

Virginia:

At the recessed meeting of the Board of Supervisors held at the Charles City County Government Administration Building thereof on **Tuesday, February 26, 2019, 6:00 p.m.** in the 244th year of the Commonwealth and 385th year of the County.

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

Meeting was called to order by Bill Coad.

Motion was made by Bill Coad to go into Executive Session for Personnel 2.2.03711 (A)(1), and Investment of Public Funds 2.2.3711 (A) (6), respectively of the 1950 Code of Virginia. Motion passed unanimously.

Motion was made by Floyd Miles to return to Open Session. Motion passed unanimously. Motion was made by Gilbert Smith 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 passed unanimously.

Meeting **adjourned until 7:30 p.m., February 26, 2019.**

Virginia:

At the regular monthly meeting of the Board of Supervisors held at the Charles City County Government Administration Building thereof on **Tuesday, February 26, 2019, 7:30 p.m.** in the 244th year of the Commonwealth and 385th year of the County.

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

RE: ADOPTION OF AGENDA

Motion was made by Bill Coad to approve adoption of Agenda as presented. Motion passed unanimously.

RE: CONSENT AGENDA

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

a. Approval of Minutes:

- January 22, 2019 - Regular Meeting Minutes
- b. CH2M Hill Invoice for Services through January 18, 2019
- c. Personal Property Tax Refunds
- d. Appropriations for the month of March 2019

Charles City County March Appropriations		<i>Amended FY19 Budget</i>	<i>Year to Date Expenditure as of 2/15/2019</i>	<i>County Administrator Recommends</i>
<i>General Fund Agencies</i>				
11010	Board of Supervisors	\$ 67,047	\$ 36,027	\$ 5,217
12100	County Administrator	198,204	129,413	15,100
12210	Legal Services	87,000	44,378	5,000
12220	Non-Departmental	59,754	26,342	-
12221	Non-Departmental-Telecom	139,000	64,755	3,044
12240	Audit	34,800	6,850	-
12310	Commissioner of Revenue	246,946	150,821	11,464
12410	Treasurer	186,971	115,505	14,695
12420	Finance	160,066	96,810	8,000
12422	Human Resources	142,717	89,239	12,243
12425	Information Technology	412,537	234,860	3,685
12520	Motor Pool	67,088	53,136	5,045
12530	Central Gas	14,204	8,446	851
12600	Memberships	2,500	2,452	-
13100	Electoral Board	34,908	9,685	-
13200	Registrar	97,036	55,859	7,505
21100	Circuit Court	32,135	19,242	6,800
21200	Combined GD/JD Court	8,980	1,942	-
21300	County Magistrate	600	56	-
21600	Clerk of Circuit Court	234,944	132,598	16,041
21700	Sheriff Judicial	141,809	90,377	6,900
21800	Courthouse Security Fund	51,546	52,687	1,120
21930	Crater Criminal Justice T.C.	10,932	12,052	-
22100	Commonwealth's Attorney	222,666	136,830	18,628
31200	Sheriff Law Enforcement	751,937	465,015	51,600
31900	Sheriff Support	259,139	155,502	23,105
32350	E 911	59,850	37,194	-
32400	Wireless E911	30,000	27,183	-
33150	Correction & Detention	275,097	147,595	30,000
33300	VJCCCA	9,400	2,350	-
33310	Col Com Correction jb	10,085	-	-
33320	9th District Court Services	21,370	8,684	-
34400	Codes Enforcement	159,559	106,473	4,992
35100	Animal Control	126,745	80,741	12,445
35300	Medical Examiner	50	60	-
42400	Landfill Monitoring	294,277	200,974	23,540

43200	General Properties	895,206	564,054	53,605
51100	Health Department	112,698	83,025	-
52200	MH/MR Services Board	119,747	87,549	-
53600	Contributions	75,419	57,190	-
68010	John Tyler Community College	1,229	1,229	-
71100	Parks and Recreation	454,216	307,265	26,500
71200	Lewis Park Boat Ramp	17,224	11,529	-
73200	Library/Cultural	91,625	69,845	-
73210	Center for Local History	32,004	4,810	-
81200	Department of Development	255,039	143,720	7,800
81600	Com Development Cont	29,471	24,812	-
82650	Environmental Mgt Cont	18,800	14,100	-
83300	Cooperative Extension	41,962	12,000	-
91400	General Fund Contingency	166,181	-	-
92100	Ruthville Fitness Center	6,000	-	-
95000	Debt Service	512,531	212,010	39,400
	Total General Fund	\$ 7,481,251	\$ 4,395,275	\$ 414,325
Fund				
131	Fire/EMS Fund	957,501	514,207	77,862
Fund				
311	Capital Improvement Plan	1,068,108	2,805,171	-
Fund				
511	Public Utility Fund	608,862	349,386	15,345
	Total Board of Supervisors	\$ 10,115,722	\$ 8,064,039	\$ 507,532

***FY19- School Operating Categorical
Appropriations***

61101	Instruction	5,669,943	2,757,562	472,581
62119	Admin,Attendance & Health Serv.	898,946	532,991	74,912
63109	Pupil Transportation	903,486	602,328	129,069
64209	Operations & Maintenance	1,145,057	587,335	96,993
68109	Instructional Technology	496,312	277,968	-
213	Self-Sustaining Fund	484,913	285,860	41,359
214	Textbook Fund	60,615	67,132	39,414
215	Food Service Fund	397,343	192,457	-
216	Capital Fund	767,000	268,660	-
	School Fund Total	\$ 10,823,615	\$ 5,572,293	\$ 854,328

ALL FUNDS

BOARD OF SUPERVISORS	10,115,722	8,064,039	507,532
SCHOOL OPERATING	10,823,615	5,572,293	854,328
SOCIAL SERVICES	1,161,475	503,433	96,790
SPECIAL WELFARE	6,872	4,993	-
GRAND TOTAL ALL FUNDS	\$ 22,107,684	\$ 14,144,757	\$ 1,458,650

RE: PRESENTATIONS

VDOT MONTHLY REPORT

Marshall Wynn reviewed the February monthly report. He stated Jeff Allgood has been hired as the Maintenance Manager for Charles City County.



**CHARLES CITY COUNTY
February 2019 – Monthly Report**

MAINTENANCE:

Jeff Allgood

LITTER PICKUP

- Rt. 602, Lott Cary Rd.
- Rt. 612, Ruthville Rd.
- Rt. 615, The Glebe Lane
- Rt. 609, Barnett's Rd.
- Rt. 155, Courthouse Rd.
- Rt. 5, John Tyler Mem. Hwy.
- Rt. 607, Wayside Rd.
- Rt. 106, Roxbury Rd.

CLEAN OUT BEAVER DAMS

- Rt. 612, Ruthville Rd.
- Rt. 623, Wilcox Neck Rd.
- Rt. 626, Old Elam Cemetery Rd.
- Rt. 613, Sandy Point Rd.
- Rt. 620, Lewis Tyler Lane

CUT & CLEAN UP TREES & DEBRI

- Rt. 155, Courthouse Rd.
- Rt. 609, Barnett's Rd.
- Rt. 624, Horse Shoe Rd.
- Rt. 5, John Tyler Mem. Hwy.
- Rt. 156, Roxbury Rd.
- Rt. 624, Horse Shoe Rd.
- Rt. 615, The Glebe Lane
- Rt. 658, Kimages Rd.
- Rt. 607, Church Lane
- Rt. 615, The Glebe Lane
- Rt. 618, Adkins Rd.
- Rt. 614, Sturgeon Point Rd.

Rt. 615, The Glebe Lane
Rt. 623, Wilcox Neck Rd.
Rt. 5, John Tyler Mem. Hwy.

POTHOLE REPAIR

Rt. 632, Tyler Mills Rd.
Rt. 603, Old Union Rd.
Rt. 5, John Tyler Mem. Hwy.
Rt. 155, Courthouse Rd.
Rt. 106, Roxbury Rd.
Rt. 614, Sturgeon Point Rd.
Rt. 609, Barnett's Rd
Rt. 624, Horse Shoe Rd.
Rt. 615, The Glebe Lane
Rt. 644, Courthouse Green Way
Rt. 623, Wilcox Neck Rd.
Rt. 618, Wilcox Wharf Rd.
Rt. 641, Little Elam Rd.
Rt. 613, Sandy Point Rd

SHOULDER REPAIR

Rt. 106, Roxbury Rd. / At. Industrial Park

CLEAN PIPES

Rt. 607, Church Lane
Rt. 602, Lott Cary Rd.
Rt. 614, Sturgeon Point Rd.

SIGN REPAIR

Rt. 614, Sturgeon Point Rd.

PIPE CLEANING

Rt. 155, Courthouse Rd.
Rt. 658, Kimages Rd.
Rt. 612, Ruthville Rd.

PICKUP TIRES FROM ROADWAY

Rt. 658, Kimages Rd.
Rt. 625, West Run Rd.
Rt. 609, Barnett's Rd.

BIKE TRAIL CLEANUP

Cutting back and chipping leaning Trees
Repair, Replace Boards on Bridge Deck / Herring Creek

MISCELLANEOUS

SNOW REMOVAL OPERATION
CLEAN SNOW EQUIPMENT
RESTOCK BRINE
RESTOCK SALT
SNOW & ICE OPERATION

NEXT MONTH'S AGENDA

Ditching w/ Gradall
Atlantic Pipe Cleaning (Contractor) Cleaning out pipes
Bike Trail Cleanup
Litter Pickup County Wide
Break Beaver Dams
Pothole Repair

Bill Coada stated water is standing on Route 609, Barnetts Road near the sawmill, it has formed potholes. Also, on Lott Cary Road, between Adkins Road to Route 155, someone is putting steel pipes in the ditch. Two pipes have been installed with gravel. Mr. Winn stated he will look into this. Bill Coada also stated there is a severe water drainage problem on Cattail Road. He will get more information from the constituent on this problem.

Michelle Johnson stated a constituent Hattie Brooks, 9010 Old Elam Cemetery Road, notified her with concerns of standing water and trash on Sturgeon Point Road. She is also concerned about VDOT only having twelve employees at the local establishment. She would like to receive statistics of the ratio of employees for communities.

Martha Harris, 7902 Courthouse Road, Providence Forge, Va., stated there is a continuous problem on Willcox Neck Road near landfill. Also, near Mt. Zion Baptist Church water completely covers the road. Mr. Winn stated there is problems with beavers in that area, there is a lot of down trees. VDOT is working on getting a permit to go in and clear some sections so water will move and not come into the road.

Donald Hayes, 12121 Tyler's Mill Road, Charles City, Va., stated there is a water problem on Route 632, the ditch needs to be drained.

A citizen stated the steel pipes being installed on Lott Cary Road is being installed by a private owner for ATV access.

Eleanor Robinson, 17511 John Tyler Memorial Highway, Charles City, Va., stated last year she asked if VDOT would put up a rail at the bridge of Sturgeon Point Road. Also, last month she asked VDOT to do a study on drainage of Sturgeon Point Road. Mr. Winn stated there is nowhere for the water to go. Years ago, loggers have stopped up the drainage to Chickahominy.

A citizen stated he is amazed at how well VDOT cleans Route 5 when it snows. He always brags on how well the road is cleaned.

A citizen stated on Church Lane ¼ mile from Little Elam Baptist Church on left side of the road, there is a drainage problem.

Bill Coada thanked VDOT for the quick response to the litter problem on Barnetts Road near the nursery.

Agency Spotlight – Sr. Connections (Dr. Thelma Watson)

Dr. Thelma Watson thanked the Board for their Financial support and guidance, and opportunity to serve citizens of Charles City County. She stated since 1973 Senior Connections have been designated the agency to provide home and community services for older adults and caregivers in Charles City as well as seven other localities. Ms. Michelle Johnson is the Board Chair for Senior Connections. Michelle has a wide vision for the future and we have been able to follow that vision. One of the things they are working on is a Family Caregiver Course, trained personnel to help residents that maybe taking care of a loved one at home, this will be a pilot. Approximately 2,035 individuals in Charles City is eligible for the services that is being offered. Anika Gaines is the Care Coordinator for Charles City County, she is a county resident. Promoting Charles City Friendship Café, the café has been transformed, open house will be held on February 27th from 10:00 until noon. They do a lot of activities and receive nutritional meals. This is a space where they bring citizens together to share resources. In this fiscal year Senior Connections has served eleven people with home-delivered meals. These meals are delivered by Feed More (Meals on Wheels). They have partnered with Bay Transit to provide transportation for some Friendship Café participants. Senior Connection will also be hosting Senior Law Day, to provide wills, power of attorney or advance care documents for the Seniors in the County. This will be held at Union Baptist Church in May 2019, date to be determined.

The Board thanked Dr. Watson for her presentation, stating she is a very dedicated individual.

Charles City Schools – Budget Presentation

Helen Payne Jones stated this year's budget is a budget of Maintenance. This is the Second consecutive year of full accreditations. Charles City High School also garnered national and state rankings in US News and World Report as a Bronze Medal High School and was listed as one of the top 100 high schools in the state of Virginia. Helen Payne Jones and Dr. David Gaston presented the Proposed FY2020 School Board Budget and Capital Improvement Budget.

Gilbert Smith asked if the schools are planning to replace the HVAC, boiler and cooling towers, in this year's budget? Dr. Gaston stated yes, being not sure of what the winter is going to hold, they are planning in case something happens with the systems; they prioritized the best they could.

Gilbert Smith asked once a child exists the school system are there any interviews done of why they are leaving? Dr. Gaston stated yes, Linda Easter does an exit interview to identify the reason. There are different dynamics that may take them out of the county (employment and/or family changes).

Bill Coad asked if there are any cold classrooms this winter? Dr. Gaston stated no. They have also completed all the HVAC orders in FY2019 CIP Budget.

Bill Coad stated the Joint Public Meeting last week was very passionate and he would like to address the School Board members. He stated the following: He appreciated everyone taking time to talk to him. There was a huge breakdown in communications. Nothing was premeditated, and it certainly was not a planned ambush. In hindsight 20/20 he probably would have felt the same way the School Board did. He addressed each School Board member individually apologizing for the way he came across at the Joint Public Meeting. Amazing things are getting ready to happen in this County, he hopes within the next three to four years the hardship we are experiencing today will not be here. Going forward he is going to talk and communicate. He agrees with the Superintendent 100%; the schools will not turn around until the BOS economically develop the county. He hopes the Boards will continue to communicate and work together for the betterment of the County.

RE: PUBLIC COMMENT PERIOD

Jasmine D. Brown, 8421 Church Lane, Charles City, Va., stated she is here tonight specifically for the issue of internet in Charles City. It has been the same since 2007 which is Verizon DSL. In 2014, Charles City received some type of grant to get fiber optic. Internet has only reached Roxbury Industrial Park. She would like to know, where we are in the process of getting Fiber Optic? Knowing we have had difficulties, what is the estimated time of arrival? Who will be providing it? What areas of the county will it be in? She stated she has lot of questions, and don't know where to go to find out where we are in the process. As a county we cannot have internet this poor in 2019. We are lagging behind in internet services, internet is essential, we cannot do without it. She stated she is a student and need internet every day.

RE: APPOINTMENTS

No appointments were made.

RE: COUNTY ADMINISTRATOR'S REPORT

Abbey Pemberton stated the Sheriff Department has been awarded \$15,000 in grant funding through the FY20 PSAP Education Program. \$12,000 Multi-Jurisdictional PEP and \$3,000 for Individual PEP. Multi-Jurisdictional PEP is a collaborative effort across the Sheriff's Offices of Charles City, New Kent, and Sussex Counties. Each jurisdiction will receive \$4,000. Charles City Sheriff's office will be the hosting agency and all funds will be reimbursed. Abbey recommended the Board approve these funds to be included in the County's FY2020 Budget.

Motion was made by Bill Coad to approve recommendation as presented by staff. Motion carried unanimously.

Abbey Pemberton stated the School Division has identified two categories within their current FY2019 budget that are now projected to exceed their respective FY2019 budget allotments. The School Division is requesting budget transfers and budget amendment to Transportation and Food Service. The request is to take \$43,979 from Instruction Category, \$45,000 from Technology Category and \$10,000 from Admin and Health Category, with a total of \$98,979 to be transferred to Transportation. The second request is to take \$25,000 from Operations Category, and \$28,115 from Operations Contingency to be transferred to Food Service. Abbey stated she has confirmed the available funds.

Motion was made by Gilbert Smith to approve recommendation as presented by staff. Motion carried unanimously.

Abbey Pemberton stated in FY2018 the School Division applied for and was awarded grant funding from the State in the amount of \$49,983.29, through Regional Special Education State Grant. The actual funding for this award was received by the County Treasurer's Office on June 30, 2018, the final day of FY2018. The School Division has requested these dollars be carried over into their FY2019 budget Self-Sustaining Fund. The Treasurer's Office has confirmed receipt of these funds. Abby recommended this carryover request be approved as submitted.

Motion was made by Bill Coad to approve recommendation as presented by staff. Motion carried unanimously.

Michelle Johnson, County Administrator, gave a presentation on The State of The County. She stated the theme for 2019 is Imagine Tomorrow. Imagine the change from where we are now and what it will look like in the future. For the state of the county Michelle reviewed the status of the County. She talked about population, the county revenues, economic development, health factors and schools. She also reviewed department accomplishments for 2018. She stated this presentation will be on the County website.

Michelle Johnson presented the following upcoming events in the County: Friendship Café Ribbon Cutting Ceremony will be held Wednesday, February 27, 2019; DEQ will hold a Public Hearing Information Briefing on Chickahominy Power Plant on March 5, starting at 5:30 p.m.; Charles City Board of Supervisors Town Hall Meeting will be held on March 6 at 6:00 p.m.; Community Meetings on 106 Master Plan Results will be held on March 12 at Union Baptist Church, March 18 at St. John Baptist Church. Both meetings will be held at 7:00 p.m.; Charles City Health and Resource Fair will be held on Saturday, March 16 from 10:00 a.m. until 2:00 p.m.; the County will hold a Tornado Drill on Tuesday, March 19 at 9:45 a.m.; Movie & Popcorn on the 400th Anniversary of The Evolution of America is scheduled for March 11 and 18 at 11:00 a.m. on both days; Quarterly Business Networking Event will be held March 22 from 8:00 a.m. until 9:30 a.m. at North Bend Plantation; Volunteerism Awards Recognition Program will be on May 3, 2019. The Sheriff's office will start locking the front doors of County Administration Building during the Board meetings. Everyone is asked to come through the side glass doors. You will be able to exit from the front doors. A

professional video clip, produced by CGI, was shown with Michelle Johnson speaking on video clips that will be shown on our County web-page and social media on what Charles City County has to offer.

RE: PUBLIC COMMENT PERIOD

Mark Gardner, 6620 Salem Pine Trail, Charles City, Va., stated he has been a life-long resident of Virginia, in Charles City County for three years. Charles City is a diamond in the ruff. Diamond does have some sparkle, but when we look at our roadside we don't have that. He asked everyone to do what they can do to alleviate the trash problem.

RE: BOARD DIRECTIVES AND COMMENTS

Bill Coad stated the Assistant to the General Registrar an ongoing issue in Charles City County as well as other counties. He has called several surrounding counties to find out who has full-time Assistants. The general census is they are trying to go to full time but very few at this time have fulltime Assistants at this time. The statue is written if the Electoral Board votes to have a position, the Board has no choice but to fund that position. A letter was sent in January from the Electoral Board that did not state an official vote. He asked the Board to send it back to the Electoral Broad for an official vote.

Floyd Miles publicly recognized the Sheriff's Office as well as his son for all the help that has been given to him over the last year during his health issues. He stated hopefully within the next week or two there will be more improvements to his health.

RE: EXECUTIVE SESSION

No Executive Session needed.

There being no further business, the Board **recessed until Wednesday, March 6, 2018, 5:00 p.m.**