

VIRGINIA: AT THE CONTINUATION MEETING OF THE DINWIDDIE COUNTY BOARD OF SUPERVISORS HELD IN THE BOARD ROOM OF THE PAMPLIN ADMINISTRATION BUILDING IN DINWIDDIE COUNTY, VIRGINIA, ON THE 17<sup>TH</sup> DAY OF FEBRUARY, 1999, AT 1:00 P.M.

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

(Mr. Clay arrived at 1:10 P.M. and Mr. Moody arrived at 1:11 P.M.)

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**IN RE: CALL TO ORDER**

Ms. LeeNora V. Everett, Chairman, called the continuation meeting to order at 1:00 P.M.

**IN RE: GEOGRAPHIC INFORMATION SYSTEM (GIS) PRESENTATION**

Mr. Steve Sedlock, GIS Analyst from Timmons, came forward to make a presentation on their findings regarding the GIS Needs Assessment. He gave an overview of objectives, project description, what GIS was, integrated GIS, data integration, operational benefits to all departments, specific operational benefits to the following offices or departments: Planning Department, County Administration, Commissioner of the Revenue's Office, Public Safety, Law Enforcement, Water and Sewer Authority, Waste Management, School Board, Building and Grounds, Building Inspection, Recreation, Treasurer, Clerk of the Court, Social Services and Registrar. Mr. Sedlock also gave an analysis of cash flow requirements for overall and priority implementations, direct annual savings per department for GIS implementations and a cost and benefit timeline. Mr. Sedlock showed how the different applications could be used by different departments to expedite their work load and provide time for other tasks. He expressed Timmons felt the County should have a pilot project before moving forward with a County wide system implementation.

Mr. Sedlock concluded this portion of the presentation by asking the Board for any questions regarding the GIS system or his presentation.

Mrs. Everett asked how long it would take to get the system operational.

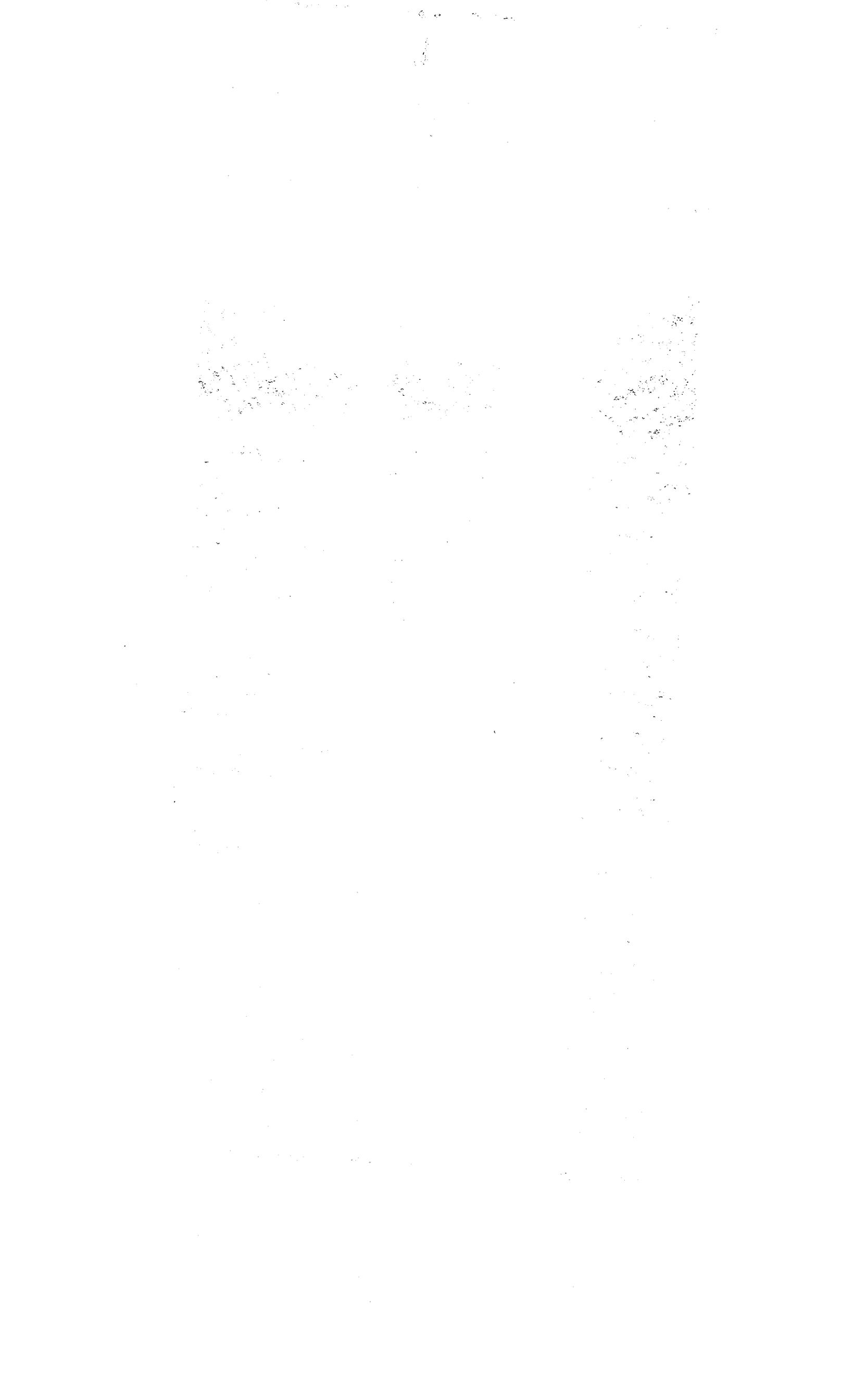
Mr. Sedlock stated operational – they would anticipate that you would certainly have some operational capabilities after one (1) year; fully operational in five (5) years. He continued that the County would be increasing their operational standpoint each year.

Mrs. Everett asked about a pilot project, how long would it take to get that going.

Mr. Sedlock answered he would anticipate they would probably put together a pilot project in two (2) or three (3) months.

Mrs. Everett asked if he thought that was the way the County should go, with a pilot project, and she wanted to know if they had any idea what district or area that project should be carried out in.

Mr. Sedlock stated they had discussions in his interviews of the County and they felt somewhere in the Northern part of the County would be a good place to start.



Mrs. Everett asked if he wanted to field some questions before he continued.

Mrs. Wendy Weber Ralph, Assistant County Administrator, inquired about the cost and if that included any fly over of the County for aerial photographs.

Mr. Sedlock stated yes it did.

Mr. John M. Altman, Jr., Zoning Administrator, stated the only thing that it did not include was if we wanted to have contours; it included maps and photos but if we want to have contour maps drawn that will be an additional cost.

Mr. Bracey stated he had a bad habit of listening to the scanner over the weekend and during the time he is at home. He stated he noticed the deputies and so forth are calling back, because they have passed or/are lost or confused out there on the road, trying to obtain better directions. Mr. Bracey wanted to know if with this system they are telling him EMS and Fire should be able to find an address within a matter of minutes.

Mr. Sedlock stated yes it is. A full GIS implementation integrated with the 911 system accurate information would be available including maps and directions.

Mr. Bracey asked about detours and construction and if this could be noted on the maps.

Mr. Sedlock stated in terms of detours the system needs to be able to take that into consideration in order to work 100% correctly. It would be up to the GIS personnel within the County or whomever to make sure that information with regard to the road network takes into consideration that a bridge is out or a road is out.

Mr. Bracey stated sometimes they get confused out there.

Mrs. Everett stated Mr. Sedlock was talking about a pilot project. She wanted to know if they would move ahead with that early on then and the other would follow if that proved to be beneficial. What would the cost of the pilot project be?

Mr. Sedlock stated the cost of the pilot project would be – he stated he did not want to throw numbers out of here but generally simple trial projects for \$30,000.00 to \$50,000.00.

Mrs. Everett asked what that involves.

Mr. Sedlock explained it involved digitizing of the tax maps, that would involve development of a road center line network, it would involve some initial photography, aerial photography.

Mr. R. Martin Long, County Administrator, stated his next question would be if the County did something like that and the Board decided it wanted to move forward with implementation of the system would that work be able to be incorporated into the overall system.

Mr. Sedlock replied yes.

Mr. Long stated he had one other question from back in the presentation when Mr. Sedlock was talking about percentages such as deputy sheriff's 40%

of the time need to call back for additional directions—was that through the interview process.

Mr. Sedlock again replied yes.

Mr. Long stated then that was how your percentages were figured; based on the number of interviews and the number who said they did not always get it the first time.

Mr. Sedlock stated that was based on one (1) interview that he had – from the Sheriff's deputies.

Mr. Long stated an overview of the department.

Mr. Sedlock stated that was correct.

Mrs. Everett asked in the pilot project how long would it take them to determine the results of that project before they would possibly move ahead with the rest of the system.

Mr. Sedlock stated they would certainly – in order to move ahead with the rest of the system that pilot would have to be a successful one. They would need to demonstrate specifically whomever was assigned or awarded the pilot project would need to demonstrate to the Board and to the County staff that this is providing them what they need.

Mrs. Everett asked how long, in his experience, how long does it usually take to determine the results of a pilot project.

Mr. Sedlock stated less than one (1) month.

Mrs. Everett stated less than one (1) month and then you would go ahead with the implementation of the whole area.

Mr. Sedlock stated that was correct.

Mr. Haraway stated to Mr. Sedlock that he had mentioned a savings of \$750,000.00. Mr. Haraway stated he noticed Timmons had put a savings in each department. Mr. Haraway stated it was his perception of reading the report the savings would come through reduced time.

Mr. Sedlock stated that was correct.

Mr. Haraway continued that he did not see anything that said what departments or how many FTE's would they be reducing for this savings to materialize. He asked how this savings was going to materialize. Would this system reduce FTE's?

Mr. Sedlock stated he was not sure what FTE was.

Mr. Moody stated full time employees.

Mr. Haraway stated what he was saying was the savings never materializes unless the County reduces the payroll. Is this where the \$750,000.00 in saving is coming from?

Mr. Sedlock stated no. He stated his anticipation – those savings are in reduced time to complete their tasks. By implementing the system the County will be giving employees the ability to do other tasks down the line and make themselves more efficient with things that they could not do previously. That was his thinking on the savings.

Mr. Haraway stated this seems to be an artificial savings because if the County does not reduce their payroll they have not saved anything. He asked Mr. Sedlock if he saw his point.

Mr. Haraway stated he did not think Timmons could sell this program on the County is going to save \$750,000.00. It appeared to Mr. Haraway there had to be another selling point then saying the County is going to save \$750,000.00, unless he was missing some point.

Mr. Bracey stated he understood what Mr. Haraway was saying – he asked Mrs. Marston now tax maps and doing the properties, on the average, what does it take her or her office to do what he is talking about. He stated what Mr. Sedlock was saying was the County had Debbie at \$55,000.00 a year, they have this one at \$30,000.00 and at the end of the day X number of hours of time were saved by having this project. Mr. Bracey asked Mr. Haraway if this was where he was coming from.

Mrs. Deborah M. Marston, Commissioner of the Revenue, responded she had a mapping technician that only does mapping right now. She thought when the County budgeted, please she stated she did not have anything in front of her and she was going strictly from memory, she thought it was \$4,000.00 for salaries for just that one person. She explained he has to go to the Clerk's Office research deeds, once in a while, in a rare case, he has to go to the field because we just cannot identify the property where it is going to physically be located. Her maps – just to give the Board one example standing right here at this spot where we are going 1000 feet that a way to the bridge right up here – she asked someone to help her because she could not think of the name of the bridge – Stony Creek Bridge - we are 1000 feet off on the ground and on the tax maps, she stated it is distorted 1000 feet which means the feet are there on the ground but when you come to her tax map it is short, which means she had to what they call quote "fudge" the real property in that area because it just won't fit. Only the northern end, the first 18 maps of Dinwiddie County were under a GIS and they were done back in the 70's as far as she knew. She continued that no other area in the County has come under the GIS mapping. We have all over the County properties that can not physically be mapped accurately because our whole base map that was derived back in the 1930's – we have never had a true base.

Mr. Bracey stated he understood that part but speaking of money involved – he wanted Mrs. Marston to tell him how much money does it cost her office to fudge that line. He was trying to understand where a savings would come from.

Mrs. Marston answered up until four (4) or five (5) years ago the Department of Taxation helped so the County did not have a lot of monetary cost in our mapping but now that they have gone totally out of the business it is costing us more. Mr. Raymond Birdsong, the individual Mrs. Marston uses for mapping, will be coming in to start putting the right of way for the big power lines. We have got to get that on the map. That is going to take a long time because he has got to physically research and lay all of her tax maps out. She did not know the cost of that today because we have not even started that project but a minimum of \$4,000.00 is in the budget just for mapping.

Mr. Altman stated to somewhat answer Mr. Bracey's question he offered the following: the example that Mr. Sedlock had given regarding assigning an address to a property. He explained if he assigns an address, say out on Zilles Road and it is a new parcel that has been just added within the year and it is not on our tax map then he has to – number 1 the mapping that the Planning and Zoning Department has for addresses does not have any tax parcel data on it at all, so the first step is to take the tax map, trace it, then retrace it on the address map, physically go out into the field find out where they are going to have that

driveway entrance, match that up with the existing addresses out in the field, bring that back in and try to fit it and fudge it onto the existing tax maps that we currently have with the parcels and it can take upwards to forty-five (45) minutes in some cases and a couple of hours to assign one single address. With a system such as this, it is a time savings not an individual position savings but a time savings. It may take him five (5) to ten (10) minutes to do with the system where it may take him an hour to two hours to physically drive out in the field, verify, bring it all back to sit down and do it which will allow individuals to do other tasks in that day rather than consume so much time in one small task which should not take that long.

Mr. Bracey wanted to know what the County charged for an address.

Mr. Altman stated nothing.

Mr. Haraway stated he thought what he was hearing was that this will allow the departments to operate more efficiently and better serve the taxpayers. Mr. Haraway added but do not think the County is going to see a decrease of \$750,000.00 from our expenses. He asked if that would be a fair statement.

Mr. Sedlock stated that was a fair statement sir.

Mr. Bracey stated now he was straight.

Mr. Moody stated he felt this was an investment in the future. In five to ten years hopefully the County will be able to have less employees then we would have had to hire in the future because employees will be more time efficient. Right now the County will not see that savings until we start getting more income coming in from growth.

Mrs. Everett stated Mrs. Marston wanted to speak again.

Mrs. Marston stated just to help Mr. Haraway we are getting an increased demand for copies of maps so they will be able to charge for these. Therefore the County will see an increase on their on line budget line item of copies of maps or sale of maps etc. The County should see that increasing because we are getting much more of a demand for these maps, even the full sets, which the County could help ascertain a value to maybe recoup some dollars.

Mr. William C. Scheid, Director of Planning, stated he had been working with Mrs. Marston's office for the past seven (7) or eight (8) months regarding people coming in with subdivision plats which he is approving. These plats could be entered into the system immediately as they come in rather than using the manual system they are currently using. At this time he is making a copy for his files, he is hand delivering to Mrs. Marston's office a like copy because they do not know when these plats will be going over to the Clerk's office to be recorded. Because they have not been recorded we can not actually put on any maps but what could be done - they must by County ordinance be recorded at the Clerk's office within six (6) months or they become null and void. One way of avoiding problems in which people don't record is you can have a flagging system in which after six (6) months the person can be notified you have not recorded your plat; that plat is now null and void and it will have to be redone. Another way this system can be used is when it is recorded at the Clerk's office if they immediately go from his office and record it the same day and they are linked in with the Clerk's office they will know that that has been recorded and as the Board is well aware once a parcel is broken off of a larger parcel it becomes a separate taxable item. This way the County would be able to keep the tax taxing. This is where you can get a direct benefit rather than it coming on board later on, how much later on he did not know, a month or more, as soon as it goes on it now becomes a taxable commodity. This is another way the County will get its money back from the system. It also helps Planning and Zoning in tracking

by setting up these things by flagging the number of times a parcel is divided and when it is divided. He stated they do have problems like that just tracking and it is only because they have been doing this for years that they have gotten to know the land parcels in the County and they know if something is happening with that tract that should not be because we happen to remember three (3) years we did something with that piece of land whatever happened and we start researching and we find out it is being re-divided and somehow changed around to something that it was not supposed to be. He felt the system would provide benefits that would be instantaneous information being put on the system.

Mr. Moody asked if 911 funds could help fund this project.

Mr. Sedlock stated typically in other municipalities they have.

Mr. Moody asked by a certain percentage.

Mr. Sedlock stated yes.

Mr. Moody asked about how much.

Mr. Sedlock stated he was not sure exactly.

Mr. Moody asked up to half.

Mr. Sedlock stated again he was not sure exactly. He stated he did know Lancaster County invested a lot of money in their mapping, Warren County did the same thing, there are many localities Hanover did it as well. In terms of exact percentage he would be guessing purely.

Mrs. Everett stated Crater District Planning Commission is embarking on a GIS and Mr. Lee Dowdy was present from Crater. Mrs. Everett asked Mr. Dowdy if he had anything to bring to the Board that they might benefit from.

Mr. Dowdy stated the only thing that he thought talking about the seeing the financial benefit of it. We are going to be using it for transportation and economic development. It is not so much a decrease in expenses however it allows the County to do more effectively recruiting of business which means the County is going to see more income as the County grows. Like here in Dinwiddie County, if the County gets a couple more big plants like Chaparral Steel, a few more subdivisions, he stated he knew Dinwiddie's Planning Department was stretched right now and much more growth will require hiring on more people to handle that. With the GIS Dinwiddie County would not see a decrease in the County expenses but the County would not need to add on new people every time the County showed a growth. The County would successfully see a difference. He thought that this is a step in the right direction and a lot of localities are headed in this direction.

Mr. Sedlock stated he would like to touch on some applications with the presentation. He proceeded by showing various applications of how the GIS system could benefit the County as far as economic development, routing of school buses, fire and rescue application, and demographic, zoning, soils, flood zones, etc.

The Board asked a few questions regarding the information that could be entered on properties.

Mr. Sedlock stated any descriptive information on the property can be entered into the system.

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Mr. Long stated with the type of application Mr. Sedlock had just demonstrated (economic development uses) is one, for example, that his office is asked periodically right now. Mr. Long stated he does right now get some assistance through Mr. Jay Langston who will get calls of that type – where do you have properties of X number of acres that has water, sewer, electrical, what types of service utilities are there – he continued he gets some of those directly himself and the difference being something currently that he has to – especially if it is not something that we had already mapped out as a site that we would market but where would you have sites that would be of some benefit to this prospect. With this system you could put in the perimeters like Mr. Sedlock just walked through and it shows you which ones you have that fit a particular category of acreage and public utilities etc.

Mr. Bracey asked, in reference to school bus routes, they will not have to actually go out and run the route to know how many miles or which way would be best to run the route.

Mr. Altman asked if he understood the fire and rescue information could be integrated with the call in on E911 so they would not have enter it in; it would automatically come up.

Mr. Sedlock stated that was correct, that was exactly what he was talking about.

Mr. Altman continued by stating when the volunteers get to the fire house the directions and everything would be waiting for them.

Mr. Sedlock stated exactly, absolutely!

Mr. Bracey asked in the other localities where Timmons has initiated this system where or what area did they start their pilot programs.

Mr. Sedlock typically the pilot programs are started in areas where there is the most need for this kind of information. Some times it is an area where there is a push from the County's standpoint to develop that area economically. Sometimes it is the highest growth areas. Sometimes it is a hot area because there is a site there and there could be hazardous waste issues, it just depends on what the hottest area is for the County.

Mrs. Everett asked the Board if they had any additional questions at this time.

Mr. Moody asked if the taxpayers would be able to get on line with this system.

Mr. Sedlock responded absolutely.

Mr. Moody asked if they would be able to look up stuff themselves from home.

Mr. Sedlock stated they certainly would want to integrate a counter top system where you can come to the office and look up stuff. Also through difference types of software you can have it available over the Internet.

Mrs. Everett asked if there were any other comments or questions.

Mr. Haraway stated he would like to ask Mr. Dowdy a question. He asked if ABIDCO (Appomattox Basin Industrial Development Corporation) had reviewed other vendors that supply this product and have they chosen this vendor as the vendor of choice.



Mr. Dowdy stated right now based on what most people throughout the State are working with this is Archview. Archview is what they are planning on going with.

Mr. Haraway asked if the system had been evaluated.

Mr. Dowdy stated yes it has.

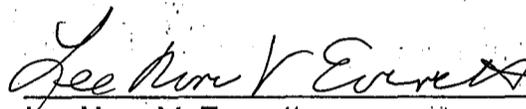
Mrs. Everett thanked Mr. Sedlock for his presentation and stated the Board would be discussing it further. She also thanked Mr. Altman and Mr. Scheid for their hard work in getting this presentation together. There being no further questions Mrs. Everett called for a five (5) minute recess at 1:58 P.M.

**IN RE: CALL TO ORDER**

Mrs. Everett called the meeting back to order at 2:10 P.M.

**RE: ADJOURNMENT**

Upon motion of Mr. Haraway, seconded by Mr. Clay, Mr. Moody, Mr. Bracey, Mr. Haraway, Mr. Clay, Mrs. Everett voting "aye", the meeting adjourned at 2:10 P.M.



LeeNora V. Everett  
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 17<sup>TH</sup> DAY OF FEBRUARY, 1999, AT 2:00 P.M.

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

OTHER:	DANIEL SIEGEL	COUNTY ATTORNEY
	(arrived at 2:12 P.M.)	

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**IN RE: CALL TO ORDER**

Mrs. LeeNora V. Everett, Chairman of the Board, called the regular meeting to order at 2:10 P.M.

**IN RE: MOMENT OF SILENCE – JIM HENING**

Mrs. Everett requested a moment of silence in memory of Mr. Jim Hening, a Richmond architect, who has provided a lot of service to the County of Dinwiddie. He did the design of the Pamplin Administration Building. Mr. Hening died yesterday from cancer. He had been ill for some months.

**IN RE: INVOCATION – PLEDGE OF ALLEGIANCE**

Following the moment of silence for Mr. Hening Mrs. Everett asked everyone to join in 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 under Item 11 Executive Session: Section 2.1-344 (a) - 1 Discussion of employment, salaries, disciplining of public officers, appointees, or employees of any public body - needs to be removed.

Mrs. Wendy Weber Ralph, Assistant County Administrator, stated we needed to add under Item 11 Executive Session: Section 2.1-344 (a) - 7 Consultation with legal counsel.

Mrs. Everett asked for all Board members in agreement to the changes to Executive Session to signify by saying "aye".

All members so signified by voting "aye".

**IN RE: MINUTES**

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia, that the minutes of the January 21-22, 1999 Continuation Meeting; February 3, 1999 Continuation Meeting; and the February 3, 1999 Regular Meeting are approved in their entirety.



**IN RE: CLAIMS**

Upon motion of Mr. Haraway, seconded by Mr. Moody, Mr. Moody, Mr. Bracey, Mr. Haraway, Mr. Clay, 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 1013945 through 1014153 (void check(s) numbered 1013946, 1014071 and 1013844); for

**Accounts Payable:**

(101) General Fund	\$105,561.42
(103) Jail Commission	\$ 687.00
(104) Marketing Fund	\$ -
(222) E911 Fund	\$ 2,417.59
(223) Self Insurance Fund	\$ -
(225) Courthouse Maintenance	\$ -
(226) Law Library	\$ -
(228) Fire Programs & EMS	\$ -
(229) Forfeited Asset Sharing	\$ 74.60
(304) CDBG Grant Fund	\$ 825.39
(305) Capital Projects Fund	\$ 55,068.18
(401) County Debt Service	\$ 62,628.95
<b>TOTAL</b>	<b>\$ 227,263.13</b>

**MANUAL CHECK (2/10/99)**

General Fund	\$ 60.00
<b>TOTAL</b>	<b>\$ 60.00</b>

**IN RE: CITIZEN COMMENTS**

Mrs. Everett asked if there were any citizens who had signed up to speak.

Mrs. Pamela A. Mann, Administrative Secretary, stated she did have one name signed up. The following citizen addressed the Board:

1. Ms. Iris Holiday, representative of Virginia Power, came forward to give the Board a brief update on legislation in the General Assembly concerning the restructuring of the electric utility industry in the State of Virginia. She explained how this restructuring would affect the consumers.

There being no additional names signed up Mrs. Everett moved forward.

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

Mr. Ronald H. Reekes, Resident Engineer for the Virginia Department of Transportation, came forward to present his monthly report. He apologized for missing last month, congratulated Mrs. Everett on the Chairmanship and welcomed Mr. Haraway back to the Board.

There was discussion regarding the Pre-Allocation hearings which will be held in March. Mr. Reekes explained these hearings were for primary roads not secondary roads.

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

Mrs. Deborah M. Marston, Commissioner of the Revenue, came forward stating she had nothing to report but was available for questions.

**IN RE: TREASURER – REPORT**

Mr. William E. Jones, Treasurer, came forward to present his monthly report stating he had nothing new to add but was available for questions.

**IN RE: COMMONWEALTH ATTORNEY – REPORT**

Mr. T. O. Rainey, III, Commonwealth Attorney was not present at this time.

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

Sheriff Samuel H. Shands came forward to present his monthly report. He reported that he was working on getting bids for the marking of the vehicles.

**IN RE: SHERIFF'S DEPARTMENT – BLOCK GRANT**

Mr. Long stated he had included in the Board's packets a letter from the Department of Criminal Justice Services regarding a Local Law Enforcement Block Grant. The Local Law Enforcement Block Grant Program (LLEBG) makes federal funds available to localities to help support their efforts to reduce crime and improve public safety. The Department of Criminal Justice Services has been designated to administer a portion of these funds reserved for Virginia and to make those funds available to local units of government. They were pleased to advise the County that they were awarding Dinwiddie County \$2,283.00 in federal funds. With the required local cash matching funds of \$254.00, the County's total award is \$2,537.00.

Mr. Long requested authorization to apply for these grant funds, providing the \$254.00 local cash matching funds out of the Sheriff's budget.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted to the County Administrator to apply for the Local Law Enforcement Block Grant Program funds in the amount of \$2,283.00 with the local cash matching funds of \$254.00 coming from the Sheriff's budget.

**IN RE: BUILDING INSPECTOR – REPORT**

Mr. Dwayne H. Abernathy, Building Inspector, came forward to present his department's report for the month of January 1999.

**IN RE: ANIMAL WARDEN – REPORT**

Mr. Steven R. Beville, Animal Warden, came forward to present his report for the month of January 1999.

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

Mr. William C. Scheid, Director of Planning, came forward to present his monthly report.

Mr. Scheid began by passing out to the Board the budget for the Appomattox River Water Authority which he had not received until after the Board's packets had gone out.

Mr. Scheid pointed out that the revised Erosion and Sedimentation Control Ordinance is enclosed in their packets for their review. The Board will hold a public hearing on this ordinance at their regular meeting April 7, 1999.

**IN RE: DIRECTOR OF PLANNING – VIRGINIA PLANNING ASSOCIATION CONFERENCE -- REQUEST TO ATTEND**

Mr. Scheid continued that he would like to request permission for both Mr. Altman and himself to attend the Conference which will be held in Charlottesville on March 29<sup>th</sup> through March 31<sup>st</sup>. The Planning Department has included the expense of this meeting in the budget. He stated it is anticipated that he will attend workshops on Monday and Tuesday, returning to Dinwiddie on Tuesday evening. Mr. Altman will attend the entire conference. There will a lodging expense for two (2) evenings.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for Mr. Scheid and Mr. Altman to attend the Virginia Planning Association Conference to be held in Charlottesville on March 29 through March 31, 1999 with funds coming from the Planning Department budget.

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

Mr. Scheid continued the Tri-Cities Transportation Technical Committee met on January 22<sup>nd</sup>. An amendment was added to the year 2018 Plan to include a safety project to the intersection of Route 1 and Route 226. A copy of projects contained in the Year 2018 Plan as they effect Dinwiddie County is attached herein. Mr. Scheid expressed it is important the County have representation at the March 16<sup>th</sup> pre-allocation hearing which will be held at John Tyler Community College at 9:00 A.M. by the Virginia Department of Transportation.

**IN RE: DIRECTOR OF PLANNING – COUNTY BROCHURE**

Mr. Scheid stated he would like to have Ms. Cheryl Stewart, Executive Secretary for the Planning/Zoning Department come forward to speak on the economic development part for the brochure.

Ms. Stewart came forward to address the brochure which was produced by Weatherford Marketing Group, Inc. She stated they have been working with this Marketing Group out of Texas for several years to produce a commemorative map for the County. She stated she was very proud of the finished product. She continued she felt the maps have portrayed the County in a very positive light. She reported the County had 2,500 maps which would be available to the public.

Mrs. Everett asked Ms. Stewart if the County could order additional maps should we need them.

Ms. Stewart stated she had received a call from Mr. Weatherford this A.M. and she had returned it; however they had not gotten together to discuss it. She stated she understood we could order additional maps but there would be a cost involved.

**IN RE: ZONING ADMINISTRATOR – REPORT**

Mr. John M. Altman, Jr., Zoning Administrator, came forward presenting his report for the month.

Mr. Altman passed out to the Board information regarding the City of Petersburg. The Planning Department recently learned of a rezoning case with the City of Petersburg just north of the Norfolk-Southern Railroad at the Chaparral Steel Site. By State Code the City is to notify adjoining localities ten (10) days prior to the meeting if the case is within ½ mile of the jurisdiction. The County received notice one (1) day prior to the meeting. When he called the Petersburg Planning Department to obtain information regarding the case the following information was provided them:

- ◆ the proposed use of the site is a steel lay-down yard;
- ◆ access to the site would be through Dinwiddie County, either by the Industrial Access Road or through the R. T. Elder Concrete Plant (which is not a recognized road) - the City's Zoning Administrator stated that the tractor trailers would not be allowed onto Boydton Plank Road in the City;
- ◆ the City has made provisions for fire and rescue service, and is assuming the County will provide those services; and
- ◆ the City has assumed that all utilities will come from the County.

The case was withdrawn by the applicant, but will be heard by the City's Planning Commission at their March 3<sup>rd</sup> meeting. We have requested that the City forward all documentation associated with this case to the County for review prior to the hearing.

Mr. Long stated because this meeting on March 3<sup>rd</sup> coincides with our monthly meeting he thought Mr. Altman would be attending on behalf of the County. He also stated he would be talking to the City Manager as well as the Planning Director and Economic Development Director. Mr. Altman, Mr. Scheid or himself were aware of this project until this same type of memorandum came up before the February meeting. Fortunately the case was tabled for a month because his understanding currently was, he did not want to give too much detail, but it did catch them a bit off guard. He thought the mode of transportation that was being envisioned was between properties from theirs using the R. T. Elder road into the Chaparral facility. He thought that Mr. Altman was notified that was because they did not want them to use Boydton Plank Road in the City of Petersburg. With regard to Emergency Services they figured the County would supply. Mr. Long stated without going into too many details at this time it was safe to say the County was concerned and are looking into the whole scenario. He stated he needed to talk to the City Officials about the whole concept.

Mr. Altman continued his report by passing out an article copied from the America's Civil War magazine - March 1999. This article was entitled "Dinwiddie Court House Beginning of the End" which he thought might be of interest to the Board.

Mr. Altman stated his last item was they had received a digital camera in the mail which was a portion of the grant money which they had obtained from Partners in Parks. This camera will be used by the student intern who is doing the inventory of historic homes within the County.

**IN RE: COMMONWEALTH ATTORNEY – REPORT**

Mr. T. O. Rainey, III, Commonwealth Attorney, stated he had no report but was available for questions.

**IN RE: SOCIAL SERVICES – REPORT**

Ms. Peggy M. McElveen, Director of Social Services came forward providing an update on her Department's progress. She gave the Board a handout on the Children's Medical Security Insurance Plan. This was a plan to provide health benefits for Virginia's uninsured children which is an assistance program of the Department of Medical Assistance Services. She also reported on a change in the Medicaid Program. The change involved the picking of an HMO.

**IN RE: DIRECTOR OF SOCIAL SERVICES – RESOLUTION TO APPROPRIATE FUNDING**

Ms. McElveen stated she would like to request a resolution to appropriate funding received by her department. The funds received are as follows:

◆ St. John's Catholic Church (donation)	\$ 500.00
◆ State/Federal allocations	
■ IVE Federal foster care	36,104.00
■ Adoption Subsidy	13,804.00
■ Special Needs Adoption	29,635.00
■ Administration, CMSIP	8,310.00
<b>TOTAL</b>	<b>\$ 88,343.00</b>

Mrs. McElveen stated that there are no local match funds required.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for supplemental appropriations from funding and donations in the amount of \$88,343.00 into the Social Services budget as follows:

◆ St. John's Catholic Church (donation)	\$ 500.00
◆ State/Federal allocations	
■ IVE Federal foster care	36,104.00
■ Adoption Subsidy	13,804.00
■ Special Needs Adoption	29,635.00
■ Administration, CMSIP	8,310.00
<b>TOTAL</b>	<b>\$ 88,343.00</b>

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

Ms. Troilen G. Seward, Superintendent of Schools, came forward to present her monthly report.

There was discussion regarding the Standards of Learning (SOL) testing; scores; town meetings and methods of teaching to reach the required results.

**IN RE: RECREATION – REPORT**

Mr. Timothy C. Smith, Recreation Director, came forward presenting his monthly report for January 1999.

**IN RE: WASTE MANAGEMENT – REPORT**

Mr. Denny E. King, Director of Waste Management, came forward giving his report for January/February 1999.

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

Mr. David M. Jolly, Public Safety Officer, came forward to present his monthly report. He reported Mr. Long would be accompanying him to a mandated conference on emergency services in Virginia Beach on February 24 and 25, 1999. This course is fully funded by the State.

**IN RE: PUBLIC SAFETY OFFICER – STATE FIRE CHIEFS CONFERENCE**

Mr. Jolly stated starting February 24<sup>th</sup> in the evening through February 28<sup>th</sup> is the State Fire Chiefs Conference which is also in Virginia Beach. Mr. Moody has agreed to attend this conference with them on Saturday, to come down Friday night and spend Saturday with them. His cost of that program is being funded by the Volunteer Fire Companies. He would also like to request permission of the Board to attend that Conference and for those funds to come from his travel budget that is in place.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for the Public Safety Officer to attend the State Fire Chiefs Conference in Virginia Beach on February 24 through 28, 1999 with funds being provided from his travel budget.

**IN RE: PUBLIC SAFETY OFFICER – RE-CHASSIS**

Mr. Jolly continued by discussing the re-chassis of the ambulance stating that project is currently underway. He requested permission to release the title of the unit we sent to them in order that they may title the new unit to Dinwiddie County.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted to release the title on the 1995 Ford Cutaway; Vehicle Identification Number 1FDKE30F3SHA81186 to P. L. Custom in order that the new chassis may be titled to Dinwiddie County.

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

Mr. Jolly stated Mr. Charles Lewis was unable to attend so he was also the Fire and Rescue Association representative at this meeting. He asked if the Board had any questions.

**IN RE: COUNTY ATTORNEY – REPORT**

Mr. Daniel M. Siegel, County Attorney, stated he had no 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 the month.

**IN RE: BUILDING AND GROUNDS SUPERINTENDENT – ADMINISTRATION BUILDING EGRESS LIGHTING REPLACEMENTS – AUTHORIZATION TO BID**

Mr. Faison stated in order to bring our building up to code we need to upgrade our egress lighting. He requested authorization to request bids for this work.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted to the Building and Grounds Superintendent to request bids to upgrade the egress lighting in the Pamplin Administration Building.

**IN RE: BUILDING AND GROUNDS SUPERINTENDENT – FORD VOLUNTEER FIRE DEPARTMENT – AUTHORIZATION TO BID – STATION DRAINAGE AND WATER DAMAGE**

Mr. Faison stated his next item is in reference to the station drainage and water damage problem at the Ford Volunteer Fire Department. He stated a trench drain with cast iron grates along with extending the apron could eliminate the problem. Mr. Faison requested authorization to request bids for this work.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted to the Building and Grounds Superintendent to request bids to correct the station drainage and water damage problem at the Ford Volunteer Fire Department.

**IN RE: APPOINTMENTS**

Mrs. Mann stated we had one appointment which needed attention. There is one position open on the Dinwiddie Industrial Development Authority, District 1, which needed to be filled. We have received one (1) application for this position from Dr. Mark Moore.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Dr. Mark Moore is hereby appointed to the Dinwiddie Industrial Development Authority for a term ending January 31, 2003

**IN RE: COUNTY ADMINISTRATOR COMMENTS –  
WITHDRAWAL OF P-98-14**

Mr. Long stated his first item was to withdraw the County's request for rezoning of the parcel adjacent to the new Dinwiddie County Courthouse, Planning Case P-98-14.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for the withdrawal of P-98-14.

**IN RE: COUNTY ADMINISTRATOR COMMENTS**

Mr. Long stated he had spoken with Mr. Darrel Olgers regarding the formation of a small committee to help with plans for the preservation of the old Dinwiddie County Courthouse. He was asking each Board member to submit one name from their District to be on this committee.

Mr. Long continued a budget workshop was needed and asked the Board if March 1<sup>st</sup> beginning at 9:00 A.M. was agreeable with them. This seemed acceptable to all Board members.

Mrs. Ralph stated this would push the Public Hearing date back a week or possibly two, making it the 24<sup>th</sup> or 31<sup>st</sup>.

**IN RE: BOARD MEMBER COMMENTS**

Mr. Moody – no comments

Mr. Haraway – no comments

Mr. Clay – no comments

Mr. Bracey – no comments

Mrs. Everett – She reported that Mr. Long had accompanied her to the Legislative Day held at the Marriott on February 11<sup>th</sup> which was sponsored by VACo. She extended regards from past County Administrators.

She further reported there will be an appreciation dinner at John Tyler on March 11<sup>th</sup>. She asked the Board to respond and stated she hoped we would have good representation. Mr. Bracey asked Mrs. Mann to respond for him stating he would be attending.

**IN RE: RECESS**

Mrs. Everett called for a five (5) minute recess at 3:55 P.M. prior to Executive Session.

**IN RE: EXECUTIVE SESSION**

Upon motion of Mr. Clay, seconded by Mr. Bracey, Mr. Moody, Mr. Bracey, Mr. Haraway, Mr. Clay, Mrs. Everett voting "aye" pursuant to the Virginia Freedom of Information Act, Section 2.1-344 (a) 3 - Acquisition or use of real property for public purpose; and Section 2.1-344 (a) 7 - Consultation with legal counsel (Security Issue) - the Board moved into Executive Session at 4:00 P.M.

A vote having been made and approved the meeting reconvened into Open Session at 4:58 P.M.

**IN RE: CERTIFICATION**

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

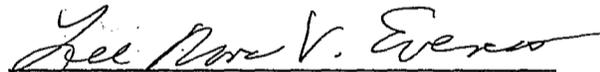
WHEREAS, the Board of Supervisors of Dinwiddie County convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

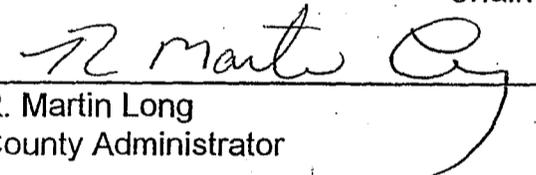
WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by the Board of Supervisors of Dinwiddie County, that such Executive meeting was conducted in conformity with Virginia law;

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. Bracey, seconded by Mr. Clay, Mr. Moody, Mr. Bracey, Mr. Haraway, Mr. Clay, Mrs. Everett voting "aye", the meeting adjourned at 5:01 P.M. to be continued at 9:00 A.M. on Monday, March 1, 1999 at the Pamplin Administration Building Conference Room.

  
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Lee Nora V. Everett  
Chairman, Board of Supervisors

ATTEST:   
\_\_\_\_\_  
R. Martin Long  
County Administrator

/pam

