

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 24, 2012** at 7:30 p.m. in the 237th year of the Commonwealth and in the 378th year of the County.

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

RE: ADOPTION OF AGENDA

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

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

RE: CONSENT AGENDA

Motion was made by Floyd H. Miles, Sr. to approve the following consent agenda:

- b. Approval of payment to CH2MHill in the amount of \$10,699.67 for landfill professional services for the period of May 19, 2012 through June 15, 2012.
- c. Appropriations for the month of August, 2012

<i>General Fund Agencies</i>	
Board of Supervisors	\$ 4,905
County Administrator	15,684
Legal Services	-
Non Departmental	-
Non Departmental-Telecom	54,000
Audit	-
Commissioner of Revenue	13,686
Treasurer	14,655
Management Services	33,274
Information Technology	38,704
Motor Pool	5,810
Central Gas	975
Memberships	-
Electoral Board	-
Registrar	-
Circuit Court	2,327
Combined GD/JD Court	-
County Magistrate	-
Clerk of Circuit Court	16,388
Sheriff Judicial	12,355
Courthouse Security Fund	1,100
Crater Criminal Justice T.C.	-
Commonwealth's Attorney	17,344

RE: CONSENT AGENDA(Contd)

Appropriations August, 2012

Sheriff Law Enforcement	63,945
Sheriff Support	6,806
Fire Protection	34,907
Emergency Medical Response	52,970
E 911	1,300
Wireless E911	2,500
Correction & Detention	29,100
VJCCCA	-
Col Com Correction jb	-
9th District Court Services	1,585
Codes Enforcement	14,750
Animal Control	14,189
Medical Examiner	-
Emergency Services	2,288
Landfill Monitoring	53,287
General Properties	77,880
Health Department	21,484
MH/MR Services Board	27,665
Contributions	22,645
John Tyler Community Coll	-
Parks and Recreation	35,262
Lewis Park Boat Ramp	-
Library/Cultural	17,611
Center For Local History	5,000
Planning Commission	500
Planning Department	13,380
Com Development Cont	8,387
Environmental Mgt Cont	-
Cooperative Extension	300
General Fund Contingency	-
Cap Outlay-Repair/Renovation	-
Debt Service	36,188
Total General Fund	\$ 775,136
Public Utility Fund	35,547
Total Board of Supervisors	\$ 810,683
School Operating - Categorically	
Instruction	75,000
Admin, Attendance & Health Serv.	40,000
Pupil Transportation	25,000
Operations & Maintenance	45,000
Instructional Technology	35,000
Self-Sustaining Fund	25,000
Textbook Fund	-
Food Service Fund	20,000
School Fund Total	\$ 265,000

RE: CONSENT AGENDA(Contd)

Appropriations August, 2012

<i>ALL FUNDS</i>	
<i>BOARD OF SUPERVISORS</i>	810,683
<i>SCHOOL OPERATING</i>	265,000
<i>SOCIAL SERVICES</i>	132,237
<i>SPECIAL WELFARE</i>	5,000
<i>TRANS. TO COMMONWEALTH</i>	-
<i>SPECIAL FUNDS</i>	-
<i>GRAND TOTAL ALL FUNDS</i>	\$ 1,212,920

The motion carried as follows:

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

RE: BOARD OF SUPERVISOR MEETING MINUTES

Motion was made by William Coad to approve the minutes of the June 6, 2012 and June 13, 2012 recessed meetings, and the June 26, 2012 regular meeting, with corrections as directed. The motion carried as follows:

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

RE: VIRGINIA DEPARTMENT OF TRANSPORTATION

Residency Maintenance Manager, Mike Cade gave the following monthly report:

Maintenance Activities for the Previous 30 Days:

- Pavement Repair Secondary – 618 Adkins Road; 621 Eagles Nest Road; 627 Old Neck Road; 645 Chickahominy Bluff Road; 613 Sandy Point Road; 623 Wilcox Neck Road; 614 Sturgeon Point Road.
- Tree Trimming - 606 Carter’s Mill Road; 609 Barnetts Road;
- Litter Control - 155 Court House Road; 618 Adkins Road; 106 Roxbury Road; 5 John Tyler
- Bike Trail – Debris Removal, Tractor Mowing, Weed eating.
- Storm Cleanup – 614 Sturgeon Point Road; 615 The Glebe Lane; 623 Wilcox Neck Road; 155 Court House Road; 5 John Tyler Highway; 624 Horse Shoe Road; 613 Sandy Point Road; 603 Old Union Road; 106 Roxbury Road; 621 Eagles Nest Road; 680 Old Holly Hill Road; 803
- Trimming Site Distance – 609 Barnetts Road @ 685 Chambers Rd; 600 Charles City Rd@ 622 CC Road; 613 Sandy Point Rd @ 623 Wilcox Neck Road; 690 Harrison Point Road @ 106 Roxbury Road; 603 Old union Road @ Barnetts Road; 653 Mt. Pleasants Road @ 609 Barnetts Road; 615 The Glebe Lane.
- Broke Beaver Dam – 612 Ruthville Road;
- Repaired Shoulder Washout – 624 Horseshoe Road; 623 Wilcox Neck Road
- Grass Mowing - Completed All Secondary Mowing

Maintenance Activities Planned for the next 30 Days:

- Grass Mowing Primary
- Pavement Repair Secondary
- Tree Trimming Secondary
- Litter Control Primary and Secondary
- Grass Mowing Bike Trail
- Sign Maintenance
- Dead Animal Removal

RE: VIRGINIA DEPARTMENT OF TRANSPORTATION (CONTD)

Upcoming Projects

1. Benjamin Harrison Bridge: The pile jacketing project which is being re-advertised should not have any traffic impacts, but people might be curious when they see barges and equipment in the river later this year.
2. The auxiliary drive project will have to close the bridge for portions of the work, but the project will not go to construction until 2013. Even farther out is the superstructure repair and joint closure project.
3. Henderson Construction has been awarded the Design/Build contract for the New Market section of the VA Capital to Capital Trail and construction is to begin Spring, 2013.

Recent Board Requests and Questions:

1. **Mr. Floyd Miles, Sr.** inquired as to why VDOT trucks are sometimes seen on the VA Capital Trail. *Mr. Cade explained debris removal and maintenance of the trail sometimes required it.*

Citizens' Comments

1. Elnora Robinson, 17511 John Tyler Memorial Highway - Mrs. Robinson asked if there was anything to report on getting pavement reflectors on Rt. 5 west of the Chickahominy River bridge. *Mr. Cade responded that a traffic pattern study was done and it showed that road reflectors were not warranted on that section of Rt. 5 based on the low number of traffic accidents on record.*

RE: APPOINTMENTS – PLANNING COMMISSION

Motion was made by William Coado to reappoint Edward L. Baber, Jr., 5326 Adkins Rd, and C. Lenny Miles, 8500 Cool Hill Road to serve as District II members on the Planning Commission, said terms to expire July 31, 2016. The motion carried as follows:

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

RE: SECONDARY ROAD SYSTEM ADDITIONS RESOLUTION (Payne Estates: Phase II) (Resolution 2012-14)

Motion was made by Floyd H. Miles, Sr. to adopt the following Payne Estates – Phase II: Secondary Road System Additions Resolution and to execute the referenced VDOT Form AM 4.3. The motion carried as follows:

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

PAYNE ESTATES – PHASE II: SECONDARY ROAD SYSTEM ADDITIONS

WHEREAS, the street(s) described on the attached Additions Form AM-4.3, fully incorporated herein by reference, are shown on plats recorded in the Clerk's Office of the Circuit Court of Charles City County; and

WHEREAS, the representative for the Virginia Department of Transportation has advised this Board that the street(s) in Payne Estates – Phase II meet the requirements established by the Virginia Department of Transportation's Subdivision Street Requirements.

NOW, THEREFORE, BE IT RESOLVED, the Board requests the Virginia Department of Transportation to add the street(s) described on the attached Additions Form AM-4.3 to the secondary system of state highways, pursuant to Section 33.1-229, Code of Virginia, and the Department's Subdivision Street Requirements, after receiving a copy of this resolution and all outstanding fees and documents required of the developer, whichever occurs last in time; and

RE: SECONDARY ROAD SYSTEM ADDITIONS RESOLUTION (Payne Estates: Phase II) (Resolution 2012-14) (CONTD)

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage; and
BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Residency Administrator for the Virginia Department of Transportation.

RE: LAWRENCE LEWIS, JR. PARK BOAT RAMP UPDATE

Mr. John Bragg provided the Board a status report on the boat ramp project for Lawrence Lewis, Jr. Park including the proposed site plan, and noting the following:

- Coordination with USFWS, VMRC and the Corps of Engineers has been completed.
- Permit from Virginia Marine Resources Commission for subaqueous disturbance to be received by end of July, 2012
- Surveyor to provide final documents by August 3, 2012
- Final engineering and bid document being prepared

RE: CHESAPEAKE CONSERVANCY – BOAT RAMP PROJECT

Motion was made by Floyd H. Miles, Sr. to accept the Chesapeake Conservancy Letter of Intent outlining the relationship between the Chesapeake Conservancy and Charles City County regarding the creation of a boat ramp at Lawrence Lewis, Jr. Park. The motion carried as follows:

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

RE: QUARTERLY APPROPRIATIONS

The Board agreed to defer their decision regarding the request to return to quarterly appropriations until their August 28, 2012 meeting.

RE: ANIMAL ADOPTION AND RESCUE COMMITTEE

Motion was made by Floyd H. Miles, Sr. to not establish the animal adoption and rescue committee. The motion carried as follows:

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

RE: FORWARDED TO PLANNING COMMISSION

The Board agreed to forward the following applications to the Planning Commission for their review and recommendation:

1. Holdcroft Harbor Re-Zoning Application REZ-1-12
2. William Whittemore Special Use Permit Application #SUP-1-2012

RE: SHERIFF'S DEPARTMENT GRANTS

Motion was made by Floyd H. Miles, Sr. to accept the following grants awarded to the Sheriff's Department:

1. Wireless Education Program Grant (\$2,000)
2. CPE Upgrade Grant (\$115,000)
3. DCJS Byrne Grant (\$1,091)

The motion carried as follows:

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

RE: SHERIFF'S DEPARTMENT - ID MAKER

Motion was made by Floyd H. Miles, Sr. for the County to evenly split the cost of an ID maker with the Sheriff's Department (IDVille quote: \$2,048.95). The motion carried as follows:

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

RE: FY2012 CARRYOVER

Motion was made by William G. Coad to approve the following FY2012 funds be carried over into the FY2013 budget. The motion carried as follows:

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

Fund	Department	Amount
111	Capital Outlay	\$ 115,896
111	Social Center Repairs	2,500
111	Asset Forfeiture - Sheriff	2,884
111	Asset Forf. – Com. Atty	601
	Total County	\$ 121,881
211	Various Grants	355,450
	Total Schools	\$ 355,450
800	PSAP Grant	582
800	DMV Grant	7,900
800	E911 Grant	24,249
800	IRS Grant	188
800	Litter Grant	637
800	Wireless Grant	67,582
800	Select. Enforcement Grant	4,608
	Total Grant Fund	\$ 105,746

RE: DIRECTOR OF PLANNING

Motion was made by Floyd H. Miles, Sr. to approve the hiring of Matthew Rowe as Director of Planning.

RE: DIRECTOR OF PLANNING (CONTD)

The motion carried as follows:

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

RE: PUBLIC COMMENTS

1. Strothers Sharp, Willcox Neck Road – Ms. Sharp requested clarification on the vote taken regarding the Animal Adoption & Rescue Committee as she and others had not understood if the matter had been voted on or deferred to the next meeting.
2. Annette Roberts, 14314 Sandy Point Road – Ms. Roberts stated she was disappointed with the Board’s decision to deny the request to establish a volunteer-based committee to help the Animal Control Department.

Mr. Gilbert Smith reminded the speakers the comment period was for non-agenda items and therefore was not the appropriate time to discuss a matter that had been on the agenda.

RE: BOARD DIRECTIVES/COMMENTS

1. **Mr. William Coad** stated he wished the record to show his strong disappointment of the Board’s vote not to establish the volunteer-based animal adoption and rescue committee.
2. **Mr. William Coad** announced he will be holding a Town Hall Meeting August 27, 2012 at 7:00 p.m. at the government center building.

RE: CLOSED SESSION

Motion was made by William Coad to go into closed session to discuss personnel matters under Section 2.2-3711(A)(1) of the 1950 Code of Virginia, as amended The motion carried as follows:

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

Motion was made by Floyd H. Miles, Sr. to return to regular session. The motion carried as follows:

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

Motion was made by William Coad 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. Coad	Aye
Gilbert A. Smith	Aye

There being no further business before the Board, it hereby recessed to meet again on Tuesday, **August 28, 2012** at 7:30 p.m. for the Board of Supervisors’ regular meeting.