

AT A MEETING OF THE MIDDLESEX COUNTY BOARD OF SUPERVISORS
HELD ON TUESDAY, MARCH 2, 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. Williams opened with a prayer; Mr. Culley led the Pledge of Allegiance.

MINUTES

The minutes for the meetings of February 3rd and February 17th and budget work session on February 23rd were considered. A correction was made to the minutes of February 3rd, and the motion to approve the minutes as corrected 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. Jessie, seconded by Mr. Crittenden and carried unanimously. Checks numbered 47806 through 47968 totaling \$319,461.30 were disbursed as approved. Mrs. Weber voiced her disapproval with the County having to pay for the cost of a primary election. Major Jordan explained that some of training expenses in the Sheriff's Department were for him as responder to bomb threats and sex and rape crimes.

PAYROLL

The motion to approve payroll for the month of February was made by Mr. Williams, seconded by Mr. Miller and carried unanimously. Checks numbered 47705 through 47805 totaling \$175,610.57 were disbursed as approved.

CONSTITUTIONAL OFFICERS

Sheriff

Sheriff Abbott was not able to attend the meeting; Major Jordan attended in his place. Major Jordan explained that Bruce Boles was continuing to work for the Sheriff's Department as a grant writer/administrator but would be paid from part time funds in administration. A new deputy has been hired from the monies in the Town slot. As this new hiring creates a shortage of vehicles, Major Jordan requested that \$10,000 from the vehicle expense line and \$5,000 from auxiliary revenue be used to purchase a used vehicle. This item was postponed until later in the meeting in order to verify that the funds were available. Following confirmation that the funds were available in the Sheriff's budget, the motion to authorize the purchase of a used sheriff's department vehicle for a maximum of \$15,000, was made by Mr. Miller, seconded by Mr. Jessie, and carried unanimously.

Major Jordan also advised that a 2002 Bonneville used by the department was traded in for 2003 model. Board members reminded the Major that there was a shortage of vehicles for County employee use and that the Board needed to be advised before trades are made.

Appropriations:

The motion to approve the following appropriation was made by Mr. Crittenden, seconded by Mr. Miller and carried unanimously: FROM: 3-1-23020-0040, \$257.00 TO: 4-1-3102-5401 to pay for a block ad in memory of Gloria Brooks.

Jail Board Representative:

Bruce Boles will continue to represent the Sheriff's Department.

Treasurer:

In absence of the Treasurer, Kathy Thrift reported that 10,931 County decals had been sold. Regarding dog tags, 693 regular tags were sold along with 45 kennel tags.

COMMITTEE REPORTS:

Mr. Miller:

- Planning District Commission – Discussed rural transportation planning and Dragon Run Watershed Management Plan

Mr. Williams:

- Planning District Commission – in addition to Mr. Miller’s report, also discussed

Mr. Jessie:

- Social Services – new director seems to be doing an excellent job.
- Airport Committee – Hummel Field has been named as a model local service airport for Homeland Security initiatives.

Mr. Crittenden:

- Social Services – expressed full support of Mrs. Robinson-Brown
- Airport Committee – suggested the committee work towards installation of an automated fueling system. Also, advised the Committee of potential timber sale and the money from the sales going back into airport projects.

Mrs. Weber:

- Regional Jail Board – same budget as last year.
- Courthouse Construction – battle every day with contractors.
- Comprehensive Services – only a few children in the program currently; first meeting for new Social Services Director, who had some good suggestions.

Mr. Culley:

- Courthouse Construction – Construction meeting was postponed and rescheduled for February 5th.

HIGHWAY MATTERS

Resident Engineer Marcie Parker and Assistant Engineer Sean Trapani were present.

Route 630 Truck Restriction: Signs noting the through truck restriction have been installed, but are small; will look at getting larger signs.

Route 709: Waiting for owners to sign the Resource Protection Area application; will contact by the end of the week.

Bus Loops: Maintenance will cease until right of way is established.

Cedar Point: Mr. Miller reported there appeared to be some damming from trees where the stream goes under the road.

Maintenance: Tommy Purcell reported that his crews would be hitting critical areas with asphalt when the plant opens.

Tank Road: Mr. Culley reported that Tank Road had been damaged from heavy trucks hauling wood ash for disposal on a farm field. Mr. Culley suggested that the road be repaired and the bill sent to the VDOT residency that handles York County, since it was York County that contracted for the ash disposal in Middlesex County.

SCHOOL MATTERS

Following a brief recess, Mrs. Cynthia Pitts, Acting School Superintendent, addressed Board members. Mrs. Pitts reported that the average daily membership was at 1334. The fence for the elementary school has been ordered from Rosenbaum Fence Company and should be completed within three weeks. A Request for Proposals for architectural and engineering services for the roof project at the High School had been approved by the School Board and was due by March 15th.

Regarding recent memos sent to Mrs. Pitts requesting additional information, Mrs. Pitts explained that she would know more information on the high school roof project after March 15th and that information on extra pay and stipends had been included in earlier information given to the Board of Supervisors. Coaches receive extra pay as a coach's stipend and bus drivers receive stipends based on longevity. According to the Standards of Accreditation, Teachers at the high school level are required to be paid for teaching extra periods; there is not an additional extra pay requirement at lower grade levels.

Habitat for Humanity House: The advanced building trades classes will be using a corner of the parking lot leased from the Sibley's to construct a modular house that will then be moved and used by the Habitat for Humanity.

Bleachers at High School: Mrs. Pitts stressed that the replacement of the bleachers at the High School was a high priority and because of the safety issues should come first as a project to be undertaken. Mr. Jessie suggested having someone look at why the bleachers are pulling apart and correcting this problem rather than complete replacement. Mr. Crittenden suggested having someone with the school maintenance department look at correcting the problem and also suggested the shop classes take on the replacement of the platforms as a project. Mr. Crittenden added that repair of the leaking roofs was his number one priority.

Budget: Mrs. Pitts questioned several items within the County's general fund budget as proposed for FY 05. Mr. Culley noted that Mrs. Pitts had been reviewing a very preliminary copy of the proposed budget, one that the Board of Supervisors had not had a chance to review and did not include complete school figures because Mrs. Pitts was unwilling to let him include the schools working budget.

AUDIT REPORT

Mr. Irvin Farmer, principal auditor with Robinson, Farmer, Cox Associates, presented the audit for FY 03, which now conforms to the requirements of GAS-B34. Mr. Farmer noted that the Board had several big projects on the table and needed to continue to spend money wisely. Mr. Culley noted that even with all the big projects the County was involved with that were included in the audit report, the Board was still able to add funds to the fund balance.

REASSESSMENT

William Coalson, Tri-County Appraisals, noted that his firm and the Commissioner of Revenue were running queries against the data base to find obvious errors. Hearing notices would be mailed on March 12th. Mr. Coalson thanked the Board of Supervisors for the opportunity to re-visit properties that were impacted by the hurricane.

Mr. Coalson noted that even after the hurricane in September, property sales through December were still well above what the last assessment was. Waterfront properties could show an 80-100% increase in value. Forested properties that were damaged were valued at a conservative, but consistent rate, in an effort to try and make sure the assessment is as accurate as possible.

REQUESTS TO WAIVE FEES

Hands Across Middlesex: The Organization requested the Board waive building permit fees of \$30.53 for a renovation project in the Topping area. The motion to approve the request was made by Mr. Crittenden, seconded by Mr. Miller and carried unanimously.

Special Exception Application Fee: Mr. Stanley Williams, Jr. has requested the Board waive the \$250.00 fee that is required for his Special Exception Application. In April 2002, rather than apply for a special exception to add a manufactured home to his property for his parents, Mr. Williams applied for a variance from the Board of Zoning Appeals to reduce the lot size requirement for subdivision of his property so he could build them a home. The Board of Zoning Appeals denied the request. Mr. Williams is working on the application for the special exception and has requested that the fee be waived, however, he did add that he would pay the fee. Mr. Soberick cautioned the Board against granting this request. The Board explained to Mr. Williams that costs had been incurred by the County to hear the variance request and additional costs would be incurred for the next application. No action was taken on this request. Board members suggested that Mr. Williams apply for the special exception, which requires hearings by both the Planning Commission and Board of Supervisors, and if the application is approved, then to request waiving the building permit fee.

ART GUILD DONATION

In the past, the Board of Supervisors has sponsored a tent for student artwork during the Art on the Half Shell festival. This year the artwork will be shown in the Woman's Club Building, however, the Guild has requested that the Board continue support by making a donation. The motion to approve a donation in the same amount as paid in previous years to sponsor the tent was made by Mr. Williams, seconded by Mr. Miller and carried unanimously.

AIR CONDITIONING PROJECT – GYMNASIUM

The motion to approve the payment of \$1,117.38 to Atlantic Metal Products for two guards installed as part of the air conditioning project at the High School was made by Mr. Jessie, seconded by Mr. Crittenden and carried unanimously. These funds will be paid from the money set aside for the air conditioning project.

COURTHOUSE TRIM

Additional quotes had been received for spraying the trim with liquid siding on the current Courthouse and Woodward Building. Prices received were: \$19,380.00 from ProCraft and \$20,467 from Spray on Siding of Virginia; Peninsula Aluminum Contractors had provided a price of \$17,700.00 to cover it with sheet vinyl.

The motion to approve the work being done by ProCraft was made by Mr. Williams, seconded by Mr. Miller and carried unanimously.

APPOINTMENTS

Industrial Development Authority: The motion to approve the reappointments of Mr. John Wake and Rev. Chauncey Mann to the IDA was made by Mr. Crittenden, seconded by Mr. Williams and carried unanimously. The terms of these appointments will run from February 1, 2004 to January 31, 2008.

Board of Equalization: Mr. Jessie had advised that one tentative appointment had questioned the ability to serve because she was not currently employed. According to Mr. Soberick there were no requirements that each member be employed; there were requirements that at least one-third of the members be involved in a professional level with real estate. The motion to recommend Donald Rennie, Virginia Williams and Pat Milby as members of the Board of Equalization was made by Mr. Crittenden, seconded by Mr. Williams and carried unanimously.

REQUEST FOR CONTRIBUTION TO NATIONAL ASSOCIATION OF COUNTIES

The annual meeting for the National Association of Counties will be held in Virginia in July 2007. The Virginia Association of Counties has requested a minimum contribution of a minimum \$1,000.00. There was no action on this request. Mrs. Weber added that VACo should have planned for having the necessary funds before issuing the invitation to NACo to come.

FREDERICK COUNTY RESOLUTION

The motion to endorse Frederick County's resolution requesting the General Assembly to appropriately adjust the tax structure was made by Mr. Williams, seconded by Mr. Miller and carried unanimously.

YORK COUNTY

Mr. Culley advised the Board that it had been estimated that 11,000 tons of wood ash had been dumped on a farm field in the Jamaica area. This ash was hauled by private contractor from York County, created from the burned debris from Hurricane Isabel. According to information received from the Extension Service, wood ash can be used as a farm supplement, but should be applied at a rate of two tons per acre, requiring 5,500 acres. At the last site visit, a worker at the field explained that the entire pile had been spread on the adjoining 250-acre field and plowed under. Mr. Culley advised that County employees have been dealing with the landowner, the contractor and York County officials regarding permit applications and would look into where the pile actually went.

Y.M.C.A.

Board members have been invited to attend the Grand Opening of the YMCA on April 24th.

BUILDING INSPECTION ASSISTANCE

Mathews County has requested the assistance of the Middlesex County Building Department with inspections and questions that may come through their office while their Building Official is out for surgery. Mathews County has done the same for the Middlesex Department in the past. The Board approved the request.

RECESS

The Chairperson recessed the meeting until 1:15.

BUDGET WORK SESSION

The Chairperson reconvened the meeting for a budget work session.

ADJOURN

The motion to adjourn the meeting was made by Mr. Miller, seconded by Mr. Crittenden and carried unanimously.

Lenora O. Weber, Chairperson
Board of Supervisors