

VIRGINIA: AT THE CONTINUATION MEETING OF THE DINWIDDIE COUNTY BOARD OF SUPERVISORS HELD AT THE PAMPLIN ADMINISTRATION BUILDING, DINWIDDIE COUNTY, VIRGINIA, ON THE 19TH DAY OF AUGUST 1998, AT 11:00 A.M.

PRESENT: EDWARD A. BRACEY, JR., CHAIRMAN ELECTION DISTRICT #4
LEENORA V. EVERETT, VICE-CHAIR ELECTION DISTRICT #3
AUBREY S. CLAY ELECTION DISTRICT #5
HARRISON A. MOODY ELECTION DISTRICT #1
MICHAEL H. TICKLE ELECTION DISTRICT #2

OTHER: DANIEL M. SIEGEL COUNTY ATTORNEY

Mr. Tickle and Mr. Moody arrived late.

IN RE: CALL TO ORDER

Mr. Edward A. Bracey, Jr., Chairman, called the meeting to order at 11:00 A.M.

IN RE: EXECUTIVE SESSION

Upon motion of Mrs. Everett, seconded by Mr. Clay, Mr. Clay, Mrs. Everett, Mr. Bracey voting "aye" pursuant to the Virginia Freedom of Information Act, Section 2.1-344 (A) - 1 Discussion of employment, salaries disciplining of public officers, appointees, or employees of any public body (County Administrator); the Board moved into Executive Session at 11:00 A.M.

IN RE: RETURN TO OPEN SESSION

A vote having been made and approved the meeting reconvened into Open Session at 12:13 P.M. in the Multi-Purpose Room of the Pamplin Administration Building.

IN RE: CERTIFICATION

Upon motion of Mr. Tickle, seconded by Mr. Clay, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye", the following resolution was adopted:

WHEREAS, the Board of Supervisors of Dinwiddie County 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, Section 2.1-344.1 of the Code of Virginia requires a certification by the Board of Supervisors of Dinwiddie County, that such Executive meeting was conducted in conformity with Virginia law;

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia, hereby certifies that, to the best of each member's knowledge, (1) 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 (2) 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 of Dinwiddie County, Virginia.

IN RE: CIP - DISCUSSION OF PROJECTS

Mrs. Troilen Seward, Superintendent of Schools, was present to discuss the Dinwiddie Elementary School renovation project. She stated Option 2 was the path she felt was most in line. This included everything included under Option 1. Option 2 includes upgrading the building without additions and minimum improvement and renovation of the interior of existing building without

additions. Many of the items listed were required by ADA (American Disabilities Act).

There was discussion regarding the cost of these renovations and it was decided that \$3.5 million was the Board's maximum amount of contribution to this project.

Mr. Bracey asked that Mr. R. Martin Long, County Administrator, Mrs. Wendy Weber Ralph, Assistant County Administrator and Mrs. Seward get together and work on the financial funding of this project.

Upon motion of Mrs. Everett, seconded by Mr. Tickle, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted to the School Board to move forward with plans for the Dinwiddie Elementary School renovation as outlined in Option 2; and

BE IT FURTHER RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that funds be advanced until permanent funding is put in place on the project with the total cost not to exceed \$3.5 million.

**IN RE: FIRE/EMERGENCY MEDICAL SERVICES BUILDING --
TOUR TO REVIEW DESIGNS**

Mr. Long stated the next item was the Fire/Emergency Medical Services Building design. Staff met with perspective consultants/architectural engineers firms on fire houses on Monday. We need to set up some visits to some of the stations they have designed and built in the past so we will have some idea of who we are dealing with and what type of work they are capable of. He stated he thought they were going to shoot for a week from Friday. This would be Friday, August 28th. Board members are to let Mr. Long know if they would like to make this trip to visit these buildings.

Mr. Bracey asked which firms were interviewed on Monday.

Mr. Long stated they interviewed Ballou Justice & Upton Architects, Forrest Coile out of Newport News and DGJ out of the Tidewater area. DGJ and Ballou Justice & Upton were the best two (2) interviews. Now he feels that it is necessary to look at the type of design work these firms provide.

**IN RE: PAMPLIN ADMINISTRATION BUILDING ADDITIONAL
SPACE -- CHANGE ORDER NUMBER TWO**

Mr. Long stated with regard to the expansion work in progress there was an action item. There is an update needed on the electrical panel that presently serves the Administration Building. The current service is insufficient and is maxed out. The Change Order information is as follows:

CHANGE NUMBER TWO

The Miller Construction Company will provide all necessary material for upgrading the electrical service. This will include providing and installation of a 24" X 24" metal access door into the conduit chase area. The breakdown of cost is as follows:

◆ Electrical	\$5,500.00
◆ Access Door	<u>150.00</u>
◆ Subtotal	\$5,650.00
◆ 10% OH & P	<u>565.00</u>
◆ TOTAL	\$6,215.00

TOTAL COST OF CHANGE ORDER NUMBER TWO:

SIX THOUSAND TWO HUNDRED FIFTEEN DOLLARS AND NO/CENTS (\$6,215.00).

Mr. Bracey asked who would be doing this work.

Mr. Long stated The Miller Construction Company was the contractor and the electrical work was being subbed to McCray Electric, a Dinwiddie County business.

Upon motion of Mrs. Everett, seconded by Mr. Tickle, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted to the County Administrator to execute Change Order Two (as shown above) for the Pamplin Administration Building additional space for a total price of Six Thousand Two Hundred Fifteen Dollars and No/Cents (\$6,215.00).

IN RE: PAMPLIN ADMINISTRATION BUILDING – SPACE PLANS FOR CURRENT AND NEW ADDITIONAL SPACE

Mr. Long stated plans had been completed for the overall use of the Pamplin Administration Building upon completion of the additional space which have been drawn up by Mr. Raymond Birdsong. Mr. Donald W. Faison, Building and Grounds Superintendent, had color coded the plans to show what department would be using each space.

The plans were reviewed and discussed by the Board. The Board was shown what area would be designated for the Treasurer's Office, the Commissioner of the Revenue's Office, the Code Compliance Officer's Office, the Reassessment Office and Public Safety Director's Office.

The Board voiced concern about Mrs. Deborah M. Marston's comments that she would be loosing space and not gaining space with this renovation. After reviewing the plans the Board agreed they did not see grounds for her comments.

Upon motion of Mrs. Everett, seconded by Mr. Moody, Mr. Moody, Mr. Tickle, Mr. Clay, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for Administration to move forward with the floor plan by obtaining a price from The Miller Construction Company for the necessary renovations to provide the Director of Public Safety an office and report back to the Board with these figures.

IN RE: OLD COURTHOUSE AND JAIL WELLS

Mr. Long asked Mrs. Ralph to address the jail wells with the Board.

Mrs. Ralph stated the jail well situation is that if they want Administration to move forward, they need authorization or action to connect the old Clerk's Office and the Old Courthouse to the jail well. This would be abandoning the Old Courthouse well.

There was discussion regarding drilling a well verses using the old well. The major problem with this was we still do not know where the gasoline additive originated. There was also discussion regarding shallow wells verses the deep wells. There was concern about the cost of a new well and the additional costs of hooking it up to the current system.

Mrs. Everett wanted to know how much the Board was willing to spend to do away with the bottled water.

This brought up all kinds of questions regarding the water issue in the Courthouse buildings.

It was decided to continue the investigation of a drilled well and report findings to the Board at a further meeting.

IN RE: CHESDIN RECREATIONAL SITE

Mr. Long stated the only other item he knew that needed to be discussed was the recreation site. Administration stated they needed direction on how the Board wished Administration to move on the proposed Chesdin recreational site.

Mr. Tickle stated he could not see any reason that we should not lease the property from the Game and Inland Fisheries. He further stated he felt it was a win win situation for the County.

After discussion it was decided to ask a member of the Game and Inland Fisheries to come to the next CIP session and discuss this area with the Board. The Board wished to know what the Game and Inland Fisheries was actually going to provide toward the development.

The Board asked Mr. Long to contact the Game and Inland Fisheries to find this information to be able to report back to the Board.

IN RE: EXECUTIVE SESSION

Upon motion of Mr. Tickle, seconded by Mr. Clay, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye" pursuant to the Virginia Freedom of Information Act, Section 2.1-344 (A) - 3 Discussion or consideration of the condition, acquisition or use of real property for public purpose, or of the disposition of publicly held property; the Board moved into Executive Session at 1:37 P.M.

IN RE: RETURN TO OPEN SESSION

A vote having been made and approved the meeting reconvened into Open Session at 2:05 P.M. in the Board Meeting Room of the Pamplin Administration Building.

IN RE: CERTIFICATION

Upon motion of Mr. Tickle, seconded by Mr. Clay, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye", the following resolution was adopted:

WHEREAS, the Board of Supervisors of Dinwiddie County 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

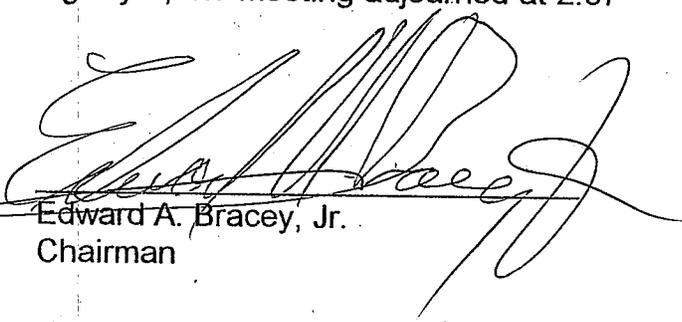
WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by the Board of Supervisors of Dinwiddie County, that such Executive meeting was conducted in conformity with Virginia law;

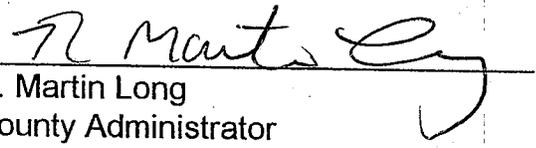
NOW THEREFORE BE IT RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia, hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to

which this certification resolution applies; and (2) 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 of Dinwiddie County, Virginia.

IN RE: ADJOURNMENT

Upon motion of Mr. Clay, seconded by Mr. Moody, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye", the meeting adjourned at 2:07 P.M.


Edward A. Bracey, Jr.
Chairman

ATTEST: 
R. Martin Long
County Administrator

/pam

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 19TH DAY OF AUGUST, 1998, AT 2:00 P.M.

PRESENT: EDWARD A. BRACEY, JR., CHAIRMAN ELECTION DISTRICT #4
LEENORA V. EVERETT, VICE-CHAIRMAN ELECTION DISTRICT #3
MICHAEL H. TICKLE ELECTION DISTRICT #2
HARRISON A. MOODY ELECTION DISTRICT #1
AUBREY S. CLAY ELECTION DISTRICT #5

OTHER: DANIEL M. SIEGEL COUNTY ATTORNEY

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

Mr. Edward A. Bracey, Jr., Chairman of the Board, called the regular meeting to order at 2:07 P.M. followed by the Lord's Prayer and the Pledge of Allegiance.

IN RE: AMENDMENTS TO THE AGENDA

Mr. Bracey asked if there were any amendments to the agenda.

There being none Mr. Bracey moved forward.

IN RE: MINUTES

Upon motion of Mr. Tickle, seconded by Mrs. Everett, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia, that the minutes of the August 5, 1998 Continuation Meeting and the August 5, 1998 Regular Meeting are approved in their entirety.

IN RE: CLAIMS

Upon motion of Mr. Moody, seconded by Mr. Clay, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey 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 1011690 - 1011854 (void check(s) numbered 1011572; 1011692; 1011718; 1011705; 1011589 and 1011853); for Accounts Payable in the amount of \$171,840.88: General Fund \$77,735.68; Jail Commission \$70.77; E911 Fund \$684.20; Law Library \$47.99; Fire Programs \$10,144.80; Capital Projects \$1257.44; and County Debt Service \$81,900.00

IN RE: APPROVAL OF REQUISITION #25 - COURTHOUSE CONSTRUCTION

Mrs. Wendy Weber Ralph, Assistant County Administrator, stated the following invoices are included in Requisition 25:

MORTON MARKS AND SONS, INC.	\$26,846.97
CONTACT SPECIFIX	478.57
HENING VEST COVEY	<u>3,545.24</u>
TOTAL REQUISITION NUMBER 25	\$30,870.78

Upon motion of Mrs. Everett, seconded by Mr. Clay, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Requisition Number 25 in the amount of \$30,870.78 be approved and funds appropriated for CIP expenses for the Courthouse Project Fund.

IN RE: APPROVAL OF REQUISITION #35 – SCHOOL CONSTRUCTION

Mrs. Ralph stated Requisition #35 for the School Construction consists of payment to the following:

KBS, INC.	\$278,300.72
FROEHLING & ROBERTSON, INC.	548.75
SOUTHSIDE ELECTRIC COOPERATIVE	198.28
DEJARNETTE & PAUL, INC.	3,192.00
SCHNABEL ENGINEERING	3,341.38
DUNBAR, MILBY, WILLIAMS, PITMAN & VAUGHAN	<u>2,094.56</u>
TOTAL OF REQUISITION NUMBER 35	\$287,675.69

There was discussion regarding Midway's unfortunate situation and the cost of services being performed on that site. Mr. Tickle felt we should not incur any costs related to this incident.

Mr. Ray Watson, Assistant Superintendent of Schools, stated Schnabel Engineering and Dunbar, Milby, Williams, Pitman & Vaughan were hired by Dinwiddie County.

After further discussion it was decided that we should pay for the services we requested and try to recover the costs from the contractor. Mr. Tickle agreed to this suggestion.

Upon motion of Mrs. Everett, seconded by Mr. Clay, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Requisition Number 35 in the amount of \$287,675.69 be approved and funds appropriated for CIP expenses for the School Project Fund.

Mr. Tickle stated we, the Board of Supervisors, need to send information to the School Board stating we feel KBS should pay for this; the Board should not be paying for extraneous costs related to this issue. They should cover that. He wanted to petition and have the School Board report back to the Board of Supervisors on this issue. He did not feel that taxpayers should be covering this expense.

Mr. Bracey asked if he was asking the County Administrator to take care of reporting back to the Board on this issue.

Mr. Bracey wanted to know who would be paying Dinwiddie County or the School Board.

Mrs. Ralph stated it was her understanding that you were requesting for the additional services to be hired to protect our interest but the School Board was paying for it.

Mr. Bracey stated they are paying for it.

Mr. Watson stated it would be paid out of the contingency CIP Fund. He further stated the School Board was not, at this point, asking for an increase in the CIP Fund.

IN RE: CITIZEN COMMENTS

Mr. Bracey asked if there were any citizens who had signed up to speak. There being none Mr. Bracey asked if there were any citizens present who had not signed up but wished to speak. There being none Mr. Bracey moved forward.

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

Mr. Ronald Reekes, Resident Engineer for the Virginia Department of Transportation, came forward to present his monthly report. He gave a brief report on the status of projects currently in progress and projects that will be beginning shortly.

Mr. Tickle asked questions regarding the large trucks from the gravel plant on Route 226. It was suggested they place a pad prior to access to a State maintained road and/or put in an acceleration lane.

Mr. Long was requested to contact TarMac and request their dump trucks use 460 when ever possible and to limit traffic on Route 226. Also he was asked to see if the Company would place a pad prior to using the State maintained road and put in lanes for acceleration and deceleration.

**IN RE: VIRGINIA DEPARTMENT OF TRANSPORTATION –
SECONDARY CONSTRUCTION SIX-YEAR PLAN –
PROPOSED DATES**

Mr. Reekes stated he had written a letter to Mr. Long informing him it was once again time to update the Secondary Construction Six-Year Plan and Annual Fiscal Budget. He was proposing to do this during the months of October and November. He proposed the following schedule:

- Wednesday, October 7, during the regular scheduled board meeting, public information meeting to seek input into updating plan.
- Wednesday, October 21, during regular scheduled board meeting, workshop with Board of Supervisors.
- Wednesday, November 4, during regular scheduled board meeting, public hearing and adoption of proposed six-year plan and annual budget.

Mr. Reekes continued that in the past, the public information meeting had been well received by residents, and he believed this should continue. The Department will advertise for the public information meeting. The public hearing should be included in the normal board schedule advertisement.

There was discussion on the time and date and decided the proposed dates would work for all involved.

IN RE: COMMISSIONER OF THE REVENUE – REPORT

Mrs. Deborah M. Marston, Commissioner of the Revenue, came forward to present her report. She stated for the last several months her office had been overwhelmed with the Governor Gilmore Plan. She presented what she hoped would be taken as a fairly good, quickly put together, report on that. She gave a brief overview of the number of vehicles which her office had to review for qualification and key for the PPTRA (Personal Property Tax Relief Act). As of July 31st, with the diligent help of her full time employees and part time employees; she stated they needed and deserved the credit, Linda Stamos, Dorothy Rogers, Dorothy Alston, Rebecca Winn, full time employees and Mary Jo Beville, Marjorie Flowers, Betty Giddens, Peggy Avery, Connie Rose and Mary Lee Nye did what ever she had asked of them and she wanted to publicly thank them and put their names on the record. She continued that as of July 31st, within the time frame that the Governor had set through the General Assembly, as her time line

to submit to certify to the County's Treasurer – 20, 912 vehicles with a posted tax of \$2,909,286.33. They have been working very hard with the Treasurer to get the fine tuning done. She was very pleased with the error rate that her employees had in the keying process. She stated she hoped the papers would put a little bit of positive in there about them, that they got it done and we are getting ready to certify it to DMV.

There was discussion about the weight of the vehicles, business vehicles and other information of qualification requirements.

IN RE: TREASURER – REPORT

Mr. William E. Jones, Treasurer, came forward and presented his report for the months of June and July.

There was discussion regarding the General Fund statements. Mr. Jones pointed out that the General Fund balance was down somewhat because of a couple of items: the funds advanced to the School Construction Fund until the Completion Bonds are issued; the delay in assessing and billing the public service corporations; and the Tar-Mac check.

Mr. Bracey stated that he hoped in the very very near future that the County has some type of statement to make concerning the matter of the \$300,000 plus check. He stated he is just beginning now to understand exactly what went on with that three hundred and some dollar item.

Mr. Jones stated he received a Court Order to pay it and that is all he did.

Mr. Bracey stated the thing is that he thinks the citizens deserve a right to know where their money went to and what for. He stated he did not know who was going to make the report but he thought it was time now. It has been several months. He stated he felt Mr. Jones and Mr. Long needed to get together for a statement.

Mr. Jones stated again he just had a Court Order.

Mr. Bracey stated yes, but there had to be a root. We can dance and we can jump but there had to be a root to create something. He understood where Mr. Jones was coming from.

IN RE: TREASURER – PUBLISHING DELINQUENT TAX LIST

Mr. Jones stated he had one item which needed Board action. He stated each year the Board decides whether to give authorization to publish the delinquent taxpayer list in a local newspaper. This is used as a collection tool. He further stated that this year he did not feel the need to publish this list and recommended to the Board that this not be done. He stated he had other collection methods in place.

Upon motion of Mrs. Everett, seconded by Mr. Moody, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye";

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the recommendation of the Treasurer to not publish a delinquent taxpayer list be accepted.

It was decided that Mr. Jones should investigate and evaluate publishing a list after eighteen (18) months of nonpayment and report back to the Board.

IN RE: TREASURER - PERSONAL PROPERTY TAX RELIEF ACT

Mr. Jones stated Mrs. Marston did have the information to him within the time frame, prior to deadline set out by the Personal Property Tax Relief Act. He stated there were 16,757 vehicles on which personal property tax had been paid, are eligible and would be receiving the refund. The total amount of the refund, as of August 15, 1998, is

\$222,862.69. He commented the Commissioner's office had very few errors in their keying. He hoped to have this information to DMV by Monday. He stated the Commissioner's Office needed to be commended for their efforts. He stated it was a big strain on them to get this information corrected, get it reformatted, go out there and find the vehicles that actually qualified. He publicly thanked the Commissioner and her staff along with Ms. Cathy Carwile, Data Processing Coordinator, for her help in the conversion of the files.

IN RE: COMMONWEALTH ATTORNEY – REPORT

Mr. Long stated he had received a memorandum from Mr. T. O. Rainey, Commonwealth Attorney, stating he would not be present today because he is out of town on vacation.

IN RE: SHERIFF'S DEPARTMENT – REPORT

Sheriff Samuel Shands came forward to pass out his report, apologized for it being late and presented the report. He asked if the Board had any questions for him.

Mr. Bracey asked Sheriff Shands to keep an eye on Courthouse Road for vehicles exceeding the speed limit.

Mr. Bracey also stated several departments needed to get together and discuss the problems with the adult homes within the County.

IN RE: BUILDING INSPECTOR – REPORT

Mr. Dwayne H. Abernathy, Building Inspector, was not present. Mr. David Hartsook came forward and presented the report.

Mr. Tickle commented about the fees being charged by the Building Inspector's Office and stated we may need to investigate the possibility of increasing the fees.

Mr. Long was directed by the Board to meet with Mr. Dwayne Abernathy to review this matter and report back to the Board.

IN RE: ANIMAL WARDEN – REPORT

Mr. Steve Beville, Animal Warden, was not present because he was on vacation. Ms. Mary Ellison came forward and presented the monthly report. The Board had no questions for Ms. Ellison.

IN RE: DIRECTOR OF PLANNING – REPORT

Mr. William C. Scheid, Director of Planning, was not present due to the death of his father, William L. Scheid on August 16, 1998.

Mr. John M. Altman, Jr., Zoning Administrator, came forward and presented Mr. Scheid's monthly report. Mr. Altman stated there were two (2) items in Mr. Scheid's report that needed Board action.

IN RE: DIRECTOR OF PLANNING – INDOOR PLUMBING PROGRAM

Mr. Altman presented a request that the Board adopt the 1998-1999 Section 3 Plan for the Indoor Plumbing Program which is funded through the Community Improvement Grant. The Board passed a similar resolution last year.

Upon motion of Mrs. Everett, seconded by Mr. Tickle, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that they adopt the following 1998- 1999 Section 3 Plan for the Indoor Plumbing Program which is funded through the Community Improvement Grant:

COUNTY OF DINWIDDIE
1998-1999
SECTION 3 PLAN

1. The County of Dinwiddie, Virginia (the "County"), designated as its Section 3 covered project area the boundaries of the County.
2. The County, its contractors, and designated third parties shall in utilizing Community Improvement Grant funds utilize businesses and lower income residents of the Section 3 covered Project Area in carrying out all activities, to the greatest extent feasible.
3. In awarding contracts for work and for procurement of materials, equipment or services the county, its contractors and designated third parties shall take the following steps to utilize businesses which are located in or owned in substantial part by a person residing in the Section 3 covered area:
 - a) The County shall ascertain what work and procurements are likely to take place through the Community Improvement Grant funds.
 - b) The County shall ascertain through various and appropriate sources including
The Dinwiddie Monitor
The Progress Index
Virginia Employment Commission
the business concerns covered by Section 3 which are likely to provide materials, equipment and services which will be utilized in the activities funded through Community Improvement Grant.
 - c) The identified business concerns shall be apprised of opportunities to submit bids, quotes or proposals for work or procurement contracts which utilize CIG funds.
 - d) To the greatest extent feasible the identified businesses and any other project area business concerns shall be utilized in activities which are funded with CIGs.
4. In the utilization of trainees or employees for activities funded through CIG's the County its contractors and designated third parties shall take the following steps to utilize lower income persons residing in the Section 3 covered project area.
 - a) The County in consultation with its contractors (including design professionals) shall ascertain the types and number of positions for both trainees and employees which are likely to be utilized during the project funded by CIGs.
 - b) The County shall advertise through the following sources the availability of such positions.
The Dinwiddie Monitor
The Progress Index
Virginia Employment Commission
 - c) The County, its contractors and designated third parties shall be required to maintain a record of inquiries and applications by project area of residents who respond to advertisements, and shall maintain a record of the status of such inquiries and applications.
 - d) To the greatest extent feasible, the County, its contractors, and designated third parties shall utilize lower income project area residents in filling training

and employment positions necessary for implementing activities funded by CIGs.

5. In order to ascertain substantial compliance with the above affirmative actions and Section 3 of the Housing and Community Development Act of 1968, the County shall keep, and require to be kept by contractors and designated third parties, listing of all persons employed and all procurements made through the implementation of activities funded by CIGs. Such listing shall be complete and shall be verified by site visits and interviews, cross checking of payroll reports and invoices, and through audits if necessary.

Adopted this 19th day of August, 1999 by the Dinwiddie County Board of Supervisors.

Edward A. Bracey, Jr., Chairman
Board of Supervisors

R. Martin Long, County Administrator

**IN RE: APPOINTMENT – REHAB BOARD FOR INDOOR
PLUMBING PROGRAM**

Mr. Altman continued with Mrs. Mary Williams has requested the Board replace her as a member of the Rehab Board. Her work schedule is such that she can not attend the meetings on a regular basis. She recommended Mrs. Beth Baldwin to replace her. Beth is an employee with the Dinwiddie Health Department.

Upon motion of Mr. Moody, seconded by Mr. Clay, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Mrs. Beth Baldwin be appointed to the Rehab Board to replace Mrs. Mary Williams from the Dinwiddie County Health Department.

IN RE: DIRECTOR OF PLANNING – REPORT

Mr. Altman stated he believed it was traditional for Mr. Scheid to let the Board know what would be coming their way from the Planning Commission. As of the date of this memo or staff report which was the date of the Planning Commission Meeting, the Board will be hearing the four (4) requests from Bear Island and the request for rezoning and the request from Sprint for conditional use permit. He reported the Board would not be hearing Mr. Goodwyn's request for a Christian retreat campsite because the Planning Commission tabled that.

Mr. Tickle asked for an update on Chaparral.

Mr. Altman gave a brief synopsis on the project.

Mr. Bracey stated we had a problem up on Franklin Street and wanted to know if we were close to solving it.

Mr. Altman stated the problem came with the tall grass and trash on the hill located by Franklin Street. No one claimed this property. Mr. Altman stated he has been in contact with Food Lion's attorney and are trying to set up a meeting with all persons involved in order to find a solution to the situation.

IN RE: ZONING ADMINISTRATOR – REPORT

Mr. John M. Altman, Jr., Zoning Administrator, continued by presenting his monthly report.

Mr. Altman stated one item he did not have in his report was that he was contacted last week by the National Park Service out of the Philadelphia office. They are interested in submitting a project to work with us and possibly develop an overall trail program for the County. This would connect into the effort that is currently underway with the Park Systems on the Appomattox. He stated he had talked to her about it and expressed interest on the County's behalf. This was simply putting our name in the hat and he did not know if we will get any money or not. We will have to wait and see what will happen. He stated he went out in front of everybody and we will take the chance. We don't lose anything by trying.

There was discussion regarding the taxation of single wide mobile homes within the County. Mrs. Marston had left the meeting and was not available to answer questions.

Mr. Bracey instructed Mr. Long to get information on the taxation of mobile homes and report back to the Board.

IN RE: SOCIAL SERVICES – REPORT

Mrs. Peggy McElveen, Director of Social Services, came forward stating she had no official report. She did, on a personal note, thank the Board for their support during her husband's illness.

Mr. Bracey asked Mrs. McElveen to call Sheriff Shands and to help steer them in the right direction regarding the adult homes in the County in order that this does not get blown out of proportion.

She stated she would be glad to do that because it took up a lot of her staff's time also.

IN RE: SUPERINTENDENT OF SCHOOLS – REPORT

Mrs. Troilen Seward, Superintendent of Schools, was not present because she was at Dinwiddie County Middle School surveying the progress, pushing a little. The contractors are assuring them all the schools will be opening on time.

Mr. Ray Watson came forward reporting that currently we have 4,247 students registered for school this coming year. This is 61 new students.

He reported that Chaparral Steel was working with them on a new program called work keys and would be assessing and matching students to jobs. He felt this was an asset to the school system.

He stated if the Board gets any complaints about the telephone system, the new system did not convert as anticipated but has now been completed.

IN RE: RECREATION – REPORT

Mr. Timothy C. Smith, Recreation Director, came forward to present his monthly report.

IN RE: RECREATION – BRITISH SOCCER CAMP

Mr. Smith continued he would like the Board's approval on holding the British Soccer Camp in the summer of 1999. He stated we had 30 participants this year and he felt it went really well.

Upon motion of Mr. Tickle, seconded by Mr. Clay, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted to the Recreation Department to enter into a contract with Challenger British Soccer Camps to hold a camp in the summer of 1999.

IN RE: WASTE MANAGEMENT – REPORT

Mr. Dennis King, Director of Waste Management, came before the Board and presented his report for the months of July and August 1998.

Mr. King stated he felt the signs were working in the Piney Beach area.

Mr. Moody stated we needed to be looking into trucks for this department. He felt we needed to do some preplanning.

Mr. Bracey asked if some vegetation could be planted to shield the dumpsters from the home across from the Sheriff's Office. He stated it was what Mrs. Andrews saw when she came out her front door.

Mr. King stated he would be glad to. He felt it was a good idea.

IN RE: PUBLIC SAFETY OFFICER -- REPORT

Mr. David M. Jolly, Public Safety Officer, came forward and presented his monthly report.

Mrs. Everett asked Mr. Jolly to elaborate on the trailer incident that occurred.

Mr. Jolly explained how the resident had set Raid Foggers off in the trailer, with his family in the trailer, and failed to extinguish the pilot light causing an explosion. Mr. Jolly stated he had never seen a trailer destroyed like this one and further stated the family was lucky to have escaped without injury.

Mr. Jolly stated the Ford Volunteer Fire Department would be picking up their brush truck this coming Saturday.

He also stated the Grant cycle, for this time, for EMS equipment we have approximately \$20,000.00 worth of requests. That would be a County portion of about \$4,000.00 and at this time until we get some approvals back saying that we even got the money he did not recommend that we take any action; he stated he was just making them aware of that. We do have some funding options open to us should we get approval and it will be a couple more months before he knows that.

Mr. Tickle stated he liked the format of his report. He stated he liked both the visual and numeric charts of how the squads of the County are taking the calls. It makes it very easy to determine which group is doing the work and how they are doing the work.

Mr. Jolly stated next month they would see the same graphic for the fire side. He stated they are currently also working on a standardized monthly report for the Departments.

IN RE: FIRE & RESCUE ASSOCIATION – REPORT

Mr. Jolly stated he was also the Fire & Rescue representative today because Mr. Charles Lewis was unable to attend.

There were no questions from the Board for Mr. Jolly regarding the Fire & Rescue Association.

IN RE: COUNTY ATTORNEY – REPORT

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

Mr. Bracey asked Mrs. Ralph if we took care of Ms. Hodges; he stated he did not know her married name.

Mrs. Ralph stated that would depend upon the answer from an attorney who is not here right now. We will have to check with her attorney.

IN RE: BUILDING AND GROUNDS SUPERINTENDENT – REPORT

Mr. Long stated that Mr. Donald W. Faison, Construction Inspector, was not present due to illness. Mr. Faison's report is included in the Board's packet and Mr. Long stated he would try to answer any questions the Board might have.

Mr. Bracey stated he did notice some work had been started at the Health Department and the addition project was moving forward. Mr. Faison has also been working on the jail problem and some of that has been solved at a very minimum cost. A lot of time we take Mr. Faison – he has really saved us a lot of money and he does some good work. He is also doing a good job of keeping the Courthouse clean and the building here. He hoped this would continue because the taxpayers have a lot of money in these buildings.

IN RE: GENERAL DISTRICT AND JUVENILE DOMESTIC RELATIONS COURT – REQUEST FOR NEW COPIER

Mrs. Donna Brockwell, Clerk, came forward to request funding for a copier. She stated their current copier has died and she had obtained four (4) estimates for a new one. These estimates were passed to Mrs. Ralph for her review. The bids were as follows:

1. Southern Copier Sales & Service
Mechanicsville VA 23111
Ricoh 4822 Copier
22 copies per minute
Maintenance - \$375.00 mo. - 25,000 copies \$6,195

2. Total Office Solutions
Richmond, Virginia 23227
Panasonic FP 7742
42 copies per minute \$6,380
Maintenance: .014/copy
20 bin sorter \$1,350
Stapler/Sorter \$2,150
\$9,880

3. Ikon Office Solutions
2211 Dickens Road
Richmond, Virginia 23230
Canon NP 6330
w/10 Bin Sorter
30 copies per minute \$4,562.45

Canon NP4050
40 copies per minute
Maintenance - \$56/mo (15,000 copies)
Service Richmond \$6,241.45

4. Virginia Office Systems, Inc.
 4455 Flexon Drive
 Prince George, Virginia 23875
 Canon NP4050
 40 copies per minute
 w/20 bin sorter/stapler
 Maintenance - \$73/mo (10,000 copies)
 Service - Colonial Heights \$4,300

*Note: Average usage by Clerk is 2,500 copies per month

Mrs. Brockwell recommended that we accept the bid of Virginia Office Systems, Inc. which is the low bid.

Upon motion of Mrs. Everett, seconded by Mr. Clay, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted and funds appropriated for the General District And Juvenile & Domestic Relations Court to order a Canon NP4050 copier from Virginia Office Systems, Inc. for a price of \$4,300.00. This machine will make 40 copies per minute and will have a 20 bin sorter/stapler. Maintenance will be \$73.00 per month up to 10,000 copies with service being provided from Colonial Heights.

**IN RE: COMMUNITY DEVELOPMENT BLOCK GRANT
 ECONOMIC DEVELOPMENT - AMENDMENT OF
 RESOLUTION**

EXHIBIT

Mrs. Ralph stated that we needed to amend the Community Development Block Grant Resolution which was passed in October of last year. However, it has taken us time to get the information needed to actually submit the grant application. She refreshed the Board's memory by stating the County was trying to obtain funds from the Community Development Block Grant to help Chaparral with water and sewer costs. We have everything ready, except this resolution, to go to the State. In fact Mr. Jim McClure from the Planning District Commission is going to run it to the State first thing tomorrow to deliver it. She stated they need to readopt the resolution because there are two (2) changes. The actual funding for the loan application to the Virginia Resource Authority will be \$4,113,380.00 and that is due to 16" line change to 24" line. Also there was an additional 2,000' of rerouted access road. Then when we got the letter back from Chaparral they had changed their original letter from \$490 million to \$470 million.

Mr. Long stated the bottom line to this is it is the State Economic Development Grant that would provide \$700,000.00 for this project. This is just part of their requirement that we amend the Resolution to get that nearly three quarters of a million dollars from the State.

Mrs. Ralph stated what will happen is, as you are familiar with, we did the Wal Mart project this way; Mr. Robert Harrison and the Dinwiddie County Water Authority have agreed to administer the Grant. The funds will have to come to us and then we will turn around and issue a check to them. They will actually administer the funds.

Upon motion of Mr. Clay, seconded by Mr. Moody, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

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

WHEREAS, the Virginia Department of Housing and Community Development published a Fund Distribution Plan that outlined the proposed allocation of Community Development Block Grants funds in Virginia for fiscal year 1998; and

WHEREAS, Community Improvement Grants will provide funds to eligible Virginia local governments to assist local governments to increasing business and employment opportunities, conserving and improving housing conditions, and improving the availability and adequacy of community facilities; and

WHEREAS, economic growth and the creation of jobs is essential for Dinwiddie County's continued economic well-being; and

WHEREAS, a major industrial facility is planning to locate in Dinwiddie County; and

WHEREAS, the service capacity of the existing water system needs to be increased to meet the industry needs; and

WHEREAS, an access road has to be constructed to serve the industrial plant site; and

WHEREAS, the Dinwiddie County Board of Supervisors have complied with the citizen participation requirements by conducting two public hearings; one on October 2, 1997 to receive input regarding community development needs, and the second on October 15, 1997 to receive input regarding a proposal for Community Improvement Funds.

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia does hereby agree to submit an application to the Virginia Department of Housing and Community Development requesting \$700,000 under its Community Improvement Grant Program for the Chaparral Steel East Project said funds will be used to construct a water line to serve the major manufacturing facility and to cover grant administrative costs; and

BE IT FURTHER RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia commits to apply for the Virginia Department of Transportation (VDOT) for a \$450,000 grant under the Industries Access Road Program, which will require \$870,000 in local matching funds; commits to submit through the Dinwiddie County Water Authority a \$4,113,380 loan application to the Virginia Resource Authority for water and sewer construction costs, and Texas Industries commits to expend \$470 million for the development of the Chaparral East Project.

BE IT FURTHER RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia, that the planned location of the major distribution facility will create 300 new jobs, 51% of which are projected to made available to persons with low to moderate incomes; and

BE IT FURTHER RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia, hereby authorizes the County Administrator to sign the application on behalf of the Board of Supervisors, submit all appropriate documentation, execute the grant contract, and administrator of the GIC Program.

IN RE: COUNTY ADMINISTRATOR COMMENTS – CRIMINAL HISTORY RECORD CHECK WITH VIRGINIA STATE POLICE

Mr. Long stated the only comment he had included in the packet he had since resolved. That was the information on the Criminal History Record Checks which we discussed briefly at the last meeting. He stated he has since verified through Captain Booth that within sixty (60) days, Captain Booth stated the VCIN program will be updated in the Sheriff's Office to include the method with the personal computer which would be much quicker. Since it will be put in the Sheriff's Office this request is rescinded.

IN RE: BOARD MEMBER COMMENTS

Mr. Moody – The only item he had was the Planning Commission had a meeting last week and they had four (4) re-zonings. He stated he thought we have come to a turning point and that we need to get on the ball and get rolling to let these developers know what we really are asking. They can not bring the Board something and then do not know what they are going to get. We need to have something set down to let people know this is what we think is going to be acceptable to the County as far as zoning goes. He just wanted to put that in.

Mr. Bracey asked if what Mr. Moody was saying, he wanted to be sure he understood, was that he was pushing for the Board's changes and or recommendations so that the Planning Commissioners will have more concrete things to ---

Mr. Moody stated so the Planning Commission and also the contractors will have something in concrete that will be acceptable to the County. This will let the developers know what the guidelines will be.

Mrs. Everett – She stated the draft of the Appomattox River Corridor Plan has been released by the Crater Planning District Commission and there will be further meetings on that. One of the recommendations in that Plan was that we can figure working with Chesterfield County on carrying out some of these proposals. Mrs. Janet Potter met with Crater last week and explained what her agency does and the possibility of them working with our locality on the development of some of these plans. It looks like it might be very favorable for all of us. She stated Mr. March Altman had worked very hard on this project.

Mrs. Everett further stated she wanted to commend Mr. March Altman on being appointed to the Board of Directors of the Film Studios of Petersburg.

Mrs. Everett stated some of the industrial employers in the area have concern that the transit system does not extend outside of the City of Petersburg and there might be need for service to get people to work at some of these industrial sites. They have asked Crater Planning District Commission to ask Petersburg area transit to poll some of the industries and employers to find out exactly what the need might be on extending transit services.

Mr. Bracey stated we do not have any transit service now, right?

Mrs. Everett replied none now.

Mr. Bracey stated not even in the City of Petersburg.

Mrs. Everett stated outside of Petersburg. They are primarily looking at some other locations out side of the City that some of the industries might want to be serviced.

Mr. Clay – no comments

Mr. Tickle – He made a quick comment about the ABIDCO report. He stated he felt that we should receive this portion of the report every month.

Mr. Long was instructed to ask ABIDCO to provide this each month.

Mr. Bracey – no comments

RE: EXECUTIVE SESSION

Upon motion of Mr. Clay, seconded by Mr. Tickle, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye" pursuant to the Virginia Freedom of Information Act, Section 2.1-344 (A) - 1 Discussion of employment, salaries, disciplining

of public officers, appointees, or employees of any public body (Code Compliance Officer); Section 2.1-344 (A) - 5 Discussion concerning a prospective business or industry where no previous announcement has been made of the business' or industry's' interest in locating in the community; and Section 2.1-344 (A) - 7 Consultation with legal counsel (Group Home Litigation) the Board moved into Executive Session at 4:25 P.M.

Mr. Bracey called for a five (5) minute break prior to the Executive Session.

A vote having been made and approved the meeting reconvened into Open Session at 4:59 P.M.

IN RE: CERTIFICATION

Upon motion of Mr. Clay, seconded by Mr. Tickle, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye", the following resolution was adopted:

WHEREAS, the Board of Supervisors of Dinwiddie County 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, Section 2.1-344.1 of the Code of Virginia requires a certification by the Board of Supervisors of Dinwiddie County, that such Executive meeting was conducted in conformity with Virginia law;

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia, hereby certifies that, to the best of each member's knowledge, (1) 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 (2) 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 of Dinwiddie County, Virginia.

IN RE: APPOINTMENT - CODE COMPLIANCE OFFICER

Mr. Long stated he would like to ask the Board's action on hiring Mr. David Thompson for the Code Compliance Officer effective September 8, 1998 at a Grade 12 Step B salary \$26,098.00 annually.

Upon motion of Mr. Moody, seconded by Mr. Tickle, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted to hire Mr. David Thompson for the Code Compliance Officer effective September 8, 1998 at a Grade 12 Step B salary \$26,098.00 annually.

IN RE: COUNTY ADMINISTRATOR - SALARY MERIT INCREASE

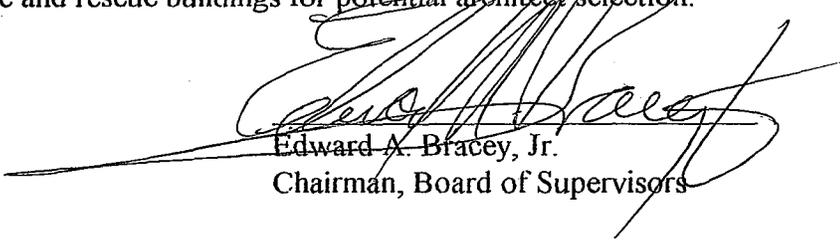
Mrs. Everett stated we have evaluated the County Administrator and the Board recommends a salary increase of 5% effective July 1, 1998.

Upon motion of Mr. Clay, seconded by Mr. Tickle, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye",

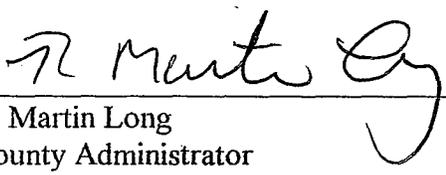
BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the County Administrator receive a salary merit increase of 5% effective July 1, 1998.

IN RE: ADJOURNMENT

Upon motion of Mr. Moody, seconded by Mr. Tickle, Mr. Moody, Mr. Clay, Mr. Tickle, Mrs. Everett, Mr. Bracey voting "aye", the meeting adjourned at 5:10 P.M. to be continued August 28, 1998 at 8:00 A.M. at the Pamplin Administration Building for the purpose of reviewing fire and rescue buildings for potential architect selection.


Edward A. Bracey, Jr.
Chairman, Board of Supervisors

ATTEST:


R. Martin Long
County Administrator

/pam