

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, **SEPTEMBER 24, 2013** at 7:30 p.m. in the 238th year of the Commonwealth and in the 379th year of the County.

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

RE: ADOPTION OF AGENDA

Staff asked that subitem c in the Consent Agenda be deferred in order to get clarification of the exact nature of the amendment. Motion was made by Gilbert A. Smith to adopt the agenda with the requested change. The motion passed unanimously.

RE: CONSENT AGENDA

Motion was made by William G. Coad to approve the following Consent Agenda. The motion passed unanimously.

- a. Approval of the Minutes of August 27, 2013 Regular Meeting, August 28, 2013 Recessed Meeting, August 29, Recessed Meeting, and September 4, 2013 Work Session.
- b. Payment to CH2MHill in amount of \$12,707.45 for professional services rendered from July 20, 2013 through August 16, 2013.
- d. Personal Property Tax Refund of personal property tax totaling \$80.80

RE: VIRGINIA DEPARTMENT OF TRANSPORTATION

VDOT Residency Administrator, Mike Cade gave the following monthly report:

MAINTENANCE	Marshall Winn
<p>Maintenance Activities the Past 30 Days:</p> <ul style="list-style-type: none"> • Asphalt Work: Route 613 Sandy Point Road • Shoulder Repair: Route 5 John Tyler Memorial Parkway east of Route 623 Wilcox Neck Road, route 607 Wayside road and Route 602 Lott Cary Road • Tractor Mowing: Route 607 Church Lane between Route 641 Little Elam Road and Route 648 New Quarter Road • Litter Pickup: Route 602 Lott Cary Road and Route 618 Atkins Road • Tree Trimming: Route 603 Old Union Road, Route 609 Barnett Road, Route 631 Cool Hill Road, Route 618 Adkins Road at Route 5 John Tyler Memorial Highway • Sweeping Intersections: Route 615 The Glebe Lane at Route 626 Old Elam Cemetery Road, Route 618 Adkins Road at Route 602 Lott Cary Road, Route 607 Church Lane at Route 609 Barnett Road, Route 607 Church Lane at Route 641 Little Elam Road, Route 618 Adkins Road at Route 620 Lott Cary Road, Route 618 Adkins Road to Route 607 Church Lane, Route 618 Adkins Road and Route 647 Indian Road, Route 618 and Woodbourne Road, Route 602 Lott Cary Road – Loose Rocks and Route 155 Courthouse Road at Route 5 John Tyler Memorial Highway • Bike Trail: Mowing, weed eating and blowing debris • Litter Pickup: Route 618 Adkins Road, Route 602 Lott Cary Road, Route 155 Courthouse Road, Route 609 Barnett Road, Route 607 	

Wayside Road, Route 620 Lewis Tyler Lane, Route 612 Ruthville Road. <ul style="list-style-type: none"> • Pipe Replacement: Route 617 and Route 618 • Surface Treatment (completed): Route 613 Sandy Point Road 	
Next Month Plans <ul style="list-style-type: none"> • Winter/Snow prep • Pavement Repair • Drainage Problem 	
LAND DEVELOPMENT & PERMITS: No Report this Session	Robert Butler, P.E.
Bridge	Robert Dunn, P.E.
<ul style="list-style-type: none"> • Route 618 Bridge will be repaired under an "Emergency Contract" and work is expected to begin in December 2013. 	
CONSTRUCTION	Keith Rider, P.E.
<ul style="list-style-type: none"> • Nothing to Report this session. 	
TRAFFIC STUDIES/SPECIAL REQUESTS	Dale Totten, P.E.
<ul style="list-style-type: none"> • Route 603 Old Union Road, a speed study resulted in the Posted Speed Limited to 45 MPH from its intersection with Route 609 to Route 600 intersection for a total of 4.11 miles. 	

RE: PUBLIC COMMENT PERIOD

1. Mr. Richard Bowman, P.O. Box 1, Charles City – Mr. Bowman commented on the fact that Charles City is served by zip codes that include Providence Forge, Richmond, and Williamsburg addresses and could the County work with the USPS to remedy this.
2. Mrs. Almeda Tyler, - Mrs. Tyler was in support of what Mr. Bowman commented about earlier. Mrs. Tyler also commented that the Board should ensure that the Schools are provided enough money for school buses and that busing schedule needs to also be revisited.

RE: PUBLIC HEARINGS

Chairman Miles opened the public hearing on an offer from the Virginia Department of Transportation (VDOT) to acquire property from Charles City County for the construction, maintenance, and/or operation of a public transportation facility in the County. The offer is to purchase two parcels of property identified as Parcels 042 and 043 in an acquisition proposal from VDOT dated June 25, 2013, for the amount of \$9,600.

Mr. Gilbert Smith made a motion to approve the sale of the property to VDOT as proposed. The motion passed unanimously. A copy of the acquisition proposal is on file with the Clerk.

RE: APPOINTMENTS – COLONIAL COMMUNITY CRIMINAL JUSTICE BOARD

Motion was made by. Floyd H. Miles, SR. to appoint Byron Adkins, Social Services Director, to serve as a County representative on the Colonial Community Criminal Justice Board for a 3-year term to end 9/30/2016. The motion passed unanimously.

RE: OCTOBER 2013 APPROPRIATIONS REQUESTS

Mr. Gilbert Smith made a motion to approve the October 2013 Appropriations as recommended by staff.

General Fund Agencies

Board of Supervisors	\$ 3,924
County Administrator	10,000
Legal Services	5,500
Non Departmental	-
Non Departmental-Telecom	-
Audit	-
Commissioner of Revenue	10,000
Reassessment	61,061
Treasurer	10,000
Management Services	15,000
Information Technology	-
Motor Pool	6,038
Central Gas	426
Memberships	-
Electoral Board	-
Registrar	-
Circuit Court	-
Combined GD/JD Court	-
County Magistrate	-
Clerk of Circuit Court	16,010
Sheriff Judicial	11,673
Courthouse Security Fund	2,590
Crater Criminal Justice T.C.	2,250
Commonwealth's Attorney	17,332
Sheriff Law Enforcement	50,000
Sheriff Support	4,195
Fire Protection	-
Emergency Medical Response	-
E 911	-
Wireless E911	-
Correction & Detention	-
VJCCCA	-
Col Com Correction jb	-
9th District Court Services	-
Codes Enforcement	11,260
Animal Control	-
Medical Examiner	-
Emergency Services	-
Landfill Monitoring	-
General Properties	-
Health Department	-
MH/MR Services Board	-
Contributions	-
John Tyler Community College	-
Parks and Recreation	-
Lewis Park Boat Ramp	-
Library/Cultural	-

Center For Local History	-
Planning Commission	-
Planning Department	16,954
Com Development Cont	-
Environmental Mgt Cont	-
Cooperative Extension	-
General Fund Contingency	-
Cap Outlay-Repair/Renovation	50,000
Debt Service	-
Total General Fund	\$ 304,213

Public Utility Fund	-
Total Board of Supervisors	\$ 304,213

School Fund

Instruction	612,000
Admin, Attendance & Health Serv.	-
Pupil Transportation	-
Operations & Maintenance	-
Instructional Technology	-
Self-Sustaining Fund	-
Textbook Fund	-
Food Service Fund	-
Capital Fund	-
School Fund Total	\$ 612,000

BOARD OF SUPERVISORS	304,213
SCHOOL OPERATING	612,000
SOCIAL SERVICES	-
SPECIAL WELFARE	-
GRAND TOTAL ALL FUNDS	\$ 916,213

RE: AMENDMENT AND APPROPRIATION FY2014 SCHOOLS BUDGET

Motion was made by William G. Coada to approve the amendment and appropriation of \$216,179.18 to the Schools' FY2014 Budget to reflect the receipt of federal carryover funds. The motion passed unanimously.

RE: RESOLUTION – IRREVOCABLE ELECTION NOT TO PARTICIPATE IN VLDP

Motion was made by William G. Coada to approve the Resolution of Irrevocable Election Not to Participate in the Virginia Local Disability Program. The motion passed unanimously

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

RE: HEALTH BENEFIT RENEWAL OPTIONS

Ms. Michelle Johnson, Assistant County Administrator, briefly reviewed the renewal options for employee health insurance. Staff recommended an option that is estimated to result in costs to the County of approximately \$628,000, which is what was

budgeted for health insurance expenses. The recommended option does require employees to contribute 5% more towards their own and their dependents' coverage and does increase deductibles for certain plans. Mt. Gilbert Smith made a motion to accept staff recommendation for the renewal of health insurance benefits. The motion passed unanimously.

RE: TRANSFER OF SCHOOL BUSES TO RECREATION DEPARTMENT

Motion was made by William G. Coada to requests two surplus school buses from Charles City Schools to be transferred to the Charles City Recreation Department. The motion passed unanimously.

RE: PUBLIC COMMENTS

1. Mr. Preston Adkins, Lott Cary Road – Mr. Adkins commented that an individual working on the County's reassessment came to his elderly mother's home and alarmed her and her caretaker and wondered if the County could take any action to alert the elderly especially that they may be visited for the reassessment. He also commented that the high volume of cyclists and runners going through the County are creating a lot of conflicts with vehicles.
2. Michael Jones, Kimages Road – Mr. Jones commented that cyclists going through the County are creating very hazardous situations in the way they ride by not going single file. He inquired what could be done about this.

RE: BOARD DIRECTIVES/COMMENTS

1. Chairman Miles recognized the County Administrator who briefly commented that he had received requests from the Board and the public about information related to utility repair expenses and he and staff are still working to compile that information.
2. Mr. Miles asked the County Administrator to follow up on inquiring into damage to a County vehicle that he had noticed.
3. Mr. Coada stated that he understood that cyclists need to ride single file and that citizens should call Sheriff's Dispatch if they see them not doing so.
4. Mr. Coada said that mileage reports were an initiative of the Board and that any staff not doing them correctly need to be counseled.

RE: CLOSED SESSION

Motion was made by William G. Coada to go into closed session to discuss legal matters under Section 2.2-3711(A)(7); 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 passed unanimously.

Motion was made by William G. Coada to return to regular session. The motion passed unanimously.

Motion was made by Gilbert A. 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 passed unanimously.

There being no further business before the Board, it hereby recessed to meet again on Wednesday, **October 7, 2013** at 6:00 p.m.