

April 18, 2019

AT THE REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 18TH DAY OF APRIL IN THE YEAR OF OUR LORD TWO THOUSAND NINETEEN AND IN THE 243RD YEAR OF THE COMMONWEALTH:

PRESENT: GARY L. SIMMONS, VICE CHAIRMAN
HELEN M. SIMMONS
NOEL R. SHEKLETON
SHERMAN C. VAUGHN
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: STEVE W, BOWEN, CHAIRMAN

Vice Chairman Simmons called the meeting to order at 7:00 p.m.

Supervisor Helen Simmons provided the invocation. Vice Chairman Simmons leads everyone in the Pledge of Allegiance to our flag.

Vice Chairman Simmons announces that due to the absence of Chairman Bowen, any motion that results in a tie vote will be considered a defeated motion.

The minutes of the January 29, 2019 work session, the March 21, 2019 regular Board meeting and the March 27, 2019 work session were presented. Supervisor Vaughn moved to adopt the January 29, 2019, March 21, 2019 and March 27, 2019 minutes as presented. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

Vice Chairman Simmons asks if there are any delegations from the public;

Sonny Abbott: Mr. Abbott provides the Board with an alternative solution to manning the County's Landfill waste convenience sites; automatic gateways utilizing Radio Frequency Identification tags

Public Hearing: Virginia Department of Transportation – Secondary Six-Year Improvement Plan: Joint public hearing to receive public comment on the proposed Secondary Six-Year Improvement Plan for Fiscal Years 2019/2020 through 2024/2025 in Nottoway County and on the Secondary System Construction Budget for Fiscal Year 2019/2020

VDOT Assistant Residency Administrator Dianna Bryant is present to conduct the public hearing and review the projects on the proposed plan; totaling \$584,328.

Mrs. Bryant reads aloud the priority listing of the current projects on the Six-Year Plan: Rt. 40, Darvills Road Roundabout – Smart Scale Funding, Lewiston Plank Road Guardrail Installation – repurposing of unused tele fees, Good Hope Road (Rt. 631) – Rural Rustic {currently under construction}, Loveland Road (Rt. 661) - Rural Rustic, Dusty Road (Rt. 664) - Rural Rustic, Highpoint Road (Rt. 670) - Rural Rustic, Jennings Ordinary Road (Rt. 647) - Rural Rustic, Crystal Lake Road (Rt. 684) - Rural Rustic

Vice Chairman Simmons asks if there is anyone present wishing to speak, either for or against, the proposed Secondary Six-Year Improvement Plan; there is no one present wishing to speak.

Supervisor Vaughn moves to approve the Virginia Department of Transportation Secondary Six- Year Improvement Plan for Fiscal Years 2019/2020 through 2024/2025 and the Secondary System Construction Budget for Fiscal Year 2019/2020 as presented and also adopt a resolution in approval of the plan. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

(SEE PAGE THRU PAGE
FOR RESOLUTION)

Public Hearing – Special Exception: request from 460 Timber Resources, Agent/John W. Simmons Estate: Request to construct and establish a commercial sawmill facility on property located off Rt. 699 – Simmons Road in Blendon District, property is zoned C-1, Conservation and is listed to John W. Simmons Est.; request is made pursuant to section 2-2-4-2 of the Nottoway County Zoning Ordinance

Vice Chairman Simmons asks if there is anyone present wishing to speak, either for or against, the 460 Timber request;

Blake Lewis, a representative of 460 Timber Resources, provides the Board with a brief description of their planned operations on the property.

Administrator Roark states the Planning Commission heard the request and recommend approval. Supervisor Helen Simmons moves to approve the Special Exception request from 460 Timber Resources to construct and establish a commercial sawmill facility on property located off Rt. 699 – Simmons Road in Blendon District. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

Public Hearing: Proposed Budget 2019-2020: Public Hearing on the Budget proposed for the Fiscal Year beginning July 01, 2019

Administrator Roark reads aloud the details of the proposed Budget, totaling \$36,067,735.00.

Vice Chairman Simmons asks if there is anyone present wishing to comment on the Proposed Budget for Fiscal Year beginning July 01, 2019;

Daphne Norton: Mrs. Norton urges the Board to hire either a full-time or part-time Nottoway County Emergency Services Coordinator, to establish an active Emergency Operations Plan, and fund at least one of the two new deputy positions requested by the Sheriff

Sonny Abbott: Mr. Abbott comments on his observations while attending Budget Committee meetings relating to things such as the revelation of a \$1 million Textbook Fund balance, what was done with reserved School funding to two hire two additional special education instructors when only one was hired, and how and when will the County repay its Landfill Fund loan back to the General Fund. Mr. Abbott lastly urges the Board to fund the two new deputy positions requested by the Sheriff.

John Schutt, Burkeville Volunteer Fire Chief, asks the Board to reconsider funding for the two new deputy positions requested by the Sheriff. Chief Schutt thanks the Board for the recent work session with Emergency Services and asks what plans they have to assist the Agencies with their financial stressors. Chief Schutt urges the Board to get the County's Code Red Emergency Notification System in complete operational order.

Nottoway County Sheriff Larry Parrish: Sheriff Parrish asks the Board to strongly consider funding the two new deputy positions he requested in his Budget as well as reconsider his request for a 3% salary increase; the Budget Committee recommendations were for a 1% salary increase for all Constitutional Officers and their staff.

Administrator Roark informs the Board that for FY 19 the County's budgeted rate for expenses at Piedmont Regional Jail is 21.41% (solely based on the Nottoway population of those incarcerated); the actual rate is 25.15% which will result in an approximately \$130,000 shortfall in the FY20 Budget. He further explains that the potential for an even greater rate increase will be in large part due to growing medical expenses for the Jail.

The Budget was scheduled for adoption on Thursday, April 25, 2019 at 5:00 p.m. in the Health Department conference room. Administrator Roark informs that this date and time is a conflict with the Virginia Department of Transportation Region meeting that two of the Supervisors will be attending. The Board reschedules the meeting for Wednesday, May 1, 2019 at 5:00 p.m. in the Health Department Conference Room. The Budget Committee will meet Tuesday, April 23, 2019 at 5:00 p.m. in the County Administrator's Office to review/consider the night's citizen comments.

Highway Department: Mrs. Dianna Bryant, Assistant Residency Administrator, is present to receive any communications from the Board, and also provide updates on the routine maintenance and/or projects performed since the last meeting. Mrs. Bryant reports that Old Schoolhouse Road should be completed and reopened on Friday, April 19, 2019, it is anticipated that the Good Hope Road project will be completed within the next month, there was a field meeting on Rt. 618 – Indian Oak Road, concerning the bridge closure – there will be a temporary repair beginning in May with a reopening scheduled for mid-June.

Mrs. Bryant continues, stating that guardrails have been installed on Rt. 619 – West Creek Road, the temporary repairs will be left on Rt. 624 – Cary Shop Road and will have guardrails installed soon, slurry seal application is complete in the County, sight distance and tree trimming, along with shoulder pulling on Hwy 460 is being completed, the citizen meeting concerning the Union Baptist Church/ Lone Pine Road request has been scheduled for May.

A – Email – Virginia Department of Transportation - Kelly Waldrop, Federal Funds Program Manager: Announcing the next application cycle for the Transportation Alternative program beginning May 15, 2019; funding is available for fiscal years 2021 and 2022 and pre-applications must be submitted by July 01, 2019

B – Email – Virginia Department of Transportation – Julie R. Brown, Director, Local Assistance Division: Providing the schedule for all applications for the FY21/22 Revenue Sharing Program; the Program will have a pre-application this year and applications will only be accepted through the Smart Portal

C – Letter – Virginia Department of Transportation – Barton A. Thrasher, P.E., District Engineer: Notification that the Commonwealth Transportation Board will conduct a public meeting in the area to give citizens the opportunity to provide comments on projects and programs to be included in the Fiscal Year 2020-2025 Six-Year Improvement Program, including highway, rail and public transportation initiatives; meeting will be held on Thursday, April 25, 2019 beginning at 4:00 p.m. at the Richmond Marriott – Short Pump, 4240 Dominion Boulevard, Glen Allen, VA 23060

D - Petersburg Residency Maintenance Report for March 2019

School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on April 11, 2019, minutes of the regular meeting of the Nottoway County School Board meeting held on March 14, 2019, minutes of a special called meeting of the Nottoway County School Board held on March 19, 2019, minutes of an emergency special called meeting of the Nottoway County School Board held on March 27, 2019, minutes of the superintendent’s work session of the Nottoway County School Board held on April 04, 2019, one Budget Adjustment:

1 – Budget Adjustment – School - \$139,268.74

REVENUES:

3-201-33020-0270-300	NMS School Improvement Grant (New Award)	\$139,268.74 <u>\$139,268.74</u>
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EXPENDITURES:

4-201-61310-1620-200-100-540	Supplemental Sal Elem	\$ 18,410.00
4-201-61310-2100-200-100-540	FICA Elem	1,408.37
4-201-61310-3000-200-100-540	Purchased Services Elem	41,220.00
4-201-61310-5500-200-100-540	Travel Elem	750.00
4-201-61310-6000-200-100-540	Materials & Supplies Elem	7,846.00
4-201-61310-1620-300-100-540	Supplemental Sal Sec	18,410.00
4-201-61310-2100-300-100-540	FICA Sec	1,408.37
4-201-61310-3000-300-100-540	Purchased Services Sec	41,220.00
4-201-61310-5500-300-100-540	Travel Sec	750.00
4-201-61310-6000-300-100-540	Materials & Supplies Sec	<u>7,846.00</u>
		<u>\$139,268.74</u>

Supervisor Shekleton moves to approve the School Budget adjustment. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

Health Department – Howard Nash, MD FCAP: No report provided

Economic Development Committee: Administrator Roark informs the Committee will not meet for April

Regional Jail Authority Report & Juvenile Detention Center: No report provided

Landfill: Administrator Roark gave the Landfill report

A – March 2019 Solid Waste Report; average of 74.36 tons of waste per day received

B - March 2019 Daily Leachate Disposal Record, cost of treatment was \$1,306.07; this records the hauling of leachate from the Landfill to the Blackstone Wastewater Treatment Plant

C – Email – Virginia Department of Environmental Quality (DEQ): DEQ has approved the Nottoway County Sanitary Landfill 2018 Solid Waste Information and Assessment Program report

D – Construction of Cell 5: Administrator Roark reports the cell 5 construction began on Monday, April 22, 2019 and the work will continue 7 days a week 24 hours a day until the project is completed

Administrator Roark asks for the Landfill Committee (Supervisors Helen Simmons and Noel Shekleton) to meet with the intent to design the job description for the Waste Convenience Center attendants.

Fort Pickett Redevelopment Authority: nothing to report at this time

Planning Commission: The Commission met and held a public hearing on the 460 Timber Resources special exception request; members were provided an updated copy of the Nottoway County Zoning Ordinance

The Board revisits the following old business:

Deed of Trust – District 1 Housing: the Descendants of Alice Miller, a recipient of the District1 Housing Rehabilitation Project, have successfully paid off the balance owed on the property at 209 Dimmick Street, Burkeville; the Deed of Trust on the property needs to be released

Supervisor Vaughn moves to authorize County Attorney Preston Williams to prepare the necessary documents to release the Deed of Trust on the Alice Miller property. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

The Board hears the following new business:

1 – Right of Way Easement – Town of Blackstone: This is on property the County is leasing to the Town for a wastewater pumping station and this is to have electricity installed for the site

Supervisor Shekleton moves to approve the easement for the Town of Blackstone. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

2 – Letter – Town of Farmville – Gerald J. Spates, Manager: encouraging the Board to follow their lead and commit \$10,000 to assist with funding the construction of a Veteran’s Association Office; Vice Chairman Simmons directs this request to the Budget Committee.

3 – Email – South Central Workforce Development Board – Debra Crowder, Executive Director: The term of current Board member Mary Tisdale will expire June 30, 2019; she is eligible and willing to serve another term.

Supervisor Helen Simmons moves to reappoint Mary Tisdale to the South Central Workforce Development Board. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

Reports, requests, and recommendations of Constitutional Officers:

1 – Jane Brown, Clerk – not in attendance

2 – Larry J. Parrish, Sheriff – nothing to report

3 – Ellen F. Myatt, Treasurer: not in attendance

4 – Christy Hudson, Commissioner of the Revenue – not in attendance

5 – Terry Royall, Commonwealth’s Attorney: Assistant Commonwealth’s Attorney Leanne Watrous is present but has nothing to report

Vice Chairman Simmons presents the CONSENT CALENDAR:

1 – Budget Adjustment – Treasurer - \$7,500.00

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$7,500.00</u>
	(Recovery of DMV Stop Fees)	<u>\$7,500.00</u>

EXPENDITURES:

4-100-12130-5804	DMV Stop Fee	<u>\$7,500.00</u>
		<u>\$7,500.00</u>

2 - Erroneous Assessment: Refund Dorothy Carmichael \$18.75 for an erroneous vehicle license fee for tax year 2018

3 – Erroneous Assessment: Refund Karmel Vincent Easter / James Kenneth Davis \$117.89; Mr. Davis did not receive his emergency vehicle discount for tax year 2018

4 – Erroneous Assessment: Refund Gordon Lee, Jr. \$18.75 for an erroneous vehicle license fee for tax year 2018

5 – Erroneous Assessment: Refund Earl T. Gary \$15.00 for an erroneous trailer license fee for tax year 2018

6 – Erroneous Assessment: Refund John & Cindy D. Gagat \$54.63 for an erroneous personal property assessment for tax year 2018

Supervisor Helen Simmons moves to approve the CONSENT CALENDAR as presented, with the inclusion of the Landfill Budget Adjustment. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

Administrator Roark presents the following information items:

1 – Notices – Dominion Energy: Application of Virginia Electric and Power Company for revision of a rate adjustment clause: Rider U, new underground distribution facilities, for the Rate Year Commencing February 1, 2020 Case No. PUR-2019-00046, Application of Virginia Electric and Power Company for determination of the fair rate of return on common equity pursuant to § 56-585.1:1 C of the Code of Virginia Case No. PUR-2019-00050

2 – Correspondence – Piedmont Court Services: Offender placement statistical data for July 1, 2018 – February 28, 2019

3 – Publication Article – Spring 2019 edition of Farm Life Magazine: Expose on the partnership between Piedmont Geriatric Hospital and FDC Enterprises to grow, harvest and use switchgrass as a sustainable and renewable energy source for the facility

4 – Letter – Federal Emergency Management Agency – Kathryn Lipiecki, Chief, Risk Analysis Branch: Providing data submission notification to assist with updating the Flood Insurance Rate Map (FIRM) database

5 – Notices – Dominion Energy: Notice of Virginia Electric and Power Company d/b/a Dominion Energy Virginia of intent to file application(s) or petition(s) pursuant to § 56-585-1 A 6 of the Code of Virginia, Application of Virginia Electric and Power Company for approval to establish a rate schedule, designated Rate Schedule 24, pursuant to § 56-234 A of the Code of Virginia Case No. PUR-2019-00037

6 – Email – STEPS, Sharon L. Harrup, MS, President & CEO: Providing an update on the Virginia Homeless Solutions Program; the Housing Counselor was recently terminated and there will be an interim replacement until a permanent replacement can be hired

7 – Email – Chesapeake Bay Foundation – Karen Jacklich, Clean the Bay Day Coordinator: Invitation to attend the 31st Annual Clean the Bay Day to be held Saturday, June 01, 2019 from 9: a.m. to 12:00 p.m.

8 – Minutes: Minutes of the Piedmont Soil and Water Conservation District Board of Directors meeting held on February 26, 2019, minutes of the Nottoway County Public Library System Board of Trustees meeting held on February 20, 2019, minutes of the Virginia’s Growth Alliance meeting held on December 06, 2018

Administrator Roark presents the following correspondence:

Administrator Roark announces that all appointments have been made to the fundraising committee for the animal shelter and meetings have begun; Chairman, John “Jack” Boswell, Celia Orr-Elzay, Joy Hurte, Gorge Huckabee-Mayfield, Dr. Anne Carr, John Boswell, Jr, Sally Wilkerson, Noel Shekleton and Darlene Nash

1 - Building Inspector’s Report: report period March 2019

2 - Animal Control Officer's (ACO) Report: report period March 2019, results from unannounced visits to the Pound by Supervisor Shekleton, list of suggestions from ACO Kim Lindberg for consideration in any future shelter facility

3 - Erosion and Sedimentation Report: no report provided

4 – Email – Virginia Association of Counties (VACo) – Angela Inglett, Director of Program Development: invitation to attend the 2019 VACo Regions 1 and 4 meeting being hosted by Nottoway County, to be held on Tuesday, April 30, 2019 at the Fort Pickett Officer's Club from 7 to 9 p.m.

5 – Request for E-911 house number posts: there has been a request from a Nottoway County property owner to have an E911 address assigned to their property; there is no residence on the property but they regularly utilize the property for camping

Administrator Roark explains that the County's policy is to only issue E911 addresses for properties without a habitable structure or a landline telephone. Vice Chairman Simmons directs this request to the E911 Committee.

6 – Virginia's Growth Alliance; actions taken at the April 04, 2019 Board meeting, TransTech Alliance T/A Virginia's Growth Alliance Comprehensive Annual Financial Report for Years ended June 30, 2018 and 2017

7 - Appropriation - Letter – Taylor Stover, CPA – Robinson, Farmer, Cox Associates: Providing a copy of the County's Cost Allocation Plan based on FY 2018 costs; \$195,881 is the Schools' portion of the central services and \$91,464 was the Department of Social Services portion. Administrator Roark asks the Board to appropriate the \$195,881 to the Schools' Budget and in turn authorize him to bill them for the same amount.

Supervisor Vaughn moves to make the \$195,881 appropriation to the School and authorize Administrator Roark to bill them for the same amount. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

8 – Email – Commonwealth Regional Council – Todd Fortune, Deputy Director: Seeking the County's intent on participating in the next Regional Hazard Mitigation Plan Update that is due by January 2023 with applications for potential grant funding to assist with costs associated due by May 30, 2019; participation would be with the understanding that a determined portion of a 6% local match would be the County's responsibility

Supervisor Helen Simmons moves to authorize a letter of intent to participate in the review and update of the Regional Hazard Mitigation Plan; to include the respective portion of the local required match. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

9 – E-911 house number post installation report

Administrator Roark informs the Board that an appropriation is needed for the Pickett Lodge budget to accommodate a refund request of \$28,600 from a FASTC contractor (ITA International); they prepaid for eight rooms for one calendar year and are now vacating.

Supervisor Helen Simmons moves to appropriate the \$28,600. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

Administrator Roark provides the Board with the Facility Costs Agreement between the County of Nottoway, Virginia and the Nottoway County Department of Social Services; this is a lease renewal for five years (retroactive - November 01, 2018 through October 31, 2021), for 6,623 square feet of office space with a monthly lease payment of \$5,243.21. Supervisor Vaughn moves to approve the lease as it has been presented. The motion carried as follows:

S.C. Vaughn	Yes
N.R. Shekleton	Yes
H. M. Simmons	Yes
G.L. Simmons	Yes
S. W. Bowen	Absent

Administrator Roark provides the most recently reported unemployment rates, as of February 2019, Nottoway County's rate is 3.10%; of the ten counties reported Nottoway had the lowest rate.

Supervisor Shekleton urges the Board to closely review the comments offered by the Brunswick Animal Control relating to the State inspections and their arbitrary inconsistencies. He additionally informs that the American Red Cross is currently working with the Nottoway County Department of Social Services to have all staff trained in emergency shelter operations. The Red Cross is also seeking designated shelter sites within the County as well as storage locations for supplies in the event of an emergency.

Supervisor Helen Simmons acknowledges the citizen comments on the Budget and states the Committee will take all of them into consideration.

There being no further business to come before the Board, Vice Chairman Simmons adjourned the meeting at 9:00 p.m. until Wednesday, May 01, 2019 at 5:00 p.m. in the Health Department Conference Room.

_____ Chairman _____ Clerk