

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 3RD DAY OF FEBRUARY, 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: PHYLLIS KATZ COUNTY ATTORNEY
=====

IN RE: ADJOURNMENT

Upon Motion of Mr. Bowman, Seconded by Ms. Moody, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway voting "Aye", the January 29, 2004 Continuation meeting adjourned at 6:04 P.M.

Mr. Donald L. Haraway, Chairman, called the regular meeting to order at 6:04 P.M. He informed the Board and Citizens that Mr. David Pittman, Reporter, for the Dinwiddie Monitor had to have surgery and is in McGuire Hospital.

IN RE: AMENDMENTS TO THE AGENDA

The County Administrator requested that Appointments be added to the agenda under Personnel for Closed Session. Mr. Haraway also requested that Commonwealth's Attorney and Commissioner of the Revenue be added under Consultation with Legal Counsel for Closed Session.

Upon motion of Mr. Moody, Seconded by Mr. Stone, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway voting "Aye," the above amendment(s) were approved.

IN RE: CLOSED SESSION

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

Personnel - §2.2-3711 A. 1 of the Code of Virginia - County Administration; Appointments;
Industrial Development - §2.2-3711 A. 5
Consultation with Legal Counsel - §2.2-3711 A. 7- Limited Public Forum; Destruction of Documents; Commonwealth's Attorney and Commissioner of Revenue;

Ms. Moody seconded the motion. Mr. Stone, Mrs. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway, voting "Aye", the Board moved into the Closed Meeting at 6:11 P.M.

The meeting reconvened into Open Session in the Board Meeting Room at 7:33 P.M.

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

Mr. Donald L. Haraway, Chairman, called the regular meeting to order at 7:41 P.M. followed by the Lord's Prayer and the Pledge of Allegiance.

IN RE: AMENDMENTS TO THE AGENDA

The County Administrator stated the County Attorney has a report for the Board and public regarding the Destruction of Public Documents to add to the agenda, as 3) a, if the Board would like as and there is also a need to continue the Closed Session after the meeting and add Discussion of Industrial Prospect - §2.2-3711 A. 5.

Upon motion of Mr. Moody, Seconded by Mr. Bowman, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway voting "Aye," the above amendment(s) were approved.

**IN RE: COUNTY ATTORNEY REPORT - RECORD
DESTRUCTION COMMISSIONER OF THE REVENUE'S
OFFICE**

Ms. Phyllis Katz, County Attorney, reported as the former Commissioner of the Revenue was preparing to leave office, she proceeded to discard obsolete or irrelevant work papers and other printed items. Many of you have expressed concern that she may have impermissibly destroyed official records.

"There are five points to be made:

1. The Commissioner of the Revenue is an independently elected local official – the office is not under the control and direction of the Board. The courts have long recognized that the Board cannot look behind the actions that this officer may take.
2. The Virginia Public Records Act specifically allows for the disposal of public records that are obsolete or have been replaced. The Act does not require that all records be kept indefinitely – most records are kept for a period of three years; some are required to be kept for a longer period of time. Importantly, there are many records which do not have to be retained for any period – such as documents that were acquired for reference, prepared for exhibit and informational purposes, and surplus stocks of publications or forms. Therefore, the fact that a document was disposed of may not violate the Act.
3. When the obvious volume of paper being shredded by the Commissioner of the Revenue became a cause of concern, the County Administrator and her staff sought direction from the County Attorney and the State Archivist. The County Administrator persuaded the Commissioner of the Revenue to work as closely as possible with the State Archivist to confirm the types of records to be retained and the procedures for the disposal of documents that did not have to be retained. It was agreed that once the Commissioner of the Revenue identified a document for disposal, she would provide a general description of the document on the Records Destruction form (RM-3 form) and would not destroy it until the County Administrator or her staff signed the RM-3 form. The County Administrator and the Chief of Administrative Services had been designated by the State Library and Archives as the Records Officers for the County. They were told by the State Archivist that it was their responsibility to sign the RM-3 form.
4. Unlike procedures that would be used for county documents, **the County Administrator and the Chief of Administrative Services were prohibited by law from personally reviewing each file identified by the Commissioner of the Revenue on the RM-3. Taxpayer information is confidential and disclosure to the County Administrator or Chief of Administrative Services could result in a conviction for a Class 3 misdemeanor.** In signing the RM-3 on behalf of the County, the County

5. Administrator relied on the representations made by the Commissioner of the Revenue.
6. It was not until very recently that the State Archivist indicated that after additional research, he has concluded that **neither the County Administrator, her staff, nor the Board of Supervisors is responsible for the retention of records in that office. The Commissioner of the Revenue alone is responsible for the retention and disposal of the records of her office.** The State Archivist's present opinion is different from that which he gave the County in November and December of last year. The State Archivist has apologized for the error in advice and explained that State legislation is being considered to correct deficiencies in State law relating to Constitutional Officers record keeping during the end of their terms."

Mr. Bowman commented in government there is supposed to be checks and balances and he said he couldn't believe that Constitutional Officers are above those. He asked the County Attorney her legal opinion as to what the Board should do about this situation? Ms. Katz stated there are checks and balances in local government. However, the County Administrator and Chief, Administrative Officer, are not the responsible parties. Mr. Bowman said if someone has first hand knowledge that important documents are being destroyed, then shouldn't that person contact the Commonwealth's Attorney. He asked if the County should contact the State Police and request an investigation? Ms. Katz stated she did not know if the State Police had jurisdiction over this office, but a call could be made to them to see if an investigation could be done. The real dilemma she said was once a record is destroyed there is no evidence and whoever goes in to investigation would have to have some evidence that the document did exist. However, anyone who deems that there has been a violation of the law should contact the State Police or the Commonwealth's Attorney. Mr. Bowman asked legal counsel; if the penalties of the law (if the documents were destroyed) are so minute, is it best to drop the issue from this day forward and go on, because the penalties are so small; and what are the penalties? The County Attorney stated she did not know; but she could find out. Mr. Bowman suggested that Ms. Katz contact the Commissioner of the Revenue to find out if she had any evidence of documents being destroyed then make your legal recommendation to the Board. Ms. Katz stated she would assist the Commissioner of the Revenue with any legal advice she needed; but she felt it would be more helpful if Ms. Stevens would give a report to the Board if she has any evidence.

Mr. Bowman asked if there were any alternative forms of government the County might have in order to do away with the Commissioner of the Revenue and the Treasurer? The County Attorney stated yes but it would have to be done by referendum of the voters. He asked if the Board or Administration would have more access to the records or better checks and balances with that form of government? She responded the same privacy acts are in place with either form of government. Mr. Bowman commented he was not interested in looking at any ones tax forms or personal information but it is important for someone to make sure important records are not being destroyed. Ms. Katz reiterated that it is the responsibility of the elected officials to have a records officer in place in their own offices to be responsible to confirm the types of records to be retained and the procedures for the disposal of documents that do/do not have to be retained. According to the State Archivist it is not the responsibility of the County Administrator or the Chief of Administrative Services.

IN RE: MINUTES

Mr. Stone stated on page 1 of the January 6, 2004 minutes he made the motion to appoint the vice chairman and Mr. Haraway seconded the motion. He requested that the change be reflected in the minutes.

Upon motion of Mr. Bowman, Seconded by Mr. Stone, 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 minutes of the January 6, 2004 Regular Meeting are approved with the above amendment in their entirety.

IN RE: CLAIMS

Upon motion of Mr. Bowman, Seconded by Mr. Stone, 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 following claims are approved and funds appropriated for same using checks numbered 1038180 through 1038381 (void check(s) numbered 1037900, 1037902, 1037907, 1035551, 1038179, and 1038252)

Accounts Payable:

(101) General Fund	\$ 442,611.26
(103) Jail Commission	\$ 99.52
(209) Litter Control	\$ 35.88
(222) E911 Fund	\$ 318.42
(225) Courthouse Maintenance	\$ 1,272.50
(226) Law Library	\$ 71.15
(228) Fire Programs & EMS	\$ 4,874.00
(304) CDBG Grant Fund	\$ 200.00
(305) Capital Projects Fund	\$ 53,200.00
(401) County Debt Service	\$ 140,015.39
TOTAL	\$ 642,698.21

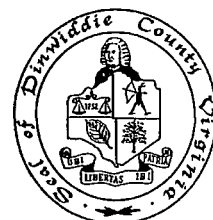
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(101) General Fund	\$ 422,851.32
(222) E911 Fund	\$ 3,543.43
(304) CDBG Fund	\$ 7,835.67
TOTAL	\$ 434,230.42

**IN RE: RESOLUTION OF APPRECIATION - EDWARD HUDSON
TITMUS, III**

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

Resolution



of the BOARD OF SUPERVISORS of DINWIDDIE COUNTY, VIRGINIA

FEBRUARY 3, 2004

IN RECOGNITION OF

MR. EDWARD HUTSON TITMUS, III

WHEREAS, Mr. Edward Hutson Titmus, III served on the Dinwiddie County Planning Commission with distinction and integrity from November of 1996, to January 1, 2004; and

WHEREAS, the Board of Supervisors on this 3rd day of February 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. Titmus for his many 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 Mr. Edward Hutson Titmus, III, "Hutty" and a copy spread upon the minutes of this meeting.

Mr. Titmus thanked Mr. Moody and the Board for allowing him to serve on the Planning Commission and stated he hoped they would consider him again in the future. Mr. Haraway commented that Mr. Titmus was an asset to the County and the Planning Commission.

IN RE: CITIZEN COMMENTS

Mr. Haraway stated "the Supervisors are concerned about the behavior of a few citizens during the citizens comment period for the last few meetings. This behavior has caused embarrassment to our county. Fortunately, most of you do conduct yourself in a professional manner, you make valid points and you address items of concern that need our attention. We appreciate these comments. After all, we are all here for the same purpose - to make Dinwiddie County a better place to live within our financial means.

There are a number of options the board has:

1. Have the citizens comment period at the end of the meeting.
2. Require the speaker to write their subject on the sign-in sheet
3. Do not have a citizens comment period; the board is not required to have a comment period.

Our intent is to try to continue the Citizens Comment period, with the following rules:

1. In most cases a three-minute time period will be imposed
2. Speakers cannot make comments relating to an individual (If you wish to address someone's performance and/or behavior, you may write a letter to administration or to a board member)
3. Speakers cannot use profanity
4. Citizens Comment period, for the night meeting only, will be placed on the agenda after the County Administrator Comments

We hope to continue the Citizens Comment period as we have done in the past. However, we are not going to allow a few citizens' behavior to embarrass our county; we are going to conduct these meetings with dignity."

Mr. Haraway asked the Deputy Clerk if there were any citizens signed up to speak or present who wished to address the Board during this portion of the meeting.

1. Gerald Rogerson – 18825 Courthouse Road, Church Road, Virginia – commented he went before the Planning Commission and requested a rezoning for a 17-acre parcel of land on Rt. 619 but they told him it was not permitted by the county code. He asked for the Board's assistance with the Planning Commissioners. Mr. Stone reported that he was on the Planning Commission and was present the night Mr. Rogerson requested their assistance. According to Mr. Scheid under the subdivision code Mr. Rogerson could not divide his property the way he wanted to because the county subdivision ordinance does not allow further division and the Planning Commission could not violate the subdivision ordinance.
2. Sabrina Weber – 23500 Cutbank Road, McKenney, Virginia – stated the Board had no right to restrict or limit citizens to 3 minutes when they want to make comments at the Board meetings. It is their Freedom of Speech right under the Constitution. She reminded the Board that they are on the Board to serve the people and some of them have lost sight of that. She also commented a person should not have to pay to get information or answers to their questions from the County. Depending on whether a person was liked or disliked regulated the amount of time they are permitted to make comments and that is not the way it should be.
3. Michael Bratschi – 23500 Cutbank Road, McKenney, Virginia – commented on the following issues:
 - a) Taxpayers paying for Board meals.
 - b) Former Commissioner of the Revenue being slandered.
 - c) Board members responsibility to answer to the citizens.
 - d) Members of the Board do not have sovereign immunity.

Mr. Haraway called Mr. Bratschi out of order and requested him to take his seat

2. Randy Thomas - 9702 Squirrel Level Road, Petersburg, Virginia – commented he was concerned about the amount of funds being spent by the County on law suits, legal fees, mileage for Board members, and corridor studies (beautification project); when the kids don't even have a gym or a park to go to in the county.
3. Anne Scarborough – Boydton Plank Road, Dinwiddie, Virginia - requested that the Board members make a motion to prohibit a Supervisor when he is not reelected in an election year to attend the VACo meeting at the Homestead; but rather to allow the newly elected official to attend the meeting. She also commented that the County Attorney informed her that she had no right to ask him any questions because he works for the Board. She said she thought he was supposed to work for the citizens too and she was not aware he was their private attorney.
4. Kay Winn – 244 Winnaway Lane, Rich Square, NC 27869 – requested that the Board consider an amendment for the Biosolids Ordinance to require conditional use permits for non-agricultural uses. She suggested that they might want to add a condition to the conditional use permit to require a PH sample on the land if biosolids are applied.
5. Hatty Titmus – 18810 Cox Road, Sutherland, VA – stated the county really does need to hire a medical director for Dinwiddie County that lives within the State of Virginia. He commented would it not be

appropriate to pay a doctor to oversee over 100 EMT's, Paramedics, and Cardio technicians and to be responsible for the actions of these people.

6. Marjorie J. Flowers – 14919 Wilkins Road – stated the Clerk of the Circuit Court needs a microfilm to scan deeds and other important documents just in case there is a fire or other disaster. She also requested a table to hold the deed books for the Clerk. Ms. Flowers commented the microfilm system would not be cheap but it would tie the Clerk's Office and the Commissioner of the Revenue's Office together. She stated a lot of documents had been shredded in the commissioner's office including land cards dating back to the 1950's. She stated the county needed to hire its own legal counsel instead of using the current law firm.

**IN RE: SPECIAL ENTERTAINMENT PERMIT REQUEST –
DUCK'S UNLIMITED**

The County Administrator commented Mr. Paul Coleman with Virginia Motorsports was here tonight to request authorization to hold the Duck's Unlimited event September 13 – 19, 2004. The event was cancelled last year due to the hurricane.

Mr. Coleman reminded the Board that last year they had authorized Ducks Unlimited to forego paying the EMS and Fire Service fees and in exchange they would pay the County the 4% Admission Tax to the County. Ducks Unlimited events are a nonprofit activity, as determined by section 501-C-6 of the Internal Revenue Code, and not subject to pay Admission Taxes. However, they would again this year pay the Admission Tax in lieu of paying for EMS and Fire Rescue Service. Mr. Coleman commented if approved this event would bring thousands of dollars to the County. He requested that this exception be approved for the next 3 years for the event.

Mr. Haraway commented the 4% tax would far exceed the cost of EMS and Fire Rescue Service. He said this is a very nice event and Dinwiddie County is very honored to be able to host the event.

Upon motion of Mr. Bowman, Seconded by Mr. Stone, Mr. Stone, Mrs. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway, voting "Aye", the request for the Ducks Unlimited special entertainment permit to be held at the Virginia Motorsports Park is hereby approved for September 13 – 20, 2004. The Admission Tax of 4% will be paid to the County in lieu of paying for EMS and Fire Rescue Service.

The County Administrator commented she felt the volunteer agencies should be compensated for providing the EMS and Fire/Rescue Services and she asked the Director of Public Safety to prepare a recommendation for discussion during the budget workshops.

**IN RE: DUCKS UNLIMITED/PRIMEDIA – OPERATION OF
TARGET RANGE PERMIT**

Upon motion of Mr. Bowman, Seconded by Mr. Moody, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway, voting "Aye", the request for the Target Range Permit for the Ducks Unlimited Event is hereby approved for September 13 – 20, 2004.

IN RE: RECESS

The Chairman called for a recess at 8:56 P.M. The meeting reconvened at 9:07 P.M.

**IN RE: AMENDMENT TO HUNTING LAWS – STATE GAME
WARDEN - PAUL BOOTH**

The County Administrator commented Paul Booth, State Game Warden, is present to request that the Board consider a change in the hunting laws for the County.

Mr. Booth stated he has been the Game Warden for 16 years in Dinwiddie County and was here tonight to request that the County Attorney draft an ordinance to allow the following changes in the hunting laws for Dinwiddie County:

- 1) It is lawful to hunt deer with muzzle loading rifles only from stands elevated at least 10 feet above the ground; however, this requirement shall be expressly inapplicable to all legally handicapped persons.
- 2) It shall be unlawful to hunt with a firearm on or within 50 feet of the center of any primary and secondary highway.
- 3) Discharge of firearms is prohibited within 100 yards of any public park or school.

Mr. Bowman stated he had no problem with the two amendments dealing with hunting within 50 feet of the road or 100 feet from parks or schools. But he felt if a disabled person wanted to hunt there were plenty of hunting clubs in the County that would assist them. He commented he could not see a disabled person going into the woods by themselves to hunt and he was not in favor of making any exceptions for allowing them to hunt on the ground because it was too dangerous.

Mr. Moody disagreed, stating this is the second time this issue has come up and he was felt it was wrong for the Board not to allow a handicapped person to enjoy a sport he likes. It may also become a legal issue for the County.

Mr. Bowman made the motion to have the County Attorney draft an ordinance for amendments 2 and 3 as stated above.

There was no second to the motion.

Mr. Moody offered a motion to have the County Attorney draft an ordinance for all three amendments requested by the State Game Warden. Mr. Stone seconded the motion. Mr. Stone, Ms. Moody, Mr. Moody, voting "Aye", Mr. Bowman, Mr. Haraway, voting "Nay",

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the County Attorney is authorized to draft an ordinance to make the changes in the County hunting laws as presented by the State Game Warden listed below:

- 1) It is lawful to hunt deer with muzzle loading rifles only from stands elevated at least 10 feet above the ground; however, this requirement shall be expressly inapplicable to all legally handicapped persons.
- 2) It shall be unlawful to hunt with a firearm on or within 50 feet of the center of any primary and secondary highway.
- 3) Discharge of firearms is prohibited within 100 yards of any public park or school.

The County Attorney will provide options for the Board to consider for the definition of handicapped.

**IN RE: VIRGINIA COMMUNITY DEVELOPMENT LOAN FUND –
RONALD GABALDON & LOU GORR**

The Assistant County Administrator introduced Mr. Lou Gorr, Extension Agent, VA Tech, and Mr. Ronald Gabaldon, Director of Business Development, VA Community Development Loan Fund, to explain to the Board the services that are being offered by VCDLF to the County.

Mr. Gabaldon stated VCDLF is a non-profit corporation, which has been authorized to market and make Small Business Administration Microloans to eligible borrowers in the County. The Microloan Program combines the resources of the Small Business Administration with those of locally based non-profit organizations to provide small loans and technical assistance to small businesses, which act as intermediary lenders. This program provides very small loans in amounts from \$1,000 to start-up, newly established or growing business concerns, up to \$750,000 for DEB's with contracts that involve Federal Transportation Funding, at very interesting loan rates. He stated they would need a place to meet and assistance from the County to get the information out to the citizens.

The Board requested that the County Administrator and Assistant County Administrator assist Mr. Gabaldon and Mr. Gorr to provide office space for the loan applications and assistance with distributing information that would be needed for the loans.

Mr. Tom Page, Publisher of the Dinwiddie Monitor stated he would provide a ¼ page ad to help with getting the word out to the community. Mr. Haraway thanked him for his assistance.

**IN RE: AUTHORIZATION TO NEGOTIATE - COMPUTER AIDED
DISPATCH SYSTEM**

Ms. Denise P. Absher, Communications Manager, requested authorization to enter into negotiations with Open software Solutions Inc., (OSSSI) for a computer Aided Dispatch and Mapping System. Provided in the Board packets was the following information:

"To: Board of Supervisors

From: Denise P Absher

Date: January 28, 2004

Ref: Negotiations with CAD/Mapping vendor

This memo is in reference to requesting authorization to enter into negotiations with Open Software Solutions Inc (OSSSI) for a Computer Aided Dispatch and Mapping System.

Computer Aided Dispatch is essentially a database of incident data including the address, caller information, details and other information gathered by the Communications officer, prior to dispatching a call for service. E911 also interfaces with the CAD/Mapping system. The phone number and address information can be displayed and automatically transferred to the appropriate fields of the CAD system incident entry form, and trigger the display of linked information (previous incidents, medical conditions of occupants, hazardous materials stored there etc.) The CAD system also recommends which units should respond based on a built-in database of the units' geographic assignments (fire, EMS, and law enforcement run districts). The CAD system also time and date stamps to include the Communications officer's name that took the call for service, or whenever a Communications officer takes an action

(enters a new incident, dispatch a unit, units arrive on scene etc.) The mapping system shows the location of E911 calls and incidents based on the entered location.

Computer Aided dispatch and mapping is also a requirement for Phase I and Phase II wireless. As part of the requirement, an agency's CAD software has to have the ability to "map" a wireless caller. Once the call is received, it is automatically "mapped" on the display. The location of the caller is then determined by which cell tower their cell signal is coming from. The mapping portion of the system should be able to locate that caller within a certain radius of the cell tower their cell signal is coming from.

The CAD system provides for effective law enforcement, fire and EMS response. The CAD system will provide the Communications Officer an immediate visual, in reference to units that are available to respond or assist on a call, the location of ponds that may be needed for water, the location of fire hydrants where applicable and the pressure in the hydrants, etc.. It also maintains a database of information pertaining to the level of training of all personnel that may be needed to respond to calls. CAD also has safety features built in for the protection of all field units. After a unit has been on a call for a predetermined amount of time the call will turn red and flash reminding the Communications officer to check on the specific unit to make sure that they are ok and not in need of assistance.

The following vendors responded to the Request for Proposal:

Open Software Solutions Inc (OSSI)
4000 Lifestyle Court
High Point, North Carolina 27265

Interact Public Safety systems
45 Patton Avenue
Asheville, North Carolina 28801

Daypro ***did not meet mandatory requirements***
P.O. Box 20182
Roanoke, Virginia 24018

Southern Software ***did not meet mandatory requirements***
150 Perry Drive
Southern Pines, North Carolina 28387

Application Data Systems (ADSI) ***did not meet mandatory requirements***
1930 First Commercial Drive
Southaven, Mississippi 38671

Evaluations were completed on each vendor by the evaluation committee, which included: Mitchell Harris with the Sheriffs office; Charles Lewis, Fire Chief of Co.1; and David Thompson. After all evaluations were completed an average of all evaluations was determined.

OSSI is the recommended vendor to begin negotiations with.

Currently, Petersburg and Prince George are under contract to implement OSSI CAD/Mapping and Hopewell currently has OSSI in place. As a region we have the potential to have each agency's CAD system talk to the other. When a call is received in Prince George and they request mutual aid, they would be able to send the call to our CAD system and we would be able to dispatch accordingly from our own CAD system. Due to Dinwiddie County and Prince George County ultimately using a mutual fire department, this could be of great value in the

event of a large incident that may include fire, EMS and law enforcement. This is an essential part of interoperability with surrounding jurisdictions.

OSSI currently has over 30 clients in the Commonwealth of Virginia. Some of those included are: Albemarle County, Augusta County, Charlottesville, Culpeper, Falls Church, Frederick County, Fauquier County, Fredericksburg, Herndon, James City County, Lynchburg, Pittsylvania, Smithfield, Suffolk, York, Warrenton and the University Of Virginia Police Department. OSSI currently has installed over 135 agencies across the United States.

OSSI met all mandatory requirements with no exceptions.

Mr. Bowman asked how much money was in the budget for this project? Ms. Absher replied around \$350,000 but the State possibly would reimburse up to 50% of the costs.

There was a lengthy discussion between the Board members, and staff regarding the companies who requested the RFP's; what other systems the surrounding counties have; the cost difference in the systems; why the County does not send RFP's to reputable companies who don't request them; how long the project would be delayed if the County re-bid the project.

Mr. Moody stated he personally would like to see the documentation on how the company was selected for negotiations. Mr. Bowman said he would like that information and in the meantime would like to see the County "beat the bushes" and find out what the other localities have paid for the same system. Mr. Haraway stated he was very concerned because of the tremendous amount of money the County spends for Fire and Safety. Mr. Stone commented he would like to see someone from the State of Virginia bid on the software system.

Mr. Stone made the motion to allow staff to start negotiations with Open Software Solutions Inc., (OSSI) and requested staff gather the information requested by the Board and provide it at the next Board meeting, so the County could move forward to meet the deadline for implementation in February. Mr. Moody seconded the motion. Mr. Stone, Mrs. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway, voting "Aye", staff was authorized to start negotiations with Open Software Solutions Inc., (OSSI).

Mr. Haraway requested that staff find out why Shield Technology was dropped by Petersburg and Prince George and what the system cost them. He also asked that they find out if Colonial Heights is satisfied with Shield Technology and whether or not they are planning to change their system too.

IN RE: COUNTY ADMINISTRATOR COMMENTS

- 1) The County Administrator reminded the Board that the retreat with the School Board was scheduled for Wednesday, February 4, 2004 from 3:00 - 6:00 P.M at Pamplin Park.
- 2) The County Administrator also requested that the Board members provide some dates for budget discussion with the department heads and staff the week of February 23rd through the 27th, 2004.
- 3) She also mentioned that the Board had requested a workshop to discuss Rules of Conduct and the Commissioner mentioned some items she would like to address tonight, and to discuss the second paid EMS crew. She asked if they would be available to come in at 11:00 A.M. on Tuesday, February 17, 2004. The Board members agreed.

Mr. Stone stated he wanted to call and schedule a meeting with Ms. Cathy Carwile, Information Technology, to go over IT procedures. He also said he felt it would be helpful to go over proffers and fees. The County Administrator suggested that the Board could discuss those issues when they met with the

Planner and Building Inspector during budget meetings. Mr. Stone agreed. Mr. Haraway stated he would like for the Planner to contact the nearby counties to see what the other jurisdictions have implemented for impact fees and give the Board his recommendations.

IN RE: BOARD MEMBER COMMENTS

Mr. Stone commented the biggest adjustment he is facing as a board member is going from private to the public sector and the difference in the pace. He asked the other members of the Board to be patient with him, as he goes through the learning period. He said a couple of citizens reminded him tonight of some of his campaign promises 1) the three minute time limit – District 5 is establishing quarterly meetings for the residents to be rotated among the 3 polling places 2) County Attorney – the cost comparisons between current and future are being looked at before a decision is reached; Mr. Stone said you can tell by the way he votes on issues that money is a very big issue with him and he is not going to jump until he is sure.

Mr. Bowman expressed his displeasure about not having the information in advance regarding the statement of destruction of records from the County Attorney. He requested that in the future the Board should have any information to be presented to them so they would be better prepared if they should have questions. He commented in the past it was required to be on the agenda and there was a deadline for it. If a constitutional officer wants to make a presentation to the Board, the County Administrator tells them that they can't do it because it is not on the agenda; then the Board gets blind sighted with this statement without any foreknowledge and he did not like that.

Ms. Moody commented the dumpsters in the County look shabby; the fences need to be repaired or replaced and painted; and gravel needs to be put down. A couple of weeks ago Mr. Stone and she attended a retirement for Mr. Robert Mengel who has put in 30 years of volunteer service for the County and she feels that the Board should present him a resolution of appreciation. Mr. Stone stated that was in the works.

Mr. Moody distributed copies of a report from a High Growth Coalition Meeting he attended. He commented at the meeting they talked about the importance of economic development. He said because of everyone being so busy doing everyday things there has not been enough time to do what needs to be done on economic development. A couple of things that would help is 1) have someone do a Community Assessment of the County 2) have an aggressive industry program where the county stays in touch with industries to see what they need and what's going on so we can keep the lines of communication open. He pointed out he was not faulting anyone; it is just something the County needs to work on if we want to have an economically aggressive industry program.

Mr. Haraway stated he was concerned about the number of days the county offices have been closed in January. The offices were closed for two days for the New Year and for then two days for Lee/Jackson Day and Martin Luther King Day and then for two days for snow – out of 22 possible working days in January the offices were closed 6 days, which is 27% of the time. If we were a business he said he didn't think we would be able to stay in business very long if our productivity stopped 27% of the time. Each day the offices were closed the salary cost is over \$4,000 per day for county employees plus you have the salary costs for the Commissioner of the Revenue's employees and the Treasurer's Office. He commented he realized there is nothing the Board can do about the liberal holiday policy the Governor has; but as far as the snow days are concerned, he felt the Board should consider giving Mrs. Ralph the authority to purchase a snow plow to install on a piece of equipment that the County owns so

that the parking lots can be cleared. The key to snow removal is to get to it before it freezes. He stated it wouldn't take long to recoup the cost of the plow. It isn't fair to expect our employees to do their job and be away 27% of the time; nor is it fair to the citizens to find the offices closed 6 days out of 22 days. He requested that the Board authorize Mrs. Ralph to purchase a snowplow. It was the consensus of the Board to allow the County Administrator to get bids on a snowplow for the County.

IN RE: CLOSED SESSION

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

Personnel - §2.2-3711 A. 1 of the Code of Virginia - County Administration; Appointments;
Industrial Development - §2.2-3711 A. 5
Consultation with Legal Counsel - §2.2-3711 A. 7- Limited Public Forum; Destruction of Documents; Commonwealth's Attorney and Commissioner of Revenue;

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 10:25 P.M.

A vote having been made and approved the meeting reconvened into Open Session at 10:57 P.M.

IN RE: CERTIFICATION

Whereas, this Board convened in a closed meeting under:
Personnel - §2.2-3711 A. 1 of the Code of Virginia - *County Administration; Appointments;*
Industrial Development - §2.2-3711 A. 5
Consultation with Legal Counsel - §2.2-3711 A. 7- Limited Public Forum; Destruction of Documents; Commonwealth's Attorney and Commissioner of Revenue;

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

Mr. Bowman commented the County just lost a very dear and loved volunteer, Bobby Erb, this past week to cancer; and he certainly hoped the Board would recognize his service and dedication to the County with a resolution of appreciation. Mr. Stone stated that was in the works.

IN RE: INFORMATION IN BOARD PACKET OR DISTRIBUTED

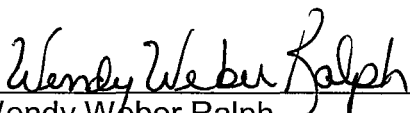
1. Central Virginia Film Office – email regarding addition of TV-One Launch – on Comcast in Richmond.
2. Letter from Crater Regional Partnership regarding the approval of funding to help support the "Skill Streams for Success" for \$90,000 for FY 2004 from the Tobacco Commission; and the spring course offerings at Rowanty.
3. Appomattox Regional Library System – Report.

IN RE: ADJOURNMENT

Upon Motion of Mr. Moody, Seconded by Mr. Stone, Mr. Stone, Ms. Moody, Mr. Bowman, Mr. Moody, Mr. Haraway voting "Aye", the meeting adjourned at 10:58 P.M. to be continued until 3:00 P.M. on Wednesday, February 4, 2004 for the Board to have a joint meeting with the School Board to discuss common goals at Pamplin Park.



Donald L. Haraway, Chairman

ATTEST: 

Wendy Weber Ralph
County Administrator

/abr