

VIRGINIA: AT THE REGULAR MEETING OF THE DINWIDDIE COUNTY BOARD OF SUPERVISORS HELD IN THE BOARD MEETING ROOM OF THE PAMPLIN ADMINISTRATION BUILDING IN DINWIDDIE COUNTY, VIRGINIA, ON THE 19TH DAY OF JUNE 2002, AT 10:00 A.M.

PRESENT: EDWARD A. BRACEY, JR., CHAIRMAN ELECTION DISTRICT #4  
ROBERT L. BOWMAN, IV, VICE-CHAIR ELECTION DISTRICT #3  
Arrived 10:11 HARRISON A. MOODY ELECTION DISTRICT #1  
DONALD L. HARAWAY (Absent) ELECTION DISTRICT #2  
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. Edward A. Bracey, Jr., Chairman, called the regular meeting to order at 10:07 A.M. followed by the Lord's Prayer and the Pledge of Allegiance.

**IN RE: AMENDMENTS TO THE AGENDA**

Mrs. Wendy Weber Ralph, County Administrator, stated there was a need to add two items under Closed Session – Personnel – add Animal Control and §2.2-3711A.7 Legal Counsel – Zoning Issue

Upon Motion of Mr. Bowman, Seconded by Mr. Clay, Mr. Clay, Mr. Bowman, Mr. Bracey, voting "Aye", the above amendment (s) was approved.

**IN RE: MINUTES**

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia, that the minutes of the May 22, 2002 Continuation Meeting, June 5, 2002 Continuation Meeting and the June 5, 2002 Regular Meeting are hereby approved in their entirety.

**IN RE: CLAIMS**

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the following claims are approved and funds appropriated for same using checks numbered 1030822 through 1030991 (void check(s) numbered 1030754, 1030669 and 1030823) for:

**Accounts Payable FY 2001- 2002:**

(101) General Fund	\$ 329,114.89
(103) Jail Commission	\$ .00
(104) Marketing Fund	\$ .00
(222) E911 Fund	\$ 1,813.06
(223) Self Insurance Fund	\$ .00
(225) Courthouse Maintenance	\$ 1,972.99
(226) Law Library	\$ .00
(228) Fire Programs & EMS	\$ .00
(229) Forfeited Asset Sharing	\$ .00
(304) CDBG Grant Fund	\$ 44.18
(305) Capital Projects Fund	\$ 2,063.84



(401) County Debt Service \$ 17,532.06

**TOTAL \$ 352,541.02**

**IN RE: DINWIDDIE COUNTY PUBLIC SCHOOLS – K-5  
FACILITIES STUDY – PROJECT 02203.00, PHASE I –  
REQUISITION #2 (IDA1995A- REFUND - \$99,752.71)  
AUTHORIZATION TO TRANSFER FUNDS**

Mrs. Ralph stated the following invoices are included in payment Requisition #2 (I.D.A. 1995A – Refund - \$99,752.71)

BCWH PROFESSIONAL SERVICES \$ 62,862.50

**TOTAL REQUISITION #2 \$ 62,862.50**

Mrs. Ralph stated these invoices have been reviewed and approved by the Superintendent.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted to pay the claim for professional services to BCWH and to transfer funds in the amount of \$62,862.50 for Requisition #2 to the School Fund Facilities Account # 260 066200 3000 101.

Dr. Scott Worner, Assistant Superintendent for Administration, distributed color copies of the School redistricting map, which the School Board adopted Tuesday June 11, 2002.

Mr. Moody stated he understood there were still some transportation issues that needed to be addressed. Dr. Worner commented there would be transportation issues right up to the time school started. But according to Dr. Wise the redistricting map distributed is the adopted plan.

There was a lengthy discussion between the Board members regarding where the data came from, what formulas were used, and what the conclusions of the study were? The Board requested that the County Administrator meet with Dr. Wise to arrange a presentation for the Board.

**IN RE: CITIZEN COMMENTS**

The following citizen(s) signed up to comment.

1. Michael W. Bratschi, 23500 Cutbank Road, McKenney, Virginia, came before the Board and commented that the County is flying the flag in violation of the Federal flag laws. He respectfully requested that the County correct the situation.

**IN RE: SOUTHSIDE CENTER FOR VIOLENCE PREVENTION –  
REQUEST FOR CONTRIBUTION – MS. LINDA SUE  
LEWIS**

Mrs. Linda Sue Lewis, Executive Director, Southside Center for Violence Prevention, Inc., came before the Board requesting funds in an effort to keep Madeline's House in operation. "This is the only domestic violence shelter in the south central area of Virginia. It is located at Fort Pickett and serves the counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Dinwiddie, Halifax, Lunenburg, Mecklenburg, Nottoway, Powhatan, and Prince Edward.

In May of 1999, we requested and received from most of the 12 counties in our service area, \$7,000 each, in order to remodel the building, which is furnished to us at no charge by Nottoway County. We opened in July of 1999, and have operated since that time solely on grant funding, donations, and many fund-raising events. Our operational budget for 2001 was \$289,000; of which \$167,000 was from federal and state grants. Federal and state funds have been cut by \$20,000 and since the 9-11 terrorist attack our donations have dropped.

At the present time and for the past two months, we have operated at full capacity, 30 residents. Emergency services have been provided for 454 women and children in less than 3 years. These victims come from all walks of life, all races, and all social economic levels, but have one thing in common. They are all living in seriously dangerous situations, often life threatening. Madeline's House is there as a safe alternative."

Mrs. Lewis commented 453 people have been served since Madeline's House was opened in 1999, 14 women and children were from Dinwiddie County. These figures don't reflect persons who call our twenty-four hour hotline that rings constantly requesting information on how to keep them or loved ones safe from harm.

Mrs. Lewis requested that the Board contribute \$5,000 toward the operation of Madeline's House so they could continue to serve the victims of domestic violence in Dinwiddie County.

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

BE IT RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia hereby appropriates funds, for FY03 only, in the amount of \$5,000 to Southside Center for Violence Prevention, Inc., Madeline's House.

**IN RE: CITIZEN COMMENTS**

2. Mrs. Anne Scarborough came forward requesting again that a clock be installed for citizens speaking if they are to be held to the 3-minute time limit. She also commented that 30 minutes was allotted for citizen comments. When there is a limited number of persons desiring to speak they should not be held to the 3-minute limit. The County Administrator commented the clock issue is being worked on.

**IN RE: VDOT - REPORT**

Mr. Richard Caywood, Resident Engineer, Virginia Department of Transportation, came forward and thanked the County Administrator for her assistance in getting the reimbursement funds to the Airport Authority for the new entrance road. He also thanked the County Administrator, Mrs. Wendy Ralph, and Mr. William Scheid, Planning Director, for their assistance with the drainage issues on the property on West Drive. He commented Mr. Scheid came up with a great solution for a tricky problem; this is a model, which can be used for future drainage problems.

1. Reported to Mr. Bowman he would give an update at a later date on some of the items he brought forth at the last meeting. However, he commented he has set some appointments to deal with citizen concern issues Mr. Bowman brought to his attention.
2. Traffic calming – a number of citizens have raised concerns about traffic calming – VDOT does have a policy; it is fairly new, but it does require a lot of effort, support and cooperation from the local Board as well as the citizens, in addition to what VDOT does. Will send a letter to the County Administrator for the Board to review for the next meeting.

3. Squirrel Level Road project - trying to get reliable advertisement dates and VDOT is in negotiations with National Park Service for the project.

**IN RE: VDOT – REVISED SECONDARY SIX YEAR PLAN**

Mr. Richard Caywood stated this is probably the most difficult item I have ever had to present to a Board, which is the current Revised Secondary 6 Year Plan:

“As I know you are aware, VDOT has been directed by Governor Warner to reshape the Virginia Transportation Development Plan (VTDP). This involves taking a hard look at construction projects included in the Virginia Transportation Development Plan and the Secondary Six-Year Plans, to assure that they reflect realistic cost estimates and achievable schedules.

Revenue projections for the current fiscal year 2001/02 and future years 2002/03 through 2007/08 have been modified to reflect the Commonwealth’s current economic forecast, which unfortunately is not very optimistic. These actions have affected the current budget and the Secondary Six-Year Plan that was approved by resolution of the Board of Supervisors on November 21, 2001. The budget for fiscal year 2002/03 was reduced by \$900,259 and overall funding for the six-year period was reduced from \$13,118,998 to \$8,298,506. Therefore, we plan to adjust the allocation previously identified on the following projects:

<u>Priority</u>	<u>Project/Route</u>	<u>Allocation of Funds FY 02/03</u>	
1	0619-026-240, M502, Courthouse Road	Construction:	\$156,782
2	0613-026-177, C502, Squirrel Level Road	R/W:	\$80,270
3	0613-026-249, C501, Squirrel Level Road	PE:	\$15,000
		R/W:	\$110,600
4	0619-026-250, M501, Courthouse Road	PE:	\$150,000
5	0604-026-233, M502, Halifax Road	R/W:	\$29,100
		Construction:	\$269,900
6	0622-026-252, M501, Baltimore Road	PE:	\$27,000
7	0604-026-119, M502, Halifax Road	PE:	\$45,000

We have also re-evaluated the estimates for each project in the previously approved 2002/03 Plan to assure that they are reasonable, and we have adjusted the allocation of funds for the six-year period year based on these new projections for Dinwiddie County. We have developed a revised plan that reflects these necessary changes based on the priorities established by the Board of Supervisors in their last update. As a result, the following projects must be deleted from the Plan because we do not anticipate that there will be adequate allocations to fund them:

- 0624-026, Coleman Lake Road
- 0672-026, Church Road
- 0670-026, Shady Lane
- 0628-026, Tranquility Lane
- 0604-026, Halifax Road
- 0627-026, Courthouse Road
- 0601-026, River Road

We are planning to proceed through the normal 6 Year Plan update process with the County in the fall. However, when we review the plan and the County’s priorities in the upcoming update process, I think that we will need to consider a number of options to “stretch” every last dollar that is in the plan in order to best meet the County’s needs. This may include reevaluating the scope of several projects currently in the plan as well as looking for potential VDOT/ County partnerships such as Revenue Sharing or other alternate funding sources to make additional resources available. I will prepare detailed recommendations for the County to consider as we begin this process in late summer.

A copy of the recommended revised Plan and Budget is included as an attachment to this letter. I am also including a copy of the plan and budget that was approved by the County Board on November 21, 2001 and another copy of the revised allocation figures that I provided to you at the last BOS meeting. As of the writing of this letter, it is my understanding that no further action is required by the County at this time, assuming that the County agrees that we have performed this update based on the construction priorities that the County voted to establish on November 21, 2001. Since this is an unprecedented situation, it is possible that I may need to request some form of County action in the future. If such a need arises, I will notify you as soon as possible. However, I felt that it was very important for this letter to appear in your BOS packet for the June 19<sup>th</sup> meeting in a form that was as complete as possible at this time.

We appreciate your understanding and your continued cooperation and communication with us as we work toward Governor Warner's directive to incorporate financial realities, realistic cost estimates and achievable schedules into VDOT's Six-Year Plan.

Richard L. Caywood, P.E.  
Resident Engineer"

#### Board Member Questions/ Remarks

1. Mr. Moody – Projects that are dropped due to funding should have a different priority and be placed back on the plan.
2. Mr. Bracey – He commented he felt it is the Commissioners and VDOT's responsibility to send letters to the Citizens and explain to them that their project has been dropped by the State. How do we address the Citizens who have been taken off the 6-year Plan? It isn't fair to them.
3. Mr. Moody – These roads should not lose the priority of the projects in the plan. Mr. Caywood stated he recommended reviewing the plan and the County's priorities in the upcoming update process in the Fall.
4. Mr. Clay – It is the Board who will lose creditability with the Citizens, not the State.
5. Mr. Bowman – Northern Virginia requested additional tax revenue from the General Assembly for roads, can we do the same? Mr. Caywood commented that was done by referendum by localities in specific regions. Mr. Bowman requested to be kept abreast of what the other localities are doing about the situation.
6. Mr. Caywood stated we are being combined with the Metropolitan Statistical Area, which means there will be more State and Federal funds available for the growth area of Dinwiddie.
7. Mr. Bracey – Ditches at Stony Spring need to be cleaned.

#### **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, presented his report for the month of May 2002.

#### **IN RE: COMMONWEALTH ATTORNEY – REPORT**

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

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

Sheriff Samuel Shands was not present.

**IN RE: BUILDING INSPECTOR – REPORT**

Mr. Dwayne H. Abernathy, Building Inspector came forward presenting his report for the month of May 2002.

**IN RE: ANIMAL WARDEN – REPORT**

Mr. Steven R. Beville, Animal Warden, came forward presenting his monthly update for May 2002.

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

Mr. William C. Scheid, Director of Planning, came forward and presented his monthly update for May 2002 for the planning department.

1. The Planning commission will be conducting a driving tour of various subdivisions and developments within the County on July 10<sup>th</sup> at 2:00 P.M. The Board of Supervisors and the School Board is invited to accompany the Planning commission on the tour. The County Administrator asked if that date was agreeable with the Board. They indicated it was.

**IN RE: RESOLUTION – COMMUNITY IMPROVEMENT GRANT – WEST PETERSBURG DEVELOPMENT OF “GREEN PROPERTY”**

Upon Motion of Mr. Moody, Seconded by Mr. Bowman, Mr. Moody, Mr. Clay, Mr. Bowman, Mr. Bracey voting “Aye”, the following Resolution is adopted.

WHEREAS, the Dinwiddie County Board of Supervisors in 1992 entered into an agreement with the Virginia Department of Housing and Community Development to implement a Community Improvement Grant for improvements within the West Petersburg subdivision; and

WHEREAS, a part of the agreement required the County to develop a parcel of land entitled the “Green Property” for Low to Moderate Income Housing; and

WHEREAS, discussions were held with the Department of Housing and Community Development regarding circumstances impacting this property and its development potential; and

WHEREAS, it was mutually agreed upon that designating this property for “permanent passive open-space” was the best use for this property and in keeping with the project goals, the character of the property and the current land use regulations pertaining to the property.

NOW, THEREFORE, BE IT RESOLVED, that the Dinwiddie County Board of Supervisors directs legal counsel to prepare the proper documentation to accomplish the reservation of the “Green Property” for permanent passive open-space; and

AND BE IT FURTHER RESOLVED, that the County Administrator be authorized to sign all such documents on behalf of the Board and cause said documents to be properly filed and/or recorded.

**IN RE: CODE COMPLIANCE OFFICER - REQUEST TO ATTEND EROSION & SEDIMENTATION COURSE**

Mr. David S. Thompson, Zoning Administrator/Senior Planner stated Mr. Phillip Harris the Code Compliance Officer needed to get certified for erosion and

sedimentation control and a course was offered in Harrisonburg, Virginia on June 18 – 20, 2002, at a cost not to exceed \$250.00.

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

BE IT RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia approved the travel request for the Code Enforcement Officer to attend the Erosion & Sediment Course in Harrisonburg, Virginia on June 18 – 20, 2002, at a cost not to exceed \$250.00.

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

Mr. David S. Thompson, Zoning Administrator/Senior Planner presented his May 2002 monthly report.

1. The draft copies that the citizens requested for the Comprehensive Land Use Plan at the Public Hearing will be ready by the end of this week. Office Staff did not hear from one person on the list.
2. The BZA will be hearing the Russell Case the 3<sup>rd</sup> Thursday in August. The hearing was continued from the May meeting.
3. The Dog Ordinance Public Hearing is set for the July 3, 2002 Board meeting.

**IN RE: SOCIAL SERVICES – REPORT**

Mrs. Peggy McElveen, Director of Social Services, came forward and stated she had nothing to report.

Mr. Bracey asked Mrs. McElveen if Social Services made referrals to Madeline's House. She replied yes and to CARES, which is the regional shelter. The County Administrator asked if it would be an alternative to the Green House for Juvenile Detention. Mrs. McElveen replied no.

**IN RE: SUPERINTENDENT OF SCHOOLS**

Dr. Leland J. Wise, Jr., Superintendent of Schools, was not present.

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

Mr. Timothy C. Smith, Director of Parks and Recreation, came forward and presented his monthly update.

**IN RE: AUTHORIZATION TO HIRE – PART-TIME SUMMER CAMP STAFF**

Upon motion of Mr. Bowman seconded by Mr. Clay, Mr. Clay, Mr. Bowman, Mr. Bracey voting "Aye", Mr. Moody "Abstaining" authorization is granted for the Recreation Department to hire the following part-time Summer Camp Staff:

1. Ms. Renita Johnson – Head Counselor @ \$7.29 per hour
2. Mr. Shaun Harvell - Counselor @ \$6.15 per hour
3. Mr. Barrett Chappell - Counselor @ \$6.40 per hour
4. Ms. Brandi Simmons - Counselor @ \$6.15 per hour
5. Ms. Keri Webster - Counselor @ \$6.00 per hour
6. Mr. David Martin - Counselor @ \$6.00 per hour
7. Ms. Bridgett Mansfield – Alternate @ \$6.00 per hour
8. Mr. Grant Barnes - Alternate @ \$6.00 per hour
9. Ms. Amy Avery - Alternate @ \$6.00 per hour

**IN RE: WILSON – KAUTZ RAID SITES SIGNAGE AGREEMENT**

The County Administrator stated the Wilson – Kautz Trail is going to be dedicated Friday morning. We also have the Civil Rights Heritage Trail that is coming along as well. Both of these trails will have a presence at the Dinwiddie County Courthouse in the form of signs, which will be developed. We would need an agreement, for permission for a temporary easement to allow for the signs to be placed on County property. She requested authorization to sign those agreements and for the signs to be placed there.

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for the County Administrator to sign the agreement, for permission for a temporary easement to allow for the signs to be placed on County property.

**IN RE: WASTE MANAGEMENT – REPORT**

Mr. Dennis King, Director of Waste Management came forward and presented his report for the month of May 2002.

Northside dumpster site – he found a new location at the old ball field at the back of the property and the road is already there. It would be very cost effective and we would move slowly on the project. We can move the dumpsters and add concrete pads and fencing at a later date, if the site worked out. Mr. Bracey voiced his concern about the investment since we don't know what the usage might be for the building. The Board agreed to try the location but at a minimal cost. It was the concurrence of the Board that the County needed to get a master plan together for dumpster sites.

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

Mr. David M. Jolly, Public Safety Officer, came forward to present his report for May 2002.

Mr. Bracey asked if DVRS is running EMS calls? Mr. Jolly replied about 60% of the calls are being run by paid staff. However, NVFD has started covering about 5 nights a week with trained volunteers. If we don't have an ambulance DVRS will send someone out when they can. In 2001 DVRS provided coverage 36 days for the calendar year. Mr. Bracey commented sometimes people need help, are we helping them? Mr. Jolly stated we have offered retention, strategic planning, re-certification classes, free CPR, and the use of Eastside for training, but they haven't taken us up on our offers.

**IN RE: AUTHORIZATION TO PURCHASE FURNITURE & FIXTURES FOR COMMUNICATIONS CENTER**

Mrs. Denise Absher presented the following bids for the furniture, appliances, and telephone equipment for the Communications Center:

COMPANY	BIDS
<u>FURNITURE BIDS</u>	
QUILL	\$ 8,858.77
HERTZ	\$12,343.43
ATD-AMERICAN CO	\$12,099.70
<u>MICROWAVE</u>	
SEARS	\$ 159.99

REFRIGERATOR

LOWES	\$ 593.99
WHIRLPOOL CORP	\$ 738.99
SEARS	\$ 709.98

ADMINISTRATIVE TELEPHONE EQUIPMENT

CLICK-O-RAMA	\$ 185.77 x 9= \$1,671.93
LETS GO DIGITAL	\$ 189.98
ABNERS DISCOUNT BASEMENT	\$ 192.86
WENDERSONS	\$ 199.96
ALBURY & OAK	\$ 214.15

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that authorization is granted for the Communications Officer to proceed with the purchase of the items listed above with the low bidder for each category.

**IN RE: COUNTY ATTORNEY – REPORT**

Ms. Phyllis Katz, County Attorney, stated she had nothing to report.

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

Mr. Donald Faison, Buildings and Grounds Superintendent, came forward and stated he provided his monthly update for May 2002 in the Board packages.

**IN RE: CHANGE ORDER #4 - HISTORIC COURTHOUSE**

Mr. Donald Faison, Buildings and Grounds Superintendent, requested the following change order #4 for consideration by the Board for the Historic Courthouse.

1. Piping	<\$ 100>
2. Non-demolition of paneling	2,481
3. Painting Concrete Floors	<1,214>
4. Smoke detectors in elevator	< 50>
5. Install smoke activated dampers	594
6. Install 3 lights in attic	603.12
7. Install plywood around HVAC units	<25>
8. Stain front stairs & paint risers	1,360
9. Access doors	<50>
10. Install insulation	3,028
11. Install plywood sub-floor	<50>

**TOTAL \$19,487.58**

Mr. Faison also stated this request would include a request for an extension for substantial completion on May 28, 2002, with a final completion on June 27, 2002.

Upon motion of Mr. Clay, seconded by Mr. Moody, Mr. Moody, Mr. Clay, Mr. Bowman, Mr. Bracey voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the above described, Change Order Number 4, is hereby approved and authorization is granted for the County Administrator to execute same.

**IN RE: PUBLIC SAFETY BUILDING – CHANGE ORDER #5**

Mr. Faison requested change order #5 for consideration by the Board for the Public Safety Building. This request would also include an extension for final completion on June 28, 2002.

- |  |          |
|--|----------|
| 1. Paint outside – generator, tanks, etc.. color of bricks | \$416.63 |
| 2. 2 ' of stainless steel for backsplash                   | 411.00   |
| 3. Add 2 combustible air vents                             | 444.40   |

**TOTAL \$972.13**

Mr. Bowman asked Mr. Faison why he didn't have the foresight to locate all of the utilities at the end of the building?

Mr. Faison commented he didn't locate everything on the end because it would be in the way if we added onto the building in the future. It would be very expensive to move. Mr. Bowman stated he hoped more foresight would be used in the future.

Upon motion of Mr. Bowman, seconded by Mr. Moody, Mr. Moody, Mr. Clay, Mr. Bowman, Mr. Bracey voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the above described, Change Order Number 5, is hereby approved in the amount of \$972.13 and authorization is granted for the County Administrator to execute same.

**IN RE: ARCHITECTURAL SERVICES - NEW EMERGENCY GENERATOR SHERIFF'S OFFICE/JAIL FACILITY**

Mr. Faison requested authorization to enter into a contract with De Stefano Design Group for additional services under his present contract that he has on the Public Safety Building to do the design work and write the specifications for the new emergency generator for the jail facility, at a cost not to exceed \$4,500. He commented his intentions are to have the County's maintenance contractors install the new generator.

The County Administrator stated this is the generator we have been talking about for 3 or 4 years now and the money is in the capital budget.

Upon motion of Mr. Moody, seconded by Mr. Bowman, Mr. Moody Mr. Bowman, Mr. Bracey voting "Aye", Mr. Clay "Abstaining",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Administrative Staff is authorized to enter into negotiations with De Stefano Design Group to furnish Architectural Services and write the specifications for the new generator at the Sheriff's Office/Jail Facility.

**IN RE: STORAGE SHELVING – ADMINISTRATION BUILDING**

Mr. Faison commented Administration has been in need of some heavy-duty storage shelving for some time now. The storage will be for all offices in the building. He stated he requested three bids and received two:

- |                           |                                  |
|---------------------------|----------------------------------|
| J. D.N. Enterprises, Inc. | \$5,180 – including installation |
| Warner Board              | 5,375 – including installation   |

He recommended entering into a contract with J. D.N. Enterprises, Inc., at a cost of \$5,180 including materials and installation.

Mr. Moody made the Motion, there was no second to the Motion; Mr. Bracey called for the roll, Mr. Moody, Mr. Clay, Mr. Bowman, Mr. Bracey voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Administrative Staff is authorized to enter into a contract with J.D.N. Enterprises, Inc., for the storage shelving, at a cost of \$5,180 including materials and installation.

**IN RE: RECESS**

The Chairman called for a recess at 12:38 P.M. The meeting reconvened at 12:45 P.M.

**IN RE: ORDINANCE ADOPTION – A-02-2 – PROCESSING FEE FOR ARRESTED PERSONS**

The County Administrator stated the Public Hearing was held at the last meeting but because there is a fee involved we had to wait to adopt the ordinance.

Upon motion of Mr. Moody, seconded by Mr. Bowman, Mr. Moody, Mr. Clay, Mr. Bowman, Mr. Bracey voting "Aye",

**BE IT ORDAINED**, by the Board of Supervisors of the County of Dinwiddie that pursuant to *Code of Virginia* § 15.2-1613.1, there is hereby established a processing fee of Twenty-Five Dollars (\$25.00) that shall be ordered as part of court costs imposed upon any individual admitted to the Dinwiddie County Regional Jail. The fee shall be used by the sheriff's office to defray the costs of processing arrested persons into the jail.

The foregoing ordinance shall become a part of the Code of Dinwiddie County as Chapter 1, § 1-17, effective July 1, 2002.

**IN RE: ORDINANCE ADOPTION – A-02-3 – COURTROOM SECURITY FEE**

The County Administrator stated the Public Hearing was held at the last meeting but since fees are involved we had to wait to adopt the ordinance.

Upon motion of Mr. Clay, seconded by Mr. Moody, Mr. Moody, Mr. Clay, Mr. Bowman, Mr. Bracey voting "Aye", the following ordinance is adopted.

AN ORDINANCE TO AUTHORIZE ADDITIONAL COSTS IN CRIMINAL AND TRAFFIC CASES FOR THE FUNDING OF COURTHOUSE SECURITY PERSONNEL

**WHEREAS**, the *Code of Virginia*, 1950, has been amended to authorize counties to assess a fee not exceeding five dollars (\$5.00) against every defendant convicted of a criminal or traffic offense in the district or circuit court of the County; and

**WHEREAS**, the Board of Supervisors of the County of Dinwiddie believes it to be in the best interest of the County to assess such a fee to assist with the cost of courtroom security;

**NOW, THEREFORE, BE IT ORDAINED**, by the Board of Supervisors of the County of Dinwiddie that:

Pursuant to *Code of Virginia* § 53.1-120, there is hereby established a fee of Five Dollars (\$5.00) that shall be ordered as part of court costs imposed upon any defendant convicted in any criminal or traffic case in the district or circuit courts of the County. The fee shall be collected by the clerk of the court, who will

remit the fee to the Treasurer of Dinwiddie County. The Treasurer shall hold such fees subject to appropriation by the Board of Supervisors to the Sheriff's office for the funding of courthouse security personnel.

The foregoing ordinance shall become effective on July 1, 2002.

**IN RE: COUNTY ADMINISTRATOR COMMENTS**

1. There was enclosed in your packets a request from the Legal Aid Justice Center, Inc. asking if the County would like to nominate anyone to be a member of their Community Advisory Council? If we do not want to participate, we need to let them know. It is usually beneficial to have someone that knows how the agency operates on a daily basis and how it benefits the County. The Board agreed it would be beneficial.

**IN RE: AUTHORIZATION TO INCREASE MILEAGE**

The County Administrator stated Staff would like to increase the mileage rate from .27 to .325 per mile effective July 1, 2002. The Compensation Board has already increased the reimbursement rate for State funded positions.

Upon motion of Mr. Moody, seconded by Mr. Clay, Mr. Moody, Mr. Clay, Mr. Bowman, Mr. Bracey voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the mileage rate is hereby increased to .325 per mile effective July 1, 2002.

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

2. The Wireless Board notified the County that it should begin receiving wireless calls effective July 1, 2002. Mrs. Denise Absher, Communications Supervisor, sent a letter (which was included in your packets) to the Wireless Board requesting an extension to March 3, 2003.
3. On July 31, 2002 at 9:00 A.M. a meeting has been set for an Economic Development Planning Session with the Virginia Economic Development Partnership and Virginia's Gateway Region. The Board has been invited to the VEDP's offices in Richmond, which would include lunch and conclude around 1:00 P.M. Mr. Moody, Mr. Bowman and Mr. Clay responded they would like to go. Mr. Bracey commented he didn't know yet.

**IN RE: REQUEST TO ATTEND LGOC – MR. HARRISON MOODY**

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

BE IT RESOLVED that the Board of Supervisors of Dinwiddie County, Virginia approved the travel request for Mr. Moody to attend the Local Government Officials Conference in Charlottesville, Virginia on August 11 – 12, 2002.

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

5. We are in the process of purging our files and trying to get rid of some of the files that are allowed by the State so we won't have to have so much storage downstairs. It has been the County's practice in the past to record and keep all Board meeting tapes. That is one item that we are not required by law to keep, but before Staff destroyed those tapes, we wanted to make sure you don't have a problem with it. Mr. Bowman stated he wanted to keep the tapes. If not,

the minutes will have to be verbatim. Mr. Moody and Mr. Clay stated the Minute Books are the official documents and there is no need in keeping the tapes. Mr. Bracey asked the County Administrator to find out what it cost to have a transcriber do verbatim minutes.

**IN RE: BOARD MEMBER COMMENTS**

Mr. Clay No Comments

Mr. Moody No Comments

Mr. Bowman He commented, Mr. Wells reported to him that the paint on the back door of the Courthouse is peeling off and needs to be painted. Also, there is moisture in the records room at the Courthouse, which might destroy the records. Mr. Faison responded we can't put a dehumidifier on that HVAC unit in the Courthouse. Mr. Bowman asked if a freestanding unit could be put in that room. Mr. Faison replied since we have changed the amount of outside air that comes to that unit there doesn't seem to be a problem now. Continuing, he stated the back door was primed yesterday.

Mr. Bracey No Comments

**IN RE: CLOSED SESSION**

Mr. Moody 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 –  
Appointments, Assistant County Administrator, and Animal Control  
Industry - §2.2-3711 A. 5 of the Code of Virginia  
Legal Counsel - §2.2-3711 A. 7 of the Code of Virginia – Zoning Issue**

Mr. Clay seconded the motion. Mr. Moody, Mr. Clay, Mr. Bowman, Mr. Bracey, voting "Aye", the Board moved into the Closed Meeting at 1:14 P.M.

A vote having been made and approved the meeting reconvened into Open Session at 2:43 P.M.

**IN RE: CERTIFICATION**

**Whereas**, this Board convened in a closed meeting under § 2.2-3711 A.1 Personnel - Appointments, Assistant County Administrator, and Animal Control; § 2.2-3711 A.5 Industry and § 2.2-3711 A.7 Legal Counsel – Zoning Issue

**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. Moody, Seconded by Mr. Clay, Mr. Moody, Mr. Clay, Mr. Bowman, Mr. Bracey, voting "Aye", this Certification Resolution was adopted.

**IN RE: APPOINTMENTS – DINWIDDIE COUNTY INDUSTRIAL  
AUTHORITY – CHARLES R. JOHNSON & JOHN W.  
SCARBOROUGH**

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Mr. Charles R. Johnson and Mr. John W. Scarborough are hereby reappointed to serve on the Dinwiddie Industrial Authority, retroactive to February 5, 2002, for a four-year term expiring February 5, 2006.

**IN RE: APPOINTMENT – CRATER PLANNING DISTRICT  
COMMISSION – WENDY WEBER RALPH**

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

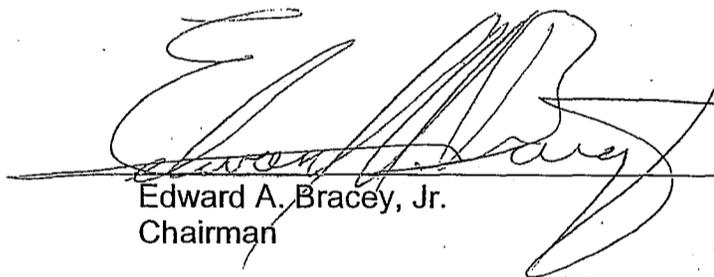
BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Mrs. Wendy W. Ralph is hereby appointed to serve on the Crater Planning District Commission, as the Board of Supervisors Representative, to fill the unexpired term of Mr. R. Martin Long, for a three-year term expiring December 31, 2003.

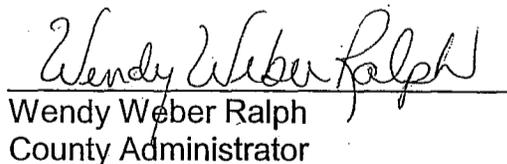
**IN RE: INFORMATION IN BOARD PACKET OR DISTRIBUTED**

1. Southside Sheltered Workshop – Letter of appreciation for funding for FY 2002-03
2. Letter to Mr. Michael Bratschi – from County Administrator regarding FOIA questions under Citizen Comment period
3. The Appomattox Basin Industrial Development Corporation – Report
4. The Appomattox Regional Library System – Report

**IN RE: ADJOURNMENT**

Upon Motion of Mr. Moody, Seconded by Mr. Bowman, Mr. Moody, Mr. Clay, Mr. Bowman, Mr. Bracey, voting "Aye", the meeting adjourned at 2:46 P.M. to be continued until July 3, 2002 at 2:00 P.M. for a Closed Session for Personnel Matters - § 2.2-3711 A.1 for interviews for the Assistant County Administrator position.

  
Edward A. Bracey, Jr.  
Chairman

  
Wendy Weber Ralph  
County Administrator

/abr

