

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, **May 28, 2013** at 7:30 p.m. in the 237th year of the Commonwealth and in the 379th year of the County.

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

RE: ADOPTION OF AGENDA

Motion was made by Gilbert A. Smith to adopt the agenda as presented. The motion passed unanimously.

RE: CONSENT AGENDA

Motion was made by Gilbert A. Smith to approve the following Consent Agenda. The motion passed unanimously.

- a. Approval of Minutes: April 17, 2013 Special meeting with correction under Public Hearing to state Chairman Miles not Chairman Smith, and the April 23, 2013 Regular meeting
- b. Correction to March 26, 2013 minutes: Page 6. Mt. Zion/Rustic Area Water Storage Tank Bid Approved The amount of the successful bid was \$150,900, not \$150,000
- c. Approval of Payment to CH2MHill (\$18,854.68) professional services for the period of March 16, 2013 through April 19, 2013.
- d. Refund of Personal Property Taxes (Total: \$55.70)
- e. Appropriations for the Month of June, 2013

General Fund Agencies	
Board of Supervisors	\$ 3,573
County Administrator	18,399
Legal Services	-
Non Departmental	31,700
Non Departmental-Telecom	-
Audit	-
Commissioner of Revenue	40,561
Treasurer	12,033
Management Services	16,197
Information Technology	12,616
Motor Pool	9,017
Central Gas	579
Memberships	-
Electoral Board	-
Registrar	(4)
Circuit Court	(10)
Combined GD/JD Court	-
County Magistrate	-
Clerk of Circuit Court	9,178
Sheriff Judicial	(2,776)
Asset Forfeiture - Sheriff	-
Courthouse Security Fund	-
Crater Criminal Justice T.C.	-
Commonwealth's Attorney	44,405

RE: CONSENT AGENDA
June Appropriations (Contd)

Asset Forfeiture - Comm Atty	-
Sheriff Law Enforcement	67,135
Sheriff Support	15,456
Fire Protection	1,879
Emergency Medical Response	300,000
E 911	16,559
Wireless E911	2,000
Correction & Detention	15,300
VJCCCA	-
Col Com Correction jb	-
9th District Court Services	-
Codes Enforcement	29,300
Animal Control	19,009
Medical Examiner	-
Emergency Services	17,807
Landfill Monitoring	60,686
General Properties	69,332
Health Department	-
MH/MR Services Board	60
Contributions	-
John Tyler Community College	-
Parks and Recreation	30,000
Lewis Park Boat Ramp	-
Library/Cultural	-
Center For Local History	-
Planning Commission	2,685
Planning Department	31,326
Com Development Cont	-
Environmental Mgt Cont	-
Cooperative Extension	148
General Fund Contingency	-
Cap Outlay-Repair/Renovation	-
Debt Service	-
Total General Fund	\$ 874,150
Public Utility Fund	-
Total Board of Supervisors	\$ 874,150
School Operating Categorical	
Instruction	1,178,943
Admin, Attendance & Health Serv.	39,640
Pupil Transportation	45,594
Operations & Maintenance	38,565
Instructional Technology	1,729
Self-Sustaining Fund	193,988
Textbooks Fund	-
Food Service Fund	-
School Fund Total	\$ 1,498,459
ALL FUNDS	
Board of Supervisors	874,150
School Operating	1,498,459
Social Services	132,237
Special Welfare	-
Transfer to Commonwealth	-
Special Funds	-

GRAND TOTAL ALL FUNDS	\$ 2,504,846
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The motion carried as follows:

RE: VIRGINIA DEPARTMENT OF TRANSPORTATION

VDOT Residency Administrator, Mike Cade, reported that the bridge on Rte. 618 will be closed until further notice due to the deterioration of the underside of the bridge. In addition, Mr. Cade gave the following monthly report:

Maintenance Activities - Past 30 Days:

- Ender Patching: Rt. 600 – Charles City Rd; 624 – Horseshoe Rd; 644 – Courthouse Green Way; 631 – Cool Hill Rd; 614 - Sturgeon Point & 5 - John Tyler Intersection; 607 – Church Lane; 617 – Monguy Road; 618 – Adkins Road; 639 – The New Road; 615 – The Glebe Lane; 623 – Willcox Neck Rd; 613 – Sandy Point Road; 627 – Old Neck Rd; 607 – Wayside Rd; 602 – Lott Cary Rd; 642 – Stagg Run Rd; and 609 – Barnett Road
- Asphalt Patching/Hot Box: Rt. 624 – Horse Shoe Rd; 614 – Sturgeon Point & 5 - John Tyler Intersection; 644 – Courthouse Green Way; 631 – Cool Hill Rd; and 612 – Ruthville Rd
- Pothole Repair/Cold Mix: Rt. 631 – Cool Hill; 609 – Barnett; 613 – Sandy Point
- Litter Control: Rt. 607 – Wayside Rd; 639 – The New Road; 609 – Barnett Rd; 620 – Lewis Tyler; 615 – The Glebe Lane; 614 – Sturgeon Point Rd; Rt. 623 – Willcox Neck Rd; 602 – Lott Cary Rd; 604 – Warriner Rd; 653 – Mt. Pleasant Rd;
- Bike Trail: Weed eating; Grass Cutting
- Shoulder Repair: Rt. 106 – Roxbury Rd; 685 – Chamber Rd; 609 – Barnett Rd
- Tree Cleanup: Rt. 615 – The Glebe Lane; 644 – Courthouse Green Way
- Broke Beaver Dams: Rt. 609 – Barnett; 623 – Willcox Neck; 106 – Roxbury
- Install Driveway Pipe: Rt. 638 – Mapisco; 619 – Weyanoke; 613 – Sandy Point
- Clean Ditches: Rt. 638 – Mapisco; 619 – Weyanoke; 667 – Industrial Park; 600 – Charles City Road
- Tree Trimming: Rt. 667 – Industrial Park; 617 – Monguy; 649 – Woodbourne; 635 – Holly Tree Lane; 621 – Eagles Nest; 638 – Mapisco
- Use Leaf Vacuum: Rt. 664 – Industrial Park
- Drainage Issues: Clean clogged drains as needed, problem areas countywide
- Mail Boxes/Stone Added: Rt. 607 – Church Lane; 609 – Barnett Rd.
- Clean Drainage Pipe: Rt. 654 – Deerfield Rd; 607 – Church Lane

Maintenance Activities - Planned for Next 30 Days:

- Litter Control
- Shoulder Repair
- Pot Hole Repair
- Sign Maintenance
- Pipe Replacement

Project Plan Reviewed

Vandover Estates: Rt. 106/Roxbury Road / Final Plat Review/ Status: Review Complete - Acceptable

Permit Issued

Robert E. White LLC: Permit No. 428-14191: Route: 645, Address: Chickahominy Bluff Road / Between: Rt. 5 and Rt. 645.

Work Description: Install culverts at entrance/exit of church parking lot

Recent Board Requests:

Mr. Floyd Miles, Sr. advised that he has directed the County Administrator to work with VDOT and a group of residents on the process to bring the Morris Creek area into the secondary road system.

RE: CENTRAL VIRGINIA HEALTH SERVICES PRESENTATION

Ms. Sheena Mackenzie, Development Director with Central Virginia Health Services, parent organization of Charles City Regional Health Services (CCRHS), provided an informational report on the services provided by CCRHS and reviewed the 2013 statistics of residents served.

RE: COMMUNITY TELECOMMUNICATIONS STUDY

Mr. Matthew Rowe, Director of Planning reviewed for the Board the need for high-speed telecommunications in the County and detailed the Telecommunications Study/Planning grant that the County is applying for from the Virginia Department of Community Development (DHCD) in the amount of \$25,000. In addition to these funds, Mr. Rowe advised that the County's Economic Development Authority (EDA) has stated they are willing to contribute an additional \$10,000.

Taking a community development approach, the Planning Department will start with conducting a citizen survey, including local business.

The primary objective is to increase the sustainable and competitive aspects of the County's business and economic climate and a secondary objective is to facilitate the affordability and availability of high-speed access for residents.

The survey to gain public input will be distributed to area business owners and made available to residents through the network of area churches as well as making the survey available on the County website.

Chairman Miles opened the floor to the public for their comment and the following persons spoke.

1. Stephen Thompson, Home Depot (Corporate) - Mr. Thompson, responsible for the development of new facilities for Home Depot (HD) advised that HD has had a plant in the Roxbury facility that the HD headquarters would like to expand but hesitates to do so. A drawback to the location is access to reliable high speed internet, noting satellite does not serve their needs. The Roxbury location regularly experiences one day per month when the internet is down. When it is down the plant ceases operation, unable to function without it, and losing approximately \$250,000 in revenue. In addition, the plant would benefit from full emergence video conferencing utilized by HD locations in all 50 states and which requires high speed internet. Mr. Thompson emphasized that anything the Board can do, would be a huge asset to HD, its business in the County and potential expansion of the Roxbury location.

RE: PUBLIC HEARING - ENTERPRISE ZONE APPLICATION

The Board of Supervisors held a public hearing to gain public input on the County's pursuit of Virginia Enterprise Zone (VEZ) designation through the Virginia Department of Housing and Community Development.

Mr. Matthew Rowe, Director of Planning, explained that Virginia Enterprise Zone program is a partnership between the state and localities to encourage job creation. The program accomplishes this by designating Enterprise Zones throughout the state and providing incentives. The General Assembly has allocated \$14.15 million for 2013 with the two incentives provided being the Real Property Investment Grant (RPIG) and the Job Creation Grant (JCG), with the JCG taking priority. These incentives are made available to qualified investors and job creators that are investing in real property and creating jobs in Enterprise Zones.

The intent of the Real Property Investment Grant program is to provide an incentive for the rehabilitation, expansion and new construction of real property within the boundaries of Enterprise Zones. The intent of the JCG is to provide an incentive for the creation of a minimum of four net new permanent full-time positions over the base calendar year that offer higher wages and health benefits.

The Enterprise Zone program requires the locality to provide local incentives that are exclusive to those qualifying businesses within the Zone. The incentives the County is prepared to offer are as follows: fast track permitting, partial waiver of Planning Department permit fees and building permit fees, and a

program for reinvesting some of the increased revenue generated from assessed improvements back into economic development related improvements.

Mr. Rowe reviewed the County's proposed Zone which is comprised of three non-adjointing zone areas: Roxbury Zone (2,571 acres); Courthouse Zone (866 acres); Shirley Port Zone (48 acres).

The County has partnered with the Community College Workforce Alliance (CCWA) and will assist businesses to take advantage of the programs and opportunities offered by CCWA.

Chairman Miles opened the public hearing and the following person addressed the Board.

1. Stephen Thompson, Home Depot (Corporate) - Mr. Thompson stated that from the perspective of the business owner this is a great opportunity, that the potential incentives cited by Mr. Rowe would "hold a lot of weight" and the desired expansion of the Home Depot facility in Roxbury would be made more feasible.

RE: ENTERPRISE ZONE APPLICATION

Motion was made by Floyd H. Miles, Sr. to approve the following resolution endorsing the application to the Virginia Department of Housing & Community Development's for Enterprise Zone designation. The motion carried as follows:

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

A Resolution Endorsing the Application for the Virginia Department of Housing & Community Development's Enterprise Zone Designation

(Resolution 2013-10)

WHEREAS, Charles City County desires to broaden and diversify its tax base through economic development while maintaining economic stability; and
WHEREAS, Charles City County seeks to attract new business/industry as well as encourage expansion of existing business/industry; and
WHEREAS, Charles City County's primary areas designated for business/industrial use qualify as being economically-distressed; and
WHEREAS, the Commonwealth of Virginia is accepting applications for new zones and for re-designation of expiring zones; and
WHEREAS, Charles City County offers to act as Program Administrator for the proposed Enterprise Zone and has executed an application agreement,
NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Charles City County, Virginia, is applying for Enterprise Zone designation to partner with the Commonwealth of Virginia in stimulating overall economic growth by providing financial and permitting incentives to business/industry operating in an Enterprise Zone; and
BE IT FURTHER RESOLVED that Charles City County authorizes the submittal of all information needed to apply for Enterprise Zone designation and agrees to carry out all program administration and reporting requirements by the Enterprise Zone regulations, throughout the life of the Zone, on its behalf.

RE: APPOINTMENT – CHARLES CITY HEALTH COUNCIL

Motion was made by William G. Coad to appoint Mr. Shawn Jones to serve as a John Randolph Medical Center representative member on the Charles City Health Council, said term to expire May 31, 2015. The motion passed unanimously.

RE: APPOINTMENT – COLONIAL COMMUNITY CRIMINAL JUSTICE BOARD

Motion was made by William G. Coado to appoint Mr. Michael Scheitle to serve as the 9th District representative member on the Colonial Community Criminal Justice Board, completing the unexpired term of Thomas Gooding upon his retirement, said term to expire May 31, 2014. The motion passed unanimously.

RE: APPOINTMENT – HOUSING TASK FORCE

Motion was made by William G. Coado to appoint Ms. Sylvia Jones-Thompson, 9015 Adkins Road, to serve as a District II member on the Housing Task Force, said term to expire May 31, 2017. The motion passed unanimously.

RE: APPOINTMENT – SOCIAL SERVICES BOARD

Motion was made by William G. Coado to appoint Ms. Sherri M. Bowman, 6901 Adkins Road, to serve as a District II member on the Social Services Board, said term to expire May 31, 2017. The motion passed unanimously.

RE: 2014 GENERAL REASSESSMENT – REQUEST FOR EXTENSION

Motion was made by Gilbert A. Smith to approve the following resolution requesting an extension for the completion of the 2014 general reassessment of real estate. The motion passed unanimously.

RESOLUTION REQUESTING EXTENSION FOR 2014 REASSESSMENT

(Resolution 2013-08)

WHEREAS, Charles City County last completed a general reassessment of real property that was effective for tax year 2010; and,

WHEREAS, Charles City County is preparing to complete a general reassessment of real estate for the tax year 2014 in order to insure that property values are represented fairly and adequately; and,

WHEREAS, due to the transition of key County staff and the resulting workload, the solicitation of professional firms was delayed; and,

WHEREAS, the County needs to allow adequate time for the selected appraisal firm to perform the services to reach the most accurate values possible; and,

WHEREAS, the Code of Virginia 58.1-3257 allows the local Circuit Court to grant an extension of a maximum of three (3) months from December 31 of the year of reassessment; and,

WHEREAS, the County has been working in close consultation with the Commissioner of Revenue and there is agreement that she can meet her statutory responsibilities if an extension is granted;

NOW, THEREFORE, BE IT RESOLVED by the Charles City County Board of Supervisors that the County requests of the Circuit Court the granting of an extension for the completion of the 2014 general reassessment of real estate until March 31, 2014.

RE: LANDFILL USE AGREEMENT BETWEEN WM AND VIRGINIA POULTRY FEDERATION

Motion was made by William G. Coado to approve the landfill use agreement between Waste Management and the Virginia Poultry Federation. The motion passed unanimously. A copy of the Agreement is on file in the office of the Clerk.

RE: PUBLIC COMMENT (NON-AGENDA ITEMS)

1. Lloyd Carter, Sr., 3720 Wayside Road – Mr. Carter expressed concern that during the recent biking event through the county that the bicyclists did not heed the “Share the Road” signs even though they are to follow the same road use laws as motorists. He noted it creates unnecessary hazards for both bicyclists and drivers.

RE: BOARD DIRECTIVES/COMMENTS

1. Directed staff to draft letter to the bicycle event planners expressing the Board’s safety concerns and their expectation of adherence to the “share the road” law, and the notification of EMS, Sheriff and all county officials of the upcoming events.
2. Directed staff to pursue special use permits requirement for bicycling events routed through the county.
3. Thanks were given to the Parks & Recreation Department, the 4 x 4 Club and all those responsible for the success of the Community Day held May 18th.
4. **Mr. Floyd Miles, Sr.** stated he was concerned about statements made in the media that suggested that the Board of Supervisors does not seek to work with its colleagues at the Schools when this is not the case.
5. **Mr. William G. Coad**a spoke about matters with the budget process and the relationship with Charles City County Schools. He referenced recent comments made in the media regarding the Board of Supervisors’ decisions for the 2014 budget and the funding provided to the Schools. He presented information that detailed the amount of funding provided to the Schools current and past and stated that, in his opinion, the County is not receiving a good return on its funding. Mr. Coad said that anyone that wished to have a copy of his presentation could request it from him.

RE: CLOSED SESSION

Motion was made by William G. Coad to go into closed session to discuss legal matters under Section 2.2-3711(A)(7); 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. The motion passed unanimously.

Motion was made by William G. Coad to return to regular session. The motion passed unanimously.

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 passed unanimously.

There being no further business before the Board, it hereby adjourned to meet again on Wednesday, **June 5, 2013** at 6:00 p.m. for the Board of Supervisors’ quarterly work session.