VIRGINIA: AT THE REGULAR MEETING OF THE DINWIDDIE COUNTY BOARD OF SUPERVISORS HELD IN THE BOARD MEETING ROOM OF THE PAMPLIN ADMINISTRATION BUILDING IN DINWIDDIE COUNTY, VIRGINIA, ON THE 15TH DAY OF DECEMBER, 1999, AT 2:00 P.M.

| | | |
|---|---|---|
| PRESENT: | LEENORA V. EVERETT, CHAIRMAN | ELECTION DISTRICT #3 |
| | DONALD L. HARAWAY | ELECTION DISTRICT #2 |
| | EDWARD A. BRACEY, JR. | ELECTION DISTRICT #4 |
| | HARRISON A. MOODY | ELECTION DISTRICT #1 |
| | (Mr. Moody arrived at 2:14 P.M.) | |
| ABSENT: | AUBREY S. CLAY, VICE-CHAIRMAN | ELECTION DISTRICT #5 |
| OTHER: | DANIEL SIEGEL | COUNTY ATTORNEY |

**IN RE: INVOCATION – PLEDGE OF ALLEGIANCE – AND CALL TO ORDER**

Mrs. LeeNora V. Everett, Chairman, called the regular meeting to order at 2:00 P.M. followed by the Lord's Prayer and the Pledge of Allegiance.

**IN RE: AMENDMENTS TO THE AGENDA**

Mrs. Everett asked if there were any amendments to the Agenda.

Mr. R. Martin Long, County Administrator stated that under Agenda Item 15, Closed Session, he would like to add Consultation with Legal Counsel – Public Safety.

Mrs. Everett asked if there was a consensus to approve the amendments to the Agenda as requested by Mr. Long.

All Board members signified approval by saying "aye".

**IN RE: MINUTES**

Upon Motion of Mr. Haraway, Seconded by Mr. Bracey, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia, that the minutes of the December 1, 1999 Continuation Meeting, December 1, 1999 Regular Meeting and December 8, 1999 Continuation Meeting are approved in their entirety.

**IN RE: CLAIMS**

Upon Motion of Mr. Haraway, Seconded by Mr. Bracey, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the following claims are approved and funds appropriated for same using checks numbered 1018183 through 1018345 (void check(s) numbered 1018183, 1018184, 1018185); for

**Accounts Payable:**

| | |
|---|---|
| (101) General Fund | $ 136,805.95 |
| (103) Jail Commission | $ .00 |
| (104) Marketing Fund | $ .00 |
| (222) E911 Fund | $ .00 |
| (223) Self Insurance Fund | $ .00 |

| | |
|---|---|
| (225) Courthouse Maintenance | $ 7.88 |
| (226) Law Library | $ .00 |
| (228) Fire Programs & EMS | $ .00 |
| (229) Forfeited Asset Sharing | $ .00 |
| (304) CDBG Grant Fund | $ 301,014.73 |
| (305) Capital Projects Fund | $ 102,142.93 |
| (401)County Debt Service | $ 61,976.61 |
| **TOTAL** | **$ 601,948.10** |

BE IT FURTHER RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the following claims are approved and funds appropriated for same using checks numbered 1017997 through 1018084; for

**PAYROLL (11-30-99)**

| | |
|---|---|
| General Fund | $334,031.37 |
| E911 Fund | $ .00 |
| CDBG Grant Fund | $ 3,028.55 |
| **TOTAL** | **$337,059.92** |

**IN RE: DINWIDDIE ELEMENTARY SCHOOL RENOVATION PROJECT – REQUISITION NUMBER 11 (IDA1999A-#3)**

Mrs. Ralph stated the following invoices are included in Payment Request Number 11 (IDA1999A-#3):

| | |
|---|---|
| SANDS, ANDERSON, MARKS & MILLER | $ 28,555.33 |
| **TOTAL REQUISITION #11 (IDA1999A -#3)** | **$ 28,555.33** |

Upon Motion of Mr. Bracey, Seconded by Mr. Haraway, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Requisition Number 11 (IDA1999A-#3) in the amount of $ 28,555.33 be approved and funds appropriated for CIP expenses from the Dinwiddie Elementary School Renovation Project Fund.

**IN RE: CITIZEN COMMENTS**

The following citizens came forward to address the Board:

1. Mr. Chuck Koutnik – Appomattox Regional Library System – He stated he wanted to take a moment to introduce their new Assistant Director, Mr. Scott Firestine. He will be directly supervising the Dinwiddie Libraries.
2. Mr. David Ploeger – Manager of the Petersburg-Dinwiddie Airport – He stated 18 months ago they entered into a lease agreement with Chaparral Steel to lease a portion of the industrial park for the temporary storage of steel products. At the time they did that the Airport Authority voted to set aside a portion of that lease money to be paid back to the County against the notes that the Airport Authority owes to the County. Chaparral has now made the final payment on that lease to the Airport Authority and he continued it was his pleasure to turn over a check to the County in the amount of $14,080.00.

   Mrs. Everett thanked Mr. Ploeger for the favors left for the Board members.

3. Mr. Robert Belcher – 27516 Flank Road – He wished the Board a Merry Christmas. He continued he had a couple of items: 1) He requested help in getting a second culvert on the other side of the tracks at Squirrel Level Road under the bridge because he feared if it freezes the water not being carried off that an accident would occur; and 2) He asked that Mr. Denny King, Director of Waste Management, be made aware that the Piney Beach dumpster area is in need of some rocks/gravel because it is nothing but pot holes.

   Mr. Long stated for the record he would like to say that Mr. King is aware of the problems and is working on getting another sight in that area.

4. Patricia Moody – Reading Facilitator at Dinwiddie Elementary – She came forward wishing the Board a Merry Christmas from the Facility, Staff and Mrs. Bracey, the Principal. She presented the Board with tee shirts and Christmas cards.

Mrs. Everett asked if there were any citizens present who had not signed up but wished to speak at this time. There being none Mrs. Everett moved forward.

**IN RE: RESOLUTION – MRS. MARY ABERNATHY**

Mrs. Everett stated Mrs. Mary Abernathy had donated to the County a replica of the Liberty Bell, which was constructed by her late husband, Mr. Alfred Abernathy in 1975, for the bi-centennial celebrations. The Board would like to present Mrs. Abernathy with the following Resolution of Appreciation for this gift:

*Resolution*

***of the BOARD OF SUPERVISORS of DINWIDDIE COUNTY, VIRGINIA***

## IN APPRECIATION OF A GIFT FROM MRS. MARY ABERNATHY

**WHEREAS,** Mrs. Mary Abernathy has presented the County of Dinwiddie with a replica of the Liberty Bell made by her husband, the late Mr. Alfred Tudor Abernathy; and

**WHEREAS,** Mr. Abernathy, in 1975, took pride as he cut and assembled each piece himself, being legally blind at the time, making this a one-of-a-kind treasure; and

**WHEREAS,** the Board of Supervisors on this 15$^{TH}$ day of December, 1999 desires to express their appreciation for the confidence Mrs. Abernathy has shown in the County by entrusting them with this precious gift;

**NOW, THEREFORE BE IT RESOLVED,** that the Board of Supervisors of Dinwiddie County, Virginia, hereby commends Mrs. Mary Abernathy for her generous contribution and her desire to share this gift with the citizens of Dinwiddie County; and

**BE IT FURTHER RESOLVED,** by the Board of Supervisors of Dinwiddie County, Virginia, that this resolution be presented to Mrs. Mary Abernathy, and a copy spread upon the minutes of this meeting.

Upon Motion of Mr. Moody, Seconded by Mr. Haraway, Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the above Resolution of Appreciation for Mrs. Mary Abernathy is hereby adopted.

**IN RE: PRESENTATION OF AUDIT – ROBINSON, FARMER, COX – MR. PAUL LEE**

Mr. Paul Lee, Robinson, Farmer, Cox came forward presenting the FY99 Audit Report. He stated there were no problems in getting the audit done or completed this year. He stated the one recommendation made last year, placing the public service corporation tax on an installment basis, was done for this year.

Mr. Lee made the following recommendation:

1. To place Fixed Assets on the books.

There was discussion regarding the time in which it took to prepare the audit report, what method would or should be used to place the fixed assets on the books, whether or not the delay in receiving the audit report affects the bond indentures, if placing fixed assets on the book would help in ratings and an explanation of the Federal Compliance Order, with reference to the School Board.

Mr. Lee and Mr. Daniel Siegel, County Attorney, addressed these issues.

Mr. Haraway asked County Administration to check with surrounding localities (Chesterfield and Prince George) to see time frame in which they were receiving their audit reports because he felt 6 months was excessive. He also asked that these reports be provided to the Board prior to the meeting because it is a very detailed report and receiving it on the Board meeting day did not provide them adequate time to review it and have questions or concerns available.

**IN RE: SOUTHSIDE ELECTRIC – MR. FRANK HARRIS**

Mr. Frank Harris, Manager of Public & Member Relations for Southside Electric Cooperative, came forward stating he would first like to introduce those individuals who were also in attendance. He introduced Mr. Larry Longshore the President and CEO of Southside Electric Cooperative; Mr. Tom Rasberry, the Manager of the Dinwiddie facility; and Mr. Dick Oakes, the Operations Manager. He presented the Board with three (3) brochures on the Southside Electric Cooperative.

There was discussion regarding what office responds to what area, the lag time for new construction work, concerns about the telephone system, how one would find out who represents their area, concerns about community notification, and discussion as to why Southside Electric Cooperative did not come before the Board to discuss the ice storm of 1998/99.

Mr. Harris, Mr. Oakes and Mr. Rasberry responded to the Board's concerns and questions providing explanations and answers. It was also reported that County personnel informed them that it was not necessary for them to come and provide a report or their concerns regarding the ice storm. Also literature was provided inviting all localities to come to a meeting to discuss the storm, with Dinwiddie deciding not to attend. The Board requested Mr. Harris to provide names of the persons who conveyed this information to him.

**IN RE: BELL ATLANTIC – REQUEST FOR REPRESENTATIVE TO ADDRESS BOARD**

Mr. Moody stated we needed to have a representative from Bell Atlantic to come before the Board because the telephone system has not been working correctly lately, especially in the evening hours.

Mr. Long stated he had been in contact with Bell Atlantic and they have stated it is basically an overload and that they are working to enhance the system at this time.

**IN RE: VIRGINIA DEPARTMENT OF TRANSPORTATION**

Mr. Long reported that Mr. Harold Dyson would be attending the meeting today but would be arriving late.

**IN RE: COMMISSIONER OF THE REVENUE – REPORT**

Mrs. Deborah M. Marston, Commissioner of the Revenue, was not present.

Mr. Long reported she was in her office and stated to him that she was here if the Board needed her but she was working on values. Mr. Long stated he sent a letter to her that requested these values by January 3, 2000.

There being no questions or concerns, Mrs. Everett moved forward.

**IN RE: TREASURER**

Mr. William E. Jones, Treasurer, came forward presenting his report for the month of December 1999. He wished the Board Happy Holidays.

**IN RE: COMMONWEALTH ATTORNEY – REPORT**

Mr. T. O. Rainey, III, Commonwealth Attorney, came forward wishing the Board a Merry Christmas and the Best of Holidays. He stated he had nothing to add but was available for questions. There were none.

**IN RE: SHERIFF'S DEPARTMENT – REPORT**

Sheriff Samuel H. Shands came forward presenting his monthly jail population report for November/December 1999.

Sheriff Shands expressed to Mrs. Everett that she had been good to work with and had been an asset to the County. He wished her good luck and God Speed.

The Sheriff said it was good to see the County Administrator, Mr. Long, at the Christmas parade on Saturday.

Sheriff Shands stated Mr. Moody had asked him to look into something and he was looking into it but he was not just looking to buy he was looking for the best. He further stated he would be meeting with a representative from a weapons company and would report his findings to the Board.

Sheriff Shands concluded by wishing the Board a Merry Christmas and a prosperous New Year.

| | |
|---|---|
| (225) Courthouse Maintenance | $ 7.88 |
| (226) Law Library | $ .00 |
| (228) Fire Programs & EMS | $ .00 |
| (229) Forfeited Asset Sharing | $ .00 |
| (304) CDBG Grant Fund | $ 301,014.73 |
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1. Mr. Chuck Koutnik – Appomattox Regional Library System – He stated he wanted to take a moment to introduce their new Assistant Director, Mr. Scott Firestine. He will be directly supervising the Dinwiddie Libraries.
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   Mrs. Everett thanked Mr. Ploeger for the favors left for the Board members.

**IN RE: BUILDING INSPECTOR – REPORT**

Mr. Dwayne H. Abernathy, Building Inspector came forward presenting the report for the month of November 1999.

There was discussion regarding the average cost of a new home and the average cost, per square foot, of new homes in the County.

It was also stated that the Building Inspection office must be doing something right because there were very few complaints.

Mr. Abernathy stated he had enjoyed working with Mrs. Everett.

**IN RE: ANIMAL WARDEN – REPORT**

Mr. Steven R. Beville, Animal Warden, came forward presenting his report for the month of November 1999.

Mr. Beville stated he wished Mrs. Everett good luck.

**IN RE: DIRECTOR OF PLANNING – REPORT**

Mr. William C. Scheid, Director of Planning, came forward presenting his monthly update. He stated that there was one (1) item that he wanted to bring to their attention and passed out information to the Board. The information passed out was in reference to the 2000 Census entitled "Partnering with the U. S. Census Bureau". He provided information regarding this literature. He requested the Board members to think, over the next couple of weeks, of citizens in their respective District, who might wish to serve on the Census Board.

There was discussion regarding Ingenco (Power Plant located in the vicinity of the Waffle House). They are proposing to build another building similar to the existing building to generate electricity. This is a use permitted by right in this zoning district, M-2C. Several Board members were concerned about the noise generated by this type of plant and its interference with the new hotel that is interested in locating in that area. Mr. Scheid stated he would like to have a representative attend the January 19th meeting to address the issue with the Board.

The Board voiced that would not be necessary but they wanted Mr. Scheid to look out for the County's interest.

**IN RE: ZONING ADMINISTRATOR – REPORT**

Mr. John M. Altman, Jr., Zoning Administrator, came forward and presented his report for the month of November 1999 which included the mobile home permit report and the Code Compliance Officer's report.

Mrs. Everett asked about the meeting with Ms. Michelle Davis of the Department of Housing and 'Community Development regarding the status of our Enterprise Zone.

Mr. Altman stated this was basically a fact-finding mission for Ms. Davis. She just needed to ask questions regarding the status of our Enterprise Zone in order to familiarize herself with the area and what Dinwiddie County had done since the zone had been established. Mr. Altman stated he was looking forward to meeting with her again in the near future.

He apologized for failing to include the minutes of the Central Virginia Film Office and stated he would have them in the Board's hands before they left the building today.

Regarding the Code Compliance Officer's report, Mr. Bracey wanted to know about mobile homes with no hookups.

Mr. Altman addressed this issue further stating that Mr. David Thompson, Code Compliance Officer would be at the January day meeting to address any further concerns.

Mr. Altman concluded by expressing to Mrs. Everett that it had been a pleasure to work with her.

**IN RE: SOCIAL SERVICES – REPORT**

Mrs. Peggy M. McElveen, Director of Social Services, came forward presenting a monthly update on her Department. She and the Social Services Board wished the Board of Supervisors a Merry Christmas. She stated the Christmas Sharing Program had been very successful this year, helping approximately 200 families and 9 individual adults.

**IN RE: SUPERINTENDENT OF SCHOOLS – REPORT**

Mrs. Troilen Seward, Superintendent of Schools presented their monthly update. She began by wishing the Board Happy Holidays.

Mrs. Seward expressed concern over the auditor's remarks and stated she would look into the matter and report back to the Board. Mr. Haraway expressed his concern about the auditor not knowing an answer to a question about the auditor management letter.

There was discussion about the SAT scores of the Dinwiddie County students from the 1991-92 school year to 1998-99 school year.

She concluded by wishing everyone Happy Holidays and stated to Mrs. Everett that it had been a pleasure to work with her.

**IN RE: VIRGINIA DEPARTMENT OF TRANSPORTATION – REPORT**

Mr. Harold Dyson, Assistant Engineer, came forward stating he had nothing to report but he was available for comments or questions from the Board.

Mr. Bracey asked him to tell Mr. Ronald Reekes, Resident Engineer that he would be hearing something regarding the Ridley Road situation. Some of the citizens are going to get a letter, notarized, by the owners donating the property for the right-of-way.

Mrs. Ralph asked about Mr. Robert Belcher and his request.

Mr. Dyson stated he would talk to Mr. Belcher regarding that issue.

**IN RE: RECESS**

Mrs. Everett called for a ten- (10) minute recess at 3:41 P.M.

The Board reconvened at 3:51 P.M.

**IN RE: SWEARING IN OF BOARD OF SUPERVISORS MEMBERS**

Ms. Annie Lee Williams, Clerk of the Court, came forward to swear in the Board of Supervisors members elected in November 1999. The following members came forward to take the oath:

Ms. Williams read the following:

"Do you swear that you will support the Constitution of the United States and the Constitution of the State of Virginia and that you will faithfully and properly discharge and perform all the duties as a member of the Dinwiddie County Board of Supervisors according to the best of your ability, so help you God."

The following signified they would by saying "I do", Mr. Edward A. Bracey, Jr.; Mr. Harrison A. Moody; Mr. Donald L. Haraway; and Mr. Robert L. Bowman, IV.

Mr. Aubrey S. Clay was not present and will take his oath at a later date.

**IN RE: PARKS AND RECREATION – REPORT**

Mr. Timothy C. Smith, Director of Parks and Recreation, came forward presenting his report for the month of November 1999.

**IN RE: EASTSIDE ELEMENTARY SCHOOL -- PROJECT UPDATE**

Mr. Smith and Mr. Donald W. Faison, Superintendent of Buildings and Grounds, came forward to present an update on the Eastside Elementary School Renovation Project (Eastside Community Enhancement Center). They provided the Board with the following written synopsis of their proposed project and a drawing of the proposed project in components (various colors).

Mr. Smith stated they have dubbed this project as a community enhancement center as this facility will, upon completion, enhance citizens and visitors lives socially, physically, and mentally. Additionally, this center will serve as an enhancement to our growing community by providing a positive outreach facility through which all citizens may have the opportunity to use and be a part of. Being a community enhancement center positions the County for funding opportunities otherwise not granted for recreation centers or physical education facilities. It is hoped that funding support may be generated not only for the building aspect, but also for recreational, educational, and cultural programming. To hopefully lessen the confusion, we have changed the phases into components. The initial component is bringing Eastside up to code and making available a few amenities for the department's scheduled programs and the public's use. Components were implemented so as not to prioritize sections; but rather, develop on an as needed basis or as funding becomes available. He continued that they have also provided a little write-up of each room to indicate its use. Lastly, the estimates projected by the staff are felt to be within reason; however, figures may change with alterations and unknown variables.

**COMPONENT INCLUDES: UPGRADES TO MEET BUILDING CODES COMPLIANCE, APPROXIMATELY 9700 SQ FT RENOVATIONS TO MULTIPURPOSE ROOM, CONFERENCE/MEETING ROOM, RECREATION/CENTER OFFICE, RECREATION STORAGE ROOM, MAIN HALL AND RESTROOMS.**

This initial component sets the standards by which the public will view the center's continued renovation and development. In other words, if the quality of the work is minimal just to suffice, then citizens will seek other locations to facilitate their functions. It is imperative that the County invest adequate finances to ensure the center's success. With that in mind, they have attempted to be as fiscally conservative as possible; yet, making sure the rooms are readily user friendly to the anticipated needs. In order to make sure the rooms are ready, they have compiled a list of their potential uses and equipment costs. This in turn will generate interest in the center and increase its usage and revenue. They hope this will be of help to the Board as they consider this endeavor.

**Multipurpose Room –** Being the focal point, this room will be the hub of activities until the other components are done. Its anticipated use include facilitating large gatherings with catered-in food, showing of movies, aerobics, karate, instructional basketball for 5-7 year olds, dances, wedding receptions with catered-in food, large business or government meetings, line dancing, arts and crafts shows and special programs; may accommodate 196 seating/table capacity and 250 seating only capacity.

**Conference/Meeting Room –** Designed to handle small gatherings whether it be civic, business or governmental organizations; and in emergencies serve as alternative space for our instructional classes. Room will have an attached, simple kitchenette and essential meeting equipment. Room would be scheduled through the Department.

**Main Hall –** Foreseeable are possible art exhibitions as our programming expands.

**Restrooms –** Even though this is needed in order to permit occupancy, they see this as a vital part of the renovation process. Clean and upgraded restroom facilities that are geared to meet the needs of all show attentiveness and sensitivity on the County's behalf.

**Recreation/Center Office –** In an effort to renovate and build for the intended future uses, they have incorporated additional staffing space. Additionally, they hope to update and install computer programming related to facility usage and rentals.

**Storage Room –** Will provide the recreation department adequate space to store equipment in a secure manner.

**COMPONENT INCLUDES: UPGRADES TO MEET BUILDING CODES COMPLIANCE, RENOVATIONS TO MULTIPURPOSE ROOM, CONFERENCE/MEETING ROOM, STORAGE ROOM, RESTROOMS, OFFICE**

| TASK | ESTIMATED JOB TIME | ESTIMATED COST W/OUT FURNISHINGS/EQUIP |
|---|---|---|
| Exterior Conc. Replacement *(ADA Compliant)* | 2 weeks | 15,000.00 |
| Exterior Painting *(All)* | 1 week | 15,000.00 |
| Exterior Demolition *(Cover On Windows)* | 1 week | 5,000.00 |
| Sanitary Sewer - running line to building | 2 weeks | 20,000.00 |
| Complete Water Line *(Exterior)* | 1 week | 1,500.00 |
| Glass Replacement *(Exterior)* | 2 weeks | 1,500.00 |
| Glass Replacement *(Interior)* | 1 week | 1,000.00 |

New Flooring *(8000+ Sq. Ft.)- 5000 Sq. Ft.* 10,000.00
a) Multipurpose room - 3000 Sq. Ft. 19,500.00
3 weeks

New Ceiling in corridors only *(2400+ Sq. Ft.)* 5,000.00
2 weeks

Interior Painting - *(Wall/Ceilings/Doors/ Cabinets/Shelving/Restroom)* 20,000.00
1 month

Plumbing - *(New Fixtures/New Hot Water Heater/New Hot & Cold Lines To Toilets)* 30,000.00
1 month

**COMPONENT INCLUDES: UPGRADES TO MEET BUILDING CODES COMPLIANCE, RENOVATIONS TO MULTIPURPOSE ROOM, CONFERENCE/MEETING ROOM, STORAGE ROOM, RESTROOMS, OFFICE**

| TASK | ESTIMATED JOB TIME | ESTIMATED COST W/OUT FURNISHINGS/EQUIP |
|---|---|---|
| HVAC | Demolition – Boilers/Piping/Radiators<br>4 Weeks | 20,000.00 |
| | • Replacement of Wall Block or Window | 8,000.00 |
| | • Replacement – Exhaust Fans (5) | 5,000.00 |
| | • New Heating & Cooling Units (4) (6 tons)<br>2 months | 30,000.00 |
| | • New Heating & Cooling Units (2) (3 tons) | 8,000.00 |
| | • New Heating & Cooling Units (5) (2 tons) | 15,000.00 |
| Electrical | - New Service Upgrade<br>■ New Fixtures<br>■ New Wiring *(To Existing)*<br>3 Months<br>■ New Wiring *(New Equipment)* | 76,500.00 |

Roof Repair *(Maintenance)* 18,000.00
2 weeks

Toilet Upgrade - *ADA (2)* 5,000.00
1 month

Hardware Replacement & New Doors (30 total) 30,000.00
2 weeks
(Must meet ADA and fire code ratings)

Hall/New Walls & Doors 3,000.00
2 weeks

Rework Window Openings *(8)* 8,000.00
1 month

**COMPONENT INCLUDES: UPGRADES TO MEET BUILDING CODES COMPLIANCE, RENOVATIONS TO MULTIPURPOSE ROOM, CONFERENCE/MEETING ROOM, STORAGE ROOM, RESTROOMS, OFFICE**

| TASK | ESTIMATED JOB TIME | ESTIMATED COST W/OUT FURNISHINGS/EQUIP |
|---|---|---|
| Drinking Fountains *(2) ADA* | 1 week | 1,000.00 |
| Termite Treatment *(All)* | 3 weeks | 12,000.00 |
| Roof Drain Repair *(4)* | 1 week | 1,000.00 |
| | | **384,970.00** |
| Plus 10% A/E fees | | 38,400.00 |
| | | **422,400.00** |
| Plus 10% Contingency | | 42,240.00 |
| | | **464,640.00** |

**ESTIMATED COST FOR FURNISHINGS/EQUIPMENT** **$ 27,900.00**

**Component turnkey estimated:** **$ 492,540.00** **( 9700 Sq. Ft. of usable space )**
**( ?) 8-9 months**
**(Estimated time frame)**

**COMPONENT: RENOVATION CONSISTS OF CONVERTING APPROXIMATELY 6300 SQ FT OF SPACE INTO A LIBRARY, SENIOR CITIZENS ROOM, COMPUTER LAB, AND YOUTH ROOM.**

This component continues to build on the diversity of programming opportunities that can be made available to all ages. The library and computer lab are great tools in cross-generational programming.

**Appomattox Regional Library –** This component is the perfect match with the rest of planned space. With the anticipated growth occurring in the northern part of the County, the additional space will be needed to increase the volume of books and research materials. It will also aid in their programming opportunities.

**Computer Lab –** With our existing community and anticipated growth, a computer lab will afford all ages to learn computer operations. It is envisioned that they would try to have a variety of computers such as Apple, IBM and Microsoft to aid in offering a wide variety of classes. Programs could range from the instruction of basic keyboarding to the various applications. The library and the recreation department would share this area.

**Youth Room –** Rather than have a room for teens only (which would only be occupied after 3:00 P.M. Monday-Friday), Saturdays and Sunday afternoons, it was felt they could gain greater use by having a youth room whereby the recreation department could offer pre-school age programs in the mornings and offer teen programs in the afternoons. A variety of age appropriate activities would be stored in this area.

**Senior Citizens Room –** This needed space would allow the senior citizens to meet and do activities on a daily basis. This may be the way to bring all of our senior citizens groups together.

**COMPONENT INCLUDES: RENOVATION TO INCLUDE LIBRARY, COMPUTER ROOM, SENIOR CITIZENS ROOM, AND TEEN ROOM**

| TASK | ESTIMATED JOB TIME | ESTIMATED COST W/OUT FURNISHINGS/EQUIP |
|---|---|---|
| Demolition - Walls/Toilets/Blackboards | 2 Weeks | 6,000.00 |
| New Flooring - (6300.0 Sq. Ft.) | | 12,600.00 |
| Painting - Interior Walls/ceiling/doors | | 15,000.00 |
| New Ceilings - (830.0 Sq. Ft.) - Corridor | 1 Week | 1,800.00 |
| Plumbing - New Fixtures (2 H. C. Toilets) | | 1,000.00 |
| Drinking Fountains (2) | | 1,000.00 |
| HVAC - Replace Exhaust Fans (3) | | 3,000.00 |
| New Heating & Cooling Units (6) (6 tons) | | 45,000.00 |
| Electrical - New Wiring of Existing<br>■ New Fixtures<br>■ New Wiring (New Equipment) | | 34,000.00 |
| Roof Repair - Maintenance | | 15,000.00 |
| Hardware Replacement (& 10 New Door) | | 10,000.00 |
| New H. C. Toilets (2) -Walls/Doors/H. C. Accessories | | 6,000.00 |
| Rework Window Openings (6) | | 6,000.00 |

**COMPONENT INCLUDES: RENOVATION TO INCLUDE LIBRARY, COMPUTER ROOM, SENIOR CITIZENS ROOM, AND TEEN ROOM**

| TASK | ESTIMATED JOB TIME | ESTIMATED COST W/OUT FURNISHINGS/EQUIP |
|---|---|---|
| Glass Replacement (Interior) | | 1,000.00 |
| Glass Replacement (Exterior) | | 500.00 |
| Roof Drain Repair (4) | | 1,000.00 |
| | | **158,900.00** |
| | + 10% | 15,890.00 |
| | | 174,790.00 |
| | + 10% | 17,479.00 |
| | | **$ 192,269.00** |

**ESTIMATED COST FOR FURNISHINGS/EQUIPMENT: $ 10,000.00**
**Component turnkey estimate: $ 222,269.00**

**<u>COMPONENT:</u> RENOVATION INCLUDES ALTERING 7300 SQ FT TO ESTABLISH A FITNESS ROOM, WELLNESS/CARDIO WORKOUT ROOM, CLASSROOM(S), AND SHOWERS AND LOCKER ROOMS FOR MEN AND WOMEN.**

This area concentrates primarily on the cardiovascular and physical fitness/therapy aspects.

**<u>Fitness Room –</u>** Designed to accommodate aerobics, dance class and gymnastics, this room will be equipped with the proper flooring to provide the proper cushion to decrease bodily harm.

**<u>Wellness/Cardio Workout Room –</u>** This room is planned to be equipped with weights and fitness machines designed to provide cardiovascular conditioning and physical conditioning necessary to keep healthy or to rehabilitate. Healthcare professionals needed will recommend equipment. Anticipated equipment includes treadmills, stationary bikes, "universal" type weight system, wall-attached weight system.

**<u>Classroom(s) –</u>** This multipurpose room can serve many functions as it will be basic room space with no specific use. Class can be made into one large room if program participation requires more area.

**<u>Men's and Women's Showers and Locker Rooms --</u>** This is being installed for the convenience and hygiene of the participants who may be working out during their lunch break. This also will be needed if in the future it is decided that Eastside serve as an emergency shelter.

*An alternative for consideration is to demolish the designated specialized fitness areas and classroom (s), leaving the locker rooms/showers and constructing an attached 10,000 sq ft Multi Activity Center with the capability to expand. By doing this, everything from demolition, electrical, window replacements and considerable renovation, equipment, liability, and specialized personnel costs are reduced. Those savings and an additional estimated $325,000.00 would establish an area of greater need and programming opportunities.

**COMPONENT INCLUDES: RENOVATION TO FITNESS ROOM, WEIGHT ROOM, LOCKER ROOMS, SHOWERS AND HALLWAY TO FUTURE MULTI-ACTIVITY CENTER**

| TASK | ESTIMATED JOB TIME | ESTIMATED COST W/OUT FURNISHINGS/EQUIP |
|---|---|---|
| Demolition - Walls/Cabinets | | 8,000.00 |
| Glass Replacement - Exterior | | 1,200.00 |
| Glass Replacement - Interior | | 1,000.00 |
| New Flooring - (7300.0 Sq. Ft.) -3000 Sq. Ft. fitness/weight 4300 other | | 38,600.00 |
| New Ceiling - (980.0 Sq. Ft.) | | 2,000.00 |
| Painting - Walls/Ceiling/Doors/Cabinets | | 18,000.00 |
| Plumbing - Demolition | | |
| ■ Showers (Rough in/Water lines) | | |
| ■ New Hot & Cold Water Lines | | 20,000.00 |
| HVAC - Replace Exhaust Fans (3) | | 3,000.00 |
| ■ New Heating and Cooling Units (9) (6 tons) | | 67,500.00 |

| | | |
|---|---|---|
| Electrical - New Wiring to Existing Fixtures | | |
| ■ New Wiring (New Equipment) | | |
| ■ New Fixtures | | 37,700.00 |
| Roof Repair - Maintenance | | 20,000.00 |
| Roof Drain Repair (4) | | 1,000.00 |

**COMPONENT INCLUDES: RENOVATION TO FITNESS ROOM INCLUDE, WEIGHT ROOM, LOCKER ROOMS, SHOWERS AND HALLWAY TO MULTI-ACTIVITY CENTER**

| TASK | ESTIMATED JOB TIME | ESTIMATED COST W/OUT FURNISHINGS/EQUIP |
|---|---|---|
| New Masonry/Framing | | 3,000.00 |
| Shower Stalls (10) | | 10,000.00 |
| Rework Window Opening (9) | | 9,000.00 |
| | | **240,000.00** |
| | + 10% | 24,000.00 |
| | | 264,000.00 |
| | + 10% | 26,400.00 |
| | | **$ 290,400.00** |

**ESTIMATED COST FOR FURNISHINGS/EQUIPMENT: $ 45,000.00**

**Component turnkey estimate: $ 335,400.00**

**COMPONENT: KITCHEN**

The kitchen is an added asset to the multipurpose room in that many organizations and individuals that would rent the room would want to prepare food. Ideally, this portion should be able to serve organizations/large banquets and be a concession during athletic events.

**COMPONENT INCLUDES: KITCHEN**

| TASK | ESTIMATED JOB TIME | ESTIMATED COST W/OUT FURNISHINGS/EQUIP |
|---|---|---|
| Kitchen | | 100,000.00 |
| Plus 10% A/E fees | | 10,000.00 |
| Plus 10% Contingency | | 11,000.00 |
| | | **121,000.00** |

## PROJECT COSTS SUMMARY

**$ 492,540.00**
**$ 212,269.00**
**$ 335,400.00**
**$ 121,000.00**
**$ 1,161,209.00**

## ESTIMATED PROJECT TOTAL: $ 1,161,209.00

## ADDITIONAL CONSIDERATION

| | | |
|---|---|---|
| TRUSS ROOF: | 300,000.00 | |
| WINDOW REPLACEMENT: | 160,000.00 | |
| MULTI-ACTIVITY CENTER: | 600,000.00 | * All new metal Building |

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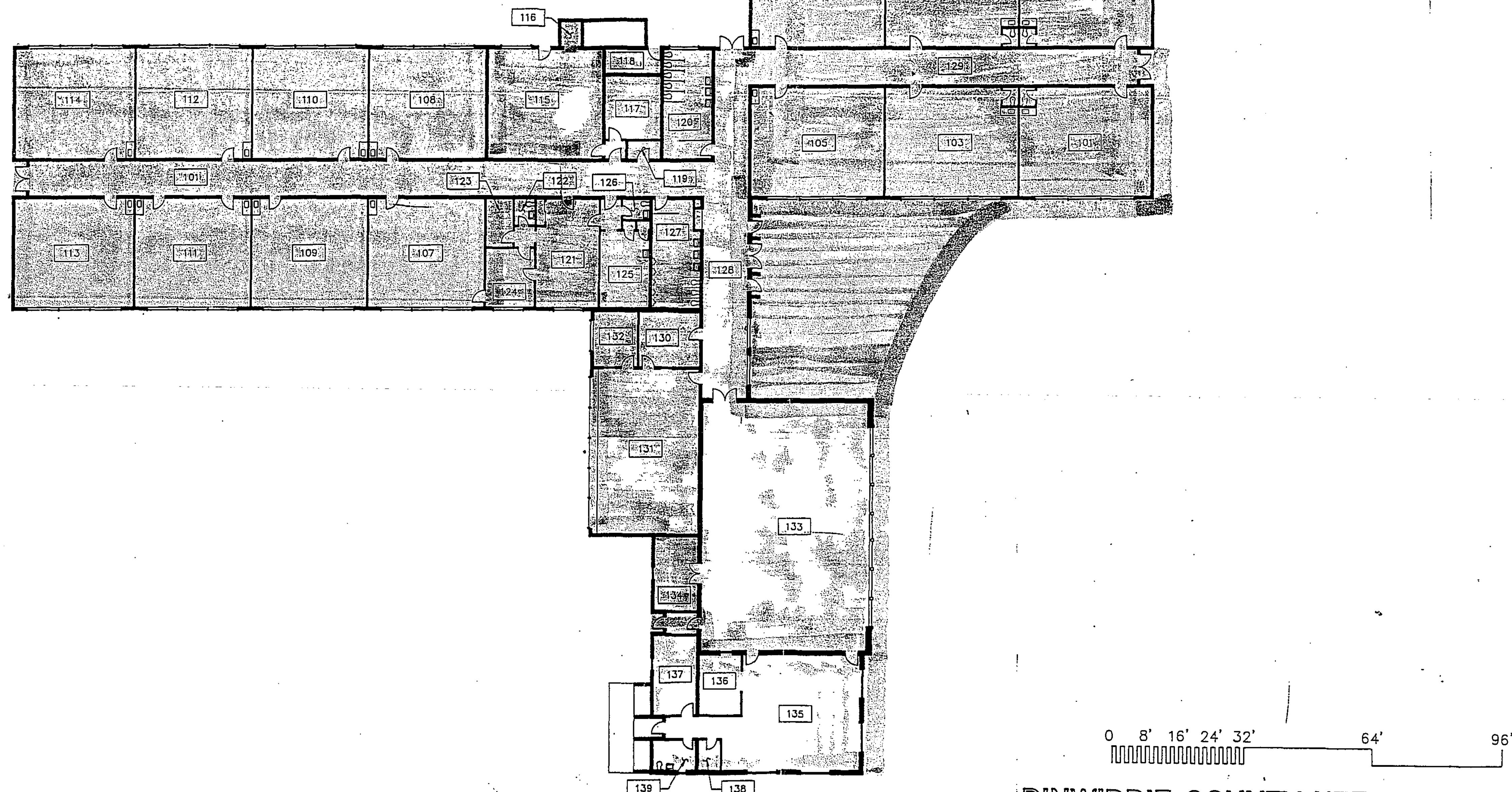


# DINWIDDIE COUNTY NEEDS ASSESSMENT

**DINWIDDIE, VIRGINIA**

**EXISTING**

**EASTSIDE ELEMENTARY SCHOOL**

*HAYES, SEAY, MATTERN AND MATTERN, INC.*

ARCITECTS ° ENGINEERS ° PLANNERS

There was discussion regarding where the funds for this project would come and Mr. Long stated it was his belief, at this point, that $500,000.00 was available from the Undesignated Fund Balance. This would be enough for the first and most critical part of the project.

Mr. Moody stated he would like to have the whole Board present before action was taken on a project of this magnitude.

After discussion regarding components, funds, windows, time frames, use of space, demolishing or not demolishing, electrical, plumbing, flooring, heating and cooling, and the adding of a metal gym building, Mr. Bracey made the motion to move forward with the project. Mr. Haraway seconded the motion, Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for Administration and the Department of Parks and Recreation to move forward on obtaining bids for the Eastside Elementary School (Eastside Community Enhancement Center) Project for the first component, with separate components, two and four, being bid as alternates. Construction would begin with component one (upgrades to meet building code compliance, approximately 9700 square feet of renovation to multipurpose room, conference/meeting room, recreation storage room, recreation/center office, main hall and restrooms) with up to $500,000.00 being appropriated from the Undesignated Fund Balance; continuing with the remaining components being contingent on the availability of future fund balances.

**IN RE: WASTE MANAGEMENT – REPORT**

Mr. Denny E. King, Director of Waste Management, came forward presenting his report for November/December 1999.

Mr. King stated he was working on the Vaughan Road project and he was preparing for the Christmas rush.

Mr. Bracey questioned Mr. King about women drivers applying for positions at the Landfill.

Mr. King stated he would like for them to apply.

**IN RE: PUBLIC SAFETY OFFICER – REPORT**

Mr. David M. Jolly, Public Safety Officer, came forward wishing the Board Happy Holidays and presenting his monthly report. He stated he had nothing to add but was available for questions.

**IN RE: FIRE AND RESCUE ASSOCIATION – REPORT**

Mr. Charles Lewis, Chairman of the Fire & Rescue Association was not present.

**IN RE: COUNTY ATTORNEY – REPORT**

Mr. Daniel M. Siegel, County Attorney came forward stating he had no general report but was available for questions.

IN RE: BUILDING AND GROUNDS SUPERINTENDENT REPORT

Mr. Donald W. Faison, Building and Grounds Superintendent came forward presenting his report for November/December 1999. He expressed to Mrs. Everett that he was going to miss her.

Mr. Faison reported that the Ford Volunteer Fire Department project is complete and the apparatus is back in the bays.

IN RE: DINWIDDIE COUNTY HEALTH DEPARTMENT – MINI-BLINDS

There was discussion regarding the mini-blinds at the Dinwiddie County Health Department. Mr. Faison stated the low bidder on the blinds, which the Board voted to accept, was unable to full-fill the contract because he had no insurance. He stated he could move to the next to low bidder but it was a considerable amount higher than the low bid.

Upon Motion of Mr. Bracey, Seconded by Mr. Haraway, Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for Administration and Buildings and Grounds to move forward with awarding the bid on the mini-blinds for the Dinwiddie County Health Department to the next lowest bidder, if the Health Department will provide the additional funds for the project.

IN RE: APPOINTMENTS – ABIDCO
BOARD OF ZONING APPEALS
CRATER CRIMINAL JUSTICE ACADEMY
DINWIDDIE COUNTY WATER AUTHORITY
DISTRICT 19 CHAPTER 10 BOARD
TRANSPORTATION SAFETY COMMISSION
CRATER PLANNING DISTRICT COMMISSION (CPDC)
FRIENDS OF THE APPOMATTOX RIVER
PLANNING COMMISSION
IN-DOOR PLUMBING REHABILITATION COMMITTEE

Mrs. Pamla A. Mann, Administrative Secretary, stated Ms. Thelma Jones has been serving on the Board of Zoning Appeals since 1991 and is seeking reappointment; Mr. William A. Kissner has been serving on the Crater Criminal Justice Academy since 1996 and is seeking reappointment; Mr. Jack W. DeBoer has been serving on the Dinwiddie County Water Authority since 1983 and is seeking reappointment (District 2); Mr. Norman C. Olgers, Jr. has been serving on the Dinwiddie County Water Authority since 1985 and is also seeking reappointment (District 1); Mrs. Tamara Colbert has been serving on the District 19 Chapter 10 Board since 1996 and is seeking reappointment; on the Transportation Safety Commission, Mr. James Douglas Watkins has been serving since 1998 and is seeking reappointment; Mr. Joseph B. Fields, Jr. has been serving since 1998 and is seeking reappointment; Mr. A. S. Clay has been serving on this Board since 1987 and is seeking reappointment, Mr. Terry Jones has been serving on this Board since 1987 and is seeking reappointment; Mr. Roy Hodges has been serving on this Board since 1996 and is seeking reappointment; Mr. Daniel Lee has been serving on this Board since 1996 and is seeking reappointment; Mr. Calvin P. Ampy has been serving on this Board since 1998 and is seeking reappointment; and one (1) new application was received from Mr. David M. Sutton; Mr. Samuel F. Bryant has been serving on the Crater Planning District Commission (CPDC) since 1995 and is not seeking reappointment (no applications were received to fill this position); however Mr.

Thomas E. Rasberry has expressed a desire to serve on this Commission; two (2) positions on the Crater Planning District Commission (CPDC), one (1) Executive Board Member and one (1) Board of Supervisors representative, Mrs. LeeNora V. Everett has been serving since 1992 and Mr. Donald Haraway has been serving since 1999 and is seeking reappointment; Mr. Haraway will be serving as the Executive Board member and Mr. R. Martin Long will be serving as the Board representative; one (1) position, at-large, is open on the Friends of the Appomattox River a new nonprofit citizen organization that will support the purpose of the corridor plan in assisting communities and stakeholders along the river in developing a consensus and building partnerships for their visions of recreation development, resource conservation, economic development, and water quality protection, one (1) application was received from Mr. William Young; Mr. Harrison Moody has been serving on the Dinwiddie County Planning Commission since 1987 and is seeking reappointment; there is one (1) position for a Board representative, on the In-Door Plumbing Rehabilitation Committee, Mr. Robert L. Bowman, IV has agreed to accept this position; one (1) Board representative for ABIDCO, Mrs. LeeNora Everett has been serving on this Board since 1997 and Mr. Donald L. Haraway's position will be changing from business member representative as Board representative.

Upon Motion of Mr. Bracey, Seconded by Mr. Haraway, Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Ms. Thelma Jones is recommended to the Circuit Court Judge to be re-appointed to the Board of Zoning Appeals for a term ending December 31, 2004; Mr. William A. Kissner is re-appointed to the Crater Criminal Justice Academy for a term ending December 31, 2003; Mr. Jack W. DeBoer (District 2) and Mr. Norman C. Olgers, Jr. (District 1) are re-appointed to the Dinwiddie County Water Authority for a term ending December 31, 2003; Ms. Tamara Colbert is re-appointed to the District 19 Chapter 10 Board for a term ending December 31, 2002; Mr. A. S. Clay, Mr. James Douglas Watkins, Mr. Joseph B. Fields, Jr., Mr. Terry Jones, Mr. Daniel Lee, Mr. Calvin Ampy and Mr. Roy Hodges are re-appointed to the Transportation Safety Commission for a term ending December 31, 2000; Mr. Thomas E. Rasberry is appointed to the Crater Planning District Commission (CPDC) for a term ending December 31, 2003; Mr. Donald Haraway is re-appointed to the Crater Planning District Commission (CPDC) as the Executive Board Representative and Mr. R. Martin Long is appointed as the Board of Supervisors representative for a term ending December 31, 2003; Mr. William Young is appointed to the Friends of the Appomattox River; Mr. Harrison Moody is re-appointed as the Board of Supervisors representative to the Dinwiddie County Planning Commission for a term ending December 31, 2003; Mr. Robert L. Bowman, IV is appointed to the In-Door Plumbing Rehabilitation Committee; and Mr. Donald L. Haraway is appointed as the Board representative of ABIDCO for a term ending September 30, 2000.

**<u>IN RE: EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL -- DISSOLVMENT</u>**

Mr. Long stated he had included in the Board Packets a copy of a Resolution dissolving the Emergency Medical Services Advisory Council. He stated he requested action from the Board.

Upon Motion of Mr. Bracey, Seconded by Mr. Moody, Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the following Resolution is hereby adopted:

WHEREAS, upon recommendation of a citizen task force, action was taken by the Board of Supervisors in 1994 to obtain a State license for Dinwiddie County to provide 24-hour emergency medical services to its citizens, to hire full-time EMS personnel and to obtain a facility to house these personnel; and

WHEREAS, at that time, the position of Public Safety Officer had not been defined as to the role of that position in relation to paid and volunteer emergency medical services in the County; and

WHEREAS, it was recommended that an Emergency Medical Services Advisory Council be appointed; and

WHEREAS, action was taken in 1995 to appoint an EMS Council with the following objective: "to provide representation for all providers in the EMS community and to provide support, guidance, and advice to ensure quality patient care, efficient utilization of resources and to preserve and maintain the County's EMS system"; and

WHEREAS, to date, the County has expanded its paid EMS system to provide 24-hour coverage, has contracted with one Operational Medical Director and is pursuing obtaining one operating license for the entire County; and

WHEREAS, the Board of Supervisors has defined the role of the Public Safety Director and has charged that position with the responsibility of managing emergency medical services in the County which includes those responsibilities for which the EMS Council was appointed; and

WHEREAS, the Board of Supervisors feels that these responsibilities should be handled and reported through the office of the Public Safety Director as the Board's representative for emergency medical services in the County;

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the Emergency Medical Services Council will be dissolved effective December 15, 1999; and

BE IT FURTHER RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia encourages the representatives of all the volunteer emergency medical services agencies in the County to continue to assist the Public Safety Director by providing their valuable support, guidance and advice about issues in the County that will improve and ensure the delivery of quality services to the citizens; and

BE IT FURTHER RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia acknowledges the hard work and dedication provided by the members of the Council and wishes to express its appreciation by authorizing the preparation of a resolution to be presented to each member.

**IN RE: RESOLUTIONS OF RECOGNITION – CLARENCE E. HAWKINS; ANNE L. HEATH; AND FORREST M. WELLS**

Mr. Long stated in the Board packet were copies of three (3) resolutions for employees, which were retiring from the County. He requested the Board adopt the resolutions at this meeting for presentation at the January 5, 2000 meeting.

Upon Motion of Mr. Haraway, Seconded by Mr. Bracey, Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the following Resolutions of Recognition are hereby adopted:

# *Resolution*

***of the BOARD OF SUPERVISORS of DINWIDDIE COUNTY, VIRGINIA***

## IN RECOGNITION OF
## CLARENCE E. HAWKINS

WHEREAS, Clarence E. Hawkins has served the County of Dinwiddie, in the Waste Management Department, with distinction and integrity from January 1, 1986 until July 1, 1999; and

WHEREAS, the Board of Supervisors on this 15th day of December, 1999 desires to acknowledge these qualities and further to express its appreciation for this work on behalf of the County;

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of Dinwiddie County, Virginia, hereby commends Clarence E. Hawkins for his many contributions and devoted service to the County of Dinwiddie; and

BE IT FURTHER RESOLVED, by the Board of Supervisors of Dinwiddie County, Virginia, that this resolution be presented to Clarence E. Hawkins, and a copy spread upon the minutes of this meeting.

# *Resolution*

***of the BOARD OF SUPERVISORS of DINWIDDIE COUNTY, VIRGINIA***

## IN RECOGNITION OF
## ANNE L. HEATH

WHEREAS, Anne L. Heath has served the County of Dinwiddie, as Executive Secretary for the Building Inspector, with distinction and integrity from July 1, 1976 until January 1, 2000; and

WHEREAS, the Board of Supervisors on this 15th day of December, 1999 desires to acknowledge these qualities and further to express its appreciation for this work on behalf of the County;

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of Dinwiddie County, Virginia, hereby commends Anne L. Heath for her many contributions and devoted service to the County of Dinwiddie; and

BE IT FURTHER RESOLVED, by the Board of Supervisors of Dinwiddie County, Virginia, that this resolution be presented to Anne L. Heath, and a copy spread upon the minutes of this meeting.

# *Resolution*

***of the BOARD OF SUPERVISORS of DINWIDDIE COUNTY, VIRGINIA***

## IN RECOGNITION OF FORREST M. WELLS

WHEREAS, Forrest M. Wells has served the County of Dinwiddie, in the Waste Management Department, with distinction and integrity from January 1, 1986 until January 1, 2000; and

WHEREAS, the Board of Supervisors on this 15th day of December, 1999 desires to acknowledge these qualities and further to express its appreciation for this work on behalf of the County;

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of Dinwiddie County, Virginia, hereby commends Forrest M. Wells for his many contributions and devoted service to the County of Dinwiddie; and

BE IT FURTHER RESOLVED, by the Board of Supervisors of Dinwiddie County, Virginia, that this resolution be presented to Forrest M. Wells, and a copy spread upon the minutes of this meeting.

**IN RE: NEW DINWIDDIE AIRPORT TERMINAL BUILDING**

Mr. Long stated he had enclosed in the Board's packet a letter from Mr. David C. Ploeger for Mr. Michael W. Lee, Chairman of the Dinwiddie Airport and Industrial Authority. The purpose of this letter was to inform the Board of the progress that has been made on the new airport terminal building project at the airport and to seek input regarding the design of the building. The Virginia Aviation Board, at its October 1999 meeting, approved the funding for the design of the new terminal and the funding for the design of a new airport access road from Route 460. The designs will also include a paved auto parking lot at the terminal and a new aircraft-parking apron in front of the terminal. They are now in the process of selecting the architect for the design of the terminal building and hope to have that completed before the end of this month., Their consultants, Delta Airport Consultants, Inc., are designing the access road and parking areas.

In order to be eligible for a construction grant from the state in the coming fiscal year, they need to have the final design of the building submitted to the Virginia Department of Aviation by May 2000. That will allow the Department of Aviation sufficient time to review the design and make a recommendation to the Aviation Board for their August 2000 meeting. It is at that meeting that the Aviation Board issues the major portion of the available grant money for the fiscal year. While this is an aggressive schedule, they believe that it can be accomplished without sacrificing quality in the design of the building. The letter continued by saying on past occasions they had mentioned to the Board the possibility of construction of office space in the terminal building for current or future County use. The airport terminal may be the ideal location for offices for the Industrial Development Authority, a tourism department, a future Chamber of Commerce or some other function that the Board may have in mind. In addition, they may want to make suggestions on some other features of the building, such as the size of the conference room, to ensure this building will meet the needs of the County in the foreseeable future. The letter concluded by stating, due to the design schedule they must follow, they will need the Board's input and suggestion in the very near future. They hope to actively begin the design with the architect in early January. It is their desire to work with the Board of Supervisors to design and construct a terminal that will serve the airport and the County well for many years to come.

**IN RE: TRAVEL AUTHORIZATION REQUEST – GASB 34 TRAINING – WENDY WEBER RALPH AND GLENICE N. TOWNSEND AND PRESERVING COMMUNITY CHARACTER – JOHN M. ALTMAN, JR. AND TIMOTHY C. SMITH**

Mr. Long stated included in the packets was a Travel Authorization Request from Mrs. Wendy Weber Ralph and Mrs. Glenice N. Townsend to attend a GASB 34 Training Seminar on March 27,2000 at Mary Washington College. The program objectives are to provide an understanding of the reporting requirements contained in GASB Statement No. 34 "Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments" and to assist in identifying transitional issues for local Governments. The estimated cost for attending is $264.80.

Mr. Long stated also enclosed is a Travel Authorization Request from John M. Altman, Jr. and Timothy C. Smith to attend The Innovation Group sponsored "Preserving Community Character" conference on February 9, 2000 at the Marriott Hotel In Richmond. This conference is designed to showcase tools to effectively manage growth and at the same time, preserve the community's character. Conference supporters include the Virginia Institute of Government, Virginia Association of Counties, and the Virginia Municipal League. The estimated cost for attending is $249.34.

Upon Motion of Mr. Haraway, Seconded by Mr. Bracey, Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for Mrs. Wendy Weber Ralph and Mrs. Glenice N. Townsend to attend the GASB 34 Training Seminar on March 27, 2000 at Mary Washington College with funds being appropriated from County Administration Travel Budget and for Mr. John M. Altman, Jr. and Mr. Timothy C. Smith to attend The Innovation Group sponsored "Preserving Community Character" conference on February 9, 2000 at the Marriott Hotel In Richmond with funds being appropriated from ABPP Grant Funds.

**IN RE: CHESDIN ANIMAL HOSPITAL – REQUEST FOR RABIES CLINICS**

Mr. Long stated his final item was a request received from Chesdin Animal Hospital for rabies clinics to be held in Dinwiddie and Sussex Counties. The Virginia Veterinary Board requires that they obtain permission from the local governing Boards to hold these clinics. They have scheduled six (6) clinics for January in the Dinwiddie/Sussex areas, plus group vaccinations at hunt clubs, as requested by the hunt club owners. The cost is still $5.00 per vaccination. Last year they vaccinated approximately 565 dogs and cats in Dinwiddie County and approximately 149 dogs and cats in Sussex County at these clinics. If the Board grants permission to hold these clinics again in 2000, they would like to be notified in writing with a copy to the Director of Crater Health District. They enclosed a tentative schedule for the rabies Clinics, as follows:

| | |
|---|---|
| Wallace Supermarket – McKenney | Sat, Jan 8; 2-4 PM |
| Carson Fire Department | Sat, Jan 15; 2-4PM |
| Hawks Pharmacy – Sutherland | Sun, Jan 16; 2-4PM |
| Dinwiddie Administration Building | Sat, Jan 22; 2-4PM |
| J.B.'s Grocery (formerly B&B Grocery) | Sun, Jan 23; 2-4PM |
| Chesdin Animal Hospital | Sat, Jan 29; 2-4PM |

Upon Motion of Mr. Haraway, Seconded by Mr. Bracey, Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Chesdin Animal Hospital is hereby authorized to hold rabies clinics as outlined above.

**IN RE: BOARD MEMBER COMMENTS**

Mr. Bracey -- Merry Christmas and Happy New Year. He stated to Mrs. Everett that he was going to miss fussing at her.

Mr. Moody -- He stated "ditto" on that, he was also going to miss her and that he enjoyed working with her. He stated she was dedicated to the common cause. He further stated that Mrs. Everett had done a good job.

Mr. Haraway also asked about the notification that some other organization has paid for the County's NACO Registration.

Mr. Long stated he had received the memorandum and was shocked and disturbed by it because the Board had voted on it and had paid our dues. The fact that someone else thought that they could cast a vote to pay for it and register the County for the organization was kind of insulting because we had already done so first of all, second of all for this organization to assume they could do it for us was kind of presumptuous but none the less it had been approved and to his knowledge the County had already joined.

**IN RE: VIRGINIA COALITION FOR HIGH GROWTH**

Mr. Moody stated he had some correspondence from the Virginia Coalition for High Growth, which he distributed to the Board. It was in reference to hiring a full-time lobbyist. They have not calculated the expense yet but it would require funds from each locality. He asked the Board to review the information distributed and discuss it at the next meeting.

There was discussion regarding the Board of Supervisors of Prince George entering into a contract with Dr. Rookes, the former Superintendent, to go to Richmond as their lobbyist. The Board asked the County Administrator to contact Prince George School Board and see what Dr. Rookes is doing for them.

**IN RE: BOARD MEMBER COMMENTS**

Mr. Haraway -- He stated today completed his year, stating he had been serving at their pleasure for the past year. He stated he was honored that after being with them for four (4) years they chose to bring him back into the fold. He thanked them and stated he enjoyed working with them for the past year and now he will start his own term.

He stated to Mrs. Everett that he was going to miss her. He continued that he was not only losing a Board member but he was losing a friend. He explained that he and Mrs. Everett had run as a team in 1991.

Mrs. Everett -- She stated it had been a pleasure to serve the County for eight (8) years. She stated she had never missed a meeting; she was proud to serve as the last Chairman of the 20th century and to be the first woman to serve on the Board. She further stated she hoped there would be many more women to serve. She concluded that it had been a wonderful experience and she would not take anything for it and she wished Mr. Bowman the very best and come 16 days from now when her telephone rings she is going to say call Mr. Bowman!

**IN RE: COUNTY ADMINISTRATOR COMMENTS**

Mr. Long stated he was embarrassed that he missed his opportunity to say something. He stated he had certainly appreciated Mrs. Everett's support from the day he arrived, which it is hard for him to believe was 2 ½ years ago. He has certainly enjoyed the laughs, cries and shouts that they have shared and he would say that he is going to miss her but he did not know if that was appropriate because she would still be in the same place. He stated he thought he could still find her. He stated he certainly wanted to thank her in the event that she decided to return to her old line of employment and ended up sitting here with a pad and pencil in hand. He stated he is also looking forward to working with Mr. Bowman in the coming four (4) years.

**IN RE: CLOSED SESSION**

Mr. Moody moved that the Board now move into a closed meeting to discuss matters exempt from the open meeting requirements of the Virginia Freedom of Information Act:

1. The purpose of the closed meeting is to discuss subject matters identified as Personnel and Consultation with Legal Counsel. Matters to include Public Safety, Amendment to Inducement Agreement with TXI-Chaparral Steel and possible Legislation concerning the Petersburg Airport.

   - **Personnel Matters, § 2.1-344 A-1 of the Code of Virginia,** (candidates for employment OR the assignment, appointment, promotion, performance, demotion, discipline, salaries, compensation, resignation of employees)

- **Consultation with legal counsel, § 2.1-344 A. 7 of the Code of Virginia,**
  (consultation with legal counsel and briefings by staff members and consultants about actual or probable and public discussion would adversely affect the negotiating or litigating posture of the County or Town – OR – consultation with legal counsel regarding specific legal matter that require legal advise)

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Mr. Haraway seconded the motion. Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye" the Board moved into the Closed Meeting at 5:30 P.M.

A vote having been made and approved the meeting reconvened into Open Session at 6:44 P.M.

**IN RE: CERTIFICATION**

**Whereas,** this Board convened in a closed meeting on this date pursuant to an affirmative recorded vote on the motion to close the meeting to discuss Personnel in accordance with Section 2.1-344 A.1 of the Virginia Freedom of Information Act;

**Whereas,** Section 2.1-344.1 of the Code of Virginia 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, (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting to which this certification applies; and (2) on such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting to which this certification applies.

Upon Motion of Mr. Bracey, Seconded by Mr. Moody, Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye". This Certification Resolution was adopted.

**IN RE: ADJOURNMENT**

Upon Motion of Mr. Bracey, Seconded by Mr. Moody, Mr. Moody, Mr. Bracey, Mr. Haraway, Mrs. Everett voting "Aye", the meeting adjourned at 6:46 P.M. to be continued at 5:30 P.M. on January 5, 2000 in the multi-purpose room for a reception honoring the retiring employees.

LeeNora V Everett

LeeNora V. Everett
Chairman

R Martin Long

R. Martin Long
County Administrator

/pam