

**LUNENBURG COUNTY BOARD OF SUPERVISORS
GENERAL DISTRICT COURTROOM
LUNENBURG COURTS BUILDING
LUNENBURG, VIRGINIA**

Minutes of March 12, 2020 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, March 12, 2020 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors Edward Pennington, T. Wayne Hoover, Alvester Edmonds, Mike Hankins, Charles R. Slayton, Robert Zava, County Administrator Tracy M. Gee, Deputy Administrator Nicole A. Clark, and County Attorney Frank Rennie. Supervisor Frank Bacon was absent.

Chairman Slayton called the meeting to order.

Supervisor Pennington provided the invocation and led the Pledge of Allegiance.

Chairman Slayton requested additions to the agenda from the Board and the public. Ms. Kimberly Lowe was added at 7C regarding the 75th District Virginia House of Delegates seat.

Supervisor Edmonds made motion, seconded by Supervisor Pennington and unanimously approved, to accept the Consent Agenda to include the Minutes of the February 13, 2020 meetings, the Treasurer's revised January 2020, February 2020 reports, and the following Warrants for Approval:

Revised January 2020:

Payroll Direct Deposit:	\$ 137,812.78
Payroll Taxes Federal:	\$ 43,107.93
Payroll Taxes State:	\$ 7,817.36
Payroll VRS payment:	\$ 27,722.80
Payroll ICMA-RC payment:	\$ 477.16
Payroll Health Savings Deposits:	\$ 5,711.91
<i>Debt Service wire payments:</i>	\$ 216,470.00
Accounts Payable: #58656-58786	<u>\$ 883,759.65</u>
 Total:	 \$ 1,322,879.59

February 2020:

Payroll Direct Deposit:	\$ 133,326.73
Payroll Taxes Federal:	\$ 42,061.27
Payroll Taxes State:	\$ 7,672.57
Payroll VRS payment:	\$ 28,192.41
Payroll ICMA-RC payment:	\$ 529.22
Payroll Health Savings Deposits:	\$ 5,711.91
Accounts Payable: #58787-58908	<u>\$ 327,842.75</u>
 Total:	 \$ 545,336.86

Mr. Kevin Smith of VDOT presented the monthly maintenance report. He advised that there would be several upcoming road projects in the coming year. He noted that 1.1 miles on dirt road on Route 600 Varick Chapel would be paved. Mr. Smith added that the planned projects for Route 621, Dix Road and Route 622 Nutbush Road were included as well. Supervisor Edmonds commented that he would like to setup a meeting with VDOT representatives to discuss

some of the roads in the county and potentially add to the Six Year Secondary Plan. Administrator Gee advised that she would like for the Board to form a Transportation Committee. Supervisors Edmonds and Slayton volunteered.

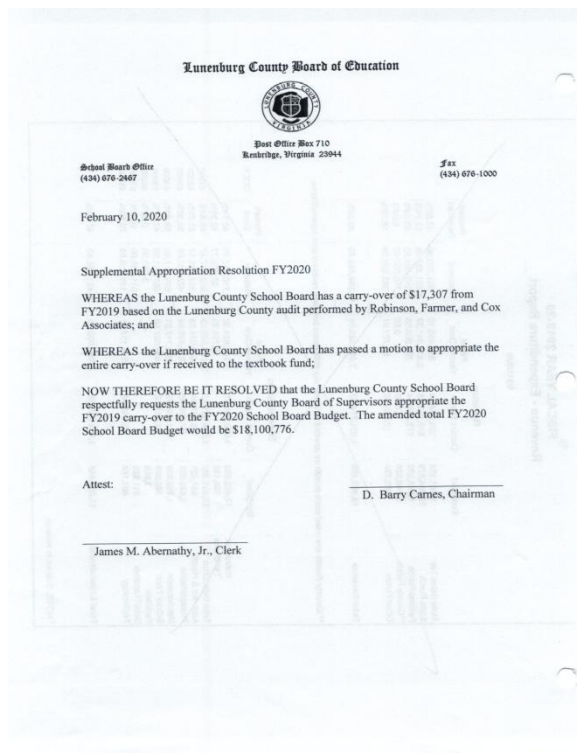
Supervisor Hoover made a motion, seconded by Supervisor Hankins and unanimously approved, to establish and appoint Supervisors Edmonds and Slayton to the Transportation Committee.

School Superintendent Charles Berkley provided his monthly report. He noted that they have been working on a plan of action in the case of a Corona Virus (COVID-19) outbreak in the area. He advised that all schools will be closed on Friday, March 13th, for extensive cleaning/disinfecting and instructional staff will be making preparations in case of an emergency school closing or shutdown. Mr. Berkley stated that the School Board's last budget work session would be held on March 25th. They will provide the proposed budget to the Board of Supervisors by the end of March. Mr. Berkley commented that there were 49 days remaining in the school year and graduation was scheduled for May 30th. Supervisor Pennington stated that earlier in the day he saw a school bus be towed on Route 138. He asked Mr. Berkeley for additional information. Mr. Berkley replied that he would need to check on the details. He advised that currently there are 41 buses in the fleet and 18 of the buses are over 15 years old. Supervisor Pennington questioned if they were continuing to replace older buses with new buses on a continuous cycle. Mr. Berkley replied no as they should be purchasing and replacing two buses per year. However, they need the funds to do so.

Assistant School Superintendent James Abernathy provided the monthly financial report. He advised that currently the expenses outweigh the revenue; however, enrollment has been increased by 71 additional students as well. This increase to enrollment will result in increased funds from the state, alleviating the difference. Mr. Abernathy advised that based on the audit performed by Robinson, Farmer, and Cox Associates the School Board has a carry-over of \$17,307 from FY2019. He requested the funds be transferred to the Text Book fund for use in the FY2020 budget to purchase high school level text books.

Supervisor Hankins made a motion, seconded by Supervisor Pennington and unanimously approved, to transfer carry-over funds of \$17,307 from FY2019 to FY2020 Text Book fund based on the audit performed by Robinson, Farmer, and Cox Associates.

Supervisor Hoover made a motion, seconded by Supervisor Edmonds and unanimously approved, to increase the FY2020 School Board budget by \$17,307 in carry-over funds, amending the total FY2020 budget to \$18,100,776.



Mr. Abernathy requested the use of Capital Improvement Funds for the purchase of a HVAC system at the middle school in the amount of \$12,495. Supervisor Hoover questioned the amount of Capital Improvement Funds already used during the fiscal year. Mr. Abernathy replied the only expense thus far had been for the replacement unit at the high school.

Supervisor Hoover made a motion, seconded by Supervisor Pennington and unanimously approved, to approve the use of School Capital Improvement Funds for the purchase of a HVAC system at the middle school in the amount of \$12,495.

Administration Gee stated that she had received a request from Victoria Fire & Rescue Chief Rodney Newton to use Emergency Services Capital Improvement Funds in the amount of \$28,370.87 as match funds for an equipment grant to purchase self-contained breathing apparatus.

Supervisor Hoover made a motion, seconded by Supervisor Pennington and unanimously approved, to approve the use of Victoria Fire & Rescue Capital Improvement Funds in the amount of \$28,370.87 as match funds for an equipment grant to purchase self-contained breathing apparatus.

Supervisor Hankins made a motion, seconded by Supervisor Edmonds and unanimously approved, to approve the below Abstract of Votes from the 2020 March Democratic Presidential Primary Election.

ABSTRACT of VOTES
 Cast in LUNENBURG COUNTY, VIRGINIA
 at the 2020 March Democratic Presidential Primary Election held on March 03, 2020 for,
President

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Joseph R. Biden	874
Bernie Sanders	171
Michael R. Bloomberg	94
Elizabeth Warren	53
Amy Klobuchar	9
Cory Booker	4
Pete Buttigieg	4
Andrew Yang	3
Tom Steyer	3
Tulsi Gabbard	2
Julián Castro	1
Michael Bennet	1
Deval Patrick	0
Marianne Williamson	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on March 03, 2020, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the President.

Given under our hands this 4th day of March, 2020

Electoral Board Seal

[Signature], Chairman

[Signature], Vice Chairman

[Signature], Secretary

[Signature], Acting Secretary

The monthly Landfill Liaison report was provided. A citizen has reported a strong odor on several occasions. The odor arises when the contractor has to peel off the old cover down to the trash. This is a requirement to make sure that the final closure cap on the closed cell is the proper depth. County Attorney commented on the monthly non-county trash intake totals. He added that 1,000 tons per day has not been met yet. When the daily intake exceeds 1,000 tons, the fee per ton paid to the county will increase to \$2.00 per ton. Administrator Gee reported that a property owner in the Town of Kenbridge had recently complained about the fees charged for hauling large amounts of demolition debris to the landfill. She stated that the county is not able to waive or reduce fees charged for hauling debris to the landfill. However, she suggested that anyone with large amounts or unusual items contact the landfill, as they will make adjustments according to an agreement set up prior to disposal.

Ms. Kimberly Lowe introduced herself to the Board and stated that she would be running for the 75th District Virginia House of Delegates seat in two years. She is starting her campaign early so that she can be aware of the issues within the district and will be prepared if elected. She hopes to work closely with all localities within the district to help make improvements. She thanked the Board for their time and invited them to contact her with any concerns.

Mr. Sidney Smyth, Southside Virginia Community College Board Member for Lunenburg County, commented that SVCC's budget request had been submitted and he hoped the Board would continue to fund based on the formula using population, enrollment and true tax value. Mr. Smyth advised that he was very excited to introduce the new President of SVCC, Dr. Quentin R. Johnson. Dr. Johnson started the position a few months ago and has been enjoying the community of Southside Virginia. He shared the many new activities at SVCC, including an economic impact study and a comprehensive marketing audit. Dr. Johnson stated that the new student center at the Alberta Campus was recently completed, a state-of-the-art facility for students to study and learn. Dr. Johnson thanked the Board for their continue support over the years.

Administrator Gee began discussions of the FY2020-2021 budget. She advised that she had received requests from the county offices. She explained that the Circuit Court Judge's Office will require an additional \$1,500. She shared a memorandum from the Electoral Board and Registrar detailing factors that may impact their budget to include potential unfunded mandates. Administrator Gee shared a letter from the Commonwealth's Attorney stating that he has requested full funding from the state for the Assistant Prosecutor full-time position. However, if the state does not fully fund the position, he requests the County continue to provide supplement funds to support the position. Major DJ Penland, via letter, advised that the maintenance contract cost for the New Generation 911 system will be more costly than expected. Administrator Gee advised that health insurance costs would increase by about 4%, Virginia Retirement System employer retirement rate will increase by 2.1% and early forecasts for constitutional officers show a 2% bonus in December 2020 and 3% raise in 2021. Administrator Gee advised that increases for Piedmont Jail could be of concern due to the reduction in federal inmates to address the staffing shortage.

Administrator Gee shared a request from STEPS, Inc. to approve the certification for non-profit organizations receiving Virginia Housing Support Program (VHSP) funds. The certification names STEPS, Inc. to provide rapid re-housing, prevention and shelter services to the citizens of Lunenburg County.

Supervisor Hankins made a motion, seconded by Supervisor Pennington and unanimously approved, to approve the certification for non-profit organizations receiving VHSP funds, naming STEPS, Inc. as the organization to provide rapid re-housing, prevention and shelter services to the citizens of Lunenburg County.

County Planner Glenn Millican was absent due to being ill, but he sent in his monthly report. Administrator Gee advised that the Community Impact Grant survey is complete and the information gathered will be compiled by the Berkley Group and sent out soon.

Administrator Gee provided her monthly report. She advised that the Virginia Department of Health (VDH) is providing daily updates on the novel coronavirus (COVID-19) pandemic that is spreading across the country. VDH has advised to limit exposure to others by practicing social distancing, and limiting access to the elderly and those with weakened immune systems. Administrator Gee advised that the VDH Piedmont District, which includes Lunenburg, has only one confirmed case at the present time, in Prince Edward County. That individual is a Longwood University student and is quarantined for fourteen days. Administrator Gee reminded the Board that Student Government Days would be in April. She encouraged the Board members to attend the internship day on Wednesday, April 8th at the Courthouse Complex. She reminded them that the Board meeting would be held at Central High School at 10:00 a.m. on Thursday, April 9th, unless there are changes due to the COVID-19 pandemic.

Administrator Gee advised that she received only one response to the RFP for grounds maintenance, which was from Garrett's Ground Maintenance in the amount of \$22,000. The proposal is a full-service contract to include weed and feed treatments, tree trimming, mulch, grass, trees, irrigation, shrubs, and more. She noted that the grounds are in desperate need of attention, especially since county has not employed a groundskeeper for several years. The current lawn budget is \$13,500, and there might be some funds from general Courthouse maintenance. However, Courthouse maintenance is difficult to budget due to unexpected repairs to roofs, heating and air systems, and some leaks that need

resolution. Administrator Gee requested acceptance of the proposal from Garrett's Lawn Maintenance. Supervisor Hoover questioned if it would be more cost effective to honor the \$250 per mow and perform the rest of the maintenance per task. He added that the proposal was \$8,700 above the budgeted amount. Administrator Gee advised that she discussed that with Mr. Garrett. After calculating the maintenance by job, the cost would be about the same or more. Supervisor Hankins stated that he had read the agreement and if Mr. Garrett is going to continue to keep up the grounds appropriately, he will support accepting the proposal. County Attorney Rennie suggested that the area to be maintained be listed in the contract. Administrator Gee noted that a map of the area was included in the scope of work. The area includes all the grounds at the Tax Building and the Courthouse Complex except for the bush hogging of the back field. Supervisor Hoover suggested that the funds budgeted be used for grass cutting and then add additional maintenance as needed, up to the budgeted amount. Administrator Gee noted that an RFP for each task would greatly increase the work load for the Administration Office. Supervisor Hoover suggested they table the grounds maintenance contract and follow up at a later date.

Administrator Gee provided an update on the Gary Road Convenience Site. She advised that four unmanned sites would be closed over a one to two week period once the Convenience Site was opened. She noted that she expects to see a large increase in trash at the Gigg Road and Potts Spring Road sites. She added that there is also concern from staff that these sites are overloaded with out-of-county trash. Administrator Gee stated that she did not yet recommend closing these two sites but if they are unmanageable, closing may need to be considered. She encouraged the Board and the public to spread the word that the county is looking for a location in the south-eastern portion of the county for a convenience site. The location would need to be about 1.5 acres with good sight line distances for entering and exiting the location.

Supervisor Hoover made a motion, seconded by Supervisor Zava and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A3 Acquisition or Disposition of Public Property, §2.2-3711A7 Legal Consult and §2.2-3711A29 Proposed Award of Public Contract.

CERTIFICATION OF CLOSED SESSION MEETING

WHEREAS, the Board of Supervisors of Lunenburg County, Virginia ("Board") convened a Closed Session Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Freedom of Information Act; and

WHEREAS, Section §2.2-3712 of the Code of Virginia, 1950, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Board.

VOTING YES

Supervisor Slayton
Supervisor Edmonds
Supervisor Hankins
Supervisor Hoover
Supervisor Pennington
Supervisor Zava

VOTING NO

ABSENT

Supervisor Bacon

Supervisor Zava made a motion, seconded by Supervisor Hoover and unanimously approved, to return to Open Session and certified as indicated.

Supervisor Edmonds made a motion, seconded by Supervisor Hankins and unanimously approved, to allow the Chairman to sign an agreement to sell 2.3 acres on Gary Road to Mr. Jerry Killen and advertise for public hearing to sell the property.

Supervisor Hankins made a motion, seconded by Supervisor Edmonds and unanimously approved, to participate with several counties in the rural solar coalition at a cost of \$5,000 to develop regulations and lobby at the General Assembly regarding solar facilities in rural areas.

Supervisor Hoover made a motion, seconded by Supervisor Edmonds and unanimously approved, to adjourn.

Tracy M. Gee, Clerk
County Administrator

Charles R. Slayton, Chairman
Board of Supervisors