr. to adopt the agenda with the additions of: Item 3. c. Steve Fuhrmann, Charles City Health Council presentation; Item 6. a. Introduction of New Employees, iii. Willie Washington. The motion carried as follows:

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

RE: CONSENT AGENDA

Motion was made by Bill Coad that the following consent agenda be approved:

- a. Approval of the minutes of the January 12, 2012 Special; January 23, 2012 Recessed Meetings; January 24, 2012 Regular Meeting; and January 31, 2012 Recessed Meeting.
- b. Approval of payment to CH2MHill in the amount of \$15,035.13 for landfill professional services for the period of December 17, 2011 through January 20, 2012.
- c. Appropriations for the month of March, 2012.

<b>General Fund Agencies</b>	
Board of Supervisors	\$ 9,210
County Administrator	47,951
Legal Services	10,200
Non Departmental	9,500
Non Departmental-Telecom	20,440
Audit	-
Commissioner of Revenue	12,854
Treasurer	13,600
Management Services	18,984
Information Technology	15,000
Motor Pool	5,275
Central Gas	296
Memberships	-
Electoral Board	1,339
Registrar	9,249
Circuit Court	1,780
Combined GD/JD Court	-
County Magistrate	500
Clerk of Circuit Court	18,374
Sheriff Judicial	11,322
Asset Forfeiture - Sheriff	-

RE: CONSENT AGENDA

**March Appropriations (contd)**

Courthouse Security Fund	6,233
Crater Criminal Justice T.C.	-
Commonwealth's Attorney	38,858
Asset Forfeiture - Comm Attorney	-
Sheriff Law Enforcement	54,639
EDA Sheriff Support	-
Fire Protection	-
Emergency Medical Response	-
E 911	-
Wireless E911	585
Correction & Detention	-
VJCCA	-
Col Com Correction jb	-
9th District Court Services	-
Codes Enforcement	12,914
Animal Control	4,727
Medical Examiner	-
Emergency Services	3,607
Landfill Monitoring	39,800
General Properties	63,170
Health Department	19,250
MH/MR Services Board	-
Contributions	7,500
John Tyler Community College	-
Parks and Recreation	18,979
Library/Cultural	-
Center For Local History	-
Planning Commission	-
Planning Department	-
Com Development Cont	-
Environmental Mgt Cont	-
Cooperative Extension	-
General Fund Contingency	25,000
Revolving Accounts	-
Cap Outlay-Repair/Renovation	35,000
Debt Service	-
<b>Total General Fund</b>	<b>\$ 536,136</b>
Public Utility Fund	29,950
<b>Total Utilities/Trust Funds</b>	<b>29,950</b>
<b>Total Board of Supervisors</b>	<b>\$ 566,086</b>
<b>School Operating Categorical</b>	
Instruction	830,400
Admin, Attendance & Health Serv.	87,400
Pupil Transportation	87,000
Operations & Maintenance	110,000
School Food	43,300
Debt Service	-
Technology	52,875
<b>School Fund Total</b>	<b>\$ 1,210,975</b>

RE: CONSENT AGENDA

**March Appropriations (contd)**

<b>ALL FUNDS</b>	
BOARD OF SUPERVISORS	566,086
SCHOOL OPERATING	1,210,975
SOCIAL SERVICES	163,343
SPECIAL WELFARE	1,025
TRANS. TO COMMONWEALTH	-
SPECIAL FUNDS	-
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 1,941,429</b>

The motion carried as follows:

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

RE: DEPARTMENT OF TRANSPORTATION

Interim County Administrator, Jacqueline Wallace read the following monthly VDOT report:

Maintenance Activities for the Previous 30 Days:

- \* Repaired low shoulders on Route 5
- \* Performed debris removal along the bike trail
- \* With Inmate crew picked up litter along Routes 106, 602, 609, 615, and 618
- \* Broke beaver dams on Routes 106, 613, 614, & 623
- \* Performed sign maintenance on Secondary system
- \* Picked up storm debris along Routes 5, 611, 617, 630, 636, 649, 659, and 685
- \* Contract crew removed dead/hazardous tree on Route 640
- \* Performed pothole patching on Routes 609, 614, & 658
- \* Cleaned roadside ditch on Route 607

Maintenance Activities Planned for the next 30 Days:

- \* Continue making repairs to low/hazardous shoulders - Route 5 and Route 106
- \* Continue to pickup/remove storm debris
- \* Continue to pothole repairs as needed throughout the county
- \* Perform ditching activities on Route 658 (Kimages Road)
- \* Perform litter control as needed with state forces and inmate crew
- \* Conduct sign maintenance as needed in the county
- \* Monitor bike trail for debris

VDOT Construction Projects

- \* Herring Creek Trail Head  
Notice to Proceed (NTP) - To Be Determined (TBD)  
Forecast Completion Date (FCD) – 6 months after NTP received  
Update: Work began January 30. Meeting with board member on February 7 to discuss work.
- \* Sherwood Forest Phase  
NTP – August 23, 2011  
FCD – October 31, 2013  
Update: Plan submission received January 23 and distributed for review.  
Resubmission has been received.

Board Requests

**Mr. William Coad** requested VDOT forces address the ditches and pot holes on Willcox Nest Road in the Eagles Nest area and at 9901 Barnetts Road the ditches need to be cleaned. In addition, he requested the mud being left on Route 614 (Sturgeon Point Road) by construction trucks be addressed however possible.

RE: JOSEPH JONES, JR. – FOCUSING ON BENEFITING OUR YOUTH

Mr. Joseph Jones, Jr. presented a fundamental program geared towards motivating the youth of the community with activities that will be both healthy and mentally stimulating. He began his presentation stating the objective is to provide the youth of Charles City County regardless of race, creed or color the opportunity to participate in a safe, supervised, athletic environment where participants gain a sense of purpose, enhance basketball, football, and/or baseball skills, build self esteem, learn responsibility, teamwork and positive sportsmanship. The program would be in addition to or a part of the Recreation Department programs for the youth.

Mr. Jones stated it is the community's responsibility to be involved and take on change to benefit the youth of the county which will also benefit the school system by bringing positive change in that relationship. To get and keep the youth involved in what changes that are being made to the county is important. Mr. Jones reasoned the youth should be instrumental in fixing up the Ruthville gym and Harrison Park to improve the facilities but also increase their self esteem, learn responsibility and teamwork, gain a sense of pride in themselves and their community by contributing to it. He suggested providing youth opportunities to be responsible while earning a little money suggesting having youth provide daycare services for parents working out at the recreation center. He also suggested adding afterschool programs at the recreation facility to help the children with homework, offer youth exercise classes and set up the Fitness Center with a key swipe access for members, especially families to be able to use the facility any time of day.

Mr. Jones requested the Board help the parents and community of Charles City by putting something in the county budget in the future for providing something new to offer the children of the community and to allow him to be a part of creating a non-profit organization to represent the youth of Charles City for that purpose.

RE: CHARLES CITY HEALTH COUNCIL ANNUAL REPORT

Charles City Health Council Chairman, Dr. Steve Fuhrmann addressed the Board of Supervisors, providing a detailed annual report. He explained that although the Council has been meeting for just less than a year, members are enthusiastic and committed to engaging community leaders, increasing health information, and assuring coordinated and broadened health services are available to County's citizens. The Council is increasingly serving as a mechanism for existing service providers to collaborate to expand the possibilities for increased health service availability that will benefit all Charles City citizens. Dr. Fuhrmann noted the Council thanks the Board for establishing this method of increasing citizen and health provider involvement and in decisions affecting the county's future. He concluded that the Board's continued support is needed and appreciated.

RE: PUBLIC COMMENT

1. John F. Miniclier, Jr., 11620 Eagles Nest Road – Mr. Miniclier raised the issue of the Chickahominy-Skiffes Creek 500kV transmission line proposed by Dominion Virginia Power (Dominion) requesting that if the rumors that Supervisor Coadia intends to recuse himself from any proposed opposition of the proposed line are true that he reconsider, as Mr. Miniclier does not believe there to be any benefit in such recusal. In addition, Mr. Miniclier noted he looks forward to clarification regarding the emergency ordinance put in place to limit the number of dwellings that can be placed on a single lot.

RE: APPOINTMENTS – HEALTH COUNCIL

Motion was made by Gilbert A. Smith to reappoint Victoria Washington, 10480 Shady Lane, to serve as a District I member; and Angela Hayes, 8122 Courthouse Road, to serve as a District III member on the Charles City Health Council, said terms to expire February 28, 2014. The motion carried as follows:

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

RE: APPOINTMENT – SOCIAL SERVICES BOARD

Motion was made by Floyd H. Miles, Sr. to appoint Edna M. Bates, 13411 Wilcox Neck Road, to serve as the District III member on the Social Services Board, fulfilling the term vacated by Mr. Floyd Miles Sr. upon becoming a Board of Supervisors member representative on this same Board; said term to expire June 30, 2014. The motion carried as follows:

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

RE: NEW EMPLOYEES INTRODUCED

The Board of Supervisors warmly welcomed newly hired county employees; John Allison, ANR Extension Agriculture Agent; Lesa Jones, Executive Office Assistant to the Board of Supervisors; and Willie Washington, Public Works Department Maintenance Specialist.

RE: PROPOSED CHICKAHOMINY- SKIFFES CREEK 500KV LINE

Interim County Administrator, Jacqueline Wallace advised the Board that James City County to date has not taken official action opposing the proposed transmission line.

Mr. Bill Coad noting that the Board is opposed to the transmission line running through the county and understands it is a matter of concern for citizens, expressed that he opposes any power lines coming across any property in Charles City County. He stated that there is a rumor that Dominion may be energizing a natural gas plant in Brunswick County to feed a large portion of Hampton Roads and that the rumor will be looked into. He further stated the Board encourages all citizens to write the Federal Communications Commission (FCC) regarding their personal opposition to the 500kV line and noted the Board is waiting to see what action Dominion will proceed with before officially stating the County’s opposition.

RE: CH2MHILL CONTRACT EXTENSION & BUDGET

Motion was made by Floyd H. Miles, Sr. to approve the CH2MHill Contract Extension and proposed Budget and authorize Interim County Administrator, Jacqueline Wallace to execute the contract. The motion carried as follows:

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

RE: BOARDS, COMMITTEES AND COMMISSIONS MEETINGS  
ATTENDANCE STIPENDS

Motion was made by Bill Coada to approve limiting the payment of stipends to Board, Committee, and Commission members to the number of members and the number of meetings per year as established by the Board of Supervisors and/or as provided by the Code of Virginia. The motion carried as follows:

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

RE: PARKS & RECREATION ADVISORY COMMISSION ORDINANCE  
AMENDMENT (CC CODE 2-120)

Motion was made by Floyd H. Miles, Sr. to schedule a public hearing for March 27, 2012 to receive citizen input on the amendment to County Ordinance Section 2-120 Appointment, Terms and Number of Members. The motion carried as follows:

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

RE: JOINT PUBLIC HEARINGS WITH THE PLANNING COMMISSION  
SCHEDULED

Motion was made Bill Coada to schedule a public hearing for March 27, 2012 to receive citizen input on amendments to the following listed county ordinances.

1. Wm Mining Conditional Use Permit Application
2. Sign Regulation Zoning Ordinance Amendment
3. Home Business/Home Occupation Zoning Ordinance Amendment
4. Accessory Apartment Zoning Ordinance

The motion carried as follows:

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

RE: PUBLIC COMMENT (NON AGENDA ITEMS)

1. Judith Ledbetter, 16530 The Glebe Lane - Mrs. Ledbetter stated Dominion announced today they will be constructing a major power facility in Brunswick County that will supply the power needs of Hampton Roads for the next decade. This announcement seems to eliminate the justification for the Chickahominy-Skiffes Creek line.
2. Alton Washington, 10605 Sturgeon Point Road – Dr. Washington stated that the entire county should be very proud of the high school boys basketball team making it to the state championship and should attend the upcoming game against Luray to support them.
3. Tak Kwok, 7110 Mistletoe Lane – Mr. Kwok provided the Board, on behalf of The Holly Tree Community, a list of suggestions for the Board's review and consideration regarding revisions to the current zoning ordinance and the rules governing the conduct of individual

Planning Commission members. He requested, upon Board's review of the suggestions, they comment on them at their next meeting.

RE: PUBLIC COMMENT (NON AGENDA ITEMS) (CONTD)

4. Martha Harris, 7902 Courthouse Road – Ms. Harris stated that she had talked with a gentleman regarding working with the County on the Emergency preparedness of Charles City County. He has worked with Chesterfield County and Hanover in this capacity. She provided the contact information for the person.  
Ms. Harris also stated she thinks Mr. Joseph Jones has great ideas and that it may be beneficial to collaborate with the School Board on the after school program and tutoring aspects.
5. Vince Brackett, 7789 Kips Creek Drive - Mr. Brackett noted he tutors all levels of mathematics and his wife, Shirley Brackett, tutors English. He is in support of Mr. Joseph Jones ideas and volunteered to tutor for any program developed for the area youth and noted he knows of other citizens that may also be willing to tutor.
6. Ed Branch, 4000 Adkins Road – Mr. Branch stated the Parks and Recreation Department now has a Ruthville Gym Fitness Club. Ms. Tabitha Martinez has developed a sub-committee of the club that meets once a month to address what needs to be done to improve the Center. He recommended that anyone concerned should get in touch with the Parks and Rec. Department and see how you can get involved. Mr. Branch gave the Board an open invitation to attend the next meeting on Saturday, March 10, 2012 at 9:00 A.M. at the Recreation Center. Mr. Branch stated an issue to be on the meeting agenda are the concerns that the summer months bring when more people use the Rec. Center. Such as escorting seniors and staff out of the building safely to their vehicles and requesting the Sheriff's Department have a regular patrol go by the Center after closing to make sure the building is properly secured and that youth are not loitering on the property.

**Mr. Gilbert Smith** suggested Ms. Tabitha Martinez share the Fitness Center issues being discussed and/or addressed by the Fitness Club sub-committee with the Interim County Administrator.

Recreation Director, Mr. Alfred Crump clarified for the Board that the *Fitness Club* was started by Fitness & Youth Services Coordinator, Ms. Tabitha Martinez. She reports to him on all matters regarding concerns raised and addressed and they will gladly update the Administrator on the club's progress and goals.

7. E. Preston Adkins, 8041 Lott Cary Road - Mr. Adkins noted there is a lot of trash along the roads in the county and asked citizen take more care when taking their trash to the convenience centers. He suggested that the County consider requiring citizens to cover the trash being hauled in open bed trucks.
8. Gina L. Sandy-Patterson, 18811 The Glebe Lane – Ms. Patterson spoke on behalf of the Charles City Educational Foundation (CCEF) whose mission is to provide additional educational opportunities for students and teachers by securing funds for scholarships and programs that will promote excellence in our schools. Ms. Patterson announced that CCEF will be hosting its first annual Achievement Banquet on April 29, 2012, noting tickets are on sale and everyone's support is requested.
9. Martha Harris, 7902 Courthouse Road - Ms. Harris asked the Board if they would be publicly recognizing the high school boys' basketball team for their history making success. She asked if the Social Center could be utilized at no charge to have an event recognizing the basketball team for its quarter final victory.

RE: SCHEDULE JOINT PUBLIC HEARINGS - PARKING ZONE

Motion was made by Floyd H. Miles, Sr. to schedule a public hearing for March 27, 2012 to receive citizen input on the amendment to County Ordinance Amend Ordinance Chapter 35, Motor Vehicles and Traffic regarding no parking zones. The motion carried as follows:

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

RE: BOARD DIRECTIVE/COMMENTS

1. **Mr. Bill Coad** explained that the Emergency Ordinance is not designed to take away a family's right to deed a portion of their property to a family member. It does limit the number of dwellings allowed on a single lot, regardless of acreage, to one (1) to protect the county from a development of homes popping up that would cause a real estate tax burden for which the county is not prepared. The Emergency Ordinance will be in effect for 60 days and a public hearing will be held to receive citizen input on this matter.
2. **Mr. Coad** noted the Board is striving to get 24 hour EMS in the county by July, 2012. There is a need for sleeping quarters and that is proving a stumbling block but he assured residents the Board will continue to seek a solution.
3. **Mr. Coad** requested daily logs of the time spent and work done at the county garage and expenditure logs filled out daily and submitted weekly for the Board's review. He directed that personal vehicles are not to be worked on at the county garage.

RE: EXECUTIVE SESSION

Motion was made by Floyd H. Miles, Sr. to go into executive session to discuss the personnel matters under Section 2.2-3711(A)(1) of the 1950 Code of Virginia, as amended. The motion carried as follows:

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

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

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

RE: BOARD AND SCHOOL BOARD SUB-COMMITTEE UPDATE

Mr. Bill Coda informed the Board that on-going discussions with the School Board and staff are very positive and that the group recommends accepting the proposal from DecideSmart, Principal Dr. William Boshier, to study both school and county operations to determine how the two entities may operate more efficiently.

RE: BOARD DIRECTIVE/COMMENTS

1. The Board directed the Interim County Administrator to meet with Recreation Director, Alfred Crump, Fitness & Youth Services Coordinator, Tabitha Martinez together with Mr. Joseph Jones, Jr. and see how the County staff may incorporate some of the ideas Mr. Jones has proposed and to bring him into the loop on the many programs already in the development stage.
2. The Board directed the Interim County Administrator to allocate \$7500 from the current budget and to set aside \$7500 in the FY13 budget to pay the County's half share of the \$30,000 contract total.
3. The Board directed the Interim County Administrator to ensure that drivers of County vehicles are properly licensed.

There being no further business before the Board, it hereby adjourned to meet again on Tuesday, **March 7, 2012** at 6:00 p.m. for the Board of Supervisors' Work Session Meeting.