

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 1<sup>ST</sup> DAY OF JUNE, 2004, AT 6:00 P.M.

PRESENT: DONALD L. HARAWAY –CHAIRMAN ELECTION DISTRICT #2  
HARRISON A. MOODY - VICE CHAIR ELECTION DISTRICT #1  
ROBERT L. BOWMAN IV ELECTION DISTRICT #3  
DORETHA E. MOODY ELECTION DISTRICT #4  
MICHAEL W. STONE ELECTION DISTRICT #5

OTHER: JACK CATLETT COUNTY ATTORNEY  
=====

**IN RE: CLOSED SESSION**

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

**§2.2-3711 A. 1 of the Code of Virginia – Personnel Matters**  
**§2.2-3711 A. 3 of the Code of Virginia – Acquisition of Property**  
**§2.2-3711 A. 30 of the Code of Virginia – Contract Negotiations**

Mr. Bowman seconded the motion. Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway, voting "Aye", the Board moved into the Closed Meeting at 6:47 P.M.

The meeting reconvened into Open Session in the Board Meeting Room at 7:38 P.M.

**IN RE: CERTIFICATION**

Whereas, this Board convened in a closed meeting under:

**§2.2-3711 A. 1 of the Code of Virginia – Personnel Matters**  
**§2.2-3711 A. 3 of the Code of Virginia – Acquisition of Property**  
**§2.2-3711 A. 30 of the Code of Virginia – Contract Negotiations**

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. Bowman, Mr. Stone, Mr. Bowman, Ms. Moody, Mr. Moody, Mr. Haraway, voting "Aye", this Certification Resolution was adopted.

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

Mr. Donald L. Haraway, Chairman, called the regular meeting to order at 7:38 P.M. followed by the Lord's Prayer and the Pledge of Allegiance.

**IN RE: MINUTES**

Mrs. Alma B. Russell, Deputy Clerk to the Board, stated at the May 18, 2004 meeting the Board approved a Rustic Road Resolution for Springs Road presented by VDOT. Upon checking with Mr. Steve Fritton, Contract Administrator, Springs Road should have been Spriggs Road. She requested that the Board approve the correct spelling of Spriggs Road for the minutes.



Upon motion of Mr. Moody, Seconded by Mr. Stone, Mr. Stone, Mr. Bowman, Ms. Moody, Mr. Moody, Mr. Haraway voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the minutes of the May 18, 2004 Continuation Meeting, and the May 18, 2004 Regular Meeting are approved in their entirety, with the above amendment.

**IN RE: CLAIMS**

Upon motion of Mr. Moody, Seconded by Mr. Stone, Mr. Stone, Mr. Bowman, Ms. Moody, Mr. Moody, Mr. Haraway 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 1039738 through 1039914 (void check(s) numbered 1039009, 1039739 through 1039803)

**Accounts Payable:**

(101) General Fund	\$ 235,407.41
(103) Jail Commission	\$
(209) Litter Control	\$
(222) E911 Fund	\$ 2,907.37
(225) Courthouse Maintenance	\$ 472.50
(226) Law Library	\$
(228) Fire Programs & EMS	\$ 2,278.92
(229) Forfeited Asset Sharing	\$ 250.25
(304) CDBG Grant Fund	\$ 316.72
(304) Capital Projects Fund	\$ 49.20
(401) County Debt Service	\$ 1,476.68
<b>TOTAL</b>	<b>\$ 243,159.05</b>

**PAYROLL 05/31/04**

(101) General Fund	\$ 420,727.51
(222) E911 Fund	\$ 3,539.66
(229) Forfeited Asset	\$
(304) CDBG Fund	\$ 7,419.77
<b>TOTAL</b>	<b>\$ 431,686.94</b>

**IN RE: AUTHORIZATION TO PURCHASE NETWORK SERVER**

"TO: BOARD OF SUPERVISORS  
WENDY W. RALPH, COUNTY ADMINISTRATOR  
GLENICE N. TOWNSEND, ADMINISTRATIVE  
SERVICES

FROM: CATHY CARWILE, IT MANAGER

DATE: MAY 25, 2004

SUBJECT: NETWORK SERVER

Please accept this as my request for authorization to move forward with the planned purchase of a network server. Funds have been budgeted for the project.

I have attached a quote from Dell reflecting pricing under Virginia State Contract #VA-030801-DELL. The total price, including 4 years of on-site maintenance, is \$15,014.40.

Please let me know if you need any additional information."

Billing Address	Shipping Address
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**Quote Details**

Dell quote number:	154499731
Dell customer number:	19904122
Dell sales representative:	Tyler Hoyle
Dell sales representative phone:	(800) 274-0696 - 60191
Date of quote:	05/12/2004 11:06:36 am

WENDY MORGAN COUNTY OF DINWIDDIE PO BOX 70 14016 BOYDTON PLANK RD  
 DINWIDDIE, VA 23841 (804) 469-4500 WENDY MORGAN COUNTY OF DINWIDDIE PO BOX  
 70 DINWIDDIE, VA 23841 (804) 469-4500

**PowerEdge 2600 3.06GHz/512K 533MHz FSB Xeon**  
 Date & Time: May 19, 2004 8:08:11 AM

**SYSTEM COMPONENTS**

.PowerEdge 2600 3.06GHz/512K 533MHz FSB Xeon Qty 1 PowerEdge 2600 3.06GHz/512K 533MHz FSB Xeon Unit Price \$9,066.80

Catalog Number: 0

Module	Description	Product Code	SKU	Id
	PowerEdge 2600 3.06GHz/512K 533MHz FSB Xeon	26305	[221-2740]	1

W2K3 Server Standard Edition 32-bit W2K3SVR [420-2965]

	2nd Processor 3.06GHz/512K 533MHz FSB Xeon, PowerEdge 2600	2P305	[311-2823]	2
	2GB DDR SDRAM 266MHZ (2X1GB) PowerEdge	2GB2D	[311-2735]	3
	Standard Windows Keyboard, Gray	S	[310-1676]	4
	No Monitor Option	N	[320-0058]	5
	36GB 10K RPM Ultra 320 SCSI Hard Drive	3610320	[340-6863]	8

PERC4/Di 128MB (2 Internal Channels) ROMB128 [340-6467]

	Floppy Drive, 1.44M, F3, NBZL TEAC2	FD	[340-3640]	
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10

Logitech System Mouse, Gray, Servers L [310-3776]

	Intel Pro 1000MT Copper Gigabit	1000MSP	[420-4024]	
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Network Adapter

PV110T, LTO-2, 200/400GB, with Controller, Internal  
LTO2CI [340-8603]

24X IDE CD-ROM	CD24X	[313-1281]	
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16

1X6 Backplane, PE2600 1X6BKPL [311-1839]

Electronic Documentation on CD	EDOCS	[310-0438]	21
36GB, 10K RPM Ultra 320 SCSI Hard Drive	3610320	[340-6863]	23
PERC4, DC, 128MB, 0 Internal and 2 External Channels	P4D128E	[340-8157]	24
TapeWare, Tape Backup Software SBS/Enhanced Suite	TWENH	[420-2958]	25
MR1/N, Drives attached to PERC4/Di	MR1N	[340-6471]	27

Tower Chassis Orientation, P260 TOWER [310-1720]

Premier Enterprise Support - Advanced Software Support Quantity 3 Resolutions Type 2 Contract Same Day 4 HR Parts and Labor On-Site Response, Initial Year Type 2 Contract Same Day 4 HR Parts and Labor On-Site Response, Two Years Premier Enterprise Silver Spt. Level Two Technician Server 1-866-410-3355 Three Years	SILVERU	[950-0227][960-4130][960-4132][960-4119]	29
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On-Site Installation Declined NOINSTL [900-9997] 32

**TOTAL: \$9,066.80**

Redundant Power Supply, 125V with Y-cord for PE2600	REDPWY	[310-1726]	36
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PowerVault 221S, Tower Chassis, 14 HDD, SCSI Storage Enclosure  
Date & Time: May 19, 2004 8:08:11 AM

SYSTEM

COMPONENTS

.PowerVault 221S,Tower Chassis,14 HDD,SCSI Storage Enclosure PowerVault 221S,Tower  
 Chassis,14 HDD,SCSI Storage Enclosure Unit Price \$5,947.60 Qty 1

Catalog  
 Number: 0

Module	Description	Product Code	SKU	Qty
	PowerVault 221S,Tower Chassis,14 HDD,SCSI Storage Enclosure	PV221T	[220-4477]	1
	7 X 73GB 10K U320 SCSI Hard Drive, PV220 7X73103 [340-9386]			
	U320 ZEMM,Enclosure ManagementModule,PowerVault 22XS,Pair	320EMM2	[340-9325]	9
	Two 4 Meter, PERC/39160 Cable for PV22XS (Wide HD to Slim VHDCI) DU3204M [310-0679]			
	Documentation Kit,Hard Copy and On CD,English for Dell PowerVault 22XS Factory Install	DOCS	[310-1321]	21
	Blank Hard Drive Carrier for Dell PowerVault 220/221 - REQUIRES ALL 7HDBLK [310-0732] SLOTS FILLED			

Premier Enterprise Support - Advanced Software Support Quantity 3 Resolutions Type 2 Contract Same Day 4 HR Parts and Labor On-Site Response , Initial Year		[950-0227][960-5120][960-5122][970-9777]		
Type 2 Contract Same Day 4 HR Parts and Labor On-Site Response , Two Years Premier Enterprise Silver Support, Level Two Technician Server, 1-866-410-3355 Four Years	SILVERU			29
On-Site Installation Declined	NOINSTL	[900-9997]		32

TOTAL: \$5,947.60

600W Redundant Power Supply, For PowerVault 22XS Cable,Power,Documentation PV22XS	REDPWR	[310-0682][310-0677]		36
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Total Price	
Sub-total	\$15,014.40

Upon motion of Mr. Moody, Seconded by Mr. Stone, Mr. Stone, Mr. Bowman, Ms. Moody, Mr. Moody, Mr. Haraway voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Staff is authorized to purchase the network server under the Virginia State Contract #VA-030801-DELL in the amount of \$15,014.40 with four (4) years of on-site maintenance with funds budgeted for the project.

**IN RE: ACCEPTANCE OF BID – PAYNE & PAYNE – RECREATION PAVILION**

MEMORANDUM

TO: Wendy W. Ralph

County Administrator

FROM: Gene Jones  
Director of Building & Grounds

DATE: May 27, 2004

RE: Recreation Pavilion - Bid Opening

The following is the results of the bid opening on May 27<sup>th</sup> at 2:00 pm for the Recreation Pavilion:

Payne & Payne  
\$62,706  
Alternate – paint - \$3,430

Rocky Hill Construction  
\$64,485  
Alternate – paint - \$6,900

Pro-Construction Services  
\$145,378  
Alternate – paint - \$3,875

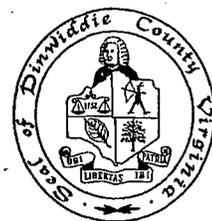
My recommendation to the Board of Supervisors is to accept the low bid from Payne & Payne for \$62,706."

Upon motion of Mr. Moody, Seconded by Mr. Stone, Mr. Stone, Mr. Bowman, Ms. Moody, Mr. Moody, Mr. Haraway voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the Buildings and Grounds Director is hereby authorized to accept the bid from Payne & Payne in the amount of \$62,706 for the Pavilion for the Recreation Department.

**IN RE: RESOLUTION – MR. A. JACK EUBANK**

# Resolution



of the BOARD OF SUPERVISORS of DINWIDDIE COUNTY, VIRGINIA

**JUNE 1, 2004**

**IN RECOGNITION OF**

**A. JACK EUBANK**

**WHEREAS**, Mr. Jack Eubank served on the Dinwiddie Industrial Development Authority, with distinction and integrity from February 1998, until April 2004; and

**WHEREAS**, the Board of Supervisors on this 1<sup>st</sup> day of June 2004 is desirous of acknowledging these qualities and further to express its appreciation for this work on behalf of the County;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Supervisors of Dinwiddie County, Virginia, hereby commends Mr. Eubank for his contributions and devoted service to the County of Dinwiddie; and

**BE IT FURTHER RESOLVED**, by the Board of Supervisors of Dinwiddie County, Virginia, that this resolution be presented to Mrs. Barbara Eubank, his devoted and loving wife, and a copy spread upon the minutes of this meeting.

Upon motion of Mr. Moody, Seconded by Mr. Bowman, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway voting "Aye", the above resolution of appreciation was adopted.

**IN RE: COUNTY ADMINISTRATOR – STATEMENT OF INTENT TO RETIRE**

Mrs. Wendy Weber Ralph, County Administrator, commented "there is one thing I have learned about working with the Chairman and that is he wants you to be brief, say what you have to say and then shut up and sit down. Mr. Chairman, I would ask you to indulge me this time and let me have a few more minutes than usual. I have been asked by the Board to make a statement about my future career plans which follows the action just taken on my contract and precipitates further action that the Board will take later in the meeting.

You read in the paper recently (and you know it must be true if it is in the paper), that the Board has been interviewing executive search firms—and for good reason. My contract as County Administrator ends on April 1, of next year and I have told the Board that it is my intent not to seek renewal of my contract and further to make April 1, 2005 my effective retirement date.

I have a poem in my office that says there is a purpose for everything because God knows what's best for us. I believe that God has a purpose in life for all of us. I have fulfilled my purpose here and it is time for me to find out what He wants my next purpose in life to be. I think that it is quite clear that there is a change in the philosophy of the leadership in the County and the citizens, at least those that attend the meetings, speak of a need for change. The County is at a pivotal point in time and there will be a tremendous amount of challenges facing the Board and our citizens in the days to come, but they are exciting challenges that naturally come with a growing community. And you as citizens have the awesome opportunity to help this Board make the tough decisions that will mold the County into what you want it to become. And I wish you good luck and God's blessings.

As I prepare to leave, I am so very proud of the legacy that "we" leave behind. I have to say we instead of I because the accomplishments I am about to mention could not have been accomplished alone. I have been blessed to work with many dedicated Board members who had to make the tough decisions needed to position the County where it is today. And I have worked with an incredible staff that had little to no resources but had the unending desire to do what was right for the County.

In 1988, Glenice Townsend and I were thrown into leadership roles with a \$66,000 deficit and the responsibility of preparing a budget, instituting a brand new uniform chart of accounts and implementing a comprehensive data processing system in a county that was still doing everything with a manual system. I remember calling back soon after that while I was taking a 4<sup>th</sup> of July break and Glenice was working like a Trojan to make sure the new accounts were developed and were put into the new system so it would be ready when everyone returned from their vacation break.

We embarked on a twice a year tax collection system with the assistance of the treasurer and commissioner of revenue. We took a one-time windfall and with the advice and constant effort from our county attorney to protect the county, we built it into a \$10 million capital reserve that we will be using in the upcoming debt requirements for the new school capital projects. And through conservative budgeting and determination of the Board of supervisors to adhere to our fund balance policy, we have an undesignated fund balance today of almost \$11 million.

We took on the mammoth task of establishing not just a 911 system but an enhanced 911 system that required all of our roads to be named and our houses to be numbered all at the same time. But then, we never take on anything the easy way!!

We embarked on a major school renovation project in 1995, which included Midway Elementary School, the Middle School and the High School and at the same time built a new courthouse. When that was completed, we immediately started renovation of Dinwiddie Elementary and secured state funding to renovate our historic courthouse. Along the way, we renovated the Health Department, Social Services Building and completed an addition to the Administration Building to provide much needed office space.

But we didn't stop there; the citizens asked for a recreation facility and we renovated the old Eastside Elementary School into a stellar facility and branch library and in our CIP we will continue to improve that resource. We built two new fire stations and converted the old Dinwiddie VFD into our Public Safety Building, which will house our new 911, and communications center to be completed in September. We are presently renovating Namozine VFD and have two 24-hour EMS crews on duty in the county.

The Board stepped up to the plate for three straight years to make our teacher's salaries equal to if not better than our neighboring localities. And now we are considering another phase of our school construction program totaling \$55 million for which we sought a bond rating for the first time in the County's history which we feel will be a strong "A".

We located a major Wal-Mart Distribution Center, which provides up to 1400 jobs for the region and in 1999, we located Chaparral/TXI Steel, which was the largest industrial investment in the state totaling over \$400 million and providing 400 jobs. We've secured \$2.5 million in Tobacco Indemnification funds to construct a County owned industrial park and will continue to develop sites through additional funding that becomes available in the future. Our airport has a brand new terminal building through the leadership of the Airport Authority and a very talented executive director with very little cost to the County.

And while there are some who disagree, we do have the lowest real estate tax rate compared to the localities which we now must compare ourselves with—not Nottoway, Brunswick, and Sussex. We are a high growth community and we are going to continue to grow. But our Board already has the foresight to recognize the issues and begin preparing to institute tools and methods to manage this new growth. They held their first meeting last Wednesday evening with the planning commission, school board, IDA and Water Authority—just the first among many meetings they will have. And it is your responsibility as citizens to let the Board know how you want your county to grow and support them in the tough decisions that will ensure that you continue to have the quality of life you expect and deserve.

Yes, I'm very proud of what we have accomplished and I'm excited about the future and the many opportunities to come for the county. But I'm even more excited about the next phase of my life. I have a lot of good years to give to a

second career. My husband is also retiring and we are both looking forward to finding out what we want to be when we grow up.

I would be very remiss if I didn't mention that Glenice Townsend is retiring in December of this year. I cannot begin to express my gratitude to her for everything she has done for the county and everything she has done for me. So I'll just say thank you.

And thank you Mr. Chairman for the opportunity to speak tonight and to all of you for listening. God bless you."

Mr. Haraway commended Mrs. Ralph stating she had been a faithful servant to the County for 30 years.

**IN RE: STATEMENT PRIOR TO PUBLIC HEARING**

Mr. William C. Scheid, Planning Director, came forward to make the following statement prior to the Public Hearings.

"As previously requested by the Board of Supervisors, Draft copies of the Planning Commission Meeting minutes have been made available to the public prior to this meeting as well as copies on the table at the rear of this meeting room. The purpose of doing so is to expedite the hearing process without compromising the publics' access to pertinent information. It is noted that the Board has been given various information on all of the hearing(s) to include, the application, zoning map, adjacent property owner list, location map(s), proffers (if applicable), soils data, comprehensive land use maps and references, etc. With this information noted, I will proceed with the case(s)."

**IN RE: PUBLIC HEARING – P-04-2 - DINWIDDIE HEALTH INVESTORS – REZONING REQUEST TO ESTABLISH HEALTHCARE FACILITY**

This being the time and place as advertised in the Monitor on May 19, 2004 and May 26, 2004, for the Board of Supervisors of Dinwiddie County, Virginia to conduct a Public Hearing to solicit public comment on the following matter:

Rezoning request from Dinwiddie Health Investors, who is seeking to rezone a 6-acre portion of Tax Map/Parcel 20-92, which contains a total of approximately 19.55 acres, from Residential, limited R-1 to Business, general B-2 for the purpose of establishing a healthcare facility.

**Planning Summary Report**

**File #:** P-04-2  
**Subject:** Rezoning – Nursing Home

The applicant, Dinwiddie Health Investors, is seeking to rezone a 6-acre portion of Tax Map/Parcel 20-92, which contains a total of approximately 19.55 acres, from Residential, limited R-1 to Business, general B-2 for the purpose of establishing a healthcare facility. The property is located on the west side of Boydton Plank Road (Route 1) at its intersection with Port Drive across from the Eastside Community Enhancement Center. The Comprehensive Land Use Plan recommends this area be used for commercial purposes.

Support among the community is wide spread. The Board of Supervisors has passed a Resolution in support of the nursing home. Many residents attend the public hearing held in Petersburg in April by the State Health Department to voice their support of the proposal. The Board has sent representation to the May 5<sup>th</sup> meeting in Richmond held by the Health Commission to voice support of the nursing home. The Health Commission staff and the Health Commission

have endorsed the nursing home facility for Dinwiddie County. There are a few more steps to be taken in the process before final approval is given.

The Planning Commission heard this rezoning request at their May 12, 2004 public meeting. No one appeared in opposition to the request. Planning staff stated that there was one item that needed to be addressed. A letter was written by Mr. David C. Ploeger, Airport Manager for the Dinwiddie Airport and Industrial Authority, regarding their concern for the nursing home's potential impact on future airport operations. It was noted that future noise from the airport might raise concerns by the future residents of the nursing home. The Planning Commission requested Mr. Smith contact Mr. Ploeger to resolve this issue. (NOTE: Mr. Smith spoke with Mr. Ploeger and resolved the concern. In a letter dated May 14, 2004, Mr. Smith acknowledged the presence of the airport and assured the Airport Authority that they could exist together and would not be a threat to their future operations.) During the hearing, the applicant proffered several conditions if their rezoning should be permitted. A copy of their proffers is attached and by reference becomes a part of their rezoning request.

There being no further discussion and upon a motion by Mr. Wood, seconded by Mrs. Stewart, with Mr. Lee, Mr. Perkinson, Mr. Moore, Mr. Wood, Mrs. Stewart, and Mr. McCray voting "aye" (Mr. Stone absent), the Planning Commission recommended approval of rezoning case P-04-2 to the Board of Supervisors with proffers.

Since this is a zoning matter, the standard statement must be made prior to the Board's motion, which was enclosed in your packets.

Mr. Haraway opened the public hearing for citizen comments. There were no public comments.

Mr. Hunter Smith – representing Dinwiddie Health Investors and agent for Smith/Packet Med-Com Inc., 5260 Cross Bow Circle, Roanoke, VA – commented that the Planning Commission unanimously approved the rezoning request. The Virginia Health Planning Agency has given a favorable recommendation for the project and the Agency's Board unanimously approved building a nursing home in Dinwiddie County. He stated the community support has been overwhelming and he thanked everyone for their letters of support. The Department of Health has scheduled an informal fact finding hearing in July to discuss the COPN. He stated they were very excited about the opportunity to build in the County. Dinwiddie County is the largest County in the Commonwealth that does not have a skilled nursing facility.

Mr. Haraway stated he felt the facility would be a great economic contribution to the County and welcomed them on behalf of the Board with open arms.

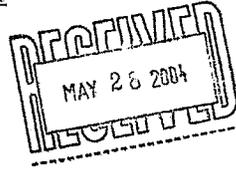
Mr. Haraway closed the public hearing.

Mr. Moody stated be it resolved, that in order to assure compliance with Virginia Code Section 15.2-2286(A)(7) it is stated that the public purpose for which this Resolution is initiated is to fulfill the requirements of public necessity, convenience, general welfare and good zoning practice, I move that rezoning application P-04-2 be approved with proffers by the Board of Supervisors.

Mr. Bowman seconded the motion. Mr. Stone, Mr. Bowman, Ms. Moody, Mr. Moody, Mr. Haraway voting "Aye", P-04-2 was approved with the following proffers:

STANDARD FORMAT FOR PROFFER STATEMENT

Dinwiddie County Planning Department  
Attention: Zoning Administrator  
P.O. Box 266  
Dinwiddie, VA 23841



Re: Voluntary Proffers  
Case No: P-04-2  
Tax Map Parcel: 20-92

Dear Zoning Administrator:

The undersigned owner and/or agent of the property referred to above hereby voluntarily proffer(s) the following as conditions to be attached to the property upon approval of rezoning request from R-1 to B-2.

- A. Uses. The uses listed below would not be allowed on this property.
1. Auto and home appliance services
  2. Theaters and assembly halls
  3. Library
  4. Funeral home
  5. Clubs and lodges
  6. Auto sales and service
  7. Lumber and building supply
  8. Plumbing and electrical Supply
  9. Machinery sales and service
  10. Public utilities
  11. Off-street parking
  12. Waterfront business
  13. Public billiard parlor and poolrooms, bowling alleys, dance halls and similar forms of amusement
  14. Cabinet, furniture
  15. Classic and collectable car sales
  16. Show horse facility
  17. Automobile service station
  18. Garage, public
  19. Tractor-trailer service station
  20. Kennel
- B. Building
1. Materials. The type of building and the exterior materials of the building that Smith/Packett proposes to build will be similar to the attached schematic which, by reference, is made a proffer.

2. **Set Back and Parking.** The building will be set back from the existing Route 1 right-of-way a minimum of 110' with no parking area to be located within 70' of the front property line.
3. **Access.** Direct access from Route 1 shall be limited to one (1) entrance built to VDOT commercial use standards.

SMITH/PACKETT  
Name of Company

By: [Signature]  
Name of Owner/Agent

Smith/Packett

Phone #	Phone #
Fax # 804/469-4503	Fax #

May 14, 2004

Mr. David Ploeger  
Airport Manager  
Dinwiddie County Airport Industrial Authority  
23301 Airport Road  
Petersburg, VA 23805

Dear Mr. Ploeger:

Smith/Packett is excited to be given the opportunity to develop a much-needed service for the Dinwiddie County residents. Dinwiddie County has been very supportive of our efforts and we have enjoyed working closely with the government and residents to make a nursing home in Dinwiddie County a reality.

We, like the Dinwiddie County Airport Industrial Authority, are investing in Dinwiddie County. It is in both our mutual best interests to support the continued growth of existing and new businesses. The nursing home views the Dinwiddie Airport as a good neighbor and a very attractive amenity to our personnel and residents.

We have no intention of jeopardizing your future growth or taking any action that would adversely affect the airport. I have consulted with our architect, Mr. Jyke Jones, and he is not concerned with the noise associated with the airport and our nursing home site. We will be good neighbors and welcome being a part of the Dinwiddie community.

I enjoyed our conversation and please let me know if I can provide any additional information to the Airport and Industrial Authority Board.

Respectfully,



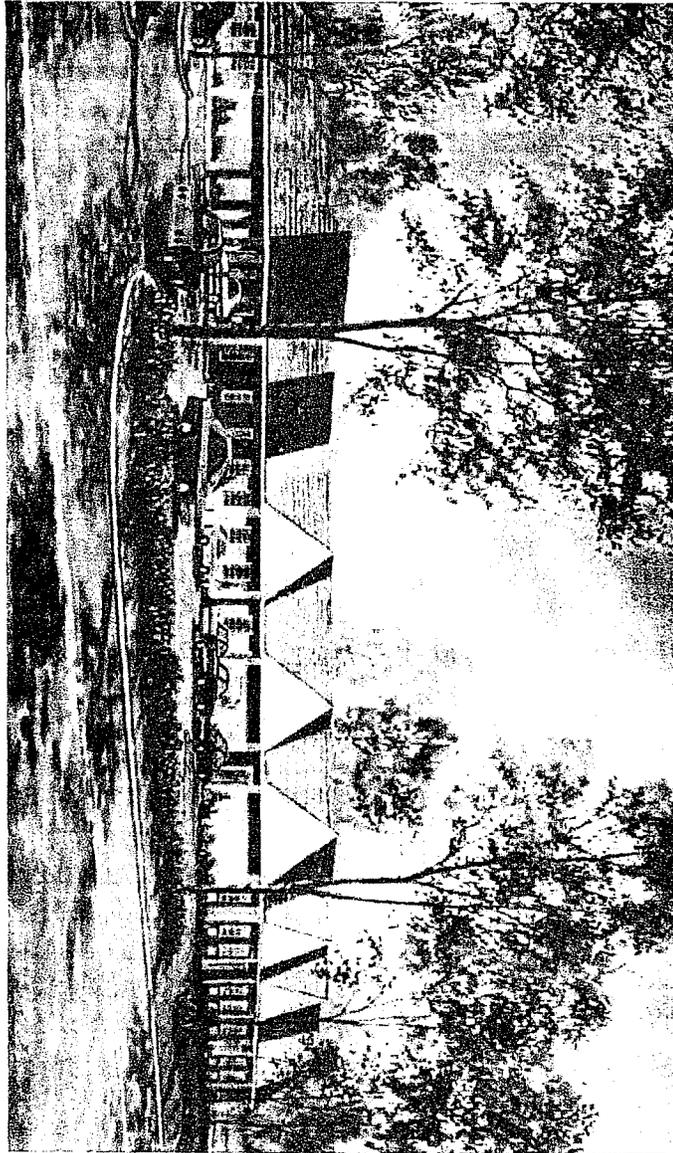
Hunter Smith

HS/pj

cc: Wendy Weber Ralph, County Administrator  
W. C. "Guy" Scheid, Director of Planning

A MEDICAL FACILITIES DEVELOPMENT, RESEARCH AND COMMUNICATIONS CORPORATION  
4415 PHEASANT RIDGE ROAD, S.W., SUITE 301, ROANOKE, VIRGINIA 24014 • PHONE: 540/774-SPMC • FAX: 540/772-6470 www.smithpacket.com

DINWIDDIE NURSING & REHABILITATION CENTER



**IN RE: PUBLIC HEARING C-04-1- NATLIE TUCKER –  
REQUESTING CONDITIONAL USE PERMIT TO OPERATE  
AN AUTOMOTIVE PAINT & BODY SHOP**

This being the time and place as advertised in the Monitor on May 19, 2004 and May 26, 2004, for the Board of Supervisors of Dinwiddie County, Virginia to conduct a Public Hearing to solicit public comment on the following matter:

An application from Natalie Tucker, who is seeking a conditional use permit to operate an automotive paint and body shop on a portion of Tax Map/Parcel 20-37B, which contains a total of approximately one acre.

**Planning Summary Report**

**File #:** C-04-1  
**Subject:** Conditional Use Permit – Auto Paint Shop

The applicant, Natalie Tucker, is seeking a conditional use permit to operate an automotive paint and body shop on a portion of Tax Map/Parcel 20-37B, which contains a total of approximately one acre. The property address is 22507 Cox

Road and is located on the south side of Route 460 about ¼ mile west of Butterwood Road. The property contains a single-family residence and a cinder block garage which fronts onto Route 460. The property is contained within the Urban Planning area as identified by the County Comprehensive Land Use Plan. The zoning on the property is agricultural, general A-2. Use #51 in the A-2 district allows "automotive body and fender work, painting and upholstering, with a conditional use permit."

The garage located on this property was built many years ago. It has been used during the years for many different commercial uses to include automobile repair work. The County required the parking area to be paved a few years ago when another business sought to use the property for commercial purposes. The owner of this property resides in the house adjacent to the garage.

The County Comprehensive Land Use plan places this property in the Urban Planning Area. This area is expected to accommodate approximately 70% of future industrial and commercial development within the County. The area around this land parcel is shown with mixed uses to include industrial, commercial and open space / agricultural / residential. The zoning map shows the lands on the north side of Route 460 intended for industrial use and the lands on the south side of Route 460 intended for agricultural uses.

The Planning Commission heard this case at their May 12, 2004 public meeting. No one in attendance spoke in opposition to the request. After a brief discussion amongst the Planning Commissioners, the Chairman requested a motion.

Upon a motion by Mr. Lee, seconded by Mr. Perkinson, with Mr. Lee, Mr. Perkinson, Mr. Moore, Mr. Wood, Mrs. Stewart, and Mr. McCray voting "aye" (Mr. Stone absent) the CUP (C-04-1) was recommended for approval by the Planning Commission to the Board with the following conditions.

1. Parking of all vehicles being worked on and not housed within the building shall be stored behind the building and/or to the northeast of the building behind the building front setback line;
2. The vehicle storage area shall be screened from Route 460 by a minimum 6' wood privacy fence. Shrubs shall be planted in front of the fencing that faces parallel to Route 460;
3. The vehicle storage area shall be limited to the area already cleared behind and northeast of the garage;
4. Vehicles shall only be worked on within the garage;
5. Security lighting if used shall be directed into the vehicle storage area and shielded to direct the lighting downward. Lighting shall not be directed toward Route 460;
6. No portable signs will be permitted. Only building mounted signs or free standing signs with proper foundations with electrical service, if desired, will be allowed
7. No other structures shall be placed or erected between the front of the existing building and Route 460.

Mr. Moody questioned whether the fence would go all the way around the facility? Mr. Scheid replied no, just in the front. Mr. Moody asked about the traffic traveling from the west to the east? Mr. Scheid responded they would be able to see some of the vehicles parked in the rear of the building; but only briefly due to the location of the building. He stated this is a conditional use permit and the Board could add the privacy fence under the buffering area. The applicant, Mr. John Carr, explained to the Board that there would not be more than 10 cars at one time at the facility and the Planning Commission was very clear about not starting a junk yard. Mr. Bowman stated the only stipulation he would like added is that all vehicles must be screened from view from Route 460.

Mr. Haraway opened the public hearing for comments. No one spoke in opposition of the conditional use permit.

Mr. Haraway closed the public hearing.

Mr. Stone stated be it resolved, that in order to assure compliance with Virginia Code Section 15.2-2286(A)(7) it is stated that the public purpose for which this Resolution is initiated is to fulfill the requirements of public necessity, convenience, general welfare and good zoning practice, I move that conditional use permit C-04-1 be approved with the conditions noted by the Planning Commission and the additional verbiage in condition #2 "shall be screened from view from Route 460" by the Board of Supervisors.

Ms. Moody seconded the motion. Mr. Stone, Mr. Bowman, Ms. Moody, Mr. Moody, Mr. Haraway, voting "Aye", conditional use permit C-04-1 was approved with the conditions noted by the Planning Commission and the additional verbiage in condition #2 listed below:

1. Parking of all vehicles being worked on and not housed within the building shall be stored behind the building and/or to the northeast of the building behind the building front setback line;
2. The vehicle storage area shall be screened from view from Route 460 by a minimum 6' high wood privacy fence. Shrubs shall be planted in front of the fencing that faces parallel to Route 460;
3. The vehicle storage area shall be limited to the area already cleared behind and northeast of the garage;
4. Vehicles shall only be worked on within the garage;
5. Security lighting if used shall be directed into the vehicle storage area and shielded to direct the lighting downward. Lighting shall not be directed toward Route 460;
6. No portable signs will be permitted. Only building mounted signs or free standing signs with proper foundations with electrical service, if desired, will be allowed
7. No other structures shall be placed or erected between the front of the existing building and Route 460.

**IN RE: PUBLIC HEARING – A-04-2 – PLANNING DEPARTMENT  
REQUEST – AMENDMENT TO CHAPTER 18,  
SUBDIVISION ORDINANCE**

This being the time and place as advertised in the Monitor on May 19, 2004 and May 26, 2004, for the Board of Supervisors of Dinwiddie County, Virginia to conduct a Public Hearing to solicit public comment on the following matter:

Amendment to various sections of Chapter 22, Zoning, of the Dinwiddie County Code such that a definition of 'Family day care, large' be added to section 22-1, definitions, and provisions made for the use in sections 22-71, 22-84, 22-96, 22-114, 22-127, 22-140 and 22-185.

**Planning Summary Report**

**File #: A-04-2**  
**Subject: Family Day Care, Large**

The applicant, Dinwiddie County Social Services, is seeking an amendment to various sections of Chapter 22, Zoning, of the Dinwiddie County Code such that a definition of 'Family day care, large' be added to section 22-1, definitions, and provisions made for the use in sections 22-71, 22-84, 22-96, 22-114, 22-127, 22-140 and 22-185.

The Planning Commission heard this case at their May 12, 2004 public meeting. There were several people in attendance that spoke in support of the amendment. No one spoke in opposition to the amendment.

It was noted by staff that the Planning Commission reviewed the matter of family day care facilities and day care centers in late fall of 2001. On November 14,

2001, the Planning Commission voted to send to the Board of Supervisors an amendment (A-01-1) that would allow family day care operations in various zoning districts but restricted the number of children in the home to six. During the meeting it was mentioned that the State recently increased the number of children permitted in the home to a maximum of twelve.

When reviewing the matter of family day care in November 2001, input was not received from the County Department of Social Services. Currently, Ms. Willis and her staff support the need for a family day care home capable of servicing up to twelve (12) children. There are several homes in the County licensed to provide this service. As was mentioned at the Planning Commission meeting, the State will visit the larger family day care homes since they must be licensed by the State. There are minimum services required at these homes, which are mandated by the State. Thus, a better service is provided for the children.

With no further discussion, the Chairman requested a motion. Upon the motion of Mr. Wood, seconded by Mr. Perkinson, with Mr. Lee, Mr. Perkinson, Mr. Moore, Mr. Wood, Mrs. Stewart, Mr. McCray voting "aye" (Mr. Stone absent), the Planning Commission recommended approval of the amendment A-04-2 to the Board of Supervisors.

Since this is a zoning matter, the Board must read the standard statement prior to making a motion.

Mr. Haraway opened the public hearing. No one spoke in opposition of the amendment. Mr. Haraway closed the public hearing.

Ms. Kimberley Willis, Director of Social Services, spoke in support of the amendment. She stated this amendment would provide the area with much needed larger day care services. She introduced Ms. Nancy Martin, Department of Social Services and Mr. Wayne Johnston, State Licensing Department, and stated they supported the amendment also.

Ms. Willis also expressed her appreciation to Mrs. Ralph and Mrs. Townsend for their assistance to her since she has been in the County.

Ms. Moody stated be it resolved, that in order to assure compliance with Virginia Code Section 15.2-2286(A)(7) it is stated that the public purpose for which this Resolution is initiated is to fulfill the requirements of public necessity, convenience, general welfare and good zoning practice, I move that amendment A-04-2 be approved by the Board of Supervisors.

Mr. Moody seconded the motion. Mr. Stone, Mr. Bowman, Ms. Moody, Mr. Moody, Mr. Haraway voting "Aye", amendment A-04-2 was approved.

AN ORDINANCE TO AMEND CHAPTER 22, ZONING, OF THE DINWIDDIE COUNTY CODE, SECTIONS: 22-1 (DEFINITIONS); 22-71 (PERMITTED USES); 22-84 (PERMITTED USES); 22-96 (PERMITTED USES); 22-114 (PRMITTED USES); 22-127 (PERMITTED USES); 22-140 (PERMITTED USES); AND 22-185 (PERMITTED USES).

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF DINWIDDIE COUNTY, VIRGINIA, that Chapter 22, Zoning, of the Dinwiddie County Code be amended as follows:

Article I, Section 22-1, Definitions, add the following definition:

Family day care, large: A dwelling unit in which the provider resides that is used to provide care for one (1) through twelve (12) children under the age of thirteen (13) exclusive of the provider's own children and any children who reside in the home when at least one (1) child receives care for compensation. The family day care, large, must be licensed by the Virginia Department of Social Services and be bound by all applicable rules and regulations.

Article IV, Division 3, Section 22-71, Permitted Uses, add the following:

Family day care, large.

Article IV, Division 3, Section 22-84, Permitted Uses, add the following:

Family day care, large.

Article IV, Division 3, Section 22-96, Permitted Uses, add the following:

Family day care, large.

Article IV, Division 3, Section 22-114, Permitted Uses, add the following:

Family day care, large.

Article IV, Division 3, Section 22-127, Permitted Uses, add the following:

Family day care, large, with a conditional use permit.

Article IV, Division 3, Section 22-140, Permitted Uses, add the following:

Family day care, large, with a conditional use permit.

Article IV, Division 3, Section 22-185, Permitted Uses, add the following:

Family day care, large.

In all other respects, said zoning ordinance remains in full force and effect. This Ordinance shall become effective upon the date of adoption.

**IN RE: PUBLIC HEARING – A-04-3 – PLANNING DEPARTMENT  
REQUEST – ORDINANCE TO AMEND SECTION 18-3,  
ENTITLED DEFINITIONS, OF CHAPTER 18,  
SUBDIVISIONS, OF THE DINWIDDIE COUNTY CODE, BY  
REDEFINING A FAMILY DIVISION**

This being the time and place as advertised in the Monitor on May 19, 2004 and May 26, 2004, for the Board of Supervisors of Dinwiddie County, Virginia to conduct a Public Hearing to solicit public comment on the following matter:

**AN ORDINANCE TO AMEND SECTION 18-3, ENTITLED DEFINITIONS, OF CHAPTER 18, SUBDIVISIONS, OF THE DINWIDDIE COUNTY CODE, BY REDEFINING A FAMILY DIVISION**

### **Planning Summary Report**

**File #: A-04-3**  
**Subject: Definition of Family Division**

The applicant, Dinwiddie County Planning Department, is seeking an amendment to Chapter 18, Subdivision Ordinance, of the Dinwiddie County Code, section 18-3, definitions, such that a family division is required to meet minimum standards regarding length of ownership of land prior to qualifying as a family division and the family member receiving the land retain ownership of the land for a prescribed period of time before being able to convey the land to another.

The amendment before you is similar to the amendment proposed several years ago (A-00-5). The previous amendment contained many changes to the Subdivision Ordinance that were recommended for approval to the Board of

Supervisors by the Planning Commission. The Board of Supervisors heard that amendment at their August 2, 2000 meeting and, after considerable discussion amongst themselves and the citizens; they decided to look into the matter further before taking action. At their September 20, 2000 meeting, the Board of Supervisors decided to defer action on this matter to some other time. The County Administrator has a list of pending items that require resolution by the Board. A-00-5 is one of the items on the list. The Planning Commission determined that most of the matters addressed in the original amendment be dropped but the definition of family division be refined.

The Planning Commission appointed a study committee for this matter at their March 2004 meeting to make a recommendation to the full Planning Commission. The Planning Commission heard the study committee's report at their May 2004 meeting. The study committee recommended approval of the revised family division definition. No citizen comments were expressed in support of, or opposition to, the proposed amendment.

After a brief discussion amongst the Planning Commissioners, the Chairman requested a motion. Upon a motion by Mr. Wood stating, to fulfill the requirements of public necessity, convenience and general welfare I make a motion that we recommend to the Board of Supervisors approval of A-04-3. Mrs. Stewart seconded the motion and with Mr. Lee, Mr. Perkinson, Mr. Moore, Mr. Wood, Mrs. Stewart, and Mr. McCray voting "aye" (Mr. Stone absent), the motion was unanimously approved.

Mr. Haraway opened the public hearing. No one spoke in opposition to the amendment. Mr. Haraway closed the public hearing.

Mr. Moody stated be it resolved that in order to fulfill the requirements of public necessity, convenience and general welfare, I move that the Board of Supervisors approve amendment A-04-3 as contained herein.

Mr. Bowman seconded the motion. Mr. Stone, Mr. Bowman, Ms. Moody, Mr. Moody, Mr. Haraway voting "Aye", amendment A-04-3 was approved.

AN ORDINANCE TO AMEND SECTION 18-3, ENTITLED DEFINITIONS, OF CHAPTER 18, SUBDIVISIONS, OF THE DINWIDDIE COUNTY CODE, BY REDEFINING A FAMILY DIVISION.

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**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF DINWIDDIE COUNTY, VIRGINIA,** that Chapter 18, Subdivisions, of the Dinwiddie County Code be amended as follows:

Under Article I, entitled In General, Section 18-3, Definitions, the definition of **subdivision** shall be amended by deleting the existing paragraph (4) which relates to a 'family division', and inserting the following:

- (4) A single division of land into parcels where such division is for the sale or gift to a member of the immediate family of the property owner provided the following conditions are met:
- a) the property owner has owned the property for a minimum of two (2) years prior to the sale or gift of the land to the family member;
  - b) only one such division shall be allowed per family member;
  - c) conveyance of the property shall not be for the purpose of circumventing this chapter;
  - d) a deed and plat to the property conveying the property to the family member must be recorded in the office of the Clerk of the Circuit Court within six (6) months of the approval date noted on the plat by the Subdivision Agent for Dinwiddie County;

- e) the family member receiving the property must retain ownership of the property for a minimum of two (2) years unless such property is subject to involuntary transfer such as by foreclosure, death, judicial sale, condemnation, bankruptcy, divorce or any circumstance deemed appropriate upon formal application being submitted to the subdivision agent;
- f) the member of the immediate family must be defined as a person who is a natural or legally defined offspring, spouse, sibling, grandchild, grandparent or parent of the property owner;
- g) all lots resulting from such division shall have exclusive access of fifty (50) feet or more to a public street or thoroughfare. As used herein, exclusive may be interpreted to include use by other immediate family members, only. In the event a family member served by the fifty (50) foot family easement shall convey ownership of their property to someone other than an immediate family member, then no further family divisions shall be permitted utilizing the above referenced fifty (50) foot easement; and
- h) the lot area of each lot existing after the division shall comply with the minimum lot area criteria set forth in the zoning district within which the property is located.

In all other respects, said subdivision ordinance remains in full force and effect. This Ordinance shall become effective upon the date of adoption.

**IN RE: PUBLIC HEARING – A-04-5 – AN ORDINANCE TO AMEND ARTICLE VII (TAX ON PURCHASERS OF UTILITY SERVICE) TO PROVIDE FOR THE TAX OF MOBILE TELEPHONE SERVICE**

This being the time and place as advertised in the Monitor on May 19, 2004 and May 26, 2004, for the Board of Supervisors of Dinwiddie County, Virginia to conduct a Public Hearing to solicit public comment on the following matter:

**AN ORDINANCE TO AMEND ARTICLE VII (TAX ON PURCHASERS OF UTILITY SERVICE) TO PROVIDE FOR THE TAXATION OF MOBILE TELEPHONE SERVICE.**

(a) The County Administrator commented this is an amendment to the County Code under Section (g) to allow a Consumer Utilities Tax on wireless lines. The tax imposed on local mobile telecommunications services would be ten percent (10%) of the monthly bill not to exceed \$30 per month, which would be equal to \$3 per month. She stated the Board would not take any action tonight because there must be a 10 day period after the public hearing before action could be taken. There is also a 60-day lag time after the County adopts it before the County can collect any funds to allow the utility providers time to set up the accounts for payment.

Mr. Haraway opened the public hearing.

- 1) Michael Bratschi - 23500 Cutbank Road, McKenney, VA – was opposed to the utility tax.

Mr. Haraway asked Mrs. Ralph if she had contacted the localities close by to see how much revenue they received from this tax. She responded she contacted Prince George and they estimated they would receive around \$300,000. But it was hard to get the information from other localities. Mr. Haraway requested that Staff check with other localities. He stated if it was \$300,000 that would be equal to \$.03 per \$100 dollars for real estate taxes.

Mr. Stone also questioned how the County could tax prepaid cell phones that were purchased directly from providers.

Mr. Haraway stated action would be taken on the amendment at the June 15<sup>th</sup> meeting.

Mr. Haraway closed the public hearing.

**IN RE: CITIZEN COMMENTS**

1) Michael Bratschi - 23500 Cutbank Road, McKenney, VA – commented on the following issues:

a. The ambulance driver that was hired by the County who had the terrible driving record - he stated he hoped the family of the lady that was killed in the accident sued the pants off the County.

b. He requested that the Board fund the DARE Program for the elementary schools in the County.

c. He commented that the Board should not be paying any fees to a search firm if they already had in their minds the person they were going to put in the County Administrator position.

d. He also stated the County was paying too much for the law firm.

2. George Whitman – 13010 Old Stage Road, Petersburg, VA – stated the County is paying top money for lawyers. But what are we paying for engineers? He stated the County needs an engineer in the Planning Department. He said there needed to be some changes made in the County's employment policies.

**IN RE: APPOINTMENT – DISABILITIES SERVICES BOARD – MARGARET M. RONEY**

Upon motion of Ms. Moody, Seconded by Mr. Moody, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway, voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Ms. Margaret M. Roney is hereby appointed to the Disabilities Services Board, term expiring January 31, 2007.

**IN RE: ADOPTION OF LONG TERM FINANCIAL POLICIES INVOLVING CAPITAL FUNDING, DEBT ISSUANCE AND LIQUIDITY**

The County Administrator stated a memo from Davenport our Financial Advisors was enclosed in the Board packets concerning the Formalization of Long-term Financial Policies involving Capital Funding, Debt Issuance and Liquidity. As a result of the trip to New York the Rating Agencies encouraged the Board to "formalize" a series of these policies to provide both their organizations with additional comfort when formally providing their respective ratings and as a form of long-term protection for the County under subsequent Boards. The concept being that if solid policies are in place, future Boards and Staff will be more reluctant to make short-term financial decisions that are expedient and not necessarily in the long-term best interest of Dinwiddie's citizens.

**To:** Dinwiddie County Board of Supervisors

**From:** David Rose  
Roland Kooch, Jr.  
Davenport & Company LLC

**Re:** Formalization of Long-term Financial Policies Involving Capital Funding, Debt Issuance and Liquidity

**Date:** June 1, 2004

**CC:** Moody's Investors Service  
Standard & Poor's  
Fitch Ratings

**Overview**

Dinwiddie County (the "County") Staff representatives and Chairman of the Board of Supervisors recently visited with all three major Rating Agencies (the "Agencies") located in New York to discuss the proposed multi-year Capital Plans of the County including the planned \$55 million of school related construction. The initial response from all three Agencies to Dinwiddie's plans was most favorable and we expect to obtain the desired "A" range investment grade ratings which are viewed as a key cornerstone of the County's overall, long-term fiscal integrity. To that end, the Agencies were all impressed by the "informal practices/policies" of the County particularly as they pertain to your level of Undesignated General Fund Balance and annual usage of cash to fund ongoing capital requirements.

The Rating Agencies did, however, encourage our delegation to "formalize" a series of these policies so as to provide both their organizations with additional comfort when formally providing their respective ratings and as a form of long-term protection for the County under subsequent Boards. The concept being that if solid policies are in place, future Boards and Staff will be more reluctant to make short-term financial decisions that are expedient and not necessarily in the long-term best interest of Dinwiddie's citizens. Experience in Virginia and nationally has shown that subsequent Boards are most reluctant to alter written policies that are publicly established.

**Proposed Policies**

We ask that the Dinwiddie County Board of Supervisors approve three policies. These are as follows:

1. **Undesignated General Fund Balance shall be maintained at no less than 15% of Total Revenues** – The County already maintains a healthy Undesignated General Fund Balance and the implementation of this policy would have no change in the County's current operations. As of Fiscal Year ended June 30, 2003 the Undesignated General Fund Balance was in excess of 15% and is projected to be above 15% for the Fiscal Year ended June 30, 2004.
2. **Debt Service as a Percentage of Expenditures shall not exceed 10% of Total Expenditures** – Given the conservative nature of our projections, this proposed policy may be slightly exceeded in Fiscal Years 2007 & 2008 when the projected ratio is estimated to be approximately 10.5%. However, within two fiscal years the County will be under this policy limit and have debt capacity for future needs as they arise. [FYI – In the Case of Chesterfield County, one of Virginia's 5 highest rated localities with a AAA Rating, a similar 10% policy has been in place for over a decade. However, during Chesterfield's most active debt issuance years, this policy was routinely exceeded to a level as high as 11.94% and 11.5% in respective years in the late 1990's.]
3. **A minimum of \$1 million in Cash from General Operations to be annually earmarked toward Non-Recurring Capital Expenditures** – The County is already incorporating this funding approach because of its conservative budgeting philosophy. No

separate line item is necessary rather a continuation of the current budgeting philosophy will suffice.

### **Summary**

We respectfully recommend that the County Board of Supervisors implement the above policies, which formally reflects the County's current strong leadership and sound management. Moreover, the implementation of these policies will provide future Staff and Boards with a legacy of sound long-term fiscal guidelines, enhance the fiscal strength of the County and serve the long-term best interests of its citizens. Should you have any questions please do not hesitate to call either of us at (804) 697-2900."

Upon motion of Mr. Moody, Seconded by Ms. Moody, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway, voting "Aye",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the three policies recommended by the financial advisors and Rating Agencies are hereby adopted. These are as follows:

1. Undesignated General Fund Balance shall be maintained at no less than 15% of Total Revenues.
2. Debt Service as a Percentage of Expenditures shall not exceed 10% of Total Expenditures.
3. A minimum of \$1 million in Cash from General Operations to be annually earmarked toward Non-Recurring Capital Expenditures.

### **IN RE: PROCLAMATION REQUEST – CLOWNS OF AMERICA**

The County Administrator stated there was a request for a Proclamation from the Virginia Clown Alley #3, Clowns of America, International, recognizing the week of August 1 – 7, 2004 as 2004 International Clown Week. A proclamation can be written and signed by the Chairman without doing a resolution if it is the desire of the Board.

Upon motion of Mr. Moody, Seconded by Ms. Moody, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway, voting "Aye", the request for the Proclamation from the Virginia Clown Alley #3, Clowns of America, International, recognizing the week of August 1 – 7, 2004 as 2004 International Clown Week was approved.

### **IN RE: COUNTY ADMINISTRATOR COMMENTS**

- 1) Mrs. Ralph commented a memo from VACo was enclosed in the packets. VACo has started the process of developing its 2005 Legislative Program and have asked for the County's contributions. They have requested that the County forward any issues or specific proposals the County would like to have addressed to them. However, the issues and proposals submitted by the County should have statewide (and not parochial) application.
- 2) The County Administrator stated the information you requested at the last meeting on the Rural Rustic Projects and the Six Year Plan was enclosed in the packets.
- 3) Mrs. Ralph also reminded the Board that they needed to submit the changes they wished to make on the laundry list so that she could compile a master list. She informed the Board that the Planning Commission needed the priority list for upcoming projects they wanted them to work on.

**IN RE: ADOPTION OF THE AMENDED SCHOOL BUDGET FY05**

The County Administrator commented that earlier today the Board took action to reduce the local contribution to the FY05 School Budget from \$800,000 to \$400,000. At a previous workshop Dr. James Lanham presented the amended FY 05 School Budget and action is needed to approve the amended School Board FY 05 budget as presented and reduce the local funding to \$400,000.

Upon motion of Mr. Bowman, Seconded by Ms. Moody, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway, voting "Aye", the amended School Board FY 05 budget was approved as presented and the local funding was reduced to \$400,000 to be appropriated to the Instruction Category.

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

4. The County Administrator commented as a follow up of the growth management joint workshop held last Wednesday, Staff is suggesting that a committee of two board members and a planning commission member be appointed to work with staff and legal counsel to further develop some of the tools that were discussed that could be put into place in Dinwiddie County. This would be a working group that would make recommendations to the full Board and Planning Commission. She asked if any of the Board members would like to volunteer to serve on the committee. Ms. Moody and Mr. Bowman agreed to serve on the committee.

**IN RE: BOARD MEMBER COMMENTS**

Mr. Bowman requested that the County Administrator contact Mr. Mike Chandler to see if he would outline his recommendations for the growth management development tools that could be put into place in Dinwiddie County. He commented he felt that would be very helpful to the committee. It was also requested that the County Attorney provide the same from her presentation.

Mr. Stone requested that the GIS Director provide a fee schedule by the next meeting for what the public is going to be charged for maps and information his office will provide. He commented the Board should discuss the fees and have them in place by July 1. He stated he had two VDOT concerns. He said he received several calls from citizens about Glebe Road from U.S. Route 1 to Scotts Road. This section of road has a history of accidents, several with fatalities. At one point there were double stripes on this section of road but it has been repaved and he stated he would like to find out what it would cost to double stripe from Scotts Road to Route 1 due to the high volume of traffic to the ball park. He also stated on Route 40 East (leaving McKenney) maybe .2 of mile or less before the intersection of Rt. 40 East and Courthouse Road. When going eastbound on Rt. 40, there is a large "hump" in the road that makes the upcoming intersection out of site or a blind spot. A vehicle going 55 mph cannot stop safely if someone is in that intersection.

Many residents and especially farmers hauling equipment cross here or turn into the store on the corner of this intersection. Residents on Courthouse and farmers in area are getting a petition signed to have a sign placed on Rt. 40 Eastbound on both sides of the road warning of the crossing. He said he thought a large yellow sign (without lights flashing) but also with those "rumble strips" like Rt. 460 has in Ivor, or in that area, that make noise to alert the driver of an upcoming intersection would be great and less money than the flashing lights. He requested that Staff get a cost on the signs.

Mr. Moody stated he had been working with Mrs. Ralph the longest of any other Board member here and he knew what the County has gone through. The County was running in the red and the Board took some financial actions to get the County back in the black. Without the assistance of Mrs. Ralph and Mrs.

Townsend that would not have been possible. He stated he hated to see the County Administrator go and because of that the Board had a task at hand to find a new Administrator. He commented after interviewing three search firms he would like to make a motion to hire the Slavin Management Consultants to assist the Board with finding a new County Administrator. Mr. Bowman seconded the motion. Mr. Haraway explained that the firm would be charging the County a flat fee for their services not a percentage of the County Administrator's salary.

Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway, voting "Aye", the Board endorsed the hiring of the Slavin Management Consultants at a flat fee of \$13,265 for their services to hire a new County Administrator.

Mr. Moody commented he had been approached by a citizen to see about the possibility of getting handicapped access doors to the Pamplin Building because it is difficult to get into the building without assistance. He also stated another citizen had contacted him regarding getting some kind of security for the Historic Courthouse because there are some unique artifacts in the building.

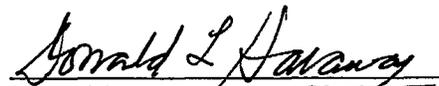
Mr. Haraway stated within the past couple of weeks the Board received a proposed schedule of rate increases for building permit fees. The County Administrator commented that these would be brought to them at the June 15<sup>th</sup> meeting. She asked if there was something else the Board would like to have before the meeting. Mr. Haraway stated anytime the County is proposing any rate adjustments he would like to see a worksheet to indicate the total additional revenue that would be generated by the increase based on the past 12 months. Mrs. Ralph stated she would get that information to them and the Planning Department would be asking for increases in the development permit fees also.

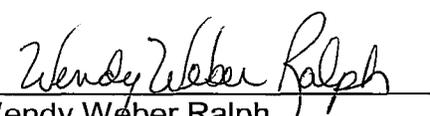
**IN RE: INFORMATION IN BOARD PACKET OR DISTRIBUTED**

1. Memo to Advisory Committee participants from Southeast High Speed Rail – regarding May 4 - 5 Advisory Committee Meetings for Tier II Environmental Impact Statement Corridor from Petersburg, VA (Collier Yard) to Raleigh, NC (Boylan Wye), NCDOT State Project No. 9.9083002, NCTIP Project No. P-3819.
2. Letter from Hunter Smith regarding Department of Health's recommendation to the Commissioner to build a nursing home in Dinwiddie County.
3. Letter from Crater Health Department advising County of update on West Nile Virus Surveillance and Response plans for 2004.
4. Request for a Proclamation declaring Week of August 1 –7, 2004 - International Clown Week.

**IN RE: ADJOURNMENT**

Upon Motion of Mr. Moody, Seconded by Ms. Moody, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway voting "Aye", the meeting adjourned at 9:06 P.M.

  
Donald L. Haraway, Chairman

ATTEST:   
Wendy Weber Ralph  
County Administrator

/abr