

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 17TH DAY OF MARCH, 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: BEN EMERSON COUNTY ATTORNEY

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

Mrs. LeeNora V. Everett, Chairman of the Board, called the regular meeting to order at 2:07 P.M. Mrs. Everett wished everyone present a Happy Saint Patrick's Day and read the following:

"May your thoughts be as glad as a shamrock's;
May your heart be as light as a song;
May each day bring you bright happy hours
that stay with you all year long!"

She then asked all present to join in the Lord's Prayer and the Pledge of Allegiance.

IN RE: AMENDMENTS TO THE AGENDA

Mrs. Everett stated she would like to have Item 8. Southside Center for Violence Prevention, Inc. moved up to follow Item 6. Citizen Comments. She further stated she would like to have the Crater Microenterprise Loan Program heard directly following the Southside Center for Violence Prevention, Inc. She stated Mr. Moody had to leave early and she felt it was important for him to hear these two (2) items. She further stated under Item 7 - Constitutional Officers and Department Heads Reports, I. Recreation needs to be moved to the top of the list in order that Mr. Tim Smith, Recreation Director, can attend another meeting.

Upon motion of Mr. Haraway, seconded by Mr. Moody, Mrs. Everett asked all Board Members in favor to signify by saying "aye".

All members so signified.

IN RE: MINUTES

Upon motion of Mr. Clay, seconded by Mr. Bracey, 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 March 1, 1999 Continuation Meeting; and the March 3, 1999 Regular Meeting are approved in their entirety.

IN RE: CLAIMS

There was discussion regarding the North Drive issue and the cost to the County. The Board felt these costs should be recovered because in the motion made it stated to recover all costs. The Board requested Administration and the County Attorney to pursue avenues for recovery of the cost of the North Drive issue without going to a great deal of additional expense to the County.

There was also a question regarding a \$15.00 check issued to the Virginia State Police. This check was for a background check which the County does on all potential employees.

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 the following claims are approved and funds appropriated for same using checks numbered 1014431 through 1014575 through (void check(s) numbered 1012961; and 1014432 through 1014436); for

Accounts Payable:

(101) General Fund	\$113,580.29
(103) Jail Commission	\$ -
(104) Marketing Fund	\$ -
(222) E911 Fund	\$ 553.90
(223) Self Insurance Fund	\$ 161.50
(225) Courthouse Maintenance	\$ -
(226) Law Library	\$ 484.32
(228) Fire Programs & EMS	\$ -
(229) Forfeited Asset Sharing	\$ 72.03
(304) CDBG Grant Fund	\$ 494.73
(305) Capital Projects Fund	\$ 43,686.76
(401) County Debt Service	\$ <u>64,629.85</u>
TOTAL	\$ 223,663.38

IN RE: APPROVAL REQUISITION #43 (IDA98A-#8) – SCHOOL CONSTRUCTION

Mrs. Ralph stated the following invoices are included in Requisition Number 43:

WINDOWS 'N' WALLS	\$11,848.79
GLIDES & CASTERS, INC.	122.83
ABC SALES & SERVICE	1,255.00
MELOS, INC.	14,771.00
VIRCO MFG. CORPORATION	2,563.88
SCHOOL SPECIALTY	450.65
ALFAX WHOLESALE FURNITURE	<u>322.80</u>
TOTAL OF THIS REQUISITION	\$31,334.95

Upon motion of Mr. Moody, seconded by Mr. Bracey, 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 Requisition Number 43 (IDA98A - #8) in the amount of \$31,334.95 be approved and funds appropriated for CIP expenses for the School Project Fund.

IN RE: APPROVAL PAYMENT REQUEST #1 DINWIDDIE ELEMENTARY – SCHOOL CONSTRUCTION

Mrs. Ralph stated the following invoices are included in Payment Request Number 1:

BALLOU, JUSTICE & UPTON	\$ <u>87,603.40</u>
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TOTAL OF THIS REQUISITION \$ 87,603.40

Upon motion of Mr. Clay, seconded by Mr. Bracey, 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 Payment Request Number 1 for Dinwiddie Elementary in the amount of \$87,603.40 be approved and with all funds advanced being reimbursed from the bond proceeds from the Dinwiddie Elementary project.

**IN RE: APPROVAL PAYMENT REQUEST #2 DINWIDDIE
ELEMENTARY – SCHOOL CONSTRUCTION**

Mrs. Ralph stated the following invoices are included in Payment Request Number 2:

BALLOU, JUSTICE & UPTON \$ 32,851.28

TOTAL OF THIS REQUISITION \$ 32,851.28

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 Payment Request Number 2 for Dinwiddie Elementary in the amount of \$32,851.28 be approved and with all funds advanced being reimbursed from the bond proceeds from the Dinwiddie Elementary project.

**IN RE: APPROVAL OF CLAIM – DRAPER ADEN ASSOCIATES –
LANDFILL CLOSURE**

Mrs. Ralph stated there was a claim included in the claims earlier that was for the landfill closure. She introduced Mr. William H. Sperry, Project Manager with Draper Aden Associates, to give an update on the project and explain the Change Orders.

Mr. Sperry came forward to explain the two (2) change orders related to the Landfill closure; Application for Payment Number 2 for R. M. Soderquist and Change Orders Number 1 and 2. Application For Payment Number 2 for R. M. Soderquist is self explanatory. Change Order Number 2 covers the quantity overrun on the unclassified excavation (UP-1), infiltration layer (UP-2) and the cushion layer (UP-3). The overrun on the unclassified excavation quantity was necessary in order to remove additional unsuitable material that was encountered during the excavation of the cover material prior to the placement of the infiltration layer. The overruns on the infiltration layer and the cushion layer quantities was a result of replacing the required material on a larger than anticipated area. The extra quantities for the infiltration and cushion layers are in correlation with the additional unclassified excavation, which covered the removal of the additional unsuitable material. The additional removal of the unsuitable material, covered in the unclassified excavation quantity was necessary to remove unsuitable material from areas adjacent to the original anticipated work areas. Once this material was removed, the necessary infiltration and cushion layers were replaced in these additional areas. This additional work will result in an increase in the overall project cost; however, the cost should remain relatively close to the original bid amount.

Mr. Dennis E. King, Director of Waste Management, came forward to make comments on the condition of the Landfill and his views on the closing process.

Mr. Long updated Mr. Haraway on the contract price and made comments regarding the funding of this project and the funds available to finish this project. He reminded the Board the contract came in under the funds allocated through the CIP. He stated he felt funds were available to cover this overrun amount.

Mrs. Ralph stated we needed approval for these change orders.

Upon motion of Mr. Clay, seconded by Mr. Bracey, 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 Change Order Number 1 and 2 totaling \$42,790.80 contained in Payment Application Number 2 be approved and funds appropriated from the CIP Fund.

IN RE: CITIZEN COMMENTS

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

Mrs. Pamla A. Mann, Administrative Secretary, stated she did not have any citizens signed up.

There being no names signed up Mrs. Everett closed the Public Comments and moved forward.

IN RE: SOUTHSIDE CENTER FOR VIOLENCE PREVENTION, INC. – REQUEST FOR FUNDING

Ms. Susie Poore, Executive Director of the Piedmont Sexual Assault Crisis Center which is an agency with the Southside Center for Violence Prevention, came forward giving an update on "Madeline's House" which is proposed to be placed on the Fort Pickett property. She requested the County assist them with funding for this facility in order to turn it into a safe haven. Ms. Poore stated that if each County would provide \$6,000.00 towards the renovations and the purchase of a security system, appliances, computers, and other needed items to operate this safe house efficiently they could be operating as soon as June of this year. She continued as with any grant the organization that is requesting funds must provide matching funds. As is the case with the Department of Social Services they must provide a 35% match for the first year. Counties that financially support this project will always find "Madeline's House" ready to assist them during their time of crisis. Ms. Poore continued each of the seven (7) counties in the Piedmont Planning District will be asked to contribute an additional \$1,000.00 to cover expenses involved with the Piedmont Crisis Center that are not covered by the grant under the Department of Health. Their match under the grant is \$15,000.00/ She stated they will raise half of this with fund-raising events and donations but need the counties' assistance to pay staff and purchase needed equipment. The counties which fall in this area are Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Dinwiddie, Halifax, Lunenburg, Mecklenburg, Nottoway, Powhatan and Prince Edward. Ms. Poore assured the Board they would not return asking for additional funding. This was a one time request.

After discussion from the Board it was decided to look at the budget and determine if funding is available.

Upon motion of Mr. Moody, seconded by Mr. Bracey, 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 County Administrator to research the

budget to determine if the \$6,000.00 is available for funding of the Southside Center for Violence Prevention, Inc.

IN RE: CRATER MICROENTERPRISE LOAN PROGRAM

Mrs. Everett stated the Small Business Center has opened and they will be holding their Grand Opening Dedication on Monday, March 22, 1999. With establishing that Center and activity going on, a need has arisen for this micro-purpose loan program. The Crater Planning District Commission has authorized its business loan arm, the Crater Development Company, to pursue Community Improvement Grant (CIG) funds from the Virginia Department of Housing and Community Development (DHCD). This grant would be used to capitalize a Microenterprise Loan Program. The target market for this program would be very small start-up or existing businesses that are having difficulty qualifying for conventional bank loans. The CIG funds are also used to provide continuing technical assistance to these businesses to assist them through the start-up and early growth phase. Trading as funding is limited to a 2-year period. The CIG criteria for these loans is limited. The business must have fewer than five (5) employees. Either the owner or the majority of employees must have household incomes below the moderate income limit for the jurisdiction. The maximum loan may not exceed \$25,000.00. The Crater Development Company, which presently provides SBA 504 Loans and Revolving Loan Fund Loans, would be responsible for reviewing loan requests, closing loans, and administering them. Loan repayment would be used to establish a revolving fund for microenterprises. The technical assistance funds are to be turned over to the Crater Small Business Development Center, which will permit them to expand their operations and, if DHCD agrees, provide outside counseling for specific problems when needed. The proposed microenterprise program will only be available in jurisdictions that agree to be a participating locality in this regional project. Each must hold two (2) public hearings, pass a resolution authorizing the application, and sign the application. One of the jurisdictions must also act as the lead applicant. CDC staff will prepare the application, be responsible for preparing all pre-contract conditions, and administer the program on behalf of the lead applicant. They have asked for Dinwiddie County to act as this lead applicant.

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 Dinwiddie County will act as the lead applicant for the Crater Microenterprise Loan Program.

IN RE: RECREATION - REPORT

Mr. Timothy C. Smith, Recreation Director, came forward presenting his monthly report for February 1999. Mr. Smith gave a brief report on his meeting with Mr. Tommy Gee, Athletic Coordinator, with the Fort Pickett Morale, Welfare and Recreation Office. He also reported on the Dinwiddie Trail Network - Battlefield Trails. Mr. Smith also shared with the Board a copy of the British Soccer Camps brochure which was printed at no cost to the County.

**IN RE: RECREATION - EASTSIDE ELEMENTARY SCHOOL --
WATER PRESSURE TEST**

Mr. Smith stated as the Board was aware, the asbestos has been removed from Eastside Elementary School. Mr. Donnie Faison, Building and Grounds Superintendent, has shared with him a list of approximately seven (7) other work items that are needed in order to comply with ADA and BOCA; thus, enabling us to open the doors to the public. He continued by stating prior to

initiating these seven (7) additional items, they were recommending that a pressure test be conducted on the current water lines. This will aid in determining if there are any leaks and whether the old pipes can handle the water pressure of the County's water system. Mr. Smith stated he was requesting authorization to proceed in soliciting prices to conduct the pressure test and/or to then move forward with conducting the necessary tests. Mr. Smith said it only made sense to do this prior to doing anymore renovations at Eastside.

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 the Director of Parks and Recreation is authorized to move forward with soliciting prices to conduct the pressure test and to then move forward with conducting the necessary tests.

IN RE: DEPARTMENT OF TRANSPORTATION – REPORT

Mr. Harold Dyson, Virginia Department of Transportation, came forward to present his monthly report.

Mrs. Everett reported Mr. Ronald Reekes, Resident Engineer, had met with the citizens of the Halifax Road area and was presented with a petition of approximately seven hundred (700) signatures. The petition read as follows:

We, concerned citizens of Dinwiddie County, petition the Dinwiddie County Board of Supervisors and the Virginia Department of Transportation to improve the portion of Halifax Road (Route 604) from the entrance to Richard Bland College to the Prince George County line, by leveling, widening, and asphaltting, as soon as possible.

Mrs. Everett presented this petition to Mrs. Mann and asked that she put it on file for future reference.

IN RE: RGC MINERAL INDUSTRIAL ACCESS ROAD FUNDS

Mr. Long stated he had received a letter from the Department of Transportation regarding the RGC Mineral Industrial Access. The Commonwealth Transportation Board allocated industrial access funds to improve Route 665, Walkers Mill Road and Route 617, Bolsters Road. The total allocation to this project is \$426,000, \$300,000 unmatched and \$63,000 matched on a dollar for dollar basis with Dinwiddie County. Prior to the department awarding a project, funding must be received from the county. Accordingly the County must submit payment to the residency in the amount of \$63,000 payable to the Treasurer of Virginia. Once this payment is received the department can advertise for construction. Mr. Long continued the following resolution outlines this contingency:

Moved by Mr. Porter, seconded by Mr. Grubb, that

WHEREAS, Section 33.1-221 of the Code of Virginia provides a fund to "...be expended by the Board for constructing, reconstructing, maintaining or improving access roads within counties, cities and towns to industrial sites on which manufacturing, processing or other establishments will be built under firm contract or are already constructed and to licensed, public-use airports," and

WHEREAS, on April 17, 1997, the Commonwealth Transportation Board allocated \$303,000 from the Industrial Access Fund to provide access to RGC

(USA) Mineral Sands Inc. in Sussex County, Project 0602-091-189, M501, subject to certain contingencies; and

WHEREAS, the Dinwiddie County Board of Supervisors has, by appropriate resolution, requested Industrial Access Funds to assist in providing adequate access to RGC (USA) Mineral Sands Inc., located off Route 617 in Dinwiddie County, and said access is estimated to cost \$426,000; and

WHEREAS, eligible capital investment costs by RGC (USA) Mineral Sands Inc. were incurred more than six months prior to the date of Dinwiddie County Board of Supervisors resolution, but less than six months prior to the aforementioned Industrial Access Fund allocation to Sussex County; and

WHEREAS, this Board's Access Roads and Ground Transportation Committee has concluded that this request falls within the intent of Section 33.1-221.

NOW, THEREFORE BE IT RESOLVED that this Board hereby grants an exception to its practice of determining eligible capital investment prior to the date of resolution of the local governing body; and

BE IT FURTHER RESOLVED that \$363,000 (\$300,000 unmatched and \$63,000 matched) of the 1998-99 Fiscal Year Industrial, Airport and Rail Access Fund be allocated to provide adequate access to RGC (USA) Mineral Sands, Inc., located in Dinwiddie County, Project BI 0665-5002, contingent upon:

1. all necessary right of way, environmental assessments, and utility adjustments being provided at no cost to the Industrial, Airport and Rail Access Fund; and
2. provision of satisfactory documentation of eligible capital outlay by the industry; and
3. provision of the prerequisite \$63,000 matching funds by the County; and
4. payment of all ineligible project costs, and of all project costs in excess of this allocation, from sources other than those administered by the Industrial Access Program.

Motion carried 10-14-98

Mr. Long asked Mr. Dyson to comment on this project.

Mr. Dyson stated Mr. Long had explained the program correctly.

Upon motion of Mr. Bracey, 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 the above resolution to accept industrial access funds is approved for acceptance and authorization is granted to disburse funds in the amount of \$63,000.00 with funds to be appropriated from the CIP Fund.

There was discussion regarding the upkeep of this Road after the necessary repairs and who would be responsible for seeing it was kept in proper repair. There was also further discussion regarding funding for road projects which are considered emergency projects. Mr. Long was instructed to write our representatives and request special consideration in these matters.

**IN RE: DRAINAGE EASEMENT – REQUEST FOR RESOLUTION
IN SUPPORT OF VIRGINIA DEPARTMENT OF
TRANSPORTATION MAINTENANCE**

Mr. Long stated he had received a sample Resolution from Henry County in reference to drainage easements. He recommended we adopt a similar Resolution to be forwarded to the Virginia Department of Transportation asking them to reconsider its policy concerning the maintenance of drainage easements and to begin providing this service for the citizens of Dinwiddie County and the Commonwealth of Virginia.

Upon motion of Mr. Bracey, 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 to draft a Resolution to the Virginia Department of Transportation as follows:

WHEREAS, the Board of Supervisors is concerned about the safety of roads in Dinwiddie County and the necessity to handle storm water run-off; and

WHEREAS, road construction often requires the creation of drainage easements; and

WHEREAS, drainage easements serve as a channel for handling water that accumulates due to road surface run-off and natural drainage patterns; and

WHEREAS, drainage easements include ditches, culverts, underground pipes, and other associated structures; and

WHEREAS, when the channel for the water becomes blocked, corrective measures are necessary to clear the channel to permit proper water flow; and

WHEREAS, previously the Virginia Department of Transportation (VDOT) has maintained drainage easements resulting from road construction outside of the road right-of-way; and

WHEREAS, VDOT advised that due to increased cost and a limited number of resources, they will only maintain drainage easements within the limits of the dedicated road right-of-way; and

WHEREAS, this change of policy has created a potential safety problem and a hardship in Dinwiddie County; and

WHEREAS, Dinwiddie County does not have the resources to maintain drainage easements from road construction;

NOW, THEREFORE, BE IT RESOLVED, on this 17th day of March 1999, that the Dinwiddie County Board of Supervisors does hereby request the Virginia Department of Transportation to reconsider its policy concerning the maintenance of drainage easements, and begin providing this service for the citizens of Dinwiddie County and the Commonwealth of Virginia.

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.

Mr. Haraway asked Mrs. Marston about the nine percent (9%) decrease in the proposed personal property tax revenues. He asked how she arrived at these estimates and asked to see her figures.

Mrs. Marston stated she would be glad to show him the figures and asked him to come by her office at his convenience. She further stated she has always given the Board ultra conservative figures – money she felt they could put in the bank with any additional being gravy. Mrs. Marston stated there were several variables which prevented her from giving accurate figures and maybe some filing dates needed to be changed in order to eliminate the problems.

IN RE: TREASURER – REPORT

Mr. William E. Jones, Treasurer, was not present. He was out of the office at a training session.

IN RE: COMMONWEALTH ATTORNEY – REPORT

Mr. T. O. Rainey, III, Commonwealth Attorney was not present due to illness.

IN RE: COMMONWEALTH ATTORNEY – AUTHORIZATION TO PURCHASE COPIER

Mrs. Long stated we had received a letter from Mr. Rainey requesting permission to purchase a copier for a total of \$4,300.00 from Canon off State contract with all funds coming from the Compensation Board.

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 Commonwealth Attorney's Office to purchase a copier from Canon off State contract at a cost of \$4,300.00 with funds being appropriated from the State Compensation Board.

IN RE: SHERIFF'S DEPARTMENT – REPORT

Sheriff Samuel H. Shands came forward to present his monthly report. Sheriff Shands gave a brief report on his project of having the vehicles marked.

Mrs. Everett presented Sheriff Shands an article from the Progress Index regarding some bad press regarding the response from Dispatchers at the office on the night of the tornado.

IN RE: SHERIFF'S DEPARTMENT – AUTHORIZATION TO OBTAIN A POSTAGE METER

Sheriff Shands presented the Board with a letter requesting authorization to obtain a postage meter. Their manual postage meter will be obsolete and no longer available to the Sheriff's Office as of March 31, 1999. They have obtained bids from the following companies that provide this equipment:

Pitney Bowes
Neopost
McKendree Imaging System and Solution

After reviewing the contracts of these three (3) companies they feel it is to their advantage to go with McKendree Imaging System and Solution. Their contract package consists of a one time investment of \$695.00. They will receive twelve (12) months free meter rental and then will pay \$36.00 per month with a minimum three (3) year contract. This falls into the allotted amount in this year's postage budget with no additional funds needed. The Sheriff's Office mails out

an average of ninety (90) plus letters and other material per day at different postage rates and this machine will accommodate their needs.

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 to the Sheriff's Department to obtain a postage meter from McKendree Imaging System and Solution for a one time investment of \$695.00. They will receive twelve (12) months free meter rental and then will pay \$36.00 per month, with a minimum three (3) year contract. Funds for this postage meter are in the current budget with no additional funds needed.

IN RE: RECESS

Mrs. Everett called for a ten (10) minute recess at 3:24 P.M. The meeting reconvened at 3:35 P.M. Mr. Moody left the meeting at this time.

IN RE: BUILDING INSPECTOR – REPORT

Mr. Dwayne H. Abernathy, Building Inspector, came forward to present his department's report for the month of February 1999. It was reported a Public Hearing would be held in May on the proposed increase in fees.

IN RE: ANIMAL WARDEN – REPORT

Mr. Steven R. Beville, Animal Warden, came forward to present his report for the month of February 1999. He reported to the Board that plans to enforce the confinement period have been made and will be advertised in the Progress Index and the Dinwiddie Monitor before and during the confinement period. He stated he had concerns as to where they would put any animals they pick up because the shelter is filled to capacity.

There was discussion regarding the filming that is currently taking place in the County of Dinwiddie. There are four (4) locations within the County.

IN RE: DIRECTOR OF PLANNING – REPORT

Mr. William C. Scheid, Director of Planning, came forward to present his monthly update pointing out that several Public Hearings are to be held at the April 7, 1999 night meeting.

IN RE: ZONING ADMINISTRATOR – REPORT

Mr. John M. Altman, Jr., Zoning Administrator, was not present due to illness. Mr. Scheid presented the Zoning Administrator's report for the month of February 1999.

Mr. Scheid also presented the Code Compliance Summary for the month of February 1999.

Mrs. Everett stated that Mr. Altman had been working on the Appomattox River Corridor study and on Tuesday, March 23, 1999, there would be an agreement signed between the Friends of Chesterfield River Front, the Crater Planning District Commission and the Appomattox River Corridor Plan Working Group to coordinate the Appomattox River related issues. That signing will take place at 11:30 A.M. in Chesterfield. Mrs. Everett stated she would be signing for the Crater Planning District Commission and Mr. Dunn for the Chesterfield Group. She stated Mr. Altman may wish to attend.

IN RE: SOCIAL SERVICES – REPORT

Ms. Peggy M. McElveen, Director of Social Services, was not present.

IN RE: SUPERINTENDENT OF SCHOOLS – REPORT

Mrs. Troilen Seward, Superintendent of Schools, came forward presenting her monthly report.

Mrs. Seward reported there has been an increase of 121 new students from February 1998 to February 1999. This is an increase of the equivalent of five (5) classrooms.

Mrs. Seward continued that the Literary Loan Application has been processed by the Department of Education and is now in the Attorney General's Office.

Mrs. Seward reported that Dinwiddie Elementary School cannot hold more than 600 students because of the acreage. We have 9.79 acres at that site.

She reported she had met with Jack Zehmer of the Historical Society. She wanted to be sure they got rid of the old white building. Mr. Zehmer assured her it had no historical value and told her to tear away. She stated he did tell her he was going to list that building; he took photographs and he is going to list the building in order that the State does have a listing.

She continued her report by stating that the water lines will have to be dug up during the renovation process and that means that the Library, the old Vo-Tech Building, and the old Home Economic Building which are located across the road will be without water for a period of time.

There was additional discussion regarding the maintenance shop being moved to another location; modular/metal buildings to handle students during this time, to feed the students and as a gym area; additional Lottery money to be distributed in May and June; plumbing at the Dinwiddie Elementary School and whether it can be classified as new; the project budget and the construction budget; security camera systems at the Middle School and High School; lighting and landscaping at Midway Elementary, the Middle School and High School; and correction of an electrical problem at the High School. The Board stated they were in agreement with these items if the money was there.

Mrs. Seward stated the bus bids are in for five (5) new diesel buses. Three (3) buses will be delivered by June 30th and two (2) will not be in until August 30th, so the funds the Board re-appropriated may need to be carried over to FY2000.

IN RE: SUPERINTENDENT OF SCHOOLS – SUPPLEMENTAL APPROPRIATION #5 – FY 1999

Mrs. Seward asked Mrs. Francene Newman from the Office on Youth to come forward to present Supplemental Appropriation #5 - FY 1999. Mrs. Newman stated the Dinwiddie County Office on Youth has received a \$10,000.00 donation from the Sunshine Lady Foundation to finance Project Dear.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Supplemental Appropriation #5 – FY 1999 is hereby approved for the Dinwiddie County Office on Youth for the \$10,000.00 donation from the Sunshine Lady Foundation to finance Project Dear.

**IN RE: SUPERINTENDENT OF SCHOOLS – SUPPLEMENTAL
APPROPRIATION #6 – FY 1999**

Mrs. Seward continued with Supplemental Appropriation #6 – FY 1999, stating in order to increase their transition services to Special Education students, the staff applied for a Special Education Silver Grant. They have been notified their grant award will be \$20,981.00. The Special Education Silver Grant award process took place long after their FY 1999 Budget had been completed. At the March 9, 1999 meeting of the Dinwiddie County School Board she was authorized to request a supplemental appropriation of \$20,981.00.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Supplemental Appropriation #6 – FY 1999 is hereby approved for the Special Education Silver Grant in the amount of \$20,981.00.

**IN RE: SUPERINTENDENT OF SCHOOLS – SUPPLEMENTAL
APPROPRIATION #7 – FY 1999**

Mrs. Seward continued with Supplemental Appropriation #7 – FY 1999 stating in order to comply with federal requests the funding for Head Start is appropriated in two (2) parts. The budgeted amount only covers July through November with a supplemental appropriation for December through June. They have received the funding notice to continue Head Start for another year. Based on estimates provided by Ms. Palmer, Head Start Director, they should include \$192,917 of this grant in the FY 1999 Budget.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Supplemental Appropriation #7 – FY 1999 is hereby approved for the portion of the Head Start funding that covers December through June in the amount of \$192,917.00.

**IN RE: SUPERINTENDENT OF SCHOOLS – SUPPLEMENTAL
APPROPRIATION #8 – FY 1999**

Mrs. Seward stated her last Supplemental Appropriation is #8 – FY 1999. She stated they have received notice of a Goals 2000 Grant Award for \$29,935.09 for the purchase of classroom computers and \$807.43 for training. The total of the grant is \$30,742.52. At the March 9, 1999 meeting of the Dinwiddie County School Board she was authorized to request a supplemental appropriation of \$30,742.52.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Supplemental Appropriation #8 – FY 1999 is hereby approved for the Goals 2000 Grant Award consisting of \$29,935.09 for the purchase of classroom computers and \$807.43 for training, totaling \$30,742.52.

IN RE: WASTE MANAGEMENT – REPORT

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

Mr. King gave an update on the medical waste issue. He stated he had contacted the local medical facilities within the County and they all have programs in place to dispose of medical waste.

Mrs. Ralph stated the bids for the trash truck are due back April 6, 1999.

IN RE: WASTE MANAGEMENT – AUTHORIZATION TO ATTEND 1999 OPERATOR TRAINING COURSE

Mr. King stated he would like to request authorization from the Board to attend the 1999 Operator Training Course on April 22nd. This is a 10 hour CPE Course for Class I and II Waste Management Facility Operators. The cost is \$300.00 per person.

Upon motion of Mr. Bracey, 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 for the Director of Waste Management to attend the 1999 Operator Training Course on April 22, 1999 at a cost of \$300.00 per person.

IN RE: PUBLIC SAFETY OFFICER – REPORT

Mr. David M. Jolly, Public Safety Officer, came forward to present his monthly report.

Mrs. Everett praised Mr. Jolly on a job well done for the County.

Mr. Jolly stated it was the people above and below him that deserved the praise. He spoke highly of the volunteers of the County.

Mr. Jolly reported that Ms. Ann Scarborough, the citizen representative to the Emergency Medical Services Council has resigned and they are working on replacing her. The Chairman asked that a resolution of appreciation be prepared for her service.

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. Ben Emerson, 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 –

**STATE GRANT FOR THE OLD DINWIDDIE COUNTY
COURTHOUSE**

Mr. Faison stated an RFP was put out and a total of twelve (12) proposals were received. Interviews have been scheduled with five (5) of those who submitted proposals for March 22, 1999 beginning at 9:00 A.M. and running until approximately 3:00 P.M.

Mrs. Ralph stated she had received a letter from Ms. Ann M. Andrus, State Grants Coordinator, regarding the State Grant for the Old Dinwiddie County Courthouse. Ms. Andrus stated it was their department's recommendation that an engineer or an architect be hired to develop plans for the rehabilitation work. She further stated it would be appropriate and acceptable to use some of the grant funds to pay for this kind of work. She further stated the County would need to follow the State's procurement regulations in the solicitation of and contracting with such individuals.

**IN Re: BUILDING AND GROUNDS SUPERINTENDENT –
DINWIDDIE COUNTY HEALTH DEPARTMENT –
REPAIRS AND RENOVATIONS**

Mr. Faison stated the bid results on the repairs and renovations to the Health Department, which were opened Tuesday, March 16, 1999 at 2:00 P.M., are as follows:

<u>COMPANY NAME</u>	<u>BASE BID</u>	<u>UNIT PRICE</u> <u>PLASTER PATCH PER SQUARE FOOT</u>
ARIZONA, LTD	37400.00	2.00
R D HUNT CONSTRUCTION CORP	41500.00	10.00
BETCO CONSTRUCTION CO INC	48550.00	2.50
HARLAN CONSTRUCTION	48980.00	10.00
MONTANYE CONSTRUCTION INC	55037.00	1.00
PYRAMID CONSTRUCTION SERVICES	80563.00	1.68

Mr. Faison stated he was very pleased with the outcome. He recommended, after reviewing the low bid with Arizona, LTD that he be allowed to enter into a contract with them.

Upon motion of Mr. Bracey, seconded by Mr. Clay, 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 Superintendent of Building and Grounds to enter into a contract with Arizona, LTD for the repairs and renovations of the Dinwiddie County Health Department for a base contract price of \$37,400.00 and an additional unit price of \$2.00 per square foot to patch plaster.

**IN RE: BUILDING AND GROUNDS SUPERINTENDENT –
REPLACEMENT OF WATER HEATER IN DINWIDDIE
COUNTY JAIL – BID RESULTS AND AUTHORIZATION
TO PROCEED**

Mr. Faison stated a new hot water heater was needed in the jail. He had received bids for this project from the following:

1. COLONIAL PLUMBING & HEATING CO., INC.	\$5537.50
2. HONEYWELL INC.	\$5498.00
3. PETERSBURG PLUMBING, HEATING AND AIR CONDITIONING	\$5075.00

Mr. Faison stated he would recommend we accept the low bid from Petersburg Plumbing, Heating and Air Conditioning for \$5,075.00.

Upon motion of Mr. Bracey, seconded by Mr. Clay, 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 Administration to move forward with the purchase and installation of a new water heater for the Dinwiddie County Jail from Petersburg Plumbing, Heating and Air Conditioning for an amount not to exceed \$5,075.00.

**IN RE: BUILDING AND GROUNDS SUPERINTENDENT –
MAINTENANCE OF GROUNDS – BID RESULTS AND
AUTHORIZATION TO PROCEED**

Mr. Faison stated bids have been received for maintenance of grounds from the following:

	VIRGINIA LAWN & LANDSCAPING	S&D LAWN SERVICE	B&W LAWN SERVICE	JOHN TUCKER JR	CREATIVE LAWN MAINTENANCE INC.
BASE BID	19919.51	29993.0	39598.95	40842.0	43855.57
ALTERNATE 1	368.47			600.0	
COURTHOUSE		325.0	495.0		500.0
EASTSIDE		288.0	515.0		500.0
ALTERNATE 2	6.52		5.25	51.0	10.62
COURTHOUSE		8.8			
EASTSIDE		1.65			
RESPONSE TIME	2 DAYS	1-7 DAYS	1 DAY IMMEDIATE	24 HOURS	

Mr. Faison continued that Mr. Smith, Ms. Ralph had, along with him, reviewed these bids and he would recommend we accept the low bid from Virginia Lawn and Landscaping. Before entering into a contract with Virginia Lawn and Landscaping he would like to sit down with them and review the items, especially the Alternate 1 figure.

Upon motion of Mr. Bracey, seconded by Mr. Clay, 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 Administration to accept the low bid from Virginia Lawn and Landscaping with a base bid price of \$19919.51.

IN RE: COUNTY ADMINISTRATOR COMMENTS

Mr. Long stated Mr. Daryl Olgers has invited the Board, March 27th and 28th from 9:00 A.M. to 5:00 P.M. each day, to the Fork Inn which will be hosting the Fall of Petersburg Commemorative Weekend. There will be tours of the facility and Mr. Olgers states for the enjoyment of the children there is also a new farm animal exhibit allowing children the opportunity to feed an assortment of animals.

Mr. Long stated he had also received an invitation to the annual Media Appreciation Banquet of the Crime Solvers. This will be held on Thursday, April 15th at 6:30 P.M. at the Fort Lee Officers Club. Mr. Long requested the Board members let him know if they will be attending.

IN RE: COUNTY ADMINISTRATOR COMMENTS – COMMITTEE FOR THE COURTHOUSE RESTORATION

Mr. Long stated he had received several names for the restoration committee for the old Courthouse. The names he had received are:

1. Cheryl Martinez - District 2
2. Sid Mayes - District 3
3. Polly Winfield - District 4
4. Denny King - District 5
5. Darrell Olgers - At large
6. John Moody - At large
7. James Stanfield - At large
8. Milton Hargrave - At large

Mr. Long stated he is waiting for Mr. Moody to submit a name from District 1 and the Board can come back and appoint that person upon receipt of the name.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the above list of nominations be appointed to serve on the old Courthouse Restoration Committee.

IN RE: COUNTY ADMINISTRATOR COMMENTS – MCKENNEY FIRE STATION – AUTHORIZATION FOR SOIL AND ENVIRONMENTAL TESTING

Mr. Long stated he would like to have authorization to work with Denny King, in the capacity of Council Member for the Town of McKenney, on the proposed McKenney Fire Station. Mr. King had informed Mr. Long that the Council had authorized him, Mr. King, to work with Mr. Long to get the soil and environmental testing done for the location that is being looked at for a fire station. Funding would be taken from the General Fund with the understanding it would come back through bond issue when it is done for that purpose.

Upon motion of Mr. Bracey, seconded by Mr. Clay, 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 County Administrator to work with

Mr. Dennis King, Council Member from the Town of McKenney, to move forward to have the soil and environmental testing done on the proposed fire station site with funds being appropriated from the General Fund. Said funds will be reimbursed from the Bond Issue when it is done for that purpose.

IN RE: BOARD MEMBER COMMENTS

Mr. Haraway – no comments

Mr. Clay – no comments

Mr. Bracey – He questioned Item Number 4 of the Resolution on the Virginia Department of Transportation Secondary Roads. This is just one reason why we must have weight checks on these roads and make people responsible for damage done by industrial vehicles.

Mrs. Everett – She stated Mr. William Calvin Beville has been named, by Governor Gilmore, to the Commonwealth Council on Aging. He represents us on the Crater Area Agency on Aging. He has done a very good job for Dinwiddie County and has been very active State wide.

She continued that Mr. Bracey, Mr. Harold Walker, Mrs. Seward, had joined her in attending the John Tyler Appreciation Dinner Thursday night and it was very well done. They all enjoyed it.

She further stated that yesterday Mr. Ronald Reekes, Resident Engineer for the Virginia Department of Transportation, attended the Highway Allocation Hearings at John Tyler. They had excellent representation from the region. From the County they also had Betty Guthrie, the Chairman of the Airport Authority in support. We gave a pitch for our local projects of the Route 226 and Route 1 intersection for design and reconstruction. Concerns were raised on Route 460 and the TransAmerica Corridor Study for moving ahead with project design. We had endorsement from the County, from Crater Planning District Commission, ABIDCO, MPO, City of Petersburg, and she felt that showed a lot of support. Now we will be going to Suffolk next Thursday for that Pre-allocation Hearing.

She stated this Friday she will be going with some people from the Airport Authority to visit some terminals in the State. She stated she would report back to the Board on this subject.

She asked Mr. Long if there was any information on a web site for the County.

Mr. Long stated that to his knowledge, currently he believed that they have received some assistance through the school system. The school administration is looking at creating one for the County whereby we can put whatever information the Board would like to see on there. They have had a committee that worked on a web site for the School Board and they have agreed to create one for the County.

There was discussion regarding the School Board creating this site.

Mrs. Everett stated the Airport Authority has just completed theirs and Betty Guthrie told her they were very pleased with it and it was very well done.

Mr. Bracey asked who did it for them.

Mrs. Everett answered she did not know but if someone will call Ms. Guthrie she will share the information. She stated it was the best price that she had heard and they received a very professional job.

Mr. Long stated the only thing he would say is when we go to do this by having two (2) connections currently available in the office he will certainly be able to show each Board member at anytime. Mr. Long further stated at any time we can go; take a look; and see what we are planning to put together and put on there. Once it is on you can sit down and take a look at it. If there is something the Board disagrees with we can take it off. We can amend or add anything. That is the good part of this, it can be amended at any time.

Mr. Bracey stated he just wanted to be sure it was done professionally.

IN RE: RECESS

Mrs. Everett called for a five (5) minute recess at 4:44 P.M. prior to Executive Session.

IN RE: EXECUTIVE SESSION

Upon motion of Mr. Bracey, seconded by Mr. Clay, 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 (Contract Documents, Property Sales Agreements) - the Board moved into Executive Session at 4:50 P.M.

Mr. Moody returned to the meeting at 5:10 P.M.

A vote having been made and approved the meeting reconvened into Open Session at 5:24 P.M.

IN RE: CERTIFICATION

Upon motion of Mr. Clay, 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.

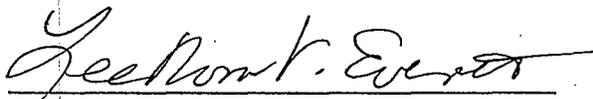
**IN RE: AUTHORIZATION TO ENTER INTO CONTRACT WITH
BALLOU-JUSTICE-UPTON -- FIRE STATION SERVICES**

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 Administration to enter into a contract with Ballou-Justice-Upton for architectural/engineering services for the Dinwiddie and McKenney Fire Stations, subject to review and approval by the County Attorney.

IN RE: ADJOURNMENT

Upon motion of Mr. Moody, seconded by Mr. Clay, Mr. Moody, Mr. Bracey, Mr. Haraway, Mr. Clay, Mrs. Everett voting "aye", the meeting adjourned at 5:26 P.M. until 7:00 P.M. Wednesday, March 24, 1999 in the Board Meeting Room of the Pamplin Administration Building for the Budget Public Hearing.



Lee Nora V. Everett
Chairman, Board of Supervisors

ATTEST: 

R. Martin Long
County Administrator

/pam

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the specific procedures and protocols that must be followed to ensure that all records are properly maintained and updated. This includes details on how data should be collected, stored, and reviewed.

3.