

**AT A MEETING OF THE MIDDLESEX COUNTY BOARD OF SUPERVISORS
HELD ON TUESDAY, MARCH 18, 2003, IN THE BOARD ROOM OF THE
WOODWARD BUILDING, SALUDA, VIRGINIA:**

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

Absent: Wayne Jessie, Sr., Jamaica District

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

CALL TO ORDER

Mrs. Weber called the meeting to order at 7:30 P.M. Mr. Williams offered a prayer and Mr. Culley led in the Pledge of Allegiance. Mrs. Weber noted that Mr. Jessie had sustained an injury to his eye and would not be present for the meeting.

PUBLIC HEARING – COUNTY AND SCHOOL BUDGETS FOR FY 04

Mr. Culley presented the proposed County budget, including School funds, for FY 04, totaling 13,237,281.00, a \$244,804.00 or 1.88% increase over the current year budget of \$12,992,477.00. Several highlights were pointed out: county and school debt service increased a total of 3.76%; state funds have decreased by \$103,733.00, or 5.04%; of 71 departments, 38 had either no change or decreased budgets; the largest increase in a department is for reassessment, at \$63,024.00. The proposed budget includes a salary increase of 4% for County employees effective July 1; a 2.25% increase for Local/State employees effective December 1 if funded by the State and a 3% increase for School employees. An increase in local funds of \$54,397.00, 1.20%, is proposed for the School budget; the proposed School Capital Outlay budget is \$49,800.00, enough for one bus. Funds are also included for renovations for the East Wing at the High School, amounting to \$100,000.00, if necessary, and \$10,000.00 for well replacement at the Middle School. No tax increase is proposed and it is proposed not to take any funds from the Fund Balance to balance revenues to expenses.

Mrs. Weber opened the hearing for comments from the public. There being no comments, the hearing was closed. Board members commented on everyone working together to keep the proposed budget increases low.

No further action was taken. Adoption of the budget is scheduled for the Board's April 1st meeting.

SPECIAL TESTING AND INSPECTIONS

Four (4) firms submitted proposals and were interviewed to perform the special testing and inspections for the Courthouse Facilities project. The Fredericksburg firm of CTI was selected by the interviewing panel as the number one firm to work with. The motion to authorize the County Administrator to negotiate a price with the CTI firm was made by Mr. Williams, seconded by Mr. Miller and carried unanimously.

DISBURSEMENTS

The motion to approve the following disbursements was made by Mr. Miller, seconded by Mr. Williams and carried unanimously: Checks numbered 44671 through 44675 totaling \$14,100.41 were disbursed as approved.

DEPARTMENT OF EMERGENCY MANAGEMENT

Authorized Agent:

The motion to name the County Administrator as the authorized agent to receive and disburse the grant funds being received from the Department of Justice through the Department of Emergency Management was made by Mr. Crittenden, seconded by Mr. Miller and carried unanimously.

DESIGNATION OF APPLICANTS AGENT

RESOLUTION

BE IT RESOLVED BY the Board of Supervisors of Middlesex County that Charles M. Culley, Jr., County Administrator, is hereby authorized to execute for and in behalf of Middlesex County, a public entity established under the laws of the State of Virginia, this application and to file it in the appropriate State Office for the purpose of obtaining certain Federal financial assistance under the OJP, National Domestic Preparedness Office Grant Program(s), administered by the Commonwealth of Virginia.

That, Middlesex County, a public entity established under the laws of the Commonwealth of Virginia, hereby authorizes its agent to provide to the Commonwealth and to the Office of Justice Programs (OJP) for all matters pertaining to such Federal financial assistance any and all information pertaining to these Grants as may be requested.

Passed and approved this 18th day of March, 2003:

Middlesex County Board of Supervisors:

<i>Kenneth W. Williams</i>	<i>aye</i>	<i>_____</i>
<i>Fred S. Crittenden</i>	<i>aye</i>	<i>_____</i>
<i>Lenora O. Weber</i>	<i>aye</i>	<i>_____</i>
<i>John D. Miller, Jr.</i>	<i>aye</i>	<i>_____</i>
<i>Wayne H. Jessie, Sr.</i>	<i>absent</i>	<i>_____</i>

Authorization to Use Grant Funds:

The County has received its allotment of All-Hazards Emergency Operations Planning Grant funds, which the Board accepted at its meeting on February 4th. These funds, \$6,851.00, must be spent by December 12, 2003, and must be used to update the County's Emergency Operations Plan. Betty Callis and J. B. Blake are the County staff members that will be working on the Plan. The Planning District Commission is putting together an option that would use the grant funds to prepare plans for all the Middle Peninsula localities. Mr. Culley expressed concern that the PDC generated plan would not be specific enough for Middlesex County, would not be done within the time allotted by the State and would still involve much County staff time. The motion to approve payment of overtime compensation to the County staff involved in updating the County's plan was made by Mr. Miller, seconded by Mr. Crittenden and carried unanimously. Overtime will only be paid if approved in advance by the County Administrator.

COURTHOUSE ELEVATOR

The motion to request that Otis brand elevators be installed in the new Courthouse was made by Mr. Miller, seconded by Mr. Williams and carried unanimously. It was noted that there would be no additional cost for the installation of Otis elevators, however, there could be considerable savings on the maintenance agreement because the company already maintains several Otis elevators in the area.

REQUEST FOR USE OF THE COOKS CORNER OFFICE COMPLEX

The Board considered a request from Mrs. Barbara Robins on behalf of the Middlesex Museum, for use of the Public Meeting Room, gymnasium and hallway connecting the two at the Cooks Corner Office Complex. The Museum wishes to have an antique and appraisal fair on July 19th from 9:00 – 5:00, to include vendors setting up to sell their antiques in the gymnasium and food vendors setting up outside. There was agreement that the Museum could use the facilities, but needed to be informed that there was no air conditioning or fans in the gymnasium and there would be no food or drinks allowed in the building. A letter of agreement and liability insurance would be required.

ADJOURN

The motion to adjourn until the Board's meeting on April 1, 2003, at 9:00 A.M. was made by Mr. Williams, seconded by Mr. Miller and carried unanimously.

Lenora O. Weber, Chair
Board of Supervisors