

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 23, 2016, 7:30 p.m.** in the 241st year of the Commonwealth and 382nd year of the County.

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

RE: ADOPTION OF AGENDA

Motion was made by Bill Coad to adopt Agenda as presented. Motion passed unanimously.

RE: CONSENT AGENDA

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

- a. Approval of Minutes:
 - July 26, 2016 Regular Meeting Minutes
 - August 10, 2016 Recessed Meeting Minutes
 - August 15, 2016 Recessed Meeting Minutes
- b. CH2M Hill Invoice for Services through July 15, 2016
- c. Appropriations for the month of September 2016

**Charles City County
September Appropriations**

*Deputy
County
Administrator
Recommends*

General Fund Agencies

11010	Board of Supervisors	\$	9,095
12100	County Administrator		12,693
12210	Legal Services		5,000
12220	Non Departmental		4,000
12221	Non Departmental-Telecom		39,500
12240	Audit		-
12310	Commissioner of Revenue		16,395
12320	Reassessment		-
12410	Treasurer		15,742
12420	Management Services		24,070
12425	Information Technology		54,673
12520	Motor Pool		7,754

12530	Central Gas	1,275
12600	Memberships	-
13100	Electoral Board	-
13200	Registrar	5,408
21100	Circuit Court	6,550
21200	Combined GD/JD Court	-
21300	County Magistrate	-
21600	Clerk of Circuit Court	5,408
21700	Sheriff Judicial	13,890
21800	Courthouse Security Fund	3,200
21930	Crater Criminal Justice T.C.	-
22100	Commonwealth's Attorney	18,011
31200	Sheriff Law Enforcement	68,225
31900	Sheriff Support	14,810
31920	County-School Resource Officer	6,530
32200	Fire Protection	23,100
32300	Emergency Medical Response	48,128
32350	E 911	6,011
32400	Wireless E911	2,950
33150	Correction & Detention	-
33300	VJCCCA	-
33310	Col Com Correction jb	-
33320	9th District Court Services	5,000
34400	Codes Enforcement	10,450
35100	Animal Control	4,699
35300	Medical Examiner	-
35500	Emergency Services	4,791
42400	Landfill Monitoring	24,619
43200	General Properties	92,329
51100	Health Department	-
52200	MH/MR Services Board	29,065
53600	Contributions	20,230
68010	John Tyler Community College	-
71100	Parks and Recreation	28,004
71200	Lewis Park Boat Ramp	5,390
73200	Library/Cultural	17,795
73210	Center For Local History	-
81100	Planning Commission	-
81200	Planning Department	32,052

81600	Com Development Cont	3,750
82650	Environmental Mgt Cont	4,700
83300	Cooperative Extension	650
91400	General Fund Contingency	50,000
92100	Ruthville Fitness Center	-
95000	Debt Service	39,188
	Total General Fund	\$ 785,130
43400	Public Utility Fund	55,140
Fund		
311	Capital Improvement Plan	250,000
	Total Board of Supervisors	\$ 1,090,270

***FY16- School Operating Categorical
Appropriations***

61101	Instruction	492,038
62119	Admin, Attendance & Health Serv.	78,427
63109	Pupil Transportation	62,524
64209	Operations & Maintenance	85,722
68000	Instructional Technology	31,488
213	Self-Sustaining Fund	-
214	Textbook Fund	-
215	Food Service Fund	66,667
216	Capital Fund	-
	School Fund Total	\$ 816,866

ALL FUNDS

BOARD OF SUPERVISORS	1,090,270
SCHOOL OPERATING	816,866
SOCIAL SERVICES	15,000
SPECIAL WELFARE	-
GRAND TOTAL ALL FUNDS	\$ 1,922,136

RE: PRESENTATION

VIRGINIA DEPARTMENT OF TRANSPORTATION

Bruce Puffenbarger, Operations Manager VDOT, stated at the last meeting there was a request to drain ditches on Route 623. VDOT will start ditching next month in the area the water valve meters were put in by the County. He met with Mike Mee, Public Works Director, to discuss how to get the water valves out of the center of the ditch. VDOT will clean the ditch

and the County will come in and lower the valve boxes and put concrete on both sides of the valves along with a marker to let the VDOT tractors and/or bush hogs know where the valves are located when they start mowing. Bruce Paffenbarger gave the following monthly report for the month of August 2016:



ASHLAND RESIDENCY

BRUCE McNABB

**CHARLES CITY COUNTY
August 2016 – Monthly Report**

<p>Maintenance:</p> <p>Load Tree Debris</p> <ul style="list-style-type: none"> • Rt. 5, John Tyler Mem. Hwy. at Rt. 613, Sandy Point Rd. • Rt. 609, Barnett’s Rd. at Rt. 607, Church Ln. • Rt. 636, Shady Ln. <p>Remove Hanging Tree Limbs</p> <ul style="list-style-type: none"> • Rt. 609, Barnett’s Rd. • Rt. 600, Charles City Rd. • Rt. 5, John Tyler Mem. Hwy. • Rt. 624, Horse Shoe Rd. <p>Cut Back W/ Slope Mower</p> <ul style="list-style-type: none"> • Rt. 658, Kimages Rd. • Rt. 609, Barnett’s Rd. • Rt. 614, Sturgeon Point Rd. • Rt. 612, Ruthville Rd. • Rt. 614, Sturgeon Point Rd. at Rt. 5, John Tyler Mem. Hwy. • Rt. 155, Courthouse Rd. • Rt. 156, Roxbury Rd. <p>Remove Fallen Trees</p> <ul style="list-style-type: none"> • Rt. 600, Charles City Rd. • Rt. 632, Tyler’s Mill Rd. • Rt. 610, Green Oak Rd. • Rt. 609, Barnett’s Rd. • Rt. 613, Sandy Point Rd. <p>Bike Trail Cleanup</p> <ul style="list-style-type: none"> • Grass Cutting • Litter Pickup • Blowing Trail 	<p>Bruce Puffenbarger/Jamie Craig</p>
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- Cutting Back w/ Side Arm Tractor
- Cut Hanging Limbs
- Throw Back Limbs
- Cut Behind Bridges w/ Slope Mower

Pot Hole Repair

- Rt. 618, Adkins Rd.
- Rt. 626, Old Elam Cemetery Rd.
- Rt. 621, Eagles Nest Rd.
- Rt. 623, Wilcox Neck Rd.
- Rt. 632, Tyler's Mill Rd.
- Rt. 649, Woodbourne Rd.
- Rt. 629, Alpine Rd.
- Rt. 607, Church Ln.
- Rt. 600, Charles City Rd.
- Rt. 609, Barnett's Rd.
- Rt. 617, Monguy Rd.
- Rt. 660, Munford Rd.

Patching Holes w/ Ender Contractor

- Rt. 612, Ruthville Rd.
- Rt. 623, Wilcox Neck Rd.
- Rt. 609, Barnett's Rd.

Daylight Signs

- Rt. 155, Courthouse Rd.
- Rt. 617, Munguy Rd.
- Rt. 609, Barnett's Rd.
- Rt. 630, Cool Hill Rd.
- Rt. 660, Munford Rd.
- Rt. 106, Roxbury Rd.
- Rt. 623, Wilcox Neck Rd.
- Rt. 612, Ruthville Rd.
- Rt. 639, The New Road
- Rt. 649, Woodbourne Rd.
- Rt. 619, Weyanoke Rd. at Rt. 638, Mapisco Rd.
- Rt. 607, Wayside Rd. at Rt. 5, John Tyler Mem. Hwy.
- Rt. 600, Charles City Rd.
- Rt. 803, Perk's Ln.
- Rt. 603, Old Union Rd.
- Rt. 680, Old Holly Hills Rd.
- Rt. 622, CC Rd.
- Rt. 606, Carter's Mill Rd.
- Rt. 604, Warriner Rd.
- Rt. 661, The Loop Rd.
- Rt. 614, Sturgeon Point Rd.

- Rt. 615, The Glebe Ln.
- Rt. 623, Wilcox Neck Rd.
- Rt. 619, Weyanoke Rd.
- Rt. 625, West Run Rd.
- Rt. 658, Kimages Rd.
- Rt. 607, Church Ln. at Rt. 609, Barnett's Rd.

Litter & Trash Bag Pickup

- Rt. 155, Courthouse Rd.
- Rt. 607, Wayside Rd.
- Rt. 609, Barnett's Rd.
- Rt. 603, Old Union Rd.
- Rt. 631, Cool Hill Rd.
- Rt. 615, The Glebe Ln.

Hand Cut Sight Problem w/ Weedeater

- Rt. 619, Weyanoke Rd.
- Rt. 5, John Tyler Mem. Hwy.
- Rt. 5, John Tyler Mem. Hwy. at Rt. 613, Sandy Point Rd.
- Rt. 5, John Tyler Mem. Hwy. at Rt. 614, Sturgeon Point Rd.

Repair Driveway w/ Stone

- Rt. 5, John Tyler Mem. Hwy.
- Rt. 106, Roxbury Rd.

Daylight Driveways

- Rt. 612, Ruthville Rd.
- Rt. 155, Courthouse Rd.

Break Beaver Dams

- Rt. 626, Old Elam Cemetery Rd.
- Rt. 613, Sandy Point Rd.
- Rt. 616, Adams Bridge Rd.

Ditching w/ Gradall

- Rt. 106, Roxbury Rd.
- Rt. 610, Green Oak Rd.
- Rt. 602, Lott Cary Rd.
- Rt. 5, John Tyler Mem. Hwy.

Blade Dirt Roads

- Rt. 613, Sandy Point Rd.
- Rt. 616, Adams Bridge Rd.
- Rt. 623, Wilcox Neck Rd.
- Rt. 646, Oakwood Rd.
- Rt. 626, Old Elam Cemetery Rd.
- Rt. 654, Deerfield Rd.

<ul style="list-style-type: none"> • Rt. 648, New Quarter Rd. • Rt. 651, Legion Rd. <p>Cutting Back W/ Limb Saw</p> <ul style="list-style-type: none"> • Rt. 632, Tyler Mill Rd. • Rt. 156, Roxbury Rd. <p>Debris Removal</p> <ul style="list-style-type: none"> • Rt. 106, Roxbury Rd. • Rt. 5, John Tyler Mem. Hwy. <p>Throw Back Limbs</p> <ul style="list-style-type: none"> • Rt. 5, John Tyler Mem. Hwy. • Rt. 632 Tyler's Mill Rd. <p>Sign Replace, Repair & High Water Set Up</p> <ul style="list-style-type: none"> • Rt. 602, Lott Cary Rd. at Rt. 609, Barnett's Rd. • Rt. 615, The Glebe Ln. • Rt. 607, Church Ln. <p>Shoulder Repair / Mailboxes</p> <ul style="list-style-type: none"> • Rt. 610, Green Oak Road <p>Next Month's Agenda</p> <ul style="list-style-type: none"> • Ditching w/ Gradall – Prim / Sec. • Surface Treating / Sec. • Grass Cutting / Prim. • Slope Mower Cutting Back • Bike Trail Cleanup • Litter Control - Prim / Sec. • Daylight Signs – Prim / Sec. 	
CONSTRUCTION	Brian Ramsey, P.E.
<ul style="list-style-type: none"> • Nothing to Report this Session 	
TRAFFIC STUDIES/SPECIAL REQUESTS	Sharad Uprety, P.E.
<ul style="list-style-type: none"> • Nothing to Report this Session 	
RESIDENCY REPORT	Bruce Puffenbarger
<ul style="list-style-type: none"> • Updates will be given at the meeting. 	

Floyd Miles stated in reference to Route 612, Ruthville Road being closed, he would like to have received advance notice that the road was going to close, especially if it is a planned closure. The message board went up the week the road was going to close. Bruce Puffenbarger stated going forward VDOT will be putting the message boards up earlier. VDOT will give a two week notice.

Gilbert Smith stated he has received a call that grass needs to be cut at Barnetts and Wayside Road. Bruce Puffenbarger stated VDOT is getting ready to send out proceeds for bush hogging to start the end of the week; contractor will then have 10 business days to start cutting.

Elnora Robinson stated at the last meeting she brought up the need to clean the ditch on Route 623. Bruce Puffenbarger stated ditch cleaning will start the second week in September. After the ditches are cleaned they will start cleaning the driveway pipes.

Rev3 Triathlon:

Jay Peluso, National Race Director of Rev3 Triathlon, was present to address any questions or concerns about a triathlon event held in Charles City County on July 10, 2016. He stated they are a small family owned company that produces multi-sport of triathlon events on the East Coast. They hire local folks to assist them and reach out to organizations in various areas looking for opportunities to raise money. He gave a list of organizations' that have been given donations for donating their time during the event. He also read a letter from a family with a child with cancer that they have given a donation to help with medical expenses. He stated the race is truly a community affair, they provide a lot more than economic impact as far as tourism.

Floyd Miles stated he was disappointed in the way the race was conducted. He was concerned that the Hampton Road District gave approval for the permit when most of the race was in Charles City County. He stated our people, who are taxpayers, was inconvenienced and we knew nothing about this event. The letter shared with the Board showing donations given to organizations are all in jurisdictions adjacent to Charles City County. Jay Peluso stated the organizations that work with them come back year after year. He stated he will reach out to Charles City County in the future.

Bill Coad also stated his disappointment. He had several questions: Is the triathlon a race and a timed event? Is it okay for them to run stop signs, shut down traffic, disobey all traffic laws? Jay Peluso stated the race is traffic control, handled by their entities. The race is similar to a construction site. Law enforcement is made available to moves the traffic; cyclist is given the right-a-way. Bill Coad also stated he had done his research, 56 miles of the race was in Charles City County. Beth Weisberg with Virginia Capital Trail did not know about the event. He also stated Charles City Volunteer Fire Department did not receive a donation nor did they know about the event. The Board is willing to work with Rev3 Triathlon in the future if it is done the proper way.

Gilbert Smith stated the rules are not being followed. Jay Peluseo stated all cyclists are requested to attend mandatory meetings to go over all rules. He stated he wants to partner with the community.

Floyd Miles stated he has been in contact with Mr. Cole, Richmond Administrator with VDOT, who is looking into the permitting process of events coming through Charles City County.

Information Technology Presentations:

Harry French, Director of Information Technology Department, presented an overview of what the IT Department does. Harry French stated the five biggest challenges are Enhancing and protecting business value, cyber security, data classification, IT asset and data management, and mobile platforms and social media. Some of the service areas they work on are hardware repair and installation, help desk, in-house developed custom written software solutions, network administration, procurement services for computers and computer related products, software support, telecommunications, and web-site development. Outstanding customer service is always one of the department's primary goals. They currently support eighteen departments. Some of the department highlights are on-going Telecommunication Training on the new phone system, Avaya; Telecom Billing, converting of 829 numbers to 652 numbers; Installation of Wi-Fi at Recreation Center and GSBAB Auditorium; Audit report on CD's for the auditors; WENS (Wireless Emergency Notification System) was installed at Recreation Center to allow notification to be sent electronically to the public in reference to public events; Document Imaging. Information Technology worked with Public Works Department to design a new Utility Billing Statement that is currently being used.

Bill Coady asked if IT could train people on how to record their personal voicemail on the Avaya telephone. He also stated that only four people are using the scanning system and asked if everyone could be on board by September 2016. Harry French stated yes, their plan is to have everyone trained by the end of September. Mr. Coady stated going forward he would like for each department to talk about long and short term goals. On the new water bill statement Bill Coady asked if the past due amount could be highlighted to stand out.

Management Services Presentation:

Michelle Johnson, Deputy County Administrator, gave a 2016 department update on Management Services. She stated the FY2017 Budget process has been completed and implemented on July 1, 2016. The department is assisting Robinson Farmer & Cox with audits; they are scheduled to return to finish the audit in November. A template has been finalized to be used for the monthly financial statements. Rita Cotman, HR Analyst, will be retiring in December with 36 years of service. Thalia Bowen was hired in February of 2016 and will be her replacement and the transition is going very good. In working with the Treasurer they have 90% completed the end of year closing for 2016. The plan is to be finished by the end of August. Michelle Johnson stated she is working with Information Technology to implement some changes to the department. The department completed the financial process of the Broadband project; DHCD was very pleased with completing the project financially with all the requirements being met. The department transitioned the VACORP Training to Julie Spires, who is webinar certified. This is for insurance purposes in case an employee has any accidents or incidents. All documents and training have been completed for the merger of Fidelis Ambulance Service sold to AMB (Ambulance Medical Billing). One of the goals for FY2017 was to develop a wellness program for the staff. Virginia Credit Union held their first Financial Workshop with employees to help them alleviate debt and tips on how to manage money. This will be a six month series once a month. Meet with management and we have started the process of Performance Measurements. Starting in October the Board will receive a report listing key indicators from each department and how they measure. She is in the process of starting to prepare for the FY2108 which will start

in September of this year. Michelle Johnson also stated to the Board they should have their first monthly leave report that was requested in their packet. They will start receiving this report on a monthly basis. Another goal is to automate the entire payroll process. The process of how we pay vendors to reporting is already in process.

Bill Coad asked what percentage of collection is still outstanding in reference to the ambulance billing. Michelle Johnson stated she did not know, but will get back with him. Bill Coad asked if staff had any input on the Financial Wellness Program. Michelle Johnson stated with her office handling payroll, she see a lot of sensitive documents that affect staff financial. The goal is to assist staff as much as possible without being personal. Information from an outside financial institute is a tool to help them achieve goals they are trying to achieve personally.

RE: PUBLIC COMMENT PERIOD

Kevin Sullivan, 11001 Watermelon Field Road, Charles City, Va., stated he is a small business person that operates a couple of small businesses based on the bike trail. In the winter time he sells Alpaca clothing and sells popsicles along with giving away free ice water in the summer time. He is concerned about what has transpired at the meeting tonight on the triathlon. He stated he understands that the triathlon is operating out of James City County and Charles City County is getting nothing out of it. They are disrupting traffic and we get nothing in return. How can we get them to base their event in Charles City County like the Cap2Cap? He also stated there is business on the bike trail that we have not tapped into. He does not want to be the County where people come here to dump their trash. The County needs to concentrate on bringing events to Charles City County. We want them to come here and spend money. We can fill up Cul's Grille along with all the bed and breakfast; this is a golden opportunity that the County needs to take advantage of the bike trail.

David Ledbetter, 16530 Glebe Lane, Charles City, Va., stated he is speaking as a representative of the Charles City Ruritan Club. He thanked the County and staff for cooperating they have given in the preparation for the 34th Annual Steak Feast. The Steak Feast will be held on September 15, 2016, at Berkeley Plantation. This fund raiser funds the scholarships that are given to Charles City High School graduates. He also stated the organization has been in existence for over sixty years and they would be delighted to have new members as they are low in membership.

Martha Harris, 7902 Courthouse Road, Providence Forge, Va., stated she is asking the Board to take over the youth football program that has been hosted by Metro for 20+ years in Charles City County. She stated that Metro is no longer in Charles City County. Our kids have to go to Williamsburg or New Kent. Youth football is the only sport that is not administered by the Parks and Recreation Department. She stated she understands Metro is a group of volunteers and for whatever reason this year they will not have a youth football team in Charles City County. She has two grandsons that was ready to start this year and when she heard about Metro not being in the County it was too late to register them in New Kent. She stated we need to get started with our kids while they are young, if not by time they get to school, there will be no kids to play football. The most successful high school team played flag football. She

heard they did not come back to the County because they did not have volunteers or kids to play, but no one knew nothing about practices or that they needed volunteers. Martha Harris asked that the County not depend on a volunteer organization to be in charge of the youth football. She asked the Board to check into having youth football fall under Parks and Recreation Department.

RE: APPOINTMENTS

Floyd Miles stated the Board need to appoint individuals to the Fair Committee as listed on the memo in their packets. Bill Coad asked why increase the committee members from 12 to 15 members when the 100th Anniversary is already planned. Mr. Miles stated the committee had asked for new members to come out and utilize their time and he has told people to stop complaining and be part of the solution. Individuals have joined the committee, and they have participated and have been a part of planning the 100th Anniversary of the Fair. Floyd Miles stated the Board will be evaluating all the committees, and if individuals are not attending meetings, they need to be removed from the committee.

Bill Coad motioned to accept the request of the 2016 Fair Committee as presented. Motion carried unanimously.

2016 Fair Committee Members: Robert Adams (Chairman), Sr., Norma Adkins (Secretary), Wanda Adkins, Valerie Adkins, Sandra Bradby (Treasurer), Katrina Bradby (Administrative Assistant), Marian Christian, Barbara Hayes, Ruby Paige, Aundrea Smith, Louise Tabb, Avis Walker, Alfred Crump, Mary Brown, Antoinette Wallace-Jackson, Clem Miles, LaTasha Bowman, Denise Jones, Bettie Paige, John Allison (Advisor).

Gilbert Smith motioned to reappoint Byron Adkins, 13511 The Glebe Lane, Charles City, Va., to the Colonial Community Criminal Justice Board with said term to expire September 30, 2019. Motion carried unanimously.

Bill Coad motioned to suspend the Road Viewers Committee until reinstated by the Board. Motion carried unanimously.

Gilbert Smith motioned to reappoint Linda Cook, 5701 Monguy Road, Charles City, Va., to the Economic Development Authority Board with said term to expire June 30, 2020. Motion carried unanimously.

RE: COUNTY ADMINISTRATOR'S REPORT

Michelle Johnson presented a proclamation for Active Age Week which will be observed September 25 through October 1, 2016. This is a time to celebrate activity, volunteerism, engagement and healthy aging among citizens age 50 and older. She stated Parks & Recreation has planned a lot of activities during this week for the seniors. Gilbert Smith motioned to adopt the proclamation as presented. Motion carried unanimously.

Michelle Johnson stated \$25,000 was placed in the Capital Improvement Fund to purchase a vehicle for the Department of Parks & Recreation. A 2016 Ford Bus has been identified, test drove and is recommended for purchase. The total cost for the vehicle is \$42,874. Michelle Johnson requested an additional \$17,874 be taken from the FY2017 contingency line item to complete the purchase. Bill Coada motioned to accept request as presented. Motion carried unanimously.

Michelle Johnson stated the Sheriff's Department has been successful in receiving the Byrne Justice Assistance Grant again in the amount of \$949.00 with a match from the Sheriff's Department in the amount of \$105.00 for a total of \$1,054.00. The funds provided by the grant will be used to purchase safety vest for Deputies, jotto trunk organizers and alert kits. Michelle Johnson recommended the Board to accept this grant and amend the Sheriff's budget for \$1,054.00. Gilbert Smith motioned to accept grant as presented. Motion carried unanimously.

Michelle Johnson provided expenditures used for the Selective Enforcement Grant that the Board had requested at the July Board meeting. This grant is to allow the Sheriff's Department to do additional radar patrolling only. Floyd Miles asked that that Sheriff Alan Jones be invited to the Board Work Session meeting in September for further discussion.

Michelle Johnson stated Charles City County is a member of the Middle Peninsula Detention Commission. The Commission has submitted an amendment to the 1994 service agreement. The service agreement is changing the process in which each locality contributes to the Merrimac Peninsula Detention Center. Currently the service agreement states that a per diem charge will be used for each Juvenile committed to the Commission and the projected number of Juveniles from each jurisdiction. The new process will allow the locality to be charged based on the usage of the detention center within a five fiscal year period. Michelle Johnson recommended the County agree to the new process for the service agreement. Bill Coada motioned to approve the Middle Peninsula Detention Commission Agreement as presented. Motion carried unanimously.

Michelle Johnson stated there is also an amendment to the Merrimac Peninsula Detention Center service agreement Section 4.1:1 that addresses the maintenance and replacement reserve. The agreement stated that each locality will divide the maintenance and replacement reserve equally among the jurisdictions. Michelle Johnson recommended that Charles City agrees to this amendment for the service agreement. Gilbert Smith motioned to accept the recommendation as presented. Motion carried unanimously.

Zach Trogdon stated yearly the County does a resolution for approval to partner with the Virginia Department of Behavioral Health and Developmental Services and Henrico Area Mental Health & Developmental Services Board. The County has been in partnership with The County of Henrico, and New Kent County since 1973. Zach Trogdon recommended the Board approves the FY2017 and FY2018 Community Services Board Performance Contract as presented. Bill Coada motioned to approve the resolution as presented. Motion carried unanimously.

Zach Trogdon stated staff has been looking at the Leave Policy when it comes to earning leave and accruals and the liability it has on the County when it comes to retirement. Staff recommends that all leave, sick and vacation not be separate, all leave to be placed in one

lump sum effective October 1, 2016. Gilbert Smith stated Constitutional Officers need to decide if they we going to use all or some of our policies, both parties need to agree. Floyd Miles stated we need to know their decision before October 1st. Bill Coada motioned to approve the Personnel Leave Amendment as presented.

RE: PUBLIC COMMENT PERIOD

Kevin Sullivan, 11001 Watermelon Field Road, Charles City, Va., stated in November 2015 a referendum was passed to borrow 2.5 million to build a library. He stated in March 2016 we were provided a timeline, we were told we were going to have public meetings. We have not had any public meetings. We still don't know where it is going to be built or what it looks like, we have been given no information. Kevin Sullivan also stated he thinks it is time for the people of Charles City to be included in making the decision when it is so important to the people in the County.

RE: DIRECTIVES AND COMMENTS

Bill Coada stated in reference to the remark Martha Harris made on youth football not being in Charles City County, the Board was not aware the program was not available to the County. It is too late to do anything this year. He stated he would like to have this issue addressed for future years. You start the kids out young and keep them all the way through high school.

Gilbert Smith asked what it cost for the Board to get involved in having a youth football team in Charles City County, where would the funding come from. Michelle Johnson stated if we reorganize it would come directly through the department of Parks and Recreation. This year the County did give a donation and will have to figure out where the money went and get reimbursed. This is not a school program, it encompass youths not only in Charles City County but surrounding areas. If we reorganize this program under Parks & Recreation the County will have to start from scratch. The County cannot say how much funding will be needed at this point.

Floyd Miles asked Zach Trogdon if there was any update on the Broadband. Zach Trogdon stated August 12 we were supposed to be turned on. Everything is connected that the County could do. The main provider came out to turn on the boxes and they did not have the equipment to turn on the boxes. Floyd asked that the representative be at the work session on September 7th. Once the boxes have been turned on the provider will be able to provide more information and give a timeline on when they can provide service.

Zach Trogdon stated it has been a couple of months since the Fire Study was done on the County. Staff is working on a strategy on how we are to proceed and fit it into the budget.

Floyd Miles stated in reference to the library there has been discussion to have an open forum meeting. The architect will be present to have something to present along with open

discussion to the Board the same night. The date for this meeting will be set at the Work Session meeting on September 7, 2016.

RE: EXECUTIVE SESSION

Motion was made by Bill Coada to go into Executive Session to discuss the Sale of County Property under Section 2.2-3711(3), location of Perspective Business or Industry under Section 2.2-3711(5), and Personnel under section 2.2-3711(1), respectively of the 1950 Code of Virginia. Motion passes unanimously.

Motion was made by Bill Coada to return to Open Session. Motion passed unanimously. Motion was made by Bill Coada to certify the Board of Supervisors only discussed public business matters exempted from statutory open meeting requirements identified in the motion to convene to Executive Session. Motion passes unanimously.

There being no further business, the Board **adjourned until Wednesday, September 7, 2016, 6:00 p.m.**