

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

Minutes of April 8, 2021 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, April 8, 2021 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors Frank Bacon, 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 Edward Pennington was absent.

Due to the COVID-19 pandemic, guests, Supervisors and staff adhered to social distancing and wearing masks in the courtroom.

Chairman Slayton called the meeting to order.

County Attorney Frank Rennie provided the invocation and led the Pledge of Allegiance.

Chairman Slayton requested additions to the agenda from the Board and the public. Administrator Gee requested that Sheriff's Office vacancy savings be added as 7E.

Chairman Slayton requested any discussion for the Citizen Comment Period. There were no requests to speak.

Supervisor Hankins made motion, seconded by Supervisor Edmonds and approved by roll call vote, with six Supervisors voting yes, one absent, and none voting no, to accept the Consent Agenda to include the Minutes of the March 11, 2021 meeting, the Treasurer's February reports and the following Warrants for Approval:

March 2021:	Payroll: Direct Deposit	\$ 132,688.52
	Payroll Check #17228-29	\$ 797.65
	Payroll Taxes Federal:	\$ 41,930.03
	Payroll Taxes State:	\$ 7,421.47
	Payroll VRS payment:	\$ 29,800.96
	Payroll ICMA-RC payment:	\$ 903.54
	Payroll Health Savings Deposits:	\$ 4,495.63
	Accounts Payable: #60682-60807	<u>\$ 517,566.47</u>
	Total:	\$ 735,604.27

Mr. Tommy Johnson with VDOT was welcomed back, as VDOT representatives had policies in place during the pandemic which did not allow them to attend outside meetings. He reported that crews and subcontractors continue cleaning up tree debris from the historic ice storm in February. He added that the counties of Lunenburg, Nottoway and Dinwiddie were most severely effected by the ice storm. Supervisor Hankins commended VDOT's clean up efforts. Mr. Johnson advised the Board that the Secondary Six Year Plan needed to be updated and adopted by June. He requested a discussion with the Transportation Committee to determine which roads should be added.

Assistant School Superintendent James Abernathy provided the monthly school report. He advised that they submitted an application in March for a fourth distribution (Esser II) of CARES Act funds in the amount of \$1.7 million. He noted, that if the funds are awarded, they hope to replace the HVAC systems at both elementary schools and supplement the loss on revenue from sporting event attendance. Mr. Abernathy advised there is a fifth distribution (Esser III) of funds also being discussed. If granted, it will be used to pay the balance of the new HVAC systems and maintain the new technology they were able to purchase with CARES Act funding. Mr. Abernathy noted that current enrollment is at 1,536 students; they budgeted for 1,530. They will receive an additional \$12,000 in federal funding due to the increase in students, requiring an additional match in local funds. Supervisor Zava commented that the Finance Committee had reviewed the FY2021-22 budget request from the school board. He stated that an additional \$550,000 was requested. Mr. Abernathy replied that this increase is the amount of the additional required local effort funding due to the higher enrollment figure for the upcoming school year.

Administrator Gee advised that the Commissioner of the Revenue had alerted her that the General Assembly has amended the VA Code section 58.1-3668 to remove the reference to the county decal for license fees and allow a tax exemption of one motor vehicle for 100 percent disabled veterans. She advised that the county had forty-nine qualified veterans. The total loss forgone would be about \$700 in license fees and \$40,000 in personal property tax. She advised that tax bills would be mailed out before the ordinance could be changed, however, the Commissioner's Office could abate the qualifying tax amounts. Administrator Gee commented that a public hearing could be advertised for the May meeting.

Supervisor Edmonds made motion, seconded by Supervisor Hoover and approved by roll call vote, with six Supervisors voting yes, one absent, and none voting no, to advertise for a public hearing at the May meeting to remove the reference to the county decal for license fees and allow a tax exemption of one motor vehicle for 100 percent disabled veterans.

Administrator Gee provided a request from the Treasurer's Office to declare the following items as surplus for disposal: 3 old office chairs, 6 old phones, 4 old keyboards, and 1 broken copier.

Supervisor Zava made motion, seconded by Supervisor Hoover and approved by roll call vote, with six Supervisors voting yes, one absent, and none voting no, to declare the listed items at the Treasurer's Office as surplus for disposal.

Administrator Gee shared a request from the Sheriff's Office to transfer \$30,000 in Compensation Board vacancy savings to office supplies.

Supervisor Bacon made motion, seconded by Supervisor Edmonds and approved by roll call vote, with six Supervisors voting yes, one absent, and none voting no, to transfer \$30,000 in Compensation Board vacancy savings to office supplies.

Ms. Sarah Maddox of the Piedmont Area Veterans Council spoke before the board. She explained that the council was created in 2013 and now covers eight counties. They operate on 100 percent volunteer hours and work to provide assistance and advice to veterans and widows. She continued to share examples of the local veterans they have been able to assist in the county, as well as the services they provide. Ms. Maddox requested the board consider funding the council in FY2021-22. County Attorney Rennie, also a veteran, commented that the council provides a tremendous service to veterans and encouraged the Board to support them in the upcoming budget if possible.

Administrator Gee requested appointment of Mr. John Mahaney of Kenbridge Construction and Ms. Trisha Currin of Southern Dominion Health System to the Workforce Investment Board with term beginning July 1, 2021 and ending June 30, 2023.

Supervisor Bacon made motion, seconded by Supervisor Hoover and approved by roll call vote, with six Supervisors voting yes, one absent, and none voting no, to appoint of Mr. John Mahaney of Kenbridge Construction and Ms. Trisha Currin of Southern Dominion Health System to the Workforce Investment Board with term beginning July 1, 2021 and ending June 30, 2023.

Administrator Gee commented that she and the finance committee met prior to the Board meeting to discuss the FY2021-22 budget. She requested offices provide a flat funded budget request or contact her with specific needs that may require additional funds. She also sent out letters to community partners and organizations for their upcoming budget requests. Administrator Gee provided a copy to each board member to review and suggested they contact her before the May meeting with any questions or concerns. She had two organizations request to speak before the board.

Mr. Ron Jenkins, of Goochland County, spoke on behalf of the Virginia Loggers Association requesting exemption from the machinery and tools tax and personal property taxes on forest harvesting equipment. Mr. Jenkins advised that logging business owners have very high equipment and overhead costs. Returns on such investments take quite a long time to realize. He thanked the board for their consideration of the association's request. Administrator Gee advised the Board that the estimated loss of exempting this equipment would be about \$69,000.

Dr. Susan Baker of Crossroad Community Services Board spoke before the board. She noted that CCSB was established in 1968 and serves seven counties. Their board is comprised of a Board of Supervisor member from each member locality; Supervisor Hoover serves for Lunenburg. A ten percent local match from each county provides their funding; Lunenburg's local portion is \$53,000. She shared that CCSB had experienced the same challenges as everyone else during the pandemic. All offices were closed to help stop the spread of the virus and staff worked from home for a little over a year. They just recently returned to work in the offices. Dr. Baker requested level funding for the upcoming budget year.

Supervisor Hankins, who serves on the Piedmont Senior Resources Board, explained that Lunenburg ranks the lowest in contribution level of all the member counties of PSR. He advised that PSR provides services to a large number of Lunenburg residents. He requested the board and the finance committee to continue to increase the funds to support the full budget request of \$16,000 or develop a plan to increase the current \$6,000 in funding each year until the full requested amount can be met.

Administrator Gee shared a letter from Gentry Locke Attorneys on behalf of Red Brick Solar, LLC appealing the Planning Commission's Action on their application for a Conditional Use Permit and the 15.2-2232 Hearing to determine if the project was in accord with the Comprehensive Plan. At the March Planning Commission, the commission meeting ended with a tied vote, therefore, the motion did not carry. Under Virginia law, the developer may file an appeal to the Board of Supervisors within ten days. The Board of Supervisors then has sixty days to respond to the appeal. County Planner Glenn Millican provided a rebuttal to the appeal. County Attorney Rennie requested the board review both the appeal letter and the rebuttal letter in preparation for the May meeting, as the board will be asked to provide a response to the appeal.

Administrator Gee introduced Ms. Taylor Newton; she will start full-time on April 19, 2021. She was hired for the Director of Planning and Economic Development position. Administrator Gee continued to outline her monthly report. She advised that Mrs. Lindy Fimon, Agriculture & Natural Resources Extension Agent for the local Virginia Cooperative Extension Office, had turned in her resignation to spend time with her family. The

office will be without an Agriculture Agent for several months while they find a replacement. Administrator Gee noted that from the extended power outage during the ice storm, it was determined that a generator would be needed for the Courthouse Complex pump house in order to provide water to the 911 communications center and the HVAC and lighting at the Health Department. Building Official Jamie Tuck is obtaining quotes for the additional generator. Administrator Gee advised that a second vaccine drive would be held at Central High School on April 9th and it will not be a drive thru event. Warmer weather would not allow the health department to maintain the proper temperature for the vaccines. Administrator Gee shared that the Radio System Project committee would be meeting on April 16th to review presentations from two potential vendors. She noted that the County leave policy needed to be updated to accommodate VRS Hybrid Plan members, as these members also have a short-term and long-term disability benefit. Administrator Gee also shared an updated annual vacation leave policy which provides monthly accrual rates and maximum yearly carryover amounts based on years of service. She requested the board review the proposed policy updates to be discussed again at the May Board meeting. Administrator Gee noted that the Emergency Operation Plan needed to be renewed. She advised that no changes had been made to the plan, however, a few additions may be added in the near future.

Supervisor Hankins made motion, seconded by Supervisor Hoover and approved by roll call vote, with six Supervisors voting yes, one absent, and none voting no, to renew the Emergency Operations Plan as presented.

RESOLUTION

Emergency Operations Plan

WHEREAS, the Board of Supervisors of Lunenburg County, Virginia recognizes the need to prepare for, respond to, and recover from natural and manmade disasters; and

WHEREAS, Lunenburg County has a responsibility to provide for the safety and well being of its citizens and visitors; and

WHEREAS, Lunenburg County has established and appointed a Director and Coordinator of Emergency Management.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Lunenburg County, Virginia, this Emergency Operations Plan as revised is officially adopted, and

IT IS FURTHER RESOLVED AND ORDERED, that the Director of Emergency Management, or his/her designee, are tasked and authorized to maintain and revise as necessary this document over the next four (4) year period or until such time be ordered to come before this board.

Supervisor Bacon made motion, seconded by Supervisor Hoover, and approved by roll call vote, with all seven Supervisors voting yes, and none voting no, to enter Closed Session citing Virginia Code Section §2.2-3711A1 Personnel regarding an adoption of a contract with the County Administrator.

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 Edmonds
Supervisor Hankins
Supervisor Bacon
Supervisor Hoover
Supervisor Slayton
Supervisor Zava

VOTING NO

ABSENT

Supervisor Pennington

Supervisor Zava made motion, seconded by Supervisor Bacon, and approved by roll call vote, with all seven Supervisors voting yes, and none voting no, to return to Open Session.

Supervisor Bacon made motion, seconded by Supervisor Hoover and approved by roll call vote, with six Supervisors voting yes, one absent, and none voting no, to approve an employment contract with Tracy M. Gee as County Administrator as of April 8, 2021.

Supervisor Edmonds made motion, seconded by Supervisor Hoover and approved by roll call vote, with six Supervisors voting yes, one absent, and none voting no, to adjourn.

Tracy M. Gee, Clerk
County Administrator

Charles R. Slayton, Chairman
Board of Supervisors