

AT A MEETING OF THE MIDDLESEX COUNTY BOARD OF SUPERVISORS
HELD ON TUESDAY, APRIL 1, 1997, IN THE BOARD ROOM OF THE
WOODWARD BUILDING, SALUDA, VIRGINIA:

Present: Fred S. Crittenden, Pinetop District
Kenneth W. Williams, Pinetop District
John D. Miller, Jr., Saluda District
Lenora O. Weber, Saluda District
Frank Jessie, Jamaica District

Charles M. Culley, Jr., County Administrator
Michael T. Soberick, County Attorney

CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Chairman Crittenden, and opened with a prayer.

MINUTES

The draft minutes of the meetings of the Board from March 4, March 10, March 18, and March 24 were considered for approval. A correction was made to the March 4th minutes. The motion to approve the minutes as corrected was made by Mrs. Weber, second by Mr. Miller and unanimously carried.

DISBURSEMENTS

The motion to approve disbursements for March was made by Mr. Williams, seconded by Mr. Miller and carried unanimously. Checks numbered 26276 through 26400 totaling \$271,306.60 were disbursed as approved. A check for the engineering firm, R. Stuart Royer, would be held until the contract is checked to insure proper billing.

PAYROLL

The motion to approve payroll for March was made by Mr. Williams, seconded by Mr. Miller and carried unanimously. Checks numbered 26191 through 26275 totaling \$108,840.27 were disbursed as approved.

COMMITTEE REPORTS

Mr. Williams:

- Planning District Commission -- Legislators were present at quarterly dinner meeting to report on actions of the General Assembly.

Mrs. Weber:

- Anniversary Committee -- working on design for a flag
- Dredging Projects -- visited Meachims and Bush Park Creeks with representatives of Corps of Engineers. The Corps can conduct a study, however, if the study costs \$100,000 or more, the County funds 50%. The motion to request the Corps of Engineers to proceed with the studies was made by Mrs. Weber, seconded by Mr. Williams and carried unanimously.
- Sports Complex -- work continues on the facility.

Mr. Jessie:

- Jail Authority -- No answer has been received from the Department of Corrections regarding additional funding request. Construction should take 16 - 19 months, beginning in May.

Mr. Miller:

- Planning Commission -- prioritizing ordinance revisions, with the subdivision ordinance revision as number one; requested assistance and particular interests of the Board. Mr. Williams noted that he had requested subdivision developments have hard surface roads meeting State standards.

Mr. Crittenden:

- Airport Committee -- meeting with representatives of menhaden companies regarding fuel purchases.
- Dredging -- additional dredging projects will require additional spoil sites

REGIONAL JAIL PARKING

Mrs. Weber inquired about parking for construction vehicles referenced in the March Jail Authority minutes. Mr. Culley noted that he had been asked if the County's parking lot would be available during the new jail construction. Mr. Culley had advised the representative that the back portion of the parking area would be available for access, but not for material unloading or storage, and no overnight parking, but the Authority would be responsible for any damage. An agreement for these issues must be signed by both entities before the area would be used.

CONSTITUTIONAL OFFICERS

Treasurer: There was no new information to report.

Commissioner: Input of new property construction, with estimated value of \$11,700,000 (441 sites), was complete. Food tax: a food tax, at a 4% maximum, could bring in an additional \$124,000 in revenue.

Sheriff: Deputy Hazelgrove has resigned. Sheriff Dandridge indicated he would provide a report of the number of tickets written for vehicles without decals.

HIGHWAY MATTERS

Resident Engineer, W. W. Woodward, introduced the new Assistant Engineer for the Resident, Mauris Mackenzie.

Route 33 Widening: Further studies for a reduced speed limit at Locust Hill and a signal at Routes 33 and 227 (Cooks Corner) would wait until the widening projects are complete.

Street Lighting, Norris Bridge: The motion to support Lancaster County's request to have street lights added to the Norris Bridge, (Route 3, Rappahannock River), was made by Mr. Williams, seconded by Mr. Miller and carried unanimously:

STREET NAME APPLICATION

Action on a request to name a private road off of Route 629 Turk's Ferry Lane, was tabled pending confirmation of the name request. There was some confusion as to a suggestion from last year that the same road be named Turk's Ferry Road.

HIGHWAY MATTERS

Mr. Crittenden informed the Board of public meetings scheduled for April 8 at 4 PM and 7 PM, at the Deltaville Civic Association Building, to update citizens on the Route 636 project.

REQUEST TO WAIVE FEES

Mrs. Betty Miller, representing the Middlesex Kiwanis Club, requested the Board waive building fees associated with a circus setting up in the Town of Urbanna on April 18th. The motion to waive building permit fees, was made by Mr. Miller, seconded by Mr. Jessie and carried unanimously.

REQUEST USE OF COUNTY PROPERTY

Mr. Greg Smith, representing Cub Scout Pack 242, requested use of the terminal building bathroom facilities and parking area for their graduation and camp-out activities on April 19th. In addition, Mr. Smith requested approval to build a campfire near the parking area. The motion to approve the use of the facilities, pending approval by David Johnson, Airport Committee Chairman, was made by Mr. Miller, seconded by Mr. Jessie and carried unanimously.

VIRGINIA COOPERATIVE EXTENSION

Mr. David Moore, Agent, requested use of funds already allocated to the Extension department, to employ a temporary person to assist with the 4-H program and camp promotion. This would be a 3 month position, running through June 30th, 20 hours per week, \$8.00 per hour. The motion to approve the use of funds in this manner was made by Mr. Williams, seconded by Mr. Jessie and carried unanimously.

Mr. Moore advised the Board that official announcement of the 4-H agent's position has been made by Virginia Tech. Mr. Moore expects to have the position filled by July 1.

GRASS CUTTING BIDS -- HUMMEL FIELD

Board members reviewed the following bids for grass cutting at Hummel Field; prices were on a per cut basis: Macey White - \$290, GLF Lawn Care - \$295, Charles Thrift - \$300, H & L Services - \$325, John Hudgins - \$490, Dwayne Thomas - \$500, Southern Landscaping & Construction - \$525. The Airport Committee recommended, as they had very satisfactory performance from him, awarding the contract to Mr. Thrift. Mrs. Weber expressed concern with Mr. Thrift being able to conform to both contracts (Thrift had previously been awarded the contract for grass cutting at the Sports Complex). Mr. Soberick noted that a clause for non-performance should be added to the contract. The motion to approve awarding the contract for Hummel Field grass cutting was made by Mr. Jessie, seconded by Mr. Williams and carried unanimously.

LIVESTOCK CLAIM

The Board reviewed a claim for damaged livestock received from T. B. Moore for a cow, penned in preparation for sale, that had been attacked. The attack was not witnessed, although it was reported to the Sheriff's Dispatcher. David Moore, Extension Agent, verified that a cow of this one's age and weight was worth \$250.00. The cow, although damaged, sold for \$71.00. T. B. Moore requested the Board refund him the difference between the sale price and value, \$179.00. The motion to approve the request was made by Mr. Jessie, seconded by Mr. Miller and carried unanimously.

LEASE AGREEMENTS -- PULLER BUILDING AND HEALTH DEPARTMENT

Board members discussed whether the amounts previously approved for the Puller Building and Health Department leases, \$0.30/sq. ft./month (\$3.60/sq. ft./year) were enough. Rates for local office building rental run approximately \$6.00/sq. ft./yr.; the County is currently paying \$5.28 for the Social Services Offices.

The motion to approve rates of \$5.00/sq. ft./year, for both buildings, noting that the increases were due to increased repairs and maintenance on the buildings, was made by Mr. Miller, seconded by Mr. Jessie and carried unanimously. Lease agreements are to be for five (5) year periods, and include increases based on the consumer price index.

APPROPRIATION REQUEST

The motion to approve an appropriation of \$500.00 to Department 42020/5413, for the purchase of street signs, was made by Mr. Williams, seconded by Mr. Miller and carried unanimously.

CODE ENFORCEMENT OFFICER

Planning Director, Mr. Wilson, requested Board approval of additional hours for Mr. Collier, Code Enforcement Officer. An additional day would allow time to meet with citizens and for scheduled court dates. The additional time of one day per week, to be used when needed, was approved by Mr. Williams, seconded by Mr. Jessie and carried unanimously.

BUDGET

It was noted that the School budget would be appropriated in May, after the School Board had adopted their budget.

General Fund Budget:

Mr. Williams made the following motion: "I move to adopt the 1997-98 General Fund Budget of \$8,965,748.00, which includes the School Operations Fund in the amount of \$4,248,676.00, the School's Capital Project Fund in the amount of \$160,000.00, and in the School's Textbook Fund of \$41,368.00, and further, the \$160,000.00 shall be divided as follows: \$80,000 for two (2) new buses, \$40,000 for an architectural study of capital improvement needs, and \$40,000 for general maintenance as outlined in the Wyker study dated 1996, and to also include repair and replacement of flashing on the New St. Clare Walker Middle School. I also move to adopt the Capital Improvement Fund Budget of \$168,297." This motion was seconded by Mr. Jessie and carried unanimously.

Tax Rates:

The motion to set the following tax rates for 1997 - 98, was made by Mr. Miller, seconded by Mr. Jessie and carried unanimously:

Real Estate	\$0.50
Personal Property	\$3.50
Mobile Home	\$0.50
Machinery & Tools	\$3.50
Merchants Capital	\$1.25

Appropriation Resolution:

The motion to adopt the following 1997 - 98 Appropriation Resolution, which includes the appropriation of General Fund, totaling \$8,965,748.00, and the Capital

Improvement Fund, totaling \$168,297.00, was made by Mr. Williams, seconded by Mr. Jessie and carried unanimously:

1997-98 MIDDLESEX COUNTY BUDGET

APPROPRIATION RESOLUTION

WHEREAS, the Middlesex County Board of Supervisors has heretofore prepared a Budget for information and fiscal planning purposes only; and

WHEREAS, it is now necessary to appropriate sufficient funds for the contemplated expenditures as are contained in the Budget;

NOW, THEREFORE BE IT RESOLVED, by the Middlesex County Board of Supervisors that the Budget for 1997-98 be approved and appropriations for the General Fund be made as follows:

COUNTY GENERAL FUND APPROPRIATIONS

		<u>FY 97-98 Budget</u>
10010	Capital Outlay	47,000.00
10020	County Airport	83,873.00
11010	Board of Supervisors	58,372.00
12010	County Administrator	147,710.00
12040	Legal Services	37,446.00
12080	Independent Auditor	17,000.00
12090	Commissioner of Revenue	166,106.00
12100	Assessor	65,000.00
12130	Treasurer	151,283.00
12190	Insurance/Risk Management	104,000.00
12200	Data Processing	54,200.00
13010	Electoral Board	20,146.00
13020	Registrar	36,246.00
21010	Circuit Court	15,646.00
21020	General District Court	13,558.00
21030	Juv&Dom Rel Dist Ct Service Unit	32,449.00
21040	Magistrate	1,075.00
21060	Circuit Court Clerk	40,392.00
21100	Juvenile Court	10,300.00
22010	Commonwealth's Attorney	70,322.00
31020	Sheriff	557,280.00
31030	Town Police	33,082.00
31040	Drug Investigator	40,433.00
31050	"Cops" Deputy	29,569.00
31060	School Officer	
32010	Volunteer Fire Departments	110,648.00
32030	Rescue Squads	72,034.00
32040	EMS Training	5,000.00
33010	Regional Jail	215,114.00
34010	Building Inspector	67,257.00
35010	Animal Control	27,484.00
35030	Medical Examiner	250.00
36050	Emergency Services	9,800.00
42020	Street & Road Cleaning	500.00
42030	Refuse Collection	76,373.00
42060	Refuse Disposal	15,000.00
42070	VPPSA	585,845.00
43020	General Properties	176,054.00
43040	Holly Point	3,500.00
43050	Canoe House Landing	200.00
51010	Health	126,373.00

51050	Hospitals	200.00
52010	Mental Health	21,897.00
53010	Welfare/Social Services	613,386.00
53050	Area Agency on Aging	4,404.00
53090	Virginia Housing Develop	738.00
53100	Vocational Rehab. Centers	4,543.00
53120	Gloucester-Mathews Humane	2,500.00
53150	Comprehensive Services	210,000.00
60000	Education	3,981.00
63200	VA School League Activities	3,000.00
71010	Parks & Recreation	37,401.00
71040	Sports Complex	16,000.00
72020	Museum	500.00
72090	Welcome Center	500.00
73020	Regional Library	59,781.00
81010	Planning	69,664.00
81040	Zoning Administration	43,661.00
81050	Economic Development Committee	14,000.00
81060	Board of Zoning Appeals	6,100.00
81070	Anniversary Committee	3,000.00
82030	Soil & Water Conservation	1,950.00
82040	Environ.Enforce./Wetlands	37,611.00
82050	Forestry Service	2,492.00
82070	Litter Control	3,275.00
83030	Cooperative Ext Service	31,200.00
99010-0023	Transfer to School Fund	4,248,676.00
99010-0042	Transfer to School Capital Project's Fund	160,000.00
99010-0043	Transfer to Textbook Fund	41,368.00
TOTAL GENERAL FUND APPROPRIATION		\$8,965,748.00

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Middlesex County Board of Supervisors that the Budget for 1997-98 be approved and appropriations for the Capital Improvement Fund be made as follows:

COUNTY CAPITAL IMPROVEMENT FUND APPROPRIATIONS

		<u>FY 97-98 Budget</u>
10010-7011	Renovation - St. Clare Walker - Debt Service	51,977.00
10010-7012	Courthouse & Woodward HVAC	40,000.00
10010-7013	Underground Storage Tank Removal	50,000.00
99010-0045	Transfer to General Fund	26,320.00
TOTAL CAPITAL IMPROVEMENT FUND APPROPRIATION		\$168,297.00

1. All appropriations are declared to be maximum, conditional and proportionate appropriations.

This makes the appropriations payable in full in the amounts named herein, if the aggregate revenues collected and other resources available during the year ending June 30, 1998, for which the appropriations are made, are sufficient to pay all of the appropriations in full; otherwise, the said appropriations shall be

deemed to be payable in such proportion as the sum of all realized revenue is to the total amount of the revenues estimated by the Board of Supervisors to be available for appropriation in the year ending June 30, 1998.

2. No department, agency, or individual receiving appropriations under the provisions of this resolution shall exceed the line item approved for that department, agency, or individual by the Middlesex County Board of Supervisors;
3. It is expressly provided that this resolution, with exception to the expenditures of the funds appropriated, shall apply to the lump sum amounts which have been included in this resolution;
4. The Board of Supervisors reserves the right to change at any time during the fiscal year ending June 30, 1998, compensation provided to any officer or employee and to abolish any office or position, exception such office or position as it may be prohibited by law from abolishing;
5. No appropriation for the purchase of machinery, equipment, or motor vehicles (Capital Outlay items) have been made. Items in the Budget as Capital Outlay (items listed as account numbers 70010, 70020, 70030, 70040, 70050, 70060) not exceeding \$2,500.00 per line item, may be approved by justifying said items to the County Administrator on an as-needed basis. A purchase order will be issued and must be signed by the County Administrator or his designee; any and all requests for items exceeding \$2,500.00 must be justified and approved by the Board of Supervisors.

WHEREAS, the Middlesex County Board of Supervisors has heretofore received a budget from the Middlesex County School Board; and

WHEREAS, the Middlesex County Board of Supervisors has held a public hearing for the School Board's Budget for fiscal year 1997-98; and

WHEREAS, the Middlesex County Board of Supervisors has included funds in the County General Fund for School Operations Fund in the amount of \$4,248,676.00, and in the School's Capital Project Fund in the amount of \$160,000.00, and in the School's Textbook Fund of \$41,368.00, and

WHEREAS, the Middlesex County Board of Supervisors will await the School Board's revised Budget using the above listed amounts for approval at the May 6, 1997 Board of Supervisor's Meeting.

SUMMARY OF APPROPRIATIONS

General Fund	\$8,965,748.00
Capital Improvement Fund	\$ 168,297.00
TOTAL APPROPRIATIONS	\$9,134,045.00

OLD BUSINESS

Water and Sewer:

Mr. Crittenden suggested the Board move ahead with discussions for a water project in the Deltaville area. This item is to be placed on the Board's agenda for discussion April 15th. Mr. Crittenden advised members of a letter he had sent to Senator Bolling regarding possible funding opportunities for water systems.

Variance Request - Courthouse Sewer

The motion to authorize application for a variance request from the Department of Health for installation of a shallow placed low pressure distribution system using an extended aeration sewage treatment plant as the pre-treatment device, was made by Mr. Jessie, seconded by Mr. Miller and carried unanimously. It is proposed to installed this system beside the employee parking area to service the Courthouse Complex.

ADJOURN

There being no further business, the motion to adjourn the meeting until April 15, 1997, at 7:30 P.M., was made by Mr. Jessie, seconded by Mr. Williams and carried unanimously.

Fred S. Crittenden, Chairman
Board of Supervisors