

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, July 22, 2014 at 7:30 p.m.** in the 239th year of the Commonwealth and the 380th year of the County.

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

RE: ADOPTION OF AGENDA

Motion made by Gilbert Smith to adopt the agenda as written. The motion passed unanimously.

RE: CONSENT AGENDA

Motion made by Gilbert Smith to approve the following Consent Agenda. Motion passed unanimously.

- a. Approval of Minutes:
 - June 24, 2014 Regular Meeting Minutes
- b. CH2M Hill Invoice for Services through June 20, 2014
- c. Appropriations for the month of August 2014

Michelle Johnson presented and recommended the following appropriations for the month of August 2014.

General Fund Agencies

11010	Board of Supervisors	\$	6,095
12100	County Administrator		13,267
12210	Legal Services		8,000
12220	Non Departmental		3,400
12221	Non Departmental-Telecom		41,500
12240	Audit		700
12310	Commissioner of Revenue		30,315
12410	Treasurer		13,926
12420	Management Services		24,000
12425	Information Technology		48,580
12520	Motor Pool		16,000
12530	Central Gas		-
12600	Memberships		-
13100	Electoral Board		-
13200	Registrar		13,440

21100	Circuit Court	6,200
21200	Combined GD/JD Court	-
21300	County Magistrate	-
21600	Clerk of Circuit Court	16,257
21700	Sheriff Judicial	14,755
21800	Courthouse Security Fund	1,740
21930	Crater Criminal Justice T.C.	6,500
22100	Commonwealth's Attorney	17,976
31200	Sheriff Law Enforcement	-
31900	Sheriff Support	4,184
31920	County-School Resource Officer	4,641
32200	Fire Protection	25,000
32300	Emergency Medical Response	50,000
32350	E 911	2,700
32400	Wireless E911	2,155
33150	Correction & Detention	-
33300	VJCCCA	3,134
33310	Col Com Correction jb	1,900
33320	9th District Court Services	5,000
34400	Codes Enforcement	14,229
35100	Animal Control	10,000
35300	Medical Examiner	-
35500	Emergency Services	1,044
42400	Landfill Monitoring	(264,865)
43200	General Properties	87,000
51100	Health Department	-
52200	MH/MR Services Board	-
53600	Contributions	-
68010	John Tyler Community College	-
71100	Parks and Recreation	49,088
71200	Lewis Park Boat Ramp	6,100
73200	Library/Cultural	-
73210	Center For Local History	-
81100	Planning Commission	-
81200	Planning Department	16,960
81600	Com Development Cont	-
82650	Environmental Mgt Cont	-
83300	Cooperative Extension	7,000
91400	General Fund Contingency	-
94000	Cap Outlay-Repair/Renovation	20,000
95000	Debt Service	36,188

	<i>Total General Fund</i>	<u>\$ 364,109</u>
43400	Public Utility Fund	<u>89,500</u>
	<i>Total Board of Supervisors</i>	<u>\$ 453,609</u>

***FY14- School Operating Categorical
Appropriations***

61101	Instruction	487,059
62119	Admin, Attendance & Health Serv.	65,000
63109	Pupil Transportation	66,000
64209	Operations & Maintenance	135,000
65000	Instructional Technology	130,000
213	Self-Sustaining Fund	60,000
214	Textbook Fund	-
215	Food Service Fund	45,000
	<i>School Fund Total</i>	<u>\$ 988,059</u>

ALL FUNDS

<i>BOARD OF SUPERVISORS</i>	453,609
<i>SCHOOL OPERATING</i>	988,059
<i>SOCIAL SERVICES</i>	132,092
<i>SPECIAL WELFARE</i>	-
<i>GRAND TOTAL ALL FUNDS</i>	<u>\$ 1,573,760</u>

Motion was made by Gilbert Smith to approve appropriations as presented. Motion passed unanimously.

RE: PRESENTATIONS

VIRGINIA DEPARTMENT OF TRANSPORTATION

VDOT Residency Administrator, David Christoph, gave the following monthly report for the month of July 2014:

July 2014 – Monthly Report

MAINTENANCE	Marshall Winn/David Christoph
Grass Cutting / Secondary Rt.	
<ul style="list-style-type: none"> • Rt. 625, West Run Rd. • Rt. 658, Kimages Rd. • Rt. 618, Adkins Rd. • Rt. 649, Woodbourne Rd. • Rt. 607, Wayside Rd. • Rt. 639, The New Rd. • Rt. 642, Stagg Run Rd. 	

- Rt. 611, Kizzie Rd.
- Rt. 630, Samaria La.
- Rt. 631, Cool hill Rd.
- Rt. 669, Charles City Village
- Rt. 659, Old Ferry Rd.
- Rt. 608, Shirley Plantation Rd.
- Rt. 606, Carter's Mill Rd.
- Rt. 620, Lewis Tyler La.
- Rt. 635, Holly Tree Rd.
- Rt. 655, Salem Run Rd.
- Rt. 604, Warriner Rd.
- Rt. 661, The Loop Rd.
- Rt. 607, Church La.
- Rt. 603, Old Union Rd.
- Rt. 641, Little Elam Rd.
- Rt. 648, New Quarter Rd.
- Rt. 615, The Glebe La.
- Rt. 626, Old Elam Cemetery Rd.
- Rt. 601, Liberty Church Rd.
- Rt. 643, The Crossover Rd.
- Rt. 644, Courthouse Rd.
- Rt. 660, Munford Rd.
- Rt. 624, Horse Shoe Rd
- Rt. 651, Legion Rd.
- Rt. 610, Green Oak Rd.
- Rt. 614, Sturgeon Point Rd.
- Rt. 653, Mt. Pleasant Rd.
- Rt. 656, Bradley Rd.
- Rt. 666, Waymacks Rd.
- Rt. 803, Old Holly Hills Rd.
- Collins Run Dr.
- Country Woods Dr.
- Rt. 621, Eagle Nest Rd.
- Rt. 623, Willcox Neck Rd.
- Rt. 627, Old Neck Rd.

Litter Pickup & Trash Bags Pickup

- Rt. 607, Church La.
- Rt. 614, Sturgeon Point Rd.
- Rt. 615, The Glebe La.
- Rt. 612, Ruthville Rd.
- Rt. 609, Barnett Rd.
- Rt. 603, Old Union Rd.
- Rt. 600, Charles City Rd.
- Rt. 653, Mt. Pleasant Rd.
- Rt. 618, Adkins Rd.

Day Lighting Signs / Primary & Secondary Rd.

- Rt. 5, John Tyler Mem. Hwy.
- Rt. 106, Roxbury Rd.
- Rt. 155, Courthouse Rd.
- Rt. 615, The Glebe La.
- Rt. 623, Willcox Neck Rd.
- Rt. 602, Lott Cary Rd.
- Rt. 600, Charles City Rd.
- Rt. 650, Cattail Rd.
- Rt. 658, Kimages Rd. (Complaint)
- Rt. 671, Roxbury Industrial Center A
- Rt. 631, Cool Hill Rd.
- Rt. 639, The New Rd.
- Rt. 607, Church La.
- Rt. 613, Sandy Point Rd.
- Rt. 624, Horse Shoe Rd.
- Rt. 610, Green Oak Rd.
- Rt. 609, Barnett Rd.(Complaint)
- Rt. 615, The Glebe La. (Complaint)
- Rt. 654, Deerfield Rd.(Complaint)

Day Light Intersections

- Rt. 685, Chamber Rd. & Rt. 609, Barnett Rd.
- Rt. 615, The Glebe La. & Rt. 614, Sturgeon Point Rd. (Tall Corn)
- Rt. 5, John Tyler Mem. Hwy. & Rt. 658, Kimages Rd.

Bike Trail Cleanup

- Grass Cutting
- Blowing Trail
- Limbs Throw Back
- Weed Eating
- Sweeping Trail

Tree Debris Cleanup/Throw Back

- Rt. 5, John Tyler Mem. Hwy.
- Rt. 680, Perk's La.
- Rt. 602, Lott Cary Rd.
- Rt. 106, Roxbury Rd.
- Rt. 155, Courthouse Rd.
- Rt. 650, Cattail Rd.
- Rt. 621, Eagles Nest Rd.
- Rt. 627, Old Neck Rd.
- Rt. 615, The Glebe La.
- Rt. 654, Deerfield Rd.
- Rt. 619, Weyanoke Rd.
- Rt. 614, Sturgeon Point Rd.

Clean & Break Beaver Dams

- Rt. 612, Ruthville Rd.

- Rt. 614, Sturgeon Point Rd.
- Rt. 616, Adams Bridge Rd.
- Rt. 620, Lewis Tyler La.
- Rt. 623, Willcox Neck Rd.

Pot Hole Repair

- Rt. 607, Wayside Rd.
- Rt. 609, Barnett Rd.
- Rt. 631, Cool Hill Rd.
- Rt. 5, John Tyler Mem. Hwy.
- Rt. 650, Cattail Rd.
- Rt. 623, Willcox Neck Rd.
- Rt. 665, Harrison Lake Dr.

Sign Straighten & Repair

- Rt. 658, Kimages Rd.
- Rt. 5, John Tyler Mem. Hwy.
- Rt. 626, Old Elam Cemetery Rd.
- Rt. 644, Courthouse Rd.

Shoulder Repair / w Motor Grader

- Rt. 106, Roxbury Rd.

Sweeping Intersections

- Rt. 5, John Tyler Mem. Hwy. & Rt. 155, Courthouse Rd.

Hanging Tree Limb / Complaint

- Rt. 614, Sturgeon Point Rd.

Repair Driveway /w Stone

- Rt. 631, Cool Hill Rd. (Complaint)

Clean Out Driveway Pipe

- Rt. 631, Cool Hill Rd. (Complaint)

Next Month's Agenda

- Grass Cutting / Secondary
- Litter Control / Primary & Secondary
- Shoulder Repair / Primary & Secondary
- Sign Maintenance & Day lighting / Primary & Secondary
- Debris Removal & Grass Cutting / Bike Trail
- Pavement Repair / Secondary
- Beaver Control
- Ditch Cleaning

Bridge :

Nothing to report this Session.

Robert Dunn

CONSTRUCTION

Keith Rider, P.E.

<ul style="list-style-type: none"> Rte. 5 bridge over Herring Creek – project was re-advertised on 7/8, bids due on 8/27. If a bid is accepted this time, work would not get started until about Nov. 1. 	
TRAFFIC STUDIES/SPECIAL REQUESTS	Jeff Kuttesch
<ul style="list-style-type: none"> Nothing to report this Session 	

Floyd Miles stated he met with Mr. Tommy Brown, VDOT Foreman, on the beaver problem on Adams Bridge Road. The beavers are building dams as quick as they are torn down. Mr. Brown stated the dams are off of VDOT right-a-way but will get with VDOT Environmental Department to see if it's anything they can do. Mr. Miles has not heard back from Mr. Brown or anyone from VDOT Environmental Department. Mr. Miles stated as soon as he gets a date from the resident on Adams Bridge Road he will let VDOT know when everyone can meet.

Floyd Miles stated the Benjamin Harrison Bridge is under repair this week and has been closed since 7:00 a.m., Monday, July 21st, and will reopen at 7:00 a.m., Friday, July 25th.

Bill Coada stated at the last meeting he asked if anything had been received from Ruth Christian; her mailbox had been knocked down by a snowplow. He asked Mr. Christoph to email him the final results.

Bill Coada stated Mrs. Almeda Tyler had stated at the last meeting that her daughter that lives at 9500 Lewis Tyler Road has problems with water standing in her yard when it rains. Mr. Christoph will send him information on this issue.

Bill Coada also stated a constituent from District II, Mr. Steve Fuhrmann, had inquired about the mowing on secondary and primary roads at the last Board meeting; he was supposed to have gotten a response as to why VDOT barely mowed 5 feet this year, was it a change in contractor or was it funding. Also, Mr. Fuhrmann wanted results of the traffic study or speed study being done on Adkins Road. Mr. Christoph stated he will check into this.

Floyd Miles stated sometime back there was a traffic study done from Route 614 to where it intersects to Route 5; he would like to have a copy of the report. They were looking at reducing the speed limit to 45 mph for the entire road. The speed limit drops down to 45 mph when you get to Old Elam Church.

Alton Washington, 10605 Sturgeon Point Road, Charles City, VA., stated the work on Sturgeon Point Road is supposed to be completed by December, but no work has begun, can you tell us when the work will start. Pipes are supposed to be placed underneath the road to help with the water drainage. Mr. Christoph stated he does not have anything on this, will give a progress report at the next meeting.

Steve Fuhrmann, 3400 Adkins Road, Providence Forge, VA., stated information had been received on the mowing and traffic study on Route 614, Adkins Road; Mr. Coada was copied on the response.

RE: PUBLIC HEARING

C.H. Schreiber Contracting, Inc.

Matt Rowe, Director of Planning, gave a brief presentation on the Special Use Permit for C.H. Schreiber Contracting to mine aggregates/fill dirt on 50 acres of a parcel owned by James & Linda Hannabass, located northwest of Custom Concrete mining site off Courthouse Road.

Floyd Miles motioned to approve Special Use Permit. Motion passed as follows with Mr. Coada recusing himself:

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

RE: PUBLIC COMMENT PERIOD

Mr. Michael Jones, 9096 Kimages Road, Charles City, VA., stated he is still waiting on getting a response on the “mishandled” 6 million dollars from the rainy fund.

RE: APPOINTMENTS

Michelle Johnson addressed appointment issues from last month meeting; it was confirmed that Mrs. Vanessa Taylor on the Housing Task Force Board actually lives in District II. District II is her Magisterial District. She is a very active member on this board; this will leave only one member in District I. The Housing Task Force bylaws states there will be two members from each Magisterial Districts. It was agreed that the language on the bylaws be amended and brought back to the August 2014 meeting for review.

Michelle Johnson also stated at the June 2014 meeting Thomas Jones, III listed on the Recreational Advisory Board as District III, he has been changed to District I. Mr. Thomas Jones, III also is listed as a School Representative is now a retired employee. Michelle Johnson will check with the School to confirm they are okay with Mr. Thomas Jones being their representative or if they want an active employee with the school system as the representative.

RE: COUNTY ADMINISTRATOR'S REPORT

Michelle Johnson stated on June 28, 2014 the Sheriff's Department conducted a fundraiser to raise money for his department. The total amount collected was \$1,319.00. The Department also received \$1,150.00 in donations to support National Night Out on August 5th. Michelle Johnson recommended we amend the FY14 budget and carry the funds over to FY15 for the total amount of \$2,469.00 to purchase

new chairs for dispatch as well as support National Night Out. Motion was made by Floyd Miles to amend the FY14 Budget as recommended. Motion passed unanimously.

Michelle Johnson stated at the July 15th School Board Meeting the School Board voted to have a Categorical Transfer from Instruction into Administration, Attendance and Health in the amount of \$11,000.00 and \$23,068 into Food Service. Motion was made by Gilbert Smith to amend the FY14 Budget as recommended. Motion passed unanimously.

Michelle Johnson stated the School Board has requested appropriations transfer of \$23,068 from fund 212 to fund 215; they also have requested an additional appropriation of \$19,000 to the Transportation category that should have been requested in May for the June appropriations. Michelle Johnson stated she has verified the funds are available to be moved from fund 212 to fund 215 and the \$19,000 appropriation is needed and available in the Transportation category. Michelle Johnson recommended the appropriations transfer for the School Board. Motion was made by Gilbert Smith to amend the FY14 Budget as recommended. Motion passed unanimously.

Michelle Johnson gave an update on the 2014 Comprehensive plan. She stated there has been community involvement with our Comprehensive Plan and presentations have been given by staff in the Planning Department. It is the recommendation of our County Administrator, Zach Trogdon, to have a joint public hearing on the 2014 Comprehensive Plan. The Board agreed to advertise for the joint public hearing to be held on the 2014 Comprehensive Plan update at the August 26, 2014 meeting.

Sheriff Javier Smith invited everyone, and their family and friends, to come out on Tuesday, August 5th at 6:00 p.m. to National Night Out. He stated this event was a success last year as it builds relationships between the citizens and staff.

RE: PUBLIC COMMENTS:

Tak Kwok, 7110 Mistletoe Lane, Charles City, VA., stated he would like to see consistency on receiving the agenda's for the Planning Commission and the Board of Supervisor's meetings. The Planning Commission is fine but he received the Board of Supervisor's agenda via email the day of the meeting. He would also like to see agenda's for the Board of Supervisors' Work Sessions. He also stated there was supposed to be joint meeting between the Board of Supervisors and the Planning Commission in reference to NSA (Neighborhood Service Areas), he wanted to know if this meeting is tentative and will it be open to the public.

Mrs. Elnora Robinson, 17511 John Tyler Memorial Highway, Charles City, Va., stated she has a concern about the support Senior Connections is providing to the County. Does anyone on the Board have a connection with Senior Connections? She has heard the office is not open and there are people that need help. If we have a representative what are they doing for the people in Charles City County?

RE: DIRECTIVES AND COMMENTS

Bill Coad addressed the concern Mr. Tak Kwok has on receiving agenda's from the Planning Commission and the Board of Supervisors. The Planning Commission sends their agenda out one week in advance. The Board of Supervisor's agenda are finalized the Friday before the Board meeting.

Michelle Johnson addressed the concern Mrs. Elnora Robinson has about Senior Connections. She stated the Senior Connections member supporting Charles City County was in an accident and has been out for 3 months due to injury. Senior Connections is still servicing our citizens with limited staff. Michelle stated she will provide Mrs. Robertson a report of all the services Senior Connections has provided over the last 3 months.

Bill Coad welcomed Ray Watson, Interim Finance Director of the Schools, back to the School Board. He also stated it is refreshing and exciting to know the new School Superintendent, Dr. David Gaston, has a 100 Day Plan. He commended the School Board for their selection of the new school superintendent.

Bill Coad gave a personal presentation on the Fund Balance, which he has mistakenly called Rainy Day Fund for a couple of years. Bill Coad disagree with the statement made that the funds has been mishandled in the past. This presentation explained how the Fund Balance has been used in the past to balance the budget. He stated if anyone has any questions his telephone number is listed on the County web-page.

Randy Boyd stated in follow-up from the last Board Meeting law enforcement cannot enforce laws in subdivisions with private roads unless the development has 100 lots or more. Floyd Miles stated Zach Trogdon, County Administrator, is looking into how Sussex County made an exception to the rule.

RE: EXECUTIVE SESSION

Motion was made by Gilbert Smith to go into Executive Session to discuss personnel matters under Section 2.2-3711(A)(1), Prospective Business pursuant to Section 2.2-3711(A)(5), Investment of Public Funds pursuant to Section 2.2-3711(A)(6) and to consult with legal counsel pursuant to Section 2.2-3711(A)(7) of the Code of Virginia. All were in favor.

Motion was made by Floyd Miles to return to open session and to certify that the Board of Supervisors discussed only public business matters exempted from statutory open meeting requirements identified in the motion to convene to Executive Session. Motion passed unanimously.

The next Board meeting will be held on **Tuesday, August 26, 2014** at 7:30 p.m.