

AT A MEETING OF THE MIDDLESEX COUNTY BOARD OF SUPERVISORS  
HELD ON TUESDAY, JUNE 1, 2004, IN THE BOARD ROOM OF THE  
WOODWARD BUILDING, SALUDA, VIRGINIA:

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

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

**CALL TO ORDER**

The Chairperson, Mrs. Weber called the meeting to order at 9:00 A.M. Mr. Miller opened with a prayer; Mr. Culley led the Pledge of Allegiance.

**MINUTES**

The minutes for the meetings of May 4<sup>th</sup>, May 18<sup>th</sup> and May 24<sup>th</sup> were reviewed. The motion to approve the minutes as written was made by Mr. Williams, seconded by Mr. Miller and carried unanimously.

**DISBURSEMENTS**

The motion to approve the disbursements as presented was made by Mr. Miller, seconded by Mr. Jessie and carried unanimously. Checks numbered 48668 through 48801 totaling \$329,564.18 were disbursed as approved. Supervisors commented that receipts for some items purchased on the Sheriff's credit card were marked through and could not be read; Major Jordan did not know what items had been purchased but advised that he would get explanations of the marked out items. Supervisors reminded him that the credit card was not to be used to purchase personal items.

**PAYROLL**

The motion to approve payroll for the month of May was made by Mr. Jessie, seconded by Mr. Williams and carried unanimously. Checks numbered 48544 through 48667 totaling \$178,344.44 were disbursed as approved. Supervisors requested that a written explanation be included when employees received extra pay. It was noted that Peggy Macy received additional monies for dispatching during the month of May in addition to her regular salary as secretary for the Sheriff.

## **CONSTITUTIONAL OFFICERS**

### **Sheriff**

Major Kenny Jordan was present representing the Sheriff. Sean Trapani, Assistant VDOT Engineer verified that the State Code allows for speed limits of 35 miles per hour in a school zone if a speed study has been done. Mr. Trapani verified that the study had been conducted and it recommended the speed limit.

### **Treasurer:**

There were no questions for the Treasurer.

### **Commissioner of Revenue:**

Mrs. Stephenson presented the Board with a summary discussing the anticipated impact of the Personal Property Tax Relief Act on the County.

A letter received from Tom Morelli with the Department of Taxation indicated that according to the State's sales studies, the County's assessment will bring property values to 90.3%, not 100%.

## **COMMITTEE REPORTS:**

Mr. Crittenden:

- Airport Committee – could not attend due to budget work session scheduled for the same date.

Mr. Jessie:

- Social Services – would like to reimburse mileage at the current State rate of 32.5 cents.
- Museum Board – a baseball exhibit is scheduled to open on June 18<sup>th</sup>. The Museum Board has agreed to sell County flags, but would like to keep a portion of the sale for commission. A summer program for approximately 30 children aged 8-12 has been scheduled.

Mr. Williams:

- Planning District Commission – Program design and budget was discussed; also reverse 911 and River Country brochures.
- Maritime Museum – attending opening program

- VACo Regional Meeting – attended May 12<sup>th</sup> meeting, hosted by Middlesex County.

Mr. Miller:

- Workforce Investment Board – attended meeting as alternate for Chauncey Mann.
- Dragon Run Steering Committee and Library Board meetings – same time as the budget work session.
- VACo – Agriculture and Environment – will have another meeting addressing funding for the Chesapeake Bay Preservation Act.

Mrs. Weber:

- Maritime Museum – excellent exhibits
- Construction Meeting – drainage is still a problem; wall finishes are also not correct in some offices. Contract ends July 15<sup>th</sup>; construction may continue until the end of August due to rain delays last spring. Mr. Crittenden requested a written report so the Board can be kept up to date.

## **HIGHWAY MATTERS**

Assistant Resident Engineer Sean Trapani was present to represent the Department.

**Route 631 Project:** A construction contract has been awarded.

**Airport:** The Airport Committee had asked for VDOT to consider erection of directional signs to Hummel Field, to be placed on Route 17 and on Route 3 and 33. VDOT is looking into the matter.

**Private Roads:** Mr. Trapani requested that the Board consider revising the priority listing for Rural Addition roads. Some of the roads that are at a high priority would take several years of funding, where others could serve more people and not use as much of the funding.

**Robins Point Road:** The General Assembly passed a resolution allowing for the use of golf carts on a public road, Robins Point Road, in Deltaville. Mr. Trapani suggested that the speed limit for this area also be reduced. Mr. Williams and Mr. Crittenden indicated that they would be in touch with representatives of the area.

**Bus Loop:** The motion to approve the following resolution was made by Mr. Crittenden, seconded by Mr. Miller and carried unanimously:

**RESOLUTION**

WHEREAS, the road described below provides access for school bus traffic from State Route 620 to Middlesex Elementary School, a public school,

WHEREAS, construction was financed by sources other than those administered by the Virginia Department of Transportation,

NOW, THEREFORE, BE IT RESOLVED, the School Board of Middlesex County and this Board, pursuant to Section 33.1-68, Code of Virginia, request the following road to be added to the Secondary System of State Highways,

Name of Road: Middlesex Elementary School Bus Loop                      Length: 0.17 miles  
From: .030 miles south Route 33 East  
To: .040 miles south Route 33 East  
Plat Recorded, Date: 04-09-01                      Deed Book: 319              Page: 362

BE IT FURTHER RESOLVED, this Board hereby acknowledges that all drainage structures and appurtenances within and outside the right of way of the subject school bus road described will remain the responsibility of the County of Middlesex.

BE IT FURTHER RESOLVED, this Board hereby guarantees a right of way of 30 feet and additional easements as necessary for maintenance of the road.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Resident Engineer of the Virginia Department of Transportation.

Kenneth W. Williams	aye
Fred S. Crittenden	aye
Lenora O. Weber	aye
John D. Miller, Jr.	aye
Wayne H. Jessie, Jr.	aye

## **SCHOOL MATTERS**

Acting Superintendent, Cynthia Pitts, informed the Board that the school attendance number was 1335. Preliminary Standard of Learning scores have been received for the high school and average above the 70% required for accreditation. scores for the other schools have not yet been received.

### ***Roofing Projects:***

Mrs. Pitts requested the Board approve the allocation of \$3,040.00 to fund a contract with P.S.I. to sample and test for mold in the middle school. After much discussion, the motion to approve the allocation of \$3,040.00 for the study was made by Mr. Williams, seconded by Mr. Jessie and carried unanimously. Any work beyond the scope proposed for the contract cost would have to be approved in advance.

Mrs. Pitts also requested funds to allow the School Board to proceed with architectural and engineering review at both the middle school and high school. The first phase would be to see if there was a design flaw or a construction flaw at the middle school by doing a roof survey and comparing actual construction with the blueprints. Additional work proposed by the company would include the creation of construction documents and bid specifications. According to Mr. LaBrier, if a PVC roof is installed, reconstruction would not be required and ventilation would not be a problem. Installation of a metal roof would require some reconstruction to increase the pitch to a minimum of 3:12. According to a metal roofing company, a standing seam roof under a 2:12 pitch does not seal properly and the roof is water resistant, not water proof. Mr. LaBrier is working with P.S.I. to find locations that have PVC roofs installed that representatives of the Boards could go visit.

The motion to approve appropriations to fund the first phase roof survey, at \$9,385 for the middle school and \$6,740 for the high school was made by Mr. Jessie, seconded by Mr. Williams and carried unanimously.

### ***Hurricane Claim:***

School Board member, Richard Shores, informed the Board that he met with an adjuster regarding possible damage to the roof by Hurricane Isabel at the middle school; a report has not been received yet.

### ***Awards:***

Mrs. Pitts informed the Board of awards given to two teachers – the Governor's Teacher of the Year – Technology, awarded to Judy Murray and a second place National Spanish Teacher's award to Virginia Wright. Mrs. Pitts noted that the teacher winning the first place award was part of a system where the one school had more students than all Middlesex Division schools combined.

***Band:***

Mrs. Weber informed Mrs. Pitts that the Board of Supervisors had agreed that \$1500 could be taken from the State Competition fund to be used by the band for their trip to the Tangerine Bowl.

**COMMUNITY COLLEGE**

Dr. Norman Scott was present to update the Board on activities of the Community College. Dr. Scott also announced that he would be retiring August 1, but would stay until the new president arrives. Of 64 applicants, the list has been narrowed to four (4) candidates who will come to the college to be interviewed by the faculty, students and local college board. The Board of Supervisors will receive invitations to attend receptions for the candidates.

**BAYSIDE ACADEMY**

The motion to approve leasing the entire newer portion of Rappahannock Central Elementary School to St. Joseph's Villa for operation of Bayside Academy was made by Mr. Miller, seconded by Mr. Crittenden and carried unanimously.

**APPOINTMENTS**

***Workforce Investment Council:*** The motion to reappoint Chauncey Mann to the Workforce Investment Board and to appoint Supervisor Jack Miller to replace Sherry Pearson, who had resigned her position, was made by Mr. Williams, seconded by Mr. Crittenden and carried unanimously. Ms. Pearson's term was to expire June 30, 2004.

***Airport Committee:*** No action was taken.

**APPROPRIATION REQUESTS**

The motion to approve the following appropriation requests was made by Mr. Williams, seconded by Mr. Miller and carried unanimously:

**Extension Service:** reimbursement from Mathews County for 4-H Junior Camp Supplies FROM: 3-1-18030-0001, \$149.00 TO: 4-1-83030-5412.

**Airport Fuel Fees:** to allow for purchase of more fuel for the airport FROM: 3-1-12080-0003, \$8,790.00 TO: 4-1-10020-3012.

**Airport Layout Plan:** for completion of airport layout plan FROM: 3-1-12080-0007, \$23,218.00 and 3-1-41060-0001, \$5,805.00 TO: 4-1-10020-3002

**Building Department:** for part-time compensation while secretary is out on sick leave FROM: 3-1-13030-0008, \$8,130.00 TO: 4-1-34010-1003

**VPPSA:** additional expenses at landfill FROM: 3-1-41060-0001, \$12,919.00 TO: 4-1-42070-3008, \$7,701.00; 4-1-42070-3009, \$890.00; TO: 4-1-42070-6001, \$42070-6001, \$500.00; 4-1-42070-6002, \$2156.00; 4-1-42070-6003, \$1672.00.

### **AED GRANT**

The Virginia Office of Emergency Services is administering federal grant funds for the purchase of defibrillators to be placed around the county. The County had requested 14 to be placed at 11 different locations; 10 were awarded – with funding split over a two year period - 4 for the current year and 6 for the next year. Philips Medical Systems (vendor) has agreed to allow the County to purchase the 4 for the current year and lease the other 6, paying for them next year, when the grant funds become available. The motion to purchase the 10 units was made by Mr. Crittenden, seconded by Mr. Miller.

### **REFUND**

The motion to refund the permit fee of \$2,350.00 to Victor Morrissette for a permit obtained for land disturbance on land that has since been sold was made by Mr. Jessie, seconded by Mr. Miller and carried unanimously. It was noted that there had been no work done under the permit (number 2003-05) and no inspections.

### **HOLLY POINT**

Mr. Williams commented that the Holly Point property across Jackson Creek from the property used as the maritime museum had grown up and there was a tree lying on the corner of the house that had been there since the Hurricane. Mr. Culley was requested to look into requirements for selling the property for discussion at a future meeting.

**PERSONNEL POLICIES**

Mrs. Weber delivered copies of a proposed revised personnel policy to individual Board members. Mrs. Weber expressed her desires to have them approved at the July meeting.

**ADJOURN**

There being no further action, the meeting was adjourned to reconvene on for the public hearing on the County and School budgets to be held on Monday, June 7, 2004, in the Middlesex County Courthouse.

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Lenora O. Weber, Chairperson  
Board of Supervisors