

AT A MEETING OF THE MIDDLESEX COUNTY BOARD OF SUPERVISORS
HELD ON TUESDAY, DECEMBER 15, 1998, IN THE BOARD ROOM OF THE
WOODWARD BUILDING, SALUDA, VIRGINIA:

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

Charles M. Culley, Jr., County Administrator
Tim Wilson, Planning Director

Absent: Frank Jessie, Jamaica District
Michael Soberick, County Attorney

CALL TO ORDER

The Chairman, Mr. Crittenden, called the meeting to order at 7:30 p.m. in the Board Room and opened with a prayer.

PUBLIC HEARING – ZONING ORDINANCE AMENDMENT 98-008

Mr. Wilson presented the application for Zoning Ordinance Amendment 98-008, which would require that zoning applications be returned to the applicant without processing if delinquent taxes were owed the County. Such application could not be resubmitted without evidence from the Treasurer that the delinquent taxes had been paid. The Treasurer has agreed to cooperate with the Planning Department with this endeavor. The Planning Commission was in unanimous favor of adopting the amendment.

Mr. Crittenden opened the public hearing for comments regarding the proposed amendment. There being no comments, the public portion of the hearing was closed. The motion to adopt the amendment as presented in the resolution by the Board on October 6, 1998 was made by Mr. Miller, seconded by Mr. Williams and carried unanimously. It was noted that this regulation would assist the County Treasurer in the collection of past due taxes.

PUBLIC HEARING – SUBDIVISION ORDINANCE AMENDMENT 98-09: MINIMUM STREET REQUIREMENTS FOR MAJOR SUBDIVISIONS

Mr. Wilson presented an application initiated by the Planning Commission which if adopted, would require that all proposed streets in Major Subdivisions be constructed to meet minimum VDOT subdivision street requirements for acceptance into the secondary road system. If adopted, the permitted use of private streets in minor subdivisions and for immediate family member divisions would not be changed

The Planning Commission, after its public hearing, continued action until their January meeting, with no recommendation at this time. According to Mr. Wilson, the Commission wished the additional time to consider other options such as constructing the roads to standard, but maintaining them as private streets.

The Chairman recommended continuing the public hearing on this matter until the Board's January meeting, following the Planning Commission meeting.

PUBLIC HEARING – SUBDIVISION ORDINANCE AMENDMENT – 98-10

Mr. Wilson presented an application initiated by the Planning Commission, which would require that all proposed subdivision lots have a sewage disposal approval from the Health Department. This amendment as proposed would apply to all proposed subdivision lots included in either a major subdivision or minor subdivision, or family member divisions. The Planning Commission recommended unanimous approval of

the amendment, with a change adding that this requirement would apply to lots to be used for residential purposes.

Mr. Crittenden opened the public hearing for comments. There being no comments, the public portion of the hearing was closed. The motion to recommend adoption of the amendment as recommended by the Planning Commission was made by Mr. Miller, seconded by Mrs. Weber and carried unanimously.

PROPOSED EXEMPTION OF REAL ESTATE TAXES FOR THE MIDDLESEX COUNTY MUSEUM, INC.

Discussion continued regarding the request from the Middlesex County Museum, Inc. to waive the collection of real estate taxes on properties owned by the Museum. Chairman of the Museum Board, C. Gibbons Mangum, Jr., presented a written response to the questions outlined in Code of Virginia Section 30-19-4.

The motion to recommend approval of the waiving of real estate taxes for the Museum properties was made by Mrs. Weber, seconded by Mr. Miller and carried unanimously. Final action on the request is made by the General Assembly.

REGIONAL AIRPORT AUTHORITY AGREEMENT

Mr. Louis Lawrence, Regional Planner, Middle Peninsula Planning District Commission, informed the Board of the actions of other localities regarding the regional airport authority agreement. King and Queen County has approved the agreement; West Point has scheduled a public hearing. No action was taken by the Board.

PEDESTRIAN/BICYCLE PATHWAY PROJECT

Robert McMurtrie has been working with Louis Lawrence of the Middle Peninsula P. D. C. on a grant application for a pedestrian/bicycle pathway project in the Deltaville area. McMurtrie and Lawrence are waiting for information from the Department of Transportation regarding right of way widths in the area of the study/grant application. The application deadline is February 1, and requires a public hearing by the Board.

HIGHWAY MATTERS -- BUTYLO

Mr. Sullivan, Resident Engineer, informed the Board that he met with Julie Brown, Resident Engineer of the Bowling Green area, regarding the problems in the Butylo area. A right of way donation has been offered and VDOT proposes to install a paved T- or L-shaped turnaround. The property owner and VDOT have agreed to remove the no-parking signs. The proposal will allow use of the public property, however, VDOT, nor anyone else, has any right of use to private property.

Sherry Sanders questioned the location of the public right of way. According to Mr. Sullivan the public right of way goes all the way to the water, even though the maintenance may not. After some discussion, the public and Mr. Sullivan agreed that this is the best option presented as a workable solution.

CODES COMPLIANCE

Alan Collier, Codes Compliance Office, presented a report of outstanding vehicle and trash violations. Since the junk car program's inception, 449 vehicles have been moved. It was requested that the Sheriff's Office be contacted regarding an outstanding warrant from June 1998. Mr. Collier was requested to report to the Board every two months on compliance activities. Mr. Collier noted that he may begin having office hours two days a month.

COURTHOUSE PARKING

Mr. Culley presented a resolution for the Board's consideration regarding parking in the area of the Courthouse Complex. Personnel in the County buildings have been using the spaces surrounding the brick wall during recent jail construction. The construction is now complete and employees can begin using the parking facilities to the rear of the Complex.

The motion to adopt the resolution as proposed was made by Mr. Williams, seconded by Mr. Miller and carried unanimously:

RESOLUTION PARKING – COURTHOUSE COMPLEX

WHEREAS, the Middle Peninsula Regional Security Center has completed construction on the new facility; and,

WHEREAS, the construction traffic using the County parking lot has been discontinued; and,

WHEREAS, the Board of Supervisors desires that the citizens be afforded the most direct access to county buildings; and,

WHEREAS, the County parking lot is available; and,

WHEREAS, Middlesex County owns the property adjacent to the brick walls where current paved parking is located;

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors hereby directs that all employees working in the Court House Complex, including County, Constitutional, and State employees, park in the employee parking lot located behind the Court House, and that the paved parking along the Court House wall be reserved for citizens conducting business within County buildings; and,

BE IT FURTHER RESOLVED, that the Clerk of the Court and Deputies shall be allowed to park in reserved spaces as ordered by the Circuit Court Judge; and,

BE IT FURTHER RESOLVED, that vehicles found in violation of this parking order shall be towed at the owners expense.

CCOC BUILDING POLICY

The Board discussed and revised the proposed policy presented by Mr. Culley for use of the Cooks Corner Office Complex. The motion to adopt the following policy was made by Mr. Miller, seconded by Mrs. Weber and carried unanimously:

Cooks Corner Office Complex Building Policy

This policy is established for the efficient operation and maintenance of the Cooks Corner Office Complex. The newly renovated building shall house the administrative offices of the Middlesex County School Board, known as Middlesex County Schools Central Office, the Middlesex County Department of Social Services, the County Public Meeting Room and the Tom Carter Memorial Gymnasium, operated by the Middlesex County Department of Parks and Recreation. The building is owned and operated by the Board of Supervisors of Middlesex County. The Board hereby establishes the following rules and regulations governing the use of the Cooks Corner Office Complex and Tom Carter Memorial Gymnasium:

1. **No Smoking within the entire building.** Smoke detectors are located in the duct work of each air handler and each are connected to the building fire alarm system, which in the event of alarm, the system will automatically dial the alarm company, and shut off the air handler where the smoke is detected.
2. **The County to provide all building maintenance services.** When the need arises for any maintenance items, such as touch-up painting, carpet cleaning, picture hanging, plumbing, electrical or HVAC changes or repairs, or other such items not listed, the County Administrator's Office shall be notified. All repairs or other type work shall be coordinated by the County Administrator's Office. Every effort will be made to accommodate the employees working in the Cooks Corner Office Complex, to provide a safe, bright, comfortable working environment. Cooperation is needed to maintain the building in its newly renovated state.
3. **No items shall be taped, pinned or otherwise placed upon any wall within the building.** Bulletin boards have been provided for personal items and County maintenance staff will assist in the hanging of personal items on walls within the building.
4. **Food and drinks shall only be allowed in designated areas.**
5. **The Public Meeting Room is available for use by State, Local and Community groups and organizations.**
6. **The County Administrator's secretary shall keep the Public Meeting Room schedule.** Any group, commission or board desiring to use the Public Meeting Room shall call the County Administrator's Office to schedule the time. A master calendar shall be kept for the use of the room. Priority shall be given to local government use, however, existing previously scheduled meetings shall not be removed from the calendar except by Board of Supervisors approval. Keys to the Public Meeting Room are available at the County Administrator's Office. A responsible party for the organization shall sign for the keys.
7. **The Director of Parks and Recreation shall keep the schedule for the Tom Carter Gym.** Any group desiring to use the Gym shall call the Parks director to schedule the time. A master calendar shall be kept for the use of the room.
8. **No Pets.**
9. **All outside signs shall be the responsibility of the County.** Paper boxes, mail boxes and signs shall be placed in a location approved by the County.
10. **Parking.** Parking spaces on the east side of the building are designated for use by School Board employees. Social Services employees are to use the large paved lot on the west side of the building. Handicap parking spaces at the main entrance are restricted for use by handicapped citizens or employees. School buses and County vehicles are to be stored in the gravel lot at the rear of the building.

REQUEST FOR REIMBURSEMENT OF FEES

The Board considered a request to reimburse both the building and zoning application fees to a contractor following the denial of the zoning application. Denial was based upon incorrect permitting and site information provided to the contractor by the property owner. The motion to refund the building fees of \$20.20 was approved by Mrs. Weber, seconded by Mr. Miller and carried unanimously.

APPROPRIATION REQUESTS

Refund: The motion to approve the appropriation of a refund of \$408.00 paid to the County for damaged furniture was made by Mrs. Weber, seconded by Mr. Williams and carried unanimously. TO: 4-50-10010-7002 from 3-50-18990-0001.

Clerk's Office: The motion to approve the appropriation of \$10,297.91, the amount of money reimbursed by the State one month early for Clerk's Office payroll expenses now processed by the County was made by Mr. Williams, seconded by Mr. Miller and carried unanimously. TO: 4-1-21060-1001 \$9,185.43 and -5401 \$1,112.28 from 3-1-23080-0001, Circuit Court Clerk Compensation & Fringe Benefits

EXECUTIVE SESSION

The motion to convene in Executive Session to discuss matters involving personnel, per Code of Virginia, Section 2.1-344.a1, was made by Mr. Williams, seconded by Mr. Miller and carried unanimously.

Upon reconvening in open session, the following motion was made by Mr. Miller, seconded by Mr. Williams and carried unanimously:

- To the best of the members' knowledge, only public business matters lawfully exempted and identified in the motion by which the executive meeting convened were discussed in executive session.

Action:

As a result of the executive session, there was no action taken by the Board.

ADJOURN

There being no further business, the meeting recessed until January 5, 1998.

Fred S. Crittenden, Chairman
Board of Supervisors