

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 19<sup>th</sup> DAY OF DECEMBER, 2001, AT 2:00 P.M.

PRESENT: HARRISON A. MOODY, CHAIRMAN ELECTION DISTRICT #1  
EDWARD A. BRACEY, JR. VICE-CHAIR ELECTION DISTRICT #4  
DONALD L. HARAWAY ELECTION DISTRICT #2  
ROBERT L. BOWMAN, IV ELECTION DISTRICT #3  
AUBREY S. CLAY, ELECTION DISTRICT #5

OTHER: PHYLLIS KATZ COUNTY ATTORNEY

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

Mr. Harrison A. Moody, Chairman, called the regular meeting to order at 2:14 P.M. followed by the Lord's Prayer and the Pledge of Allegiance.

**IN RE: AMENDMENTS TO THE AGENDA**

There were no amendments to the Agenda.

**IN RE: MINUTES**

Upon Motion of Mr. Clay, Seconded by Mr. Haraway, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia, that the minutes of the December 5, 2001 Regular Meeting are hereby approved in their entirety.

**IN RE: CLAIMS**

Upon Motion of Mr. Haraway, Seconded by Mr. Clay, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody 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 1028106 through 1028328 (void check(s) numbered 1027966 and 1028105) for:

**Accounts Payable FY 2001- 2002:**

(101) General Fund	\$ 207,529.82
(103) Jail Commission	\$ 169.70
(104) Marketing Fund	\$ .00
(222) E911 Fund	\$ 6,825.18
(223) Self Insurance Fund	\$ .00
(225) Courthouse Maintenance	\$ .00
(226) Law Library	\$ 615.00
(228) Fire Programs & EMS	\$ 2,411.75
(229) Forfeited Asset Sharing	\$ .00
(304) CDBG Grant Fund	\$ .00
(305) Capital Projects Fund	\$ 162,652.50
(401) County Debt Service	\$ 85,000.00
<b>TOTAL</b>	<b>\$ 465,204.69</b>

**IN RE: CITIZEN COMMENTS**

The following citizen(s) signed up to comment.

1. Mr. James Ritchie, Chairman of the Electoral Board, appeared before the Board and introduced Mrs. Linda Brandon the new Registrar for the County. He commented that Mrs. Brandon lives here on Hudgins Road in DeWitt. You may recognize her because she worked at the Signet Bank across the street and also at the Virginia Federal Savings Bank in Petersburg. Mr. Ritchie also thanked Mrs. Betty Jeter for her many years of service and wished her much happiness and fulfillment as she enters her new endeavors in life.

**IN RE: WORKFORCE DEVELOPMENT PROGRAM – MR. DENNIS K. MORRIS AND MRS. TROILEN SEWARD**

Mrs. Ralph stated Mrs. Troilen Seward and Mr. Dennis Morris are here to present the Workforce Development Program and to answer any questions you may have about the program.

Mr. Morris gave an update of the Tobacco Commission, which was formed under Governor Gilmore that provides dollars to Southwest and Southside, Virginia to assist in the economic revitalization of the regions. Basically the program started off last year requesting proposals or applications for funding. This project is in the second phase of a workforce development effort begun in 2001. Through the Crater Regional Partnership we submitted a proposal in October to establish some workforce training targeted mainly in the metals industry. It was submitted as a three-year proposal and it was accepted in that regard. The Tobacco Commission sets some guidelines on what they are looking for in proposals. This is the second-year in this proposal and there is roughly 16 million dollars available throughout Southside. Because we are in our second year, the Tobacco Commission requires we submit a second year application. Out of all the applications they received in the first round, ours was rated the second highest. They encourage a regional approach to economic development by making funds available within the tobacco dependent communities based on the viability of the plan of action and its regional approach. Since the location of Chaparral Steel in Dinwiddie County in 1997, this region has become a "hub" for the metals industry. Additionally, there have been several locations of new metals companies in the Dinwiddie County to Greensville County corridor. Thus, there is a vital need to ensure there is a workforce capable of meeting the specific skill requirements of not only the companies that are currently located within the region, but also new metals industries that are anticipated to locate in the region in the future.

In the initial phase of the project, information was provided to area residents and those involved with growing tobacco, on a skills building program developed for the region. So in that regard working with John Tyler Community College, we crafted a "Skills Stream Training Program" at Rowanty Technical Center in Prince George County. Mr. Morris stated, with that, I will turn the program over to Mrs. Troilen Seward whom you all know. She has come on board with John Tyler Community College and basically she was one of the architects who developed this program. Mrs. Seward will explain where we've been and where we hope to go in this round. The applications will be due on January 15, 2002.

Mrs. Seward stated we completed the first semester in October. We did get a late start but we had two of the three streams running last semester. It was very successful but the Work Keys results are not in because we just assessed them last Thursday. We are now getting ready for the next semester and we will be providing all the Skill Streams again. The program will probably double in size this coming semester. At the Wakefield Career Center, John Tyler Community College will be providing credited computer classes, which were requested by

some of the farming communities. Those classes will begin on January 2, 2002. Our next big project is to have John Tyler Community College come down to Rowanty Technical Center and offer some of their credited classes there. Our objective is to provide a workforce for the industries located here and to attract new business to our area by providing a well-trained workforce.

Continuing she stated there were 15 alternative students enrolled in the first semester mostly from Dinwiddie County. We will have at least 30 students in the spring semester, and there are enough teachers for the three Skill Streams. The State has a program called, ISAEP, Individual Student Alternative Educational Planning Program; this is a program for young people, aged 16, who know they will not have enough credits to graduate from high school by the time they are 20. They can now go into a GED Program but there is a vocational requirement along with that. Students are pre-tested and selected out for this program. Hopewell and Dinwiddie students were involved last semester and hopefully Petersburg will be involved next semester. Mrs. Seward stated they were very pleased with the program.

Mr. Morris addressed how the funding is arranged. There is an allocation made based on tobacco acreage and allotment holders that are set up by jurisdiction. These jurisdictions are asked to work together and that is why we are here today. The application, which we are going to submit on January 15, 2002, is totally separate from the application the County may submit. These are two freestanding applications. What we are trying to work out with everyone is to be sure that all the numbers add up. What the Commission does not want to face is applications coming in where there is more money requested than available. They ask the regions to work together so that won't happen. The total allocation per jurisdiction is: \$1,651,193 – Dinwiddie County; \$184,152 – Sussex County; \$133,181 – Greensville County. Broken down by growers: 446 Dinwiddie County; 134 - Sussex County; 191 – Greensville County. At the recommendation of the Tobacco Commission Staff, they suggested that we go on a percentage basis and that is what we have done. So basically we are asking for 4.9% or \$97,000 that would be in our region with those three jurisdictions going in a pot. That would be our total until our next year's allocation. Dinwiddie's percentage of the 1.6 million is \$81,286. The remainder of the \$97,000 would be provided by Sussex and Greensville based on their percentages.

Mrs. Ralph requested authorization from the Board to sign a letter of support for the Tobacco Commission 2002 application for year two of the "Skill Streams to Success" project, which is a Workforce Development Project, designed to leverage existing training facilities and resources to provide entry level skills.

Upon Motion of Mr. Bracey, Seconded by Mr. Clay, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye",

BE IT RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia authorizes the County Administrator to sign a letter in support of the Tobacco Commission 2002 application for year two of the "Skill Streams to Success" project.

**IN RE: VDOT – REPORT**

Mr. Richard Caywood, Resident Engineer Virginia Department of Transportation, came forward and presented his monthly updates.

1. Halifax Road project is rapidly nearing completion – should be completed today.

2. The Route 619 – Courthouse Road is approximately 15% complete; work has been shutdown for the winter; work will resume in the spring.
3. Route 615 – Blue Tartane Road - final pavement on that road is being done today. The project has progressed very well. It should be 100% completed by the next Board meeting.
4. Route 711 – Ridley Road – archeological and historical work that was necessary on that project has been completed. The environmental work is almost done. VDOT is in the process of setting up a time and location to have a meeting with the residents in that area for the donation of the right-of-ways for that project.

Mr. Caywood told the Board he would be off for the next two weeks and Mr. Steve Hicks would be responsible for the Residency if anyone needed him. He wished the Board and the County Staff a Happy and safe Holiday Season and reminded everyone to exercise a great deal of caution over the holidays.

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

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

**IN RE: TREASURER**

Mr. William E. Jones, Treasurer, was not present but the Board received his report for the month of November.

**IN RE: COMMONWEALTH ATTORNEY – REPORT**

Mr. T. O. Rainey, III, Commonwealth Attorney, came forward and stated he had nothing to report to them. He wished everyone a Happy, Safe and Prosperous Holiday Season.

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

Sheriff Samuel Shands came forward and presented his report for the month of November 2001.

Mr. Moody commented that the inmate population was up again this month. He asked if there had been any progress made with the State for moving the inmates. Sheriff Shands responded the only time the State moved them is when they have medical problems.

Mr. Bowman stated he had a real problem with having this many inmates in the jail. This is creating a liability for the County. He asked if the paper work is the problem. If it is, then we need to determine whether it is the State or the County and make some corrective actions to have these inmates moved.

Mrs. Ralph stated she would work with the Sheriff to encourage the State to get the inmates they are responsible for transferred.

Mr. Bracey asked staff to contact our elected officials in Richmond and ask for a meeting to see what we can do. This is a disturbing number to have in our facility.

Sheriff Shands wished the Board a Merry Christmas and a Happy New Year.

**IN RE: BUILDING INSPECTOR – REPORT**

Mr. Dwayne H. Abernathy, Building Inspector came forward presenting his report for the month of November 2001.

Mr. Haraway commented that this is an unusually high number of building permits for the county. He asked if the new houses were in any particular area. Mr. Abernathy replied no. They are all over the County. Mr. Abernathy also commented that the average cost is \$100,000 and the average square footage is 1,500 to 2,000 at \$70 per square foot. The building industry is going on very strong. Last year we had 4 dwellings for the month; this year we have 23 permits for this month. However, the commercial building is down.

Mr. Abernathy stated he and his staff appreciated the extra days off for the holidays and wished the Board a Merry Christmas.

**IN RE: ANIMAL WARDEN – REPORT**

Mr. Steven R. Beville, Animal Warden, came forward presenting his report for the month of November 2001. Mr. Beville stated Mr. Clay, Mr. Bracey, Mr. Faison and he visited two shelters and got some good ideas that may help us in the future. We also talked with people in the private sector who help the shelters in that area. He commented he would like to see that happen here in our County. He wished everyone a Happy Holiday.

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

Mr. William C. Scheid, Director of Planning came forward commenting he had submitted his monthly report for November 2001 and he had nothing new to report.

Mr. Haraway stated in his District II there is a problem with one resident who is raising pit bulls. Keep in mind, this is a subdivision and the average lot is ½ acre or less. He commented this would be different if the person lived on a farm with 5 to ten acres. He stated he would like to see the Board have Mr. Scheid look into establishing some regulations on how to handle this situation. It is a danger for residents who have small children who can't go outside because their neighbor is raising 10 pit bulls. He asked Mr. Scheid to bring some recommendations to the Board in January.

Mr. Bracey stated he felt the Commonwealth Attorney should be called to see if anything could be done.

Mrs. Ralph stated under the present code, unless the dogs don't have tags, or are running at large, or bite someone there is nothing we can do.

Mr. Bowman asked what the code is now. Mr. Scheid replied there is no code on regulating the number.

Mr. Scheid recommended amending the code to require that those subdivisions located and platted in residential zoned districts not allow this situation. But land not located in residential areas would not be affected.

Mr. Scheid thanked the Board for the extra days off and wished them a Happy Holiday Season.

Mr. Bowman asked Mr. Scheid if he was planning to go to the Route 460 Corridor meeting tomorrow in Suffolk. Mr. Scheid responded he had a commitment to the High Speed Rail hearing and would not be able to attend.

**IN RE: ZONING ADMINISTRATOR/SENIOR PLANNER REPORT**

Mr. David S. Thompson, Zoning Administrator/Senior Planner, came forward and presented his November monthly report.

**IN RE: AUTHORIZATION FOR PUBLIC HEARING- ORDINANCE TO AMEND SECTION 15-4 OF CHAPTER 15 RELATING TO THE STORAGE OF INOPERATIVE VEHICLES**

Mr. David S. Thompson, Zoning Administrator/Senior Planner, requested authorization to advertise an ordinance to amend Section 15-4 of the Code of the County of Dinwiddie relating to open storage of inoperative vehicles.

Upon Motion of Mr. Bracey, Seconded by Mr. Clay, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the Zoning Administrator is authorized to advertise an ordinance to amend Section 15-4 of the Code of the County of Dinwiddie relating to open storage of inoperative vehicles.

**IN RE: ZONING ADMINISTRATOR/SENIOR PLANNER REPORT CON'T.**

Mr. David S. Thompson, Zoning Administrator/Senior Planner, stated he would supply his year-end report at the 2<sup>nd</sup> Board meeting in January. He thanked the Board for allowing him to go to the GIS conference. He wished everyone a very Merry Christmas.

**IN RE: SOCIAL SERVICES – REPORT**

Ms. Peggy McElveen, Social Services Director, came forward and stated she is on the Board for the Christmas Sharing Foundation and she felt this was an appropriate time to give a report from that group. We had a wonderful response this year. The businesses, churches, schools and volunteer groups in the community were so generous. We received over \$12,000 this year in donations. There were over 400 applications but some of the individuals were determined to be ineligible. But we were able to serve 309 families. The Chairman of the group this year was Patsy Barnes and everything worked very smoothly. It is a good organization-serving people in the County. She wished the Board a Merry Christmas and a Happy New Year.

**IN RE: SOCIAL SERVICES BUILDING - WATER PURIFICATION SYSTEM - TRIAL**

Ms. Peggy McElveen, Social Services Director, asked the Board for authorization to try out a water purification system in the Social Services Building. She commented that presently they were using the bottled water from Diamond Springs, but it is difficult to lift the bottles and place them in the dispensers. The new system would attach to the existing water line and purify the water without having to use bottles, and the monthly cost is supposed to be close to the same.

Upon Motion of Mr. Bracey, Seconded by Mr. Clay, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the Social Services Department is authorized to try out a water purification system.

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

Dr. Lee Wise, Superintendent of Schools, was not present.

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

Mr. Timothy C. Smith, Director of Parks and Recreation, stated he had provided the Board with his November monthly report. He commented that the Christmas Parade was a success, even with the breakdowns, and he appreciated the Board's patience. I am hoping to improve on the parade next year and have some bands to participate.

Mr. Bracey reminded Mr. Smith that the Center still does not have a flag-pole. Mr. Smith replied he and Mr. Faison would work on it after the Christmas Holidays.

**IN RE: WASTE MANAGEMENT – REPORT**

Mr. Dennis King, Director of Waste Management came forward to present his report for November 2001.

Mr. King stated he was still having difficulties with the electric compactor motors at Rohoic. He commented that he needed a three-phase motor but had not been able to get Virginia Power to supply the power at the site. He reported he would continue to work with them to see if they would supply the 240 voltage needed.

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

Mr. David M. Jolly, Public Safety Officer, came forward and presented his November update.

**IN RE: AUTHORIZATION TO PURCHASE RESCUE ENGINE FOR MCKENNEY**

Mr. David M. Jolly stated the price of the rescue engine for McKenney VFD has been negotiated down from \$429,848.00 to \$415,583.00 with Singer Associates. He requested authorization to enter into a contract with Singer Associates for the purchase of the unit. McKenney VFD asked to keep the Federal Q siren at a cost of \$3,000 on the unit at their own expense. Mr. Jolly advised if the Board would consider purchasing multiple units before the contract is signed we could get a discount of \$19,000.

Upon Motion of Mr. Bracey, Seconded by Mr. Clay, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye",

BE IT RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia authorizes Administrative Staff to enter into a contract with Singer and Associates for the purchase of the new rescue engine at the negotiated price of \$415,583.00 to include the Federal Q siren to be paid for by the McKenney VFD at a cost of \$3,000.

**IN RE: COUNTY ATTORNEY - REPORT**

Ms. Phyllis Katz, County Attorney, came before the Board stating the Department of Justice contacted her regarding the concerns they have about the changes in the precincts and polling places. They did not have any problems with the new districts. As you all are aware, we need to move quickly for any primaries that may be held in the spring. If any of you still have any questions or concerns you need to let Mrs. Ralph or Mr. Scheid know right away. The new submissions should be in by mid-January for the precincts and polling places. One of the problems was the decision to eliminate Cutbank Hunt Club as a polling place. Ms. Katz will be meeting with the Electoral Board and the Planning Department to prepare a response.

**IN RE: BUILDINGS AND GROUNDS - REPORT**

Mr. Donald Faison, Buildings and Grounds Superintendent, came forward and stated he provided his monthly update for November in the Board packages.

1. He commented that he had received a fax with the test results from John Owens on the Conductivity Test for the geo-thermal wells for the Historic Courthouse. The results show additional wells will not be required to support the average 15-ton mechanical load. The last well should be grouted and used as part of the geothermal system. The short well will require a flow restriction device to insure that its flow matches the 400-foot wells.

2. He met with Jack Zehmer of the Dept. of Historic Preservation, and the sample for the paint for the ceiling at the Historic Courthouse is not blue enough and will be changed.

**IN RE: NORTHSIDE - AUTHORIZATION TO PROCEED WITH  
REMOVAL OF ASBESTOS TILE AND MOBILE  
CLASSROOM DEMOLITION**

Mr. Donald Faison, Buildings and Grounds Superintendent, reported that he had received the bids for the removal of the asbestos tile from the mobile classrooms at Northside and the demolition of the units. They are as listed below:

**ASBESTOS ABATEMENT IN THE THREE MOBILE CLASSROOMS**

**CONTRACTOR**

Rocky Hill Contracting, Inc.	\$1,900.00
Waco, Inc.	\$1,930.00
Special Renovations, Inc.	\$2,400.00

**DEMOLITION OF FOUR MOBILE CLASSROOMS**

**CONTRACTOR**

Rocky Hill Contracting, Inc.	\$ 8,975.00
Horace Hill Contracting, Inc.	\$ 9,300.00
Southern Construction Co.	\$19,400.00
Southern Construction Co. (burn on site)	\$15,400.00

Mr. Faison requested authorization to enter into a contract with Rocky Hill Contracting, Inc., for the asbestos abatement in the amount of \$1,900.00 and Rocky Hill Contracting, Inc., for the demolition in the amount of \$8,975.00.

Upon Motion of Mr. Bracey, Seconded by Mr. Clay, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted to enter into a contract with Rocky Hill Contracting, Inc., for the asbestos abatement in the amount of \$1,900.00 and Rocky Hill Contracting, Inc., for the demolition in the amount of \$8,975.00.

Mr. Faison also asked the Board to let staff know what they would like to see Northside used for in the future to assist the CIP Committee in establishing priorities.

**IN RE: RECESS**

Mr. Moody called for a recess at 3:43 P.M. The meeting reconvened at 3:59 P.M.

**IN RE: DINWIDDIE COUNTY JAIL STATE INSPECTION**

Mr. Donald Faison, Buildings and Grounds Superintendent, reported that he toured the jail facility with a number of painting, electrical and plumbing contractors. He said he asked Mr. De Stefano his opinion on what should be done to meet the Health Department requirements for the floors, walls, showers and other areas in the facility. Mr. De Stefano is in agreement with the same procedure I came up with. In order to take care of the floors, walls, halls, corridors, walkways, and showers the method of correction is to sandblast all the areas to get rid of all the dirt, paint, soap film, wax and any other chemicals which might be on the floors. The Health Department wants a sound floor that's easily maintained and cleanable. Mr. Faison stated he was proposing to sand blast everything then come back with an epoxy system and apply a primer and two coats of epoxy on the floors and turn it 8" up the wall; which will seal it.

There are inmates sleeping on mattresses on the floors. Because of the overcrowding issues and the requirements of the Health Department this is something we need to take care of immediately. I took the liberty to get a cost estimate, which is \$38,751 to clean all the floors, showers, provide appropriate lighting and heating. It will not take care of the miscellaneous areas where pipes and electrical conduits pass through the walls. These items should be enclosed caulked or otherwise sealed. Mr. Faison stated he felt to take care of the mechanical, electrical, and plumbing and miscellaneous items the cost is going to be pretty close to \$50,000. He commented he knew there would be a problem to get bids back in a timely fashion to meet the 90-day time frame for the next inspection in March. He asked if the County could do an emergency procurement to meet the deadline.

Mrs. Ralph stated there is a possibility that the Health Department might come in and do another inspection. If we are in there working at least it will show we are trying to take care of the problems. Mrs. Ralph asked Mr. Shands and Mr. Booth if they had any comments.

Mr. Alvin Booth, Lieutenant, stated the overall problem with the Jail is in the State Budget. We requested 3 additional correctional officers in our budget. Our average inmate population was 75 but as you know the State froze its positions. The rational for the State is 3 to 1 ratio funding. Our Jail Facility is rated at a 32-bed capacity with 10 correctional officers, with a 5 to 1 ratio for overcrowding. When we reached a total of 75 inmates we should have had 7 officers. We have 4. The State refused to fund the 3 additional correctional officers. At the present time our average population is 99 for the year 2001 and we will be asking the State again for 6 additional officers. That does not eliminate the bed space problem though or the Health Department problem when you have people sleeping on the floor. That is why the Health Department is so concerned. The jail was put into use in the late 1970's and it has never been refurbished. The concrete has never been redone. We have cleaned, sealed, waxed and painted it. The Health Department says if we are going to have inmates sleeping on the floor it has to be cleaned properly, sealed, and painted.

Mr. Booth stated he has been trying to get rid of prisoners since I spoke with Mrs. Ralph about the situation several months ago. We have been giving them away. Prisoners have been taken to other jurisdictions with low numbers. We just sent out 9 more. People ask why the jail has such a high population. It is mainly due to the mandatory sentencing for specific offenses that the Legislators passed such as domestic violence and project exile. But the overall cause is economics. When economics go down crime rates go up. This doesn't address the two other problems. We have seven females, which are housed in

other facilities. We don't house juveniles we contract with Crater Juvenile Detention Home. So, in the short term, what we are talking about is a fix it for the building.

If you recall there was some discussion about expanding the jail facility to three stories. We were running about the same numbers and making money for the County. We hired 4 additional correctional officers and the County paid for them. But they have been moved to the new Courthouse and the County is not funding any of the correctional officers at this time. The State dictates what we have to do, but they won't fund those mandates. So then we have to come to the Board because we don't have a choice in the matter. We are going to do what the law dictates. It isn't that we haven't tried to clean the jail because we have. It just won't come clean anymore. It needs to be done professionally. Mr. Booth stated he didn't have any idea it would cost this much to refurbish the jail, but it has to be done.

Mrs. Ralph asked Mr. Booth, if the Board could accomplish what needs to be done in the jail, could he get the inmates moved. Mr. Booth replied Southside can accommodate 30 prisoners and we can take care of the rest. The cost is \$14 dollars per day, per inmate. Mrs. Ralph commented that was another reason for the urgency, space is available right now for the inmates. Mr. Booth replied yes.

There was a lot of discussion between the Board and Staff about the costs involved and the necessary steps to ensure the work could be done in a timely fashion.

Upon Motion of Mr. Bracey, Seconded by Mr. Bowman, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody, voting "Aye", the Board authorized the Buildings and Grounds Superintendent to proceed with the refurbishing of the Jail Facility at a cost not to exceed \$50,000.

**IN RE: COUNTY ADMINISTRATOR COMMENTS**

1. Mrs. Ralph passed out the comments from the County Attorney regarding the Redistricting Plan for the Board to read at their pleasure.
2. Mrs. Ralph commented just as a reminder the Board had indicated it would like to have more information on Revenue Recovery before making a decision. Mr. Moody and Mr. Bracey met with representatives from DVRS, and we will have some recommendations for you. If you need further information or have questions, please let David Jolly or me know so we can begin preparing that information for your review. Since Mr. Moody will not be here for the January night meeting, I would suggest that you postpone bringing the Revenue Recovery program back when you have a full Board. However, we need to let the public know when we plan to put it back on the agenda. The Board agreed. The Revenue Recovery will be on the agenda for the February 6, 2002. Mr. Bowman suggested inviting someone from the Southside Emergency Crew to explain to the Citizens how well it has worked and how happy they are with it. Mr. Haraway commented he still wanted to come up with a procedure for people who can't pay. The County needs to send them a financial form to fill out. Then they would send it back to the County for them to be declared indigent. There needs to be a policy in place for people who can't pay. Mrs. Ralph stated Staff would look into that.

**IN RE: AUTHORIZATION TO HIRE – MRS. BETTY BOWEN –  
PART-TIME POSITION FOR THE RESTORATION OF  
RECORDS – CLERK OF THE CIRCUIT COURT**

Mrs. Ralph stated enclosed in your packets was a follow-up of the Grant we approved for the Clerk of the Circuit Court at the last meeting for the restoration of the County records. There was one complication and that was trying to figure out some way to contract with someone to do the work. So the County Attorney took a look at it and felt the easiest and best way to do this is to hire the individual on an hourly basis and placed on the County payroll. The cost of placing the individual on the pay roll is included in the Grant. The individual has been in and agreed to all of the terms so far as the payroll. The grant was awarded in the amount of \$14,833.00. The individual the Clerk has selected is Mrs. Bowen at an hourly rate of \$7.00 per hour. Mrs. Ralph requested authorization to place Mrs. Bowen on the payroll for the duration of the Grant only.

Upon Motion of Mr. Bracey, Seconded by Mr. Haraway, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody, voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for Mrs. Betty Bowen to be placed on the County payroll at an hourly rate of \$7.00 per hour for the duration of the grant for the restoration of the records in the office of the Clerk of the Circuit Court.

**IN RE: COUNTY ADMINISTRATOR COMMENTS – CONT'**

1. Mrs. Ralph stated VACo, VML 2002 Legislative Day is scheduled the afternoon of January 31, 2002 at the Richmond Marriott. She asked if any of the Board would like to attend let Mrs. Russell. Mr. Moody, Mr. Bracey, and Mr. Moody stated they would attend.
3. Mrs. Ralph stated she had enclosed the information on the use of the County Van and she is still working on it. Court Services has just gotten back to me on that and I think we can work it out. Mr. Haraway stated usually the names of the drivers are sent to the insurance company and they approve the drivers and it is good for a year. But if I understand this, a list has to be sent each time the van is used. Mrs. Ralph commented it isn't the name of the driver we are concern about it is the type of event they are doing that day. There are different exposures for different events. Mr. Haraway asked if this is a requirement of the insurance company. Mrs. Ralph stated it was a suggestion at this time since this is a new venture for the county and we don't have any policies in place. It is to protect the Board in case something happens. Mr. Bracey stated he felt whoever is responsible for the event to make sure the person responsible for driving is on the list of approved drivers for the insurance coverage.
4. Mrs. Ralph stated as a follow-up to our earlier meeting at 11:00 A.M. I think you would like to get back together as soon as possible on our pay plan discussion. Staff will be contacting you to schedule some dates to get back together as soon as possible.

**IN RE: BOARD MEMBER COMMENTS**

- Mr. Clay He wished everyone a Merry Christmas and Happy New Year.
- Mr. Bowman 1. He stated we need to recognize the people who serve the Board. I feel real bad that we did not recognize the football team and they were State Champions last year. We need to

make sure people receive certificates of appreciation for their work.

2. He stated a citizen faxed him a copy of the Federal Law Mandate for low-income minority population areas. The study was mandated by the Federal Government on noise. The citizen who sent it to me said Chaparral Steel has not done this. He asked the County Attorney to investigate it.

- Mr. Bracey He stated he hoped everybody has a Merry Christmas.
- Mr. Haraway He asked what the schedule is for the offices for the holidays and the regular working hours. Mrs. Ralph stated the offices are closed December 24 – 25<sup>th</sup> and December 31<sup>st</sup> and January 1, 2002. The normal business hours are 8:30 A.M. to 5:00 P.M. with an hour for lunch.
- Mr. Moody He stated it has been a pleasure working with everyone and serving as Chairman this year. He wished everyone a Merry Christmas and a Happy New Year.

**IN RE: CLOSED SESSION**

Mr. Haraway stated I move to close this meeting in order to discuss matters exempt under section:

**Personnel Matters, § 2.2-3711 A.1, of the Code of Virginia,** (candidates for employment OR the assignment, appointment, promotion, performance, demotion, discipline, salaries, compensation, resignation of employees)  
County Administration

**Real Property - §2.2-3711 A. 3 of the Code of Virginia**  
Acquisition of real property for public purpose OR the disposition of government owned property where public discussion would jeopardize the County's or Town's bargaining or negotiating position

Mr. Bracey seconded the motion. Mr. Clay, Mr. Haraway, Mr. Bowman, Mr. Bracey, Mr. Moody voting "Aye" the Board moved into the Closed Meeting at 4:31 P.M.

A vote having been made and approved the meeting reconvened into Open Session at 5:04 P.M.

**IN RE: CERTIFICATION**

**Whereas**, this Board convened in a closed meeting under § 2.2-3711 A.1, for the purpose of Personnel – County Administration and § 2.2-3711 A.3, Real Property

**And whereas**, no member has made a statement that there was a departure from the lawful purpose of such closed meeting or the matters identified in the motion were discussed.

**Now be it certified**, that only those matters as were identified in the motion were heard, discussed or considered in the meeting.

Upon Motion of Mr. Haraway Seconded by, Mr. Bracey, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody voting "Aye", this Certification Resolution was adopted.

**IN RE: AUTHORIZATION TO HIRE CLERICAL ASSISTANCE**

Upon Motion of Mr. Haraway, Seconded by Mr. Bracey, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody, voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for Administration to hire clerical assistance as needed.

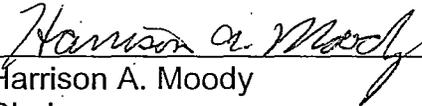
**IN RE: TOBACCO COMMISSION GRANT APPLICATION-  
APPROVAL**

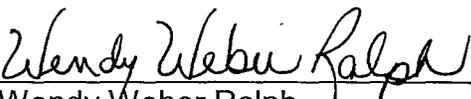
Upon Motion of Mr. Haraway, Seconded by Mr. Clay, Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bracey, Mr. Moody, voting "Aye",

BE IT RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia authorizes the Planning Department to pursue the Tobacco Commission grant application submittal for two (2) industrial sites. This request is for funding to do a "due diligent" environmental analysis to include a geo technical study on both sites.

**IN RE: ADJOURNMENT**

Upon Motion of Mr. Bracey, Seconded by Mr. Bowman, Mr. Clay, Mr. Haraway, Mr. Bowman, Mr. Bracey, Mr. Moody, voting "Aye", the meeting adjourned at 5:43 P.M.

  
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Harrison A. Moody  
Chairman

  
\_\_\_\_\_  
Wendy Weber Ralph  
Acting County Administrator

/abr

