

**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, **June 26, 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  
Floyd H. Miles, Sr.  
William G. Coada

RE: ADOPTION OF AGENDA

Motion was made by William Coada to adopt the agenda as presented. The motion carried as follows:

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

RE: CONSENT AGENDA

Motion was made by Floyd H. Miles, Sr. that the following consent agenda be approved:

- 1) Approval of payment to CH2MHill in the total amount of \$25,195.82 for landfill professional services professional services for the period of January 21, 2012 through February 17, 2012 (\$10,285.83) and April 21, 2012 through May 18, 2012 (\$14,909.99).
- 2) Appropriations for the month of July, 2012.

<b>General Fund Agencies</b>	
Board of Supervisors	\$ 17,065
County Administrator	6,854
Legal Services	4,211
Non Departmental	5,284
Non Departmental-Telecom	74,200
Audit	7,100
Commissioner of Revenue	28,355
Treasurer	15,915
Management Services	33,274
Information Technology	38,704
Motor Pool	22,050
Central Gas	680
Memberships	3,200
Electoral Board	16,514
Registrar	13,403
Circuit Court	2,327
Combined GD/JD Court	6,764
County Magistrate	1,177
Clerk of Circuit Court	17,288
Sheriff Judicial	13,724
Courthouse Security Fund	2,020
Crater Criminal Justice T.C.	8,552
Commonwealth's Attorney	17,094
Sheriff Law Enforcement	80,462

RE: CONSENT AGENDA (CONTD)

Appropriations July 2012

Sheriff Support	6,806
Fire Protection	34,907
Emergency Medical Response	52,970
E 911	4,303
Wireless E911	1,700
Correction & Detention	30,500
VJCCA	7,150
Col Com Correction jb	4,589
9th District Court Services	1,585
Codes Enforcement	14,750
Animal Control	14,189
Medical Examiner	300
Emergency Services	2,186
Landfill Monitoring	26,980
General Properties	90,350
Health Department	21,484
MH/MR Services Board	27,665
Contributions	22,645
John Tyler Community College	1,156
Parks and Recreation	35,262
Lewis Park Boat Ramp	22,240
Library/Cultural	17,611
Center For Local History	5,000
Planning Commission	500
Planning Department	14,380
Com Development Cont	8,387
Environmental Mgt Cont	5,977
Cooperative Extension	12,090
General Fund Contingency	25,000
Revolving Accounts	5,000
Cap Outlay-Repair/Renovation	64,217
Debt Service	36,188
<b>Total General Fund</b>	<b>\$ 1,054,284</b>
Public Utility Fund	54,188
<b>Total Board of Supervisors</b>	<b>\$ 1,108,472</b>
<b>School Operating Categorical</b>	
<b>Instruction</b>	130,000
<b>Admin, Attendance &amp; Health Serv.</b>	62,496
<b>Pupil Transportation</b>	65,273
<b>Operations &amp; Maintenance</b>	93,286
<b>Instructional Technology</b>	125,000
<b>Self-Sustaining Fund</b>	60,000
<b>Textbook Fund</b>	49,828
<b>Food Service Fund</b>	5,000
<b>School Fund Total</b>	<b>\$ 590,883</b>
<b>ALL FUNDS</b>	
<i>BOARD OF SUPERVISORS</i>	1,108,472
<i>SCHOOL OPERATING</i>	590,883
<i>SOCIAL SERVICES</i>	151,237
<i>SPECIAL WELFARE</i>	5,000
<i>TRANS. TO COMMONWEALTH</i>	5,000
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 1,860,592</b>

RE: CONSENT AGENDA (CONTD)

The motion carried as follows:

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

RE: VIRGINIA DEPARTMENT OF TRANSPORTATION

Mr. Marshall Winn with the Virginia Department of Transportation gave the following monthly report:

**Maintenance Activities for the Previous 30 Days:**

- Dead Tree Cleanup – Rt 5 west of Rte 606 (Emergency Call Out)
- Machine Dirt Roads – Rt. 613 and Rt. 616
- Grass Mowing - All Primary Complete Route 5,155,106,156
- Grass Mowing Secondary – Should Be complete by June 26<sup>th</sup>
- Hazardous Shoulder Repair Rt. 5 - Several Locations east and west of Rt. 155
- Hazardous shoulder Repair Rt. 106 south of Rt. 600
- Repaired Shoulder (Washout) Rt-155 at New Kent Co. line
- Pavement Repair – Routes 600, 614, 623, 615 , 658, 697 , 606 , 608, 632, 636, 618, 619 , 609
- Daylight Signs – Rt. 155, Rt. 614@ Rt. 155, Rt. 631@ Rt. 618, Rt. 607@ Rt. 5, Rt. 607@ Rt. 618, Rt. 631@ Rt. 630
- Bike Trail – Hand Mowing and Tractor Mowing
- Tree Trimming – Routes 631, 609, 637, 615, 636
- Litter Control Primary – Routes 5, 106, 155
- Litter Secondary – Routes 641, 603, 620, 607,631, 614, 612, 615, 602, 618, 650, 639, 609, 600
- Broke Beaver Dam - Rt-612

**Maintenance Activities Planned for the next 30 Days:**

- Continue Tree Trimming
- Litter Control
- Pavement Repair
- Mowing and Debris Removal Bike Trail
- Break Beaver Dams as needed
- Daylight Intersections and signs as needed

**Recent Board Requests:**

1. **Mr. Floyd Miles** asked who should be called if a tree is down in the road. *Mr. Winn advised to call the VDOT Call Center or Smart Traffic. He did not readily have the numbers and would promptly provide that information to the County Administrator.*
2. **Mr. Gilbert Smith** asked if the surveying being done on Rt. 607, near Harrison Park was because the road at some point is be widened. *Mr. Winn did not readily have an answer and would check on the purpose of the surveying and respond back to the County Administrator.*

**Citizens' Comments**

1. Elnora Robinson, 17511 John Tyler Memorial Highway - Mrs. Robinson asked why the James City County side of Route 5 has pavement reflectors in the road but when you get to the Charles City side there are none. *Mr. Winn stated he would bring the issue to the attention of the VDOT traffic engineers.*

RE: CHARLES CITY SHELTER - ANIMAL ADOPTION AND RESCUE

Ms. Patrise Sear, Animal Rescue Facilitator, addressed the Board regarding the Animal Adoption/Rescue program launched by the Board and County staff in 2011. A former Charles City Public School teacher and current resident of Henrico, Ms. Sears has been assisting County staff to facilitate adoption or rescue of the stray dogs and cats picked up in Charles City County for the past four months.

Ms. Sears reviewed that in the past Charles City had problems with dogs creating a nuisance for residents while running in packs at large and killing chickens and other livestock. The problem was dealt with and that is in the past. Prior to 2012, Charles City had stray animals and owner surrenders that were promptly picked up and held at the county shelter on Munford Road. Once in the shelter, they sat out their required (by law) hold periods and were most often euthanized according to a bi-weekly euthanizing schedule. A small portion of the animals were saved due to the intervention of the New Kent Humane Society who worked to secure adopters for them.

The Virginia Department of Agriculture and Consumer Services annually reports the euthanization rates for dogs (and other animals) in the Commonwealth. The 2011 report cites the following dog euthanization percentage rates the following rural counties: Powhatan – 1%, New Kent – 8%, Amelia – 12%, Charles City – 48%.

Ms. Sears reported that in 2011, Deputy Clerk Gina Sandy-Patterson was directed by the then County Administrator to develop an animal adoption promotion program for the county. In November 2011, Ms. Patterson launched the Charles City, VA Animal Shelter PetFinder.com page to network the animals in the shelter. Since then, Ms. Patterson has also established a Charles City Shelter Facebook page and launched internet pages with AdoptAPet.com, DogsInDanger.com, RescueMe.org, and other animal adoption/rescue websites to broaden the exposure of the Charles City shelter animals on the Internet. This has proven to decrease the number of animals being euthanized monthly. One such Charles City shelter dog was rescued by an organization in Pennsylvania and is currently in training to become a service dog for an autistic child.

Ms. Sears stated she began working with Ms. Patterson on March 1, 2012 and together, have secured adoption and rescue for over 46 dogs and cats. This success demonstrates what concerted effort can achieve. All of these animals have gone on to know loving homes.

As Ms. Patterson has worked to develop a proactive adoption and rescue plan for the county, she has developed a network of caring citizens and experienced people willing to help with that plan by volunteering their time. Ms. Sears stated it is the desire of Ms. Patterson and herself to establish a core committee to work with volunteers to assist the County in the following ways:

- 1) Facilitate the adoption and rescue of animals at the shelter
- 2) Provide volunteer services to the shelter, by taking pictures of the animals, preparing intake information for potential adopters and rescue organizations, networking the animals, and exercising and socializing the animals
- 3) Develop proactive policies and procedures for animal adoptions and rescues that will make Charles City's program a model that others will look to for guidance and support in developing their own programs
- 4) Solicit donations to further support the animals and purchase the items possibly needed to more effectively facilitate the program
- 5) Reduce the work of the Animal Control Officers associated with the animal adoption and rescue, making their role in this process more manageable

In conclusion, Ms. Sears requested that the Board officially establish the *Charles City Animal Adoption and Rescue Committee*, appoint Gina Sandy-Patterson, herself and Jessica Coadas as charter members, and allow them, in cooperation with the Animal Control Department, to create policies and

RE: CHARLES CITY SHELTER - ANIMAL ADOPTION AND RESCUE  
(CONTD)

procedures for animal adoptions and rescues from the Charles City Animal Shelter. She noted the goal of the designated individuals is to make Charles City stand out as a leader in the animal adoption and rescue communities (supported by a model plan), benefit the Animal Control Department by the added assistance the committee can provide, and maintain the lowered percentage of euthanization by the implementation of this program.

RE: JOINT PUBLIC HEARING – CONVENTION FACILITY

The Board of Supervisors and the Planning Commission held a joint public hearing to receive citizen comments on the proposed amendment to the Zoning Ordinance, specifically the addition of the definition of Convention Facility.

Chairman Edward Baber called the Planning Commission meeting to order. Mr. Zach Trogdon, County Administrator, read the advertisement for the public hearings.

Mr. John Bragg presented the staff report for the proposed adoption of the following definition for “Convention Facility” into the Zoning Ordinance of the Code of the County of Charles City:.

Chairman Baber opened the floor to any questions citizens may have regarding the proposed amendment. There being no questions, the hearing was opened to public comment.

No speakers addressed the Boards and there being no further comments, the hearing was closed.

Motion was made by Commission member Emmett Crocker to recommend the Board of Supervisors adopt the proposed amendments to the Zoning Ordinance regarding “Convention Facility”. The motion carried by vote of 7:0:1. (Chairman Baber abstained from voting.) Proposed ordinance amendments are as follows.

*Convention Facility:* A facility designed to accommodate one hundred (100) or more persons and used for conventions, seminars, product displays, recreation activities, and entertainment functions, along with accessory functions including temporary outdoor displays, and food and beverage preparation and service for on or of premises consumption.

Ordinance affected: Section 3 – Definitions, §3-1 *General* to include the definition for “Convention Facility” / Section 8 - *General Business District* (B-1), §8-2 *Permitted Uses*; 9.1 *Convention Facility* / Section 10 - *Tourist Business District* (B-3), §10-2 *Permitted Uses*; 10.1 *Convention Facility*

The Commission’s recommendation was forwarded to the Board of Supervisors for their action.

RE: ZONING ORDINANCE AMENDMENT (CONVENTION FACILITY)

Motion was made by Floyd H. Miles, Sr. to approve the amendment to the Zoning Ordinance as recommended by the Planning Commission. The motion carried as follows:

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

RE: JOINT PUBLIC HEARING – COASTAL PRIMARY SAND DUNE ZONING ORDINANCE

The Board of Supervisors and the Planning Commission held a joint public hearing to receive citizen comments on the proposed amendment to the Zoning Ordinance, by the adoption of the *Coastal Primary Sand Dune Zoning Ordinance* into the Charles City County Environmental & Site Plan Requirements.

Mr. John Bragg presented the staff report for the proposed ordinance amendment with the adoption of the Coastal Primary Sand Dune Zoning Ordinance.

Chairman Baber opened the floor to any questions citizens may have regarding the proposed amendment. There being no questions, the hearing was opened to public comment.

No speakers addressed the Boards and there being no further comments, the hearing was closed.

Motion was made by Commission member Emmett Crocker to recommend the Board of Supervisors adopt the proposed amendments to the Zoning Ordinance regarding “*Coastal Primary Sand Dune Zoning*”. The motion carried by vote of 8:0. Proposed ordinance amendments are as follows.

**DIVISION VII: Coastal Primary Sand Dune Zoning Ordinance**

Section 1 – AUTHORITY

Section 2 – DEFINITIONS; 2-1 GENERAL

Section 3 – USES AND ACTIVITIES;

3-1 - PERMITTED USES AND ACTIVITIES

Section 4 – REQUIREMENTS FOR PERMIT APPLICATION;

4-1 - APPLICANT; 4-2 – APPLICATION; 4-3 - FEE

Section 5 – PUBLIC INSPECTION OF APPLICATION

Section 6 – HEARING REQUIREMENTS

Section 7 – WETLANDS BOARD REVIEW PROCEDURES

Section 8 – BOND REQUIREMENTS

Section 9 – POLICY

Section 10 – DECISION OF WETLANDS BOARD

Section 11 – PERMIT FORM

The Commission’s recommendation was forwarded to the Board of Supervisors for their action.

RE: COASTAL PRIMARY SAND DUNE ZONING ORDINANCE

Motion was made by William Coado to approve the amendment to the Zoning Ordinance Definitions as recommended by the Planning Commission. The motion carried as follows:

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

RE: JOINT PUBLIC HEARING – REZONING REQUEST

The Board of Supervisors and the Planning Commission held a joint public hearing to receive citizen comments on the rezoning request, made by James and Almeda Tyler, Application #REZ-3-12, regarding Tax Map Parcel #26-70, property located at 7601 Adkins Road, to rezone .93 acres from General Business (B-1) to Agricultural (A-1).

RE: JOINT PUBLIC HEARING – REZONING REQUEST (CONTD)

Mr. John Bragg presented the staff report for the Tyler rezoning request.

Chairman Baber opened the floor to any questions citizens may have regarding the rezoning request. There being no questions, the hearing was opened to public comment.

No speakers addressed the Boards and there being no further comments, the hearing was closed.

Motion was made by Commission member Yvonne Smith-Jones to recommend the Board of Supervisors approve the rezoning request of James and Almeda Tyler, Application REZ-2-12, to rezone .93 acres (TM # 26-70) from B-1 to A-1 zoning. The motion carried by a vote of 8:0.

The Commission's recommendation was forwarded to the Board of Supervisors for their action.

RE: REZONING APPROVED - 7601 ADKINS ROAD (B-1 to A-1)

Motion was made by William Coada to approve the rezoning request of James and Almeda Tyler, Application REZ-2-12 to rezone .93 acres from General Business (B-1) to Agricultural (A-1) Parcel #26-70, located at 7601 Adkins Road as presented and recommended by the Planning Commission. The motion carried as follows:

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

RE: APPOINTMENTS - ECONOMIC DEVELOPMENT AUTHORITY

Motion was made by Floyd H. Miles, Sr. to reappoint Thomas Williams 7221 Courthouse Road, to serve as a District III member on the Economic Development Authority, said term to expire 6/30/16. The motion carried as follows:

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

Motion was made by Gilbert A. Smith to appoint Lynda Cooke, 5701 Monguy Road, to serve as a District I member on the Economic Development Authority, said term to expire 6/30/16. The motion carried as follows:

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

RE: APPOINTMENT – ROAD VIEWER COMMITTEE

Motion was made by Floyd H. Miles, Sr. to reappoint John Tabb, 14031 The Glebe Lane, to serve as a District III member on the Road Viewer Committee, said term to expire 6/30/13.

RE: APPOINTMENT – ROAD VIEWER COMMITTEE

The motion carried as follows:

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

RE: APPOINTMENT – SOCIAL SERVICES BOARD

Motion was made by Gilbert Smith to appoint Sylvia Owens, 2441 Harrison Point, to serve as a District I member on the Social Services Board, said term to expire 6/30/16. The motion carried as follows:

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

RE: BOARD OF SUPERVISOR MEETING MINUTES APPROVED

Motion was made by William Coad to approve the minutes of the following meetings: April 19, 2012 and May 3, 2012 recessed meetings and April 24, 2012 and May 22, 2012 regular meetings with the following corrections to the May 22, 2012 meeting minutes: Page 4: Public Hearing..: Vice Chairman Miles opened the public hearing.; Page 7: Board Directives/Comments: #4 Mr. Coad focusing on Public Works. The motion carried as follows:

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

RE: INTRODUCTION OF NEW EMPLOYEES

Director of Public Works, S. Joanne Johnson, introduced the following new Public Works Department employees:

Mr. Lloyd Jones, Grounds Maintenance Supervisor, hired May 7, 2012  
Mr. Nathaniel Richardson, Utility Operator Trainee, hired May 9, 2012  
Mr. Martin Bradby, Utility Operator Trainee, hired June 11, 2012

RE: ANIMAL ADOPTION & RESCUE COMMITTEE

Mr. William Coad, cited that he would like to meet with the interested parties together with Animal Control Supervisor, Franklin Bates, to discuss everyone's concerns.

The Board of Supervisors deferred the decision on the request to establish the *Charles City Animal Adoption & Rescue Committee* to their July 24, 2012 regular meeting.

RE: ARCHEOLOGICAL SOCIETY OF VA (ASV) R/E TAX RELIEF  
PETITION - DEFERRED

The Archeological Society of VA (ASV) brought a revised request for the Board's consideration to ascertain eligibility for tax exemption status pursuant to VA Code Section 58.1-3651 – Real Property Taxes.

The Board of Supervisors instructed the ASV it would be an easier decision to make if the rental property were removed from the parcel in question by a boundary line adjustment.

The Board deferred the decision on the request to their July 24, 2012.

RE: VRS CONCURRENCE RESOLUTION BY LOCAL GOVERNING BODY  
(Resolution 2012-11)

Motion was made by Floyd H. Miles, Sr. to adopt the following *Local Governing Body Concurrence with School Division Electing to Pay the VRS Board-Certified Rate* Resolution. The motion carried as follows:

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

***LOCAL GOVERNING BODY CONCURRENCE WITH SCHOOL DIVISION  
ELECTING TO PAY THE VRS BOARD-CERTIFIED RATE***

BE IT RESOLVED, that the County of Charles City, Virginia, Employer Code 40118, does hereby acknowledge that Charles City County Public Schools has made their election for its contribution rate to be based on the employer contribution rate certified by RE: VRS CONCURRENCE RESOLUTION BY LOCAL GOVERNING BODY (Resolution 2012-11) (CONTD)

the Virginia Retirement System Board of Trustees pursuant to Virginia Code §51.1-145(1) resulting from the June 30, 2012 actuarial value of assets and liabilities (the "Certified Rate"); and

BE IT ALSO RESOLVED that the County of Charles City, Virginia, 40118, does hereby certify to the Virginia Retirement System board of Trustees that it concurs with the election of the Charles City County Public Schools to pay the Certified Rate, as required by Item 468(H) of the 2012 Appropriation Act.

NOW, THEREFORE, the Board of Supervisors of the County of Charles City, Virginia, 40118, are hereby authorized and directed in the name of the County of Charles City, Virginia to execute any required contract to carry out the provisions of this resolution. In execution of any such contract which may be required, the seal of the County of Charles City, Virginia, as appropriate, shall be affixed and attested by the Clerk.

RE: VRS RESOLUTION – LOCAL GOVERNMENT (Resolution 2012- 12)

Motion was made by Floyd H. Miles, Sr. to adopt the *Employer Contribution Rates for Counties, Cities, Towns, School Divisions and Other Political Subdivisions Resolution*. The resolution states Charles City County certifies to the Virginia Retirement Systems (VRS) Board of Trustees that it elects to pay the contribution rate of 12.31%, effective July 1, 2012. The motion carried as follows:

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

RE: RESIDENTIAL CARE SERVICES AGREEMENT (COLONIAL GROUP HOME COMMISSION)

Motion was made by Floyd H. Miles, Sr. to adopt the *Residential Care Services Agreement* between the County of Charles City and the Colonial Group Home Commission agreeing to provide space on an as-needed basis to the County. The motion carried as follows:

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

RE: COST ALLOCATION FUNDS TRANSFER

Motion was made by William Coada to approve the cost allocation funds transfer in the amount of \$49,440.95 from budget line item # 251 Social Services to #111 General Fund. The motion carried as follows:

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

RE: VDOT SECONDARY ROAD PROJECTS

Motion was made by Floyd H. Miles, Sr. to approve the following road projects to proceed: #85337 (Rt. 609, Barnett's Road), #97688 (Rt. 155, Courthouse Road), #102507 (Rt. 618, Wilcox Wharf Road).

RE: VDOT SECONDARY ROAD PROJECTS (CONTD)

The motion carried as follows:

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

RE: RT. 607 TRUCK RESTRICTION UPDATE

Mr. Robert Crandol, VDOT Program Director, reported that the Commonwealth Transportation Board has reviewed the truck restriction request and has deemed it a viable restriction. The Virginia Department of Transportation must now seek public comment for 30 days. This will be by posting signs on each end of Route 607. Public comment will be accepted in writing for the designated 30 days. After the public comment period a report has to be compiled and submitted with VDOT's recommendation to the Transportation Commission. Mr. Crandol estimated that these required steps would be completed within three months.

RE: COUNTY ADMINISTRATOR APPOINTMENTS

Motion was made by Gilbert A. Smith to appoint the new County Administrator, Zach Trogdon, to the following Boards, overriding appointments of other staff members to these boards made at the Board of Supervisors' January 24, 2012 meeting.

Capital Region Collaborative Central VA Waste Management  
Crater Planning District Commission (Alternate)  
Emergency Operations Coordinator  
Emergency Planning Committee (SARA Title III)  
Landfill Advisory – Board of Directors  
Riverside Regional Jail – Board of Directors  
Richmond Regional Planning District (Alternate)

The motion carried as follows:

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

RE: COUNTY ADMINISTRATOR INTRODUCED

Board Chairman, Gilbert A. Smith introduced and welcomed the newly hired County Administrator, J. Zach Trogon, a native of Virginia, coming to Charles City with a background in county administration.

RE: PUBLIC COMMENT

1. Annette Roberts, 14314 Sandy Point Road – Ms. Roberts noted she spoke as a citizen but also on behalf of the Providence Forge Volunteer Rescue Squad. Ms. Roberts stated she is strongly in favor of the establishment of the *Charles City Animal Adoption and Rescue Committee* and that she and the Squad are happy to help the proposed program in any way they can. She noted that volunteer efforts to facilitate animal adoption and rescue from the Charles City Animal Shelter had been made in the past with little to no cooperation from the Animal Control Department. She hoped the Board would pursue the proposed committee of volunteers and make it a goal to better serve the animals of the county by doing so.
2. Ed Branch, 4000 Adkins Road – Mr. Branch commended the Board of Supervisors on their active role in governing the county. He stated the Board has done an excellent job looking at issues, investigating, and holding parties accountable. He also lauded the Board on working with the School Board and asking questions to resolve issues without making rash decisions.

RE: BOARD DIRECTIVES/COMMENTS

1. Directed staff to provide the Board a report detailing the Public Works Department's new management strategies, such as, maintenance schedules for the buildings, equipment, etc.
2. Directed staff to provide the Board a progress report on the Standard Operating Procedures each department is in the process of updating.
3. Directed staff to determine if it is necessary for all of the Public Works Department staff to have County issued cell phones.

RE: CLOSED SESSION

Motion was made by William Coda to go into closed session to discuss 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 carried as follows:

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

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

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

Motion was made by Gilbert 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. Coda	Aye
Gilbert A. Smith	Aye

RE: WASTE MANAGEMENT CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT APPROVED

Motion was made by Floyd H. Miles, Sr. to approve the *Confidentiality And Non-Disclosure Agreement* between the County and Waste Management of Virginia, Inc. and to authorize the County Administrator to execute a 90-day extension of the current agreement with Waste Management of Virginia, Inc., if acceptable to the other party. The motion carried as follows:

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

RE: 3% SALARY INCREASE – SHERIFF’S DEPARTMENT

Motion was made by Floyd H. Miles, Sr. to include the base salaries of the deputies and administrative staff of the Sheriff’s Department in the 3% County employees salary increase granted in the FY2013 Budget and to approve the transfer of the necessary funds from the Social Services Department budget. The motion carried as follows:

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

There being no further business before the Board, it hereby adjourned to meet again on Tuesday, **July 24, 2012** at 7:30 p.m. for the Board of Supervisors’ Regular Meeting.