

RE: RECESSED MEETING, WEDNESDAY, JUNE 1, 2011, 6:00 P.M.

The meeting was called to order by the Chairman.

PRESENT: Gilbert A. Smith, Chairman
Timothy W. Cotman, Sr.

RE: ADOPTION OF AGENDA

Motion was made by Timothy W. Cotman, Sr. to adopt the agenda with the repositioning of agenda topics as requested by County Administrator, John F. Miniclier, Jr. The motion was carried as follows:

Timothy W. Cotman, Sr. Aye
Gilbert A. Smith Aye

RE: ADDITIONAL SHERIFF VEHICLE

County Administrator, John F. Miniclier, Jr., confirmed that the two vehicles the Board authorized at their March 22, 2011 meeting to be purchased for addition to the Sherriff's fleet are on order. (Those vehicles being purchased from savings experienced from the pre-purchased, unused Riverside Regional Jail services.)

Sheriff Javier Smith explained the need for an additional four-wheel drive vehicle. Currently the Sheriff's fleet includes one four-wheel drive 2002 Ford Explorer, recognized and certified as a police outfitted vehicle. Sheriff Smith explained that this vehicle is utilized tremendously in inclement weather.

The current vehicles on the market and suitable for police use are Ford Explorer and Chevrolet Tahoe. The Tahoe is the only vehicle that is prewired for police work which would be a more economical choice as the wiring for police radios and electronics would be required with the Ford Explorer at an additional expense.

The Board agreed to table the matter until their June 28, 2011 meeting when a more definite figure will be available to determine if purchasing or leasing is the most advantageous course of action.

RE: SCHOOL SYSTEM JUNE 2011 APPROPRIATIONS

County Administrator, John F. Miniclier, Jr., reviewed with the Board of Supervisors the directive given staff at the Board's May 24, 2011 meeting to make certain that the cash flow problem last year would not be repeated if the School's appropriations request for the month of June, 2011 were fully appropriated.

Assistant County Administrator, Ms. Michelle Johnson performed a financial analysis of the county's budget and presented it in detail to the Board asserting that funds would be available.

Motion was made by Timothy W. Cotman, Sr. accept the recommendation from Administration and to approve the School appropriations request for the month of June, 2011, as follows.

<i>School Operating Categorical</i>	
Instruction	1,209,659
Admin, Attendance & Health Service	113,407
Pupil Transportation	149,944
Operations & Maintenance	209,754
School Food	79,226
Debt Service	-
Technology	104,518

<i>School Fund Total</i>	\$1,866,508
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RE: SCHOOL SYSTEM JUNE 2011 APPROPRIATIONS

The motion carried as follows:

Timothy W. Cotman, Sr.	Aye
Gilbert A. Smith	Aye

RE: CONTINGENCY FUNDS

Motion was made by Timothy W. Cotman, Sr. to approve the transfer of \$8200 from Contingency Funds and authorize the execution of the contract with RML Richmond Architecture to proceed with determining what repairs are needed on the old courthouse to return it to a useful purpose. The motion carried as follows:

Timothy W. Cotman, Sr.	Aye
Gilbert A. Smith	Aye

RE: SOCIAL CENTER RENTAL POLICY AMENDMENT

Motion was made by Timothy W. Cotman, Sr. to approve the Social Center Rental Policy as amended with the inclusion of a maximum time of rental not to exceed 1:00 a.m. The motion carried as follows:

Timothy W. Cotman, Sr.	Aye
Gilbert A. Smith	Aye

RE: SUMMER CAMP UPDATE

Department of Receptions Director, Alfred Crump, provided the Board of Supervisors a synopsis of what is planned for the 2011 Youth Summer Camp to be held June 27–August 12, 2011. He announced a price increase for campers and the new hours of 8:30 a.m. to 4:00 p.m.

He advised the Board that the Recreation Department has secured USDA grant funds to provide breakfast and lunch and one cafeteria worker. The cafeteria at Charles City High School will be used as it has been in the past.

A new site coordinator for the camp, Heather Ratcliffe, has been hired, and a dress code is being implemented for the staff of khaki shorts to the knee and Camp T-shirts. Each staff member will be given two (2) T-shirts and they have the option to purchase additional shirts.. Orientation for the camp workers will be June 8, 2011.

Several new activities have been added to the summer camp program which will include tennis, basketball, golf, football, and soccer.

On June 16, 2011 from 6:30-7:30 p.m. the Recreation Department will hold a Summer Camp Expo which will be to inform parents of their responsibilities and their child's, camp rules, regulations, field trips and cost expectations.

The Recreation Department has an unofficial limit of 120 children that may participate in the summer camp annually based on the current resources. To date the 2011 summer camp has 52 registered.

RE: COUNTY ZIP CODES

Mr. Miniclier updated the Board of Supervisors on the zip code issue recommending that the staff implement programs, i.e. town meetings, informational sheets, etc. to determine citizen interest in address changes.

Mr. Gilbert Smith stated getting public input will be a step forward toward resolving this issue.

RE: ANIMAL ADOPTION PROGRAM

Mr. Miniclier explained that the county is working toward having a more adoption-friendly animal shelter. Currently there is an adoption program but it is not promoted county-wide, the shelter has minimal hours in which it is open to the public, and the animals held at the shelter are not socialized towards becoming adoptable.

The staff will provide recommendations for the improvement of the animal adoption program in the June 28, 2011 Board of Supervisors meeting and request a public hearing be scheduled for the July 26, 2011 Board meeting.

RE: ANIMAL DELIVERY FEES

Mr. Miniclier explained that the Animal Control Officers (ACO) often catch large animals (ponies, horses, cows, goats, large breed dogs) that have escaped their owners. In many of these cases the owner does not have the means to transport their animal and requests AC deliver the animal to their property.

It is proposed that a fee be instituted so AC may charge for the service of transporting and delivery of an animal that is in the temporary custody of AC to cover the fuel, equipment used and time of the ACO.

The staff will provide specific recommendations for an animal delivery fee in the June 28, 2011 Board of Supervisors meeting and request a public hearing be scheduled for the July 26, 2011 Board meeting.

RE: COUNTY EMPLOYEES SUMMER HOURS PROGRAM

Last year the County Administrator was authorized to work out the details with those staff that would like to participate in the County Employees Summer Hours program consisting of 9 hours a day/4 days/week, with every other Friday off. The following stipulations being required: 1) Each department has staff available to serve citizens Monday through Friday, 8:00 a.m. to 4:30 p.m.; and 2) Participating employees sign a coverage agreement to that effect.

Mr. Miniclier advised the Board that the 2011 Employee Summer Hours program will begin Monday, June 6, 2011.

RE: BOARD OF SUPERVISORS' COMMENTS AND DIRECTIVES

Mr. Gilbert Smith requested the status of a VDOT public hearing regarding limiting large trucks on Wayside Road (Rt. 607).

Mr. Miniclier stated that information is being assembled to go out to citizens regarding this issue and that the Board of Supervisors will need to adopt a resolution stating the decided upon particulars following the public hearing.

There being no further business before the Board it hereby recessed to meet again on Tuesday, **June 28, 2011** at 7:30 p.m. for the Board of Supervisors' regular meeting.

