

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, August 26, 2014 at 7:30 p.m.** in the 239th year of the Commonwealth and the 380th year of the County.

PRESENT: William G. Coad, 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:
 - July 22, 2014 Regular Meeting Minutes
 - August 13, 2014 Special Call Meeting
- b. CH2M Hill Invoice for Services through July 18, 2014
- c. Appropriations for the month of September 2014

General Fund Agencies

11010	Board of Supervisors	\$	7,924
12100	County Administrator		22,445
12210	Legal Services		8,000
12220	Non Departmental		3,400
12221	Non Departmental-Telecom		-
12240	Audit		-
12310	Commissioner of Revenue		17,779
12410	Treasurer		13,776
12420	Management Services		24,000
12425	Information Technology		-
12520	Motor Pool		20,272
12530	Central Gas		-
12600	Memberships		-
13100	Electoral Board		-
13200	Registrar		13,440
21100	Circuit Court		2,700
21200	Combined GD/JD Court		-
21300	County Magistrate		-

21600	Clerk of Circuit Court	16,882
21700	Sheriff Judicial	11,815
21800	Courthouse Security Fund	1,350
21930	Crater Criminal Justice T.C.	-
22100	Commonwealth's Attorney	17,776
31200	Sheriff Law Enforcement	38,272
31900	Sheriff Support	4,184
31920	County-School Resource Officer	4,641
32200	Fire Protection	20,000
32300	Emergency Medical Response	46,128
32350	E 911	2,155
32400	Wireless E911	-
33150	Correction & Detention	30,000
33300	VJCCCA	-
33310	Col Com Correction jb	-
33320	9th District Court Services	10,000
34400	Codes Enforcement	12,083
35100	Animal Control	12,000
35300	Medical Examiner	-
35500	Emergency Services	2,964
42400	Landfill Monitoring	33,000
43200	General Properties	87,000
51100	Health Department	-
52200	MH/MR Services Board	-
53600	Contributions	-
68010	John Tyler Community College	-
71100	Parks and Recreation	36,253
71200	Lewis Park Boat Ramp	6,100
73200	Library/Cultural	-
73210	Center For Local History	-
81100	Planning Commission	-
81200	Planning Department	16,060
81600	Com Development Cont	-
82650	Environmental Mgt Cont	-
83300	Cooperative Extension	500
91400	General Fund Contingency	-
94000	Cap Outlay-Repair/Renovation	20,000
95000	Debt Service	36,188
	Total General Fund	\$ 599,087
43400	Public Utility Fund	91,258
	Total Board of Supervisors	\$ 690,345

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

61101	Instruction	495,000
62119	Admin, Attendance & Health Serv.	70,000
63109	Pupil Transportation	70,000
64209	Operations & Maintenance	125,000
68109	Instructional Technology	50,000
213	Self-Sustaining Fund	100,000
214	Textbook Fund	-
215	Food Service Fund	55,000
	<i>School Fund Total</i>	<u>\$ 965,000</u>

ALL FUNDS

<i>BOARD OF SUPERVISORS</i>	690,345
<i>SCHOOL OPERATING</i>	965,000
<i>SOCIAL SERVICES</i>	132,092
<i>SPECIAL WELFARE</i>	-
<i>TRANS. TO COMMONWEALTH</i>	-
<i>SPECIAL FUNDS</i>	-
<i>GRAND TOTAL ALL FUNDS</i>	<u>\$ 1,787,437</u>

- d. Resolution - Henrico Mental Health 2015/2016 Performance Contract
- e. Resolution – Riverside Jail

RE: PRESENTATIONS

VIRGINIA DEPARTMENT OF TRANSPORTATION

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

August 2014 – Monthly Report

MAINTENANCE	Marshall Winn/David Christoph
Grass Mowing on Secondary	
<ul style="list-style-type: none"> • Rt. 613, Sandy Point Rd. • Rt. 645, Chickahominy Bluff Rd. • Rt. 614, Sturgeon Point Rd. • Rt. 619, Weyanoke Rd. • Rt. 600, Charles City Rd. • Rt. 603, Old Union Rd. • Rt. 803, Old Holly Hills Rd. • Rt. 633, Herring Creek Rd. 	

- Rt. 640, Herring Creek Rd.
- Rt. 636, Shady Lane
- Rt. 665, Harrison Lake Drive
- Rt. 632, Tyler's Mill Rd.

Litter & Trash Bags Pickup

- Rt. 618, Adkins Rd.
- Rt. 607, Wayside Rd.
- Rt. 609, Barnett Rd.
- Rt. 620, Lewis Tyler Lane
- Rt. 607, Church Lane
- Rt. 602, Lott Cary Rd.
- Rt. 612, Ruthville Rd.
- Rt. 626, Old Elam Cemetery Rd.
- Rt. 615, The Glebe Lane
- Rt. 650, Cattail Rd.

Remove Fallen Trees From Roadway

- Rt. 652, Wiant Rd.
- Rt. 632, Tyler's Mill Rd.
- Rt. 5, John Tyler Mem. Hwy.
- Rt. 630, Samaria Lane.

Repair Driveways /w Stone

- Rt. 631, Cool Hill Rd.
- Rt. 618, Adkins Rd.
- Rt. 155, Courthouse Rd.
- Rt. 614, Sturgeon Point Rd.

Sweeping Loose Gravel Off Roadway & Intersections

- Rt. 615, The Glebe La. At Rt. 626, Old Elam Cemetery Rd.
- Rt. 155, Courthouse Rd. at Rt. 612, Ruthville Rd.
- Rt. 615, The Glebe La. At Turf Farm
- Rt. 614, Sturgeon Point Rd.
- Rt. 633, Herring Creek Rd. At Rt. 640, Herring Creek Rd.

Day Lighting Signs, & Intersections

- Rt. 612, Ruthville Rd.
- Rt. 619, Weyanoke Rd.
- Rt. 602, Lott Cary Rd.
- Rt. 609, Barnett Rd. at Rt. 603, Old Union Rd.
- Rt. 155, Courthouse Rd. at Rt. 610, Green Oak Rd.
- Rt. 615, The Glebe Lane at Rt. 626, Old Elam Cemetery Rd.
- Rt. 609, Barnett Rd. at Rt. 602, Lott Cary Rd.

Cleaning Leaves From Ditches & Pipes

- Rt. 631, Cool Hill Rd.
- Rt. 618, Adkins Rd.
- Rt. 610, Green Oak Rd.

Clean Out Beaver Dams

- Rt. 623, Willcox Neck Rd.
- Rt. 620, Lewis Tyler Lane
- Rt. 612, Ruthville Rd.
- Rt. 614, Sturgeon Point Rd.

Pothole Repair / Secondary

- Rt. 612, Ruthville Rd.
- Rt. 603, Old Union Rd.
- Rt. 614, Sturgeon Point Rd.
- Rt. 623, Willcox Neck Rd.
- Rt. 697, Country Wood Rd.

Patching Holes / w (Ender) Pot Hole Patching (Contractor)

- Rt. 603, Old Union Rd.
- Rt. 803, Old Holly Hill Rd.
- Rt. 680, Perk's Lane
- Rt. 617, Monguy Rd.
- Rt. 622, CC Rd.
- Rt. 631, Cool Hill Rd.
- Rt. 618, Willcox Wharf Rd.
- Rt. 602, Lott Cary Rd.
- Rt. 669, Charles City Village
- Rt. 614, Sturgeon Point Rd.
- Rt. 632, Tyler's Mill Rd.
- Rt. 641, Little Elam Rd.
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Atlantic Pipe Cleaner (Contractor)

- Rt. 620, Lewis Tyler Lane
- Rt. 644, Courthouse Green Way
- Rt. 615, The Glebe Lane
- Rt. 607, Church Lane
- Rt. 155, Courthouse Rd.
- Rt.. 631, Cool Hill Rd.
- Rt. 618, Adkins Rd.
- Rt. 609, Barnett Rd.
- Rt. 613, Sandy Point Rd.
- Rt. 623, Willcox Neck Rd.

Cleaning Ditches / w Gradall

- Rt. 609, Barnett Rd.
- Rt. 600, Charles City Rd.
- Rt. 623, Willcox Neck Rd.
- Rt. 620, Lewis Tyler Lane

Replace & Lower Driveway Pipe

- Rt. 620, Lewis Tyler Lane

<p>Seed & Straw Ditch Line</p> <ul style="list-style-type: none"> • Rt. 600, Charles City Rd. • Rt. 609, Barnett Rd. • Rt. 623, Willcox Neck Rd. <p>Mowing / w Slope Mower</p> <ul style="list-style-type: none"> • Rt. 614, Sturgeon Point Rd. <p>Throw Back Limbs</p> <ul style="list-style-type: none"> • Rt. 650, Cattail Rd. <p>Sign Repair County Wide</p> <ul style="list-style-type: none"> • Bike Trail Cleanup • Grass Cutting • Kleen Line Contractor Sprayed Edges & Guard Rails (Weeds) • Blowing Trail • Litter Pickup <p>Next Month's Agenda</p> <ul style="list-style-type: none"> • Litter Control / Primary & Secondary • Shoulder Repair/ Primary & Secondary • Sign Maintenance / Primary & Secondary • Pavement Repair / Secondary • Beaver Control

Bridge :	Robert Dunn
Nothing to report this Session.	
CONSTRUCTION	Keith Rider, P.E.
<ul style="list-style-type: none"> • Nothing to report this session. 	
TRAFFIC STUDIES/SPECIAL REQUESTS	Jeff Kuttesch
<ul style="list-style-type: none"> • Nothing to report this Session 	

David Christoph made the following statements: under Construction the Rt. 618 project, Wilcox Wharf Road, will be going to advertisement on November 10, 2014; the Benjamin Harris Bridge will be closed 24 hour a day to all through traffic starting Monday, September 8 at 7:00 a.m. and reopening September 12 at 8:00 a.m. for bridge work, and closed again Monday, September 22 at 7:00 a.m. and reopening September 26 at 8:00 a.m.

Floyd Miles commented on Benjamin Harrison Bridge notifications, the notifications always says the bridge is located in Prince George, when half of the bridge is in Charles City County.

Bill Coada stated he believed the claim Mrs. Ruth Christian had on her mailbox was denied as he had received an email. Mr. Christoph stated the Risk Management Department would have handled her claim. Bill Coada asked Mr. Christoph to check into this and let him know why it was denied.

PUBLIC COMMENT PERIOD

There were no public comments.

APPOINTMENTS

Bill Coada stated there were questions about the Housing Task Force, District II membership, at the last meeting. Michelle Johnson stated the bi-laws needs to come before the Housing Task Force Committee at their next meeting to have the language change. The Board members will continue as listed.

Motion was made by Bill Coada to reappointed Mr. Van Pearce and Mr. Clyde Miles, both from District II, to the Wetland Board with said terms expiring August 30, 2019. Motion passed unanimously.

Bill Coada stated if anyone was interested in being on the Road Viewers Committee to let him know.

COUNTY ADMINISTRATOR'S REPORT

Michelle Johnson stated that she has reviewed and verified that the Schools currently have FY2014 funding for Title I, Title II, Special Education and Technical Educators from federal funding, in the amount of \$227,363.52 that needs to be carried over into FY2015. Michelle Johnson recommended the Schools carryover \$227,363.52 of federal funding into FY2015. Motion was made by Gilbert Smith to a carryover the School funding as recommended into FY2015. Motion passed unanimously.

Michelle Johnson stated the Sheriff's Department has a DMV grant that will end in September 2014, due to it being on the federal fiscal year, with a balance of \$4,867.00. She also stated the Sheriff's Department has a \$762.00 balance in the Asset Forfeiture category for FY2014. Michelle Johnson recommended a total of \$5,629.00 be carried over into the FY2015 budget for the Sheriff's Department. Motion was made by Floyd Miles to carryover a total of \$5,629.00 into the Sheriff's Department budget as recommended. Motion passed unanimously.

Michelle Johnson stated the Sheriff's Department has been successful in acquiring the DMV Selective Enforcement Speed grant for FY2015. The total amount awarded is \$13,500.00; the match for this grant is vehicle maintenance, tires and fuel that is currently programmed into the budget for FY2015. Michelle Johnson recommended the Board accept and approve this grant for implementation by the Sheriff Department. Motion was made by Gilbert Smith to approve grant as recommended. Motion passed unanimously.

RE: PUBLIC HEARING

Comprehensive Land Use Plan Update:

Matt Rowe, Director of Planning, gave a brief review of what has transpired in preparing the 2014 Comprehensive Land Use Plan Update. The plan does address all the requirements by the State Code of Virginia to update or rewrite every five years, which is what is causing this effort. The Planning Commission recommended the Board of Supervisor's approve the Plan as presented.

Gilbert Smith motioned to approve the presented Comprehensive Land Use Plan Update as recommended by the Planning Commission. Motion passed as follows:

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

RE: PUBLIC COMMENT PERIOD

Cynthia Rowles, Extension Agent of Charles City County, stated the Fair Committee would like to invite everyone to the 98th Annual County Fair on Saturday, September 13, 2014; Grand Opening will be held at 10:00 a.m. The 2014 Fair will be dedicated to Mary Cotman a long time resident and supporter of the County Fair. Farm and home exhibits will be accepted on Thursday evening, September 11, from 3:00 p.m. until 8:00 p.m. and on Friday, September 12, from 8:00 a.m. until 12:00 p.m.; judging will occur on Friday afternoon. Baked goods and fresh flowers will be accepted Saturday morning, September 13, from 7:30 a.m. until 8:45 a.m. with judging at 9:00 a.m. The Best in Charles City County Contest this year is the Red Velvet Cake. She encouraged everyone to enter into the Fair and come out and support the Fair.

Elnora Robinson, 17511 John Tyler Memorial Highway, Charles City, VA., stated she is sorry if she offended anyone at last month's meeting in saying the Board needs to speak in the microphones.

RE: DIRECTIVES AND COMMENTS

Floyd Miles thanked the Sheriff Department on having a Resource Officer, Deputy Carter, at the Board meetings. His presence is appreciated. He verified with the Sheriff that the new vehicle had come in and will be put in service; he asked Michele Johnson to follow up on the second vehicle for the Sheriff Department.

Bill Coada made a motion to schedule a mandatory quarterly meeting with the School Board, to start in October 2014. Gilbert Smith stated he does not mind meeting but would like to see an agenda from the Schools as well as the Board of Supervisors, and will discuss only the agenda items noted on the agenda. Floyd Miles stated he is all for having a meeting if needed, not a mandatory meeting. The Boards need to have an understanding to meet if needed. Bill Coada amended the motion to have a quarterly meeting, starting in October, with the School Board and Board of Supervisors, with an agenda from both sides that the School

Superintendent and the County Administrator put together. Mr. Miles made a substitute motion to meet on an as-needed basis and the School Superintendent and County Administrator get together and notify the Boards when everyone needs to meet versus saying there will be a meeting every quarter. The substitute motion passed as follows:

Floyd Miles Aye
Gilbert Smith Aye
Bill Coada Nay

Bill Coada confirmed that the Commissioner of The Revenue received information on the business license that is supposed to go into effect January 1, 2015.

Bill Coada reminded everyone that there will be a second group Town Hall Meeting on Wednesday, September 3rd, at 6:30 p.m. in the auditorium.

Bill Coada stated he has proposed numerous times for the Board to get together for a Retreat. He made a motion that the Board schedules a retreat with an agenda to be provided by the County Administrator with input from the Board. This retreat would include the Deputy County Administrator. Floyd Miles and Gilbert Smith agreed on the retreat but recommended getting a facilitator to facilitate the meeting. Zach Trogdon, County Administrator, asked the Board to remember other things going on such as the budget when they schedule timing. Bill Coada withdrew his motion until next month to give Zach Trogdon time to pull together some ideas on a Retreat Meeting in the near future.

RE: EXECUTIVE SESSION

Motion was made by Bill Coada to go into Executive Session to discuss Personnel Matters under Section 2.2-3711(A)(1) and Investment of Public Funds pursuant to Section 2.2-3711(A)(6). All were in favor.

Motion was made by Gilbert Smith to return to open session and Floyd Miles made the motion 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 meeting will be a group Town Hall meeting to be held on **Wednesday, September 3, 2014** at 6:30 p.m.