

AT THE REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 15<sup>TH</sup> DAY OF FEBRUARY IN THE YEAR OF OUR LORD TWO THOUSAND EIGHTEEN AND IN THE 242<sup>ND</sup> YEAR OF THE COMMONWEALTH:

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

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

Supervisor Bowen provided the invocation. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

The minutes of the January 25, 2018 regular Board meeting were presented. Supervisor Helen Simmons moved to adopt the January 25, 2018 minutes as presented. The motion carried as follows:

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

Chairman Vaughn asks if there are any delegations from the public;

Sonny Abbott: Mr. Abbott is present to address the Board with general concerns relating to the upcoming Budget preparations and the Board’s lack of dialogue with him; suggests that the Board “policy” of not answering constituents is poor practice and further suggests the Board members should answer questions asked of them not Administrator Roark.

Vice Chairman Bowen asks Mr. Abbott about overheard conversation during the day’s Amelia-Nottoway Technical Center “committee” meeting; has Amelia County Public Schools pulled out of the program. Mr. Abbott states it is his understanding that they had not at that time but the end of the day today was the decision deadline.

John Schutt: Mr. Schutt is present on behalf of the county Emergency Services Association and provides the Board with financial summaries for all of the volunteer fire and EMS agencies serving the County. It is the desire of the agencies that the Board will utilize this information in efforts to plan ways to adequately fund the organizations in the future and get a better understanding of the challenges that face each agency, both similarly and uniquely.

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 the Rt. 624 bridge project is on schedule, a failed pipe in Burkeville was replaced, pothole patching continues.

Mrs. Bryant reminds that the work session on the Secondary Six-Year Improvement Plan needs to be scheduled for the March Board meeting.

1 – Proposed resolutions for Board action on the addition, abandonments and inventory adjustments as a result of the construction project on Bus 460; Vice Chairman Bowen moves to approve the resolutions. The motion carried as follows:

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

(SEE PAGE THRU PAGE  
FOR RESOLUTION)

B – February 15, 2018 Residency Report

School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on February 08, 2018, letter from Superintendent Berry expressing appreciation for the \$142,000 returned funds approved at the last meeting

1 – Budget Adjustment – ESEA Title IV (New Award) - \$21,625.69

REVENUES:

3-201-33020-0021-300	ESEA Title IV (New Award)	<u>\$21,625.69</u>
		<u>\$21,625.69</u>

EXPENDITURES:

4-201-61100-3000-200-100-505	Purchased Services	\$12,000.00
4-201-61100-5500-200-100-505	Travel	3,000.00
4-201-61100-6000-200-100-505	Materials & Supplies	<u>6,625.69</u>
		<u>\$21,625.69</u>

2 – Budget Adjustment – Middle School Teacher Corp (New Award) - \$15,000.00

REVENUES:

3-201-24020-0375	Middle School Teacher Corp (New Award)	<u>\$15,000.00</u>
		<u>\$15,000.00</u>

EXPENDITURES:

4-201-61100-1620-200-100-525	Supplemental Salary	\$13,934.00
4-201-61100-2100-200-100-525	FICA	<u>1,066.00</u>
		<u>\$15,000.00</u>

Supervisor Gary Simmons moves to approve the two Budget adjustments for the school totaling \$36,625.69. The motion carried as follows:

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

Health Department: No report provided

Economic Development Committee: Administrator Roark informs there will be no meeting held in February

Regional Jail Authority Report & Juvenile Detention Center: No reports provided; Administrator Roark announces that Jim Davis has been named the interim Superintendent of the Jail effective February 9, 2018

Landfill: Administrator Roark gave the Landfill report

A – December 2017 Solid Waste Report; average of 60.72 tons of waste per day received, January 2018 Solid Waste Report; average of 65.94 tons of waste per day, January – December 2017 cumulative Solid Waste Report; average of 68.33 tons of waste per day

B – Virginia Department of Environmental Quality (DEQ) Solid Waste 2017 Annual Report submitted for the Nottoway County Sanitary Landfill; DEQ is in receipt of the report

C – Draper Aden Associates – provides an aerial map showing impacts of wetlands on the grounds of the Nottoway Sanitary Landfill to include a summary of wetland and stream impacts, both proposed for cells 5 and 6, and previous impacts. The stream impacts are in three (3) areas and if the County chooses to move forward with purchasing stream credits for these impacts it would cost roughly \$357,600 (\$400 per credit estimate). The County could choose to utilize a corrective action plan to remove the sediment from one area which would reduce the cost to \$248,800

Fort Pickett Redevelopment Authority: There is nothing to report at this time

Planning Commission Report: Administrator Roark states there was no meeting held for February

Letter – Commonwealth of Virginia, Compensation Board – Robyn M. DeSocio, Executive Secretary: The Commonwealth has been reimbursing the locality using an incorrect reimbursable rate for Virginia Retirement System for FY17 and thru October 2017 for FY18. The amount of \$550.72 reflecting the period of June 1, 2017 through October 30, 2017 has been adjusted in the November or December reimbursements for each Constitutional Office. The remaining balance of \$1,185.39, reflecting the period of July 1, 2016 through May 31, 2017, needs to be remitted to the Treasurer of Virginia.

Supervisor Helen Simmons moves to approve the refund of \$1,185.39 to the Treasurer of Virginia for the overpayment. The motion carried as follows:

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

Letter – James C. Wiley has resigned from his position on the Crossroads Services Board

Supervisor Helen Simmons moves to accept Mr. Wiley's resignation from the Crossroads Services Board. The motion carried as follows:

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

Reports, requests, and recommendations of Constitutional Officers:

- 1 – Jane Brown, Clerk – not in attendance
- 2 – Larry J. Parrish, Sheriff – nothing to report at this time
- 3 – Ellen F. Myatt, Treasurer – nothing to report at this time
- 4 – Christy Hudson, Commissioner of the Revenue – not in attendance
- 5 – Terry Royall, Commonwealth's Attorney – not in attendance

Chairman Vaughn presents the CONSENT CALENDAR:

1 – Erroneous Assessment: Refund Jessica R. Terry \$36.72 for an erroneous personal property assessment for tax year 2015

2 – Erroneous Assessment: Refund Roger Reynolds \$55.00 for an erroneous real estate assessment

3 – Erroneous Assessment: Refund Larry D. Orange \$561.60 for erroneous personal property assessments for tax years 2015, 2016 and 2017

4 – Erroneous Assessment: Refund Carolyn B. Irby for erroneous personal property assessment, both for she and her deceased mother Marie Irby, for tax years 2012 through 2017; \$68.42 of the refund due has been applied to her 2017 taxes that are due on the correct amount in her mother's name. Any monies left are requested to be applied to Marie Irby's 2018 personal property taxes

Supervisor Gary Simmons moves to approve the CONSENT CALENDAR as presented. The motion carried as follows:

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

Administrator Roark provided the following information items:

1 – Notice of Virginia Electric and Power Company d/b/a Dominion Energy Virginia of intent to file applications or petitions pursuant to § 56-585.1 A 6 of the Code of Virginia

2 – FY17 Financial Audit for STEPS, Inc.; approved by their Board of Directors January 25, 2018

3 – Minutes: minutes of the Nottoway Planning Council meeting held on September 7, 2017, minutes of the Nottoway County Public Library Board of Trustees meeting held on December 20, 2017, minutes of the Nottoway Community Planning Management Team meeting held on December 18, 2017, minutes of the Piedmont Soil and Water Conservation District Board of Directors meeting held on November 28, 2017, minutes of the Virginia's Growth Alliance meeting held on November 2, 2017, minutes of the South Central Workforce Development Board meeting held on November 3, 2017, minutes of the South Central Workforce Development Board meeting held on October 19, 2017

4 – Virginia's Crossroads 2017 Annual Report including the end of year Financial Report

Administrator Roark presents the following correspondence:

1 - Building Inspector's Report: Report period January 2018

2 - Animal Control Officer's Report: Report period January 2018; Results from unannounced visits to the Pound by Supervisor Shekleton

3 - Erosion and Sedimentation Report: Report period December 2017 and January 2018

4 – Letter – Virginia Association of Counties – Sherrin C. Alsop, President: Supervisor Helen Simmons has been appointed to the 2018 Health and Human Resources Steering Committee

5 – Letter – STEPS Incorporated, Sharon L. Harrup, MS, President and CEO: Requesting the Board to support the continuation of STEPS providing services to the County’s citizens through the Virginia Homeless Solutions Program (VHSP) for fiscal year 2018-2020. The Board will need to approve the Certification of Local Government Approval for Nonprofit Organizations receiving VHSP funds from State sub recipients for STEPS to receive funding.

Supervisor Shekleton moves to authorize Administrator Roark to sign the Certification of Local Government Approval for Nonprofit Organizations receiving VHSP funds from State sub recipients for STEPS to receive funding. The motion carried as follows:

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

6 – Letter – Virginia Association of Counties – Sherrin C. Alsop, President: Supervisor Shekleton has been appointed to the 2018 Environmental and Agriculture Steering Committee

7 – Virginia’s Growth Alliance: Administrator Roark reports on the last meeting; on February 1, 2018 a pilot program will be implemented to assist with the startup of or expansion of business; two counties will receive the programs but Nottoway is not one of them. Administrator Roark informs that the loan program has provided assistance to businesses in Mecklenburg, Charlotte, Prince Edward, and Amelia Counties; there is assistance in the works for someone from Nottoway County.

Vice Chairman Bowen comments on recent media that focused on the Cumberland County Administrators praise of the Virginia’s Growth Alliance; would like to invite her to a Board meeting to share her thoughts on the program’s success

8 – Closed Session: Vice Chair Bowen informs that he would like to go into closed session to discuss a personnel issue regarding the Piedmont Regional Jail Authority.

The Board enters closed session to discuss a personnel issue relating to the Piedmont Regional Jail Authority under Code of Virginia § 2.2-3711-A-1 Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals.

The Board enters closed session at 7:45 p.m.

The Board returned to open session at 8:20 p.m.

Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

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

(SEE PAGE                      THRU PAGE  
FOR CERTIFICATION OF  
EXECUTIVE MEETING)

February 15, 2018

Vice Chairman Bowen asks everyone to hold the Simpson family in their thoughts and prayers; Howard Simpson, a member of the Prince Edward Board of Supervisors and the brother of former Supervisor the late Clarence Simpson, recently passed away. Administrator Roark will send a sympathy card to the family.

Supervisor Shekleton expresses appreciation to Emergency Services Association President John Schutt for providing the Board with the financial information.

There being no further business to come before the Board, Chairman Vaughn adjourned the meeting at 8:23 p.m.

 Chairman

 Clerk

OFFICE OF  
THE BOARD OF SUPERVISORS  
NOTTOWAY COUNTY



**SUPERVISORS**

SHERMAN C. VAUGHN, CHAIRMAN  
DISTRICT 4  
STEVE W. BOWEN, VICE CHAIRMAN  
DISTRICT 1  
GARY L. SIMMONS  
DISTRICT 2  
HELEN M. SIMMONS  
DISTRICT 3  
NOEL R. SHEKLETON  
DISTRICT 5

**ADMINISTRATOR**  
RONALD E. ROARK

**ASSISTANT ADMINISTRATOR**  
JOHN N. PROSISE

**BUILDING INSPECTOR**  
DEAN S. LEWIS

**COUNTY PLANNER**  
MAEGEN L. HAILEY

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The Board of Supervisors of Nottoway, in regular meeting on the 15<sup>th</sup> day of February 2018, adopted the following;

**WHEREAS**, the Virginia Department of Transportation has completed project 7460-067-107, C-501 and

**WHEREAS**, the project sketch and VDOT Form(s) AM4.3, attached and incorporated herein as part of this resolution, define adjustments required in the primary system of state highways and the secondary system of state highways as a result of construction, and

**WHEREAS**, certain segments identified on the incorporated Form AM4.3 appear to no longer serve public convenience and should be abandoned as a part of the primary system of state highways and secondary system of state highways, and

**NOW THEREFORE, BE IT RESOLVED**, this board hereby requests the Virginia Department of Transportation to take the necessary action to abandon those segments identified on the attached Form AM4.3 and project sketch as a part of the primary system of state highways, pursuant to §33.2-906, *Code of Virginia* and secondary system of state highways, pursuant to §33.2-912, *Code of Virginia*, and

**WHEREAS**, certain segments identified on the incorporated Form AM4.3 are ready to be accepted into the primary system of state highways and the secondary system of state highways, and

**BE IT FURTHER RESOLVED**, this board hereby requests the Virginia Department of Transportation to add the segments identified on the incorporated Form AM4.3 and project sketch to the primary system of state highways, pursuant to §33.2-310, *Code of Virginia* and to the secondary system of state highways, pursuant to, §33.2-705, *Code of Virginia*, and

**BE IT FINALLY RESOLVED**, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation.

Recorded Vote:

Moved by: MR BOWEN

Seconded by: —

Yeas: 5

Nays: 0

A Copy Teste:

Ronald E. Roark  
NAME, Title County Admin.

In the County of Nottoway

By resolution of the governing body adopted March 1, 2018

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official):

*Ronald E. Roark Co. Admin.*

**Report of Changes in the Secondary System of State Highways**

**Project/Subdivision** VDOT Proj# 7460-067-107, C-501

**Type Change to the Secondary System of State Highways:**

**Abandonment**

The following facilities of the Secondary System of State Highways are hereby ordered abandoned, pursuant to the statutory authority cited:

Reason for Change:

Abandonment, VDOT Project Related

Pursuant to Code of Virginia Statute:

§33.2-912

Street Name and/or Route Number

◆ **Reservation Rd., State Route Number 636**

Old Route Number: 0

● From: Sta. 301+50

To: Sta. 314+00, a distance of: 0.27 miles.

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

February 15, 2018

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 1 – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments of schools of public institutions or higher education where such evaluation will necessarily involve discussion of the performance of specific individuals

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors 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 executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

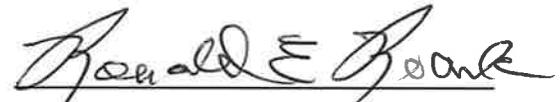
AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None

  
Clerk to the Board of Supervisors