

AT A MEETING OF THE MIDDLESEX COUNTY BOARD OF SUPERVISORS  
HELD ON TUESDAY, JANUARY 4, 2005, 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  
Wayne Jessie, Sr., Jamaica District

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

**CALL TO ORDER**

This being the annual organizational meeting of the Board, the meeting was called to order at 9:00 A.M. by Mr. Culley. The floor was opened for nominations for the position of chairman. Mr. Crittenden was nominated as chairman by Mrs. Weber; second by Mr. Williams. There being no others, the floor was closed for nominations by motion of Mr. Miller. The motion to elect Mr. Crittenden as chairman carried by a vote of 4-0-1 with Mr. Crittenden abstaining.

Mr. Jessie was nominated as vice chairman by Mr. Williams; second by Mrs. Weber. There being no other nominations, the floor was closed for nominations by Mr. Miller. The motion to elect Mr. Jessie as vice chairman carried by a vote of 4-0-1, with Mr. Jessie abstaining.

The motion to continue meeting on the first Tuesday of each month at 9:00 AM, and the third Tuesday of each month at 7:30 PM, in the Board Room of the Woodward Building, with the exception of the November meeting which will be held on Wednesday, November 2, 2005, at 9:00 A.M., was made by Mr. Williams, seconded by Mr. Miller and carried unanimously.

Mr. Crittenden took the Chair and added his appreciation for being elected to serve as chairman. Later in the meeting Mr. Crittenden also thanked Mrs. Weber for her hard work and dedication during her two years as Board chair and also congratulated Mr. Jessie on his election as vice chairman. Mr. Crittenden added that he would work hard to continue to keep the lines of communication open with other Board members.

**PRESENTATION**

Mr. And Mrs. Gil Woodard presented a portrait of Judge William T. Bareford, Mrs. Woodard's father, and requested that it be hung in the new courthouse. Mr. Crittenden thanked the Woodard's for their presentation.

## **MINUTES**

The motion to approve the minutes of the December 7<sup>th</sup> and December 21<sup>st</sup> meetings was made by Mrs. Weber seconded by Mr. Jessie and carried unanimously. Mr. Crittenden requested that staff be diligent about making sure Board actions were followed-up on.

## **DISBURSEMENTS**

The motion to approve the disbursements as presented was made by Mr. Miller, seconded by Mr. Jessie and carried unanimously. Checks numbered 50869 through 50983 totaling \$223,888.73 were disbursed as approved.

## **PAYROLL**

The motion to approve payroll for the month of December was made by Mr. Williams, seconded by Mrs. Weber and carried unanimously. Checks numbered 50703 through 50800 totaling \$184,946.26 were disbursed as approved.

## **CONSTITUTIONAL OFFICERS**

### **Treasurer**

Mrs. Bray was available for questions from the Board.

### **Commissioner of Revenue:**

Mrs. Stephenson presented comments regarding the recently adopted BPOL tax. Mrs. Stephenson informed the Board that she would need additional help and space in order to process the BPOL applications; she would work on trying to get the state to approve reimbursement for additional staff. In the meantime, she would also need more money in part-time compensation, office supplies and money for advertising. Personal property forms would be mailed out within the next few weeks. These forms include additional information about the need for 911 addresses and the BPOL tax. Mrs. Stephenson also requested that information be put on the County's web-page. Mrs. Stephenson has calculated that \$35,438.29 will be lost by not collecting Merchant's Capital tax this year, however, she can continue to tax farm equipment. She has, however, calculated that \$32,769.12 will be received for improvements added back in that had been removed or depreciated because of Hurricane Isabel in 2003.

Board members acknowledged that additional help would be needed and suggested that a part time employee may be all that is necessary to get the program up and running.

Mrs. Stephenson also commented that additional revenue could be derived from charging a delinquent fee for not submitting personal property forms on time. Mr. Culley was asked to work on an ordinance for Board review. The ordinance would have to be in place by December 31<sup>st</sup> to charge the fee next year.

### Sheriff

Sheriff Abbott informed the Board of activities over the weekend, including an accidental drowning in Water View and an attempted suicide. The Sheriff also commented that the Noise Ordinance had already been used to help quiet down a loud party that also included drug charges.

The Sheriff commented that he would like to start the year off on the “right foot” and keep the lines of communication open. Mr. Crittenden asked for information regarding an incident at the airport. According to the Sheriff, if there is an incident involving an aircraft at the airport, his department controls the scene until the State Police can investigate. The Board requested a copy of the report from the State Police and also requested to be notified if there are any incidents involving county property.

### HIGHWAY MATTERS

Resident Engineer, Marcie Parker was present for the meeting. Mr. Crittenden commented that the Board of Supervisors had been accused of mistreating VDOT representatives and asked if she believed that to be true. Mrs. Parker commented that that there had been times Board members had been rather vocal with issues. Mr. Culley noted that the Board has had frustrations that they have expressed to local VDOT officials, however, they have been frustrations that were because of actions or inactivity from Richmond or Fredericksburg VDOT officials. Mr. Culley added that the County has had a good working relationship on the local level with VDOT.

### COMMITTEE REPORTS:

Mr. Miller:

- Insight Enterprises Office – attended opening of office in Hartfield; operated by the Peninsula Center for Independent Living. Provides services for people that suffered from head injuries.
- Middle Peninsula Planning District Commission – legislative program approved

Mr. Williams:

- Legislative Issues – will be trying to stay on top of VACo and legislative issues.

Mr. Jessie:

- Social Services Board – door contest during the holidays seemed to help with employee morale.

Mr. Crittenden:

- Social Services Board – The Director seems to be handling things well.

Mrs. Weber:

- Jail Board – Gloucester County has decided to join the Virginia Peninsula Regional Jail.
- Construction Meeting – neither contractor nor architect assume any blame for problems at the site. Contractor expects to be complete by February 14<sup>th</sup>. A report on the drainage system has been received from the independent architect; Board members were asked to review.
- Planning Commission – PRD subcommittee will be meeting again on January 6<sup>th</sup>, at 7:30. Mr. Crittenden offered to attend as the other Board representative.

## **SCHOOL MATTERS**

School Board member, Richard Shores, made presentations on Dr. Spencer's behalf; Dr. Spencer was on sick leave.

**St. Clare Walker Roof:** Dr. Shores presented pictures of the damaged material removed when Charles Rilee did temporary repairs. Mr. Crittenden expressed his concern that the temporary repairs had been delayed since last July when requested by the Board of Supervisors. Bid requests for the roof replacement will be put out on January 14<sup>th</sup>, with return in 3-4 weeks. A pre-bid meeting will be scheduled sometime in the middle; the Board of Supervisors will be notified when the meeting will occur. Dr. Shores stated that the Board of Supervisors would be kept informed of each step.

Dr. Shores reported that the School Board wished to have a certified roof consultant to supervise the work and added that they must know all facets of the work and be available to be on site any time that the contractor is working. This service has been offered by PSI, the engineering firm, for approximately \$33,000. This issue will be discussed at a later date.

Board members referred to statements made at the School Board meeting on December 15<sup>th</sup> at which the Board of Supervisors was criticized for cutting money from the original school construction funds. Mrs. Weber stated that in reviewing minutes from the Board of Supervisors meetings from that time period was changing the roof from metal to shingle an option that was decided by the School Board. Mr. Williams

added that school board representatives traded a metal roof for shingles and other items in the school and the school board made those decisions. With the auditorium, he said that the Board of Supervisors had agreed to build the shell because of the unknown costs involved with closing the landfill. Once those costs were known, the Board used County funds along with some private donations to complete it. Dr. Shores apologized for his comments made at that meeting, if they offended anyone.

Mr. Jessie commented that both boards needed to work together and to focus on what is good for the students and citizens of the County. Mr. Jessie asked about Dr. Spencer's living arrangements, as a part of his contract required him to be a resident of the County. Dr. Spencer stated that he had leased a condominium unit in Hartfield. This would be discussed at the next School Board meeting.

Mrs. Weber also cautioned Dr. Shores on the importance of keeping private, any information discussed in confidential meetings, especially those that may involve particular personnel. Dr. Spencer commented that he did not like reading in the paper what appeared to be personal attacks on Dr. Spencer. School Board Chairman, Elliott Reed, encouraged everyone to move on to a happy new year.

***Enrollment:*** Enrollment is at 1303, with the budget based on 1335.

### **STREET NAMES**

The motion to approve two street names to serve the Bush Park Mobile Home Park, as Butler Lane and Mae Lane, was made by Mrs. Weber, seconded by Mr. Williams and carried unanimously.

### **APPROPRIATION REQUEST**

The motion to approve the following appropriation was made by Mr. Miller, seconded by Mr. Jessie and carried unanimously: FROM: 3-1-18030-0001, \$115.23 TO: 4-1-83030-5412. Reimbursement of Extension Office Supplies.

### **NEW COURTHOUSE**

The meeting recessed so that the Board could tour the courthouse under construction. Upon their return, the meeting reconvened. Mr. Culley reported that Board members had received a report from VHB, an engineering firm hired by Baskervill, the independent architects being used to study construction issues at the new courthouse. The VHB firm was tasked with researching whether or not the infiltration trench, as designed, would handle surface runoff and prevent it from going onto the Regional Security Center property. Preliminary reading of the report indicates that although the trench was designed to handle a 10-year storm it would only handle a 2-year event. It has been recommended that piping be installed to take the water off-site at a cost in the \$20,000 range. Mr. Culley recommended that the Board further review the report for more discussion at the January 18<sup>th</sup> meeting.

Mr. Culley also asked the Board to reconsider installation of an emergency power source large enough so that minimal heat could be maintained in the building. If the power is out for several days in freezing conditions, the cost to repair damage from frozen or burst pipes could be more than the cost of providing the auxiliary power. Without backup power, the elevators will return to the first floor, possibly leaving a handicap person on the second floor. Mr. Culley also advised the Board that without the circulatory pumps for hot water, it takes 11 minutes for hot water to reach the public restrooms on the second floor.

Board members authorized Mr. Culley to obtain prices for providing backup power to various locations. Mr. Crittenden also requested copies of change orders be prepared for the Board members.

### **NEW BUSINESS**

***Dog Tags:*** Mr. Williams suggested that an article be put in the paper that dog tags are on sale now and due February 1<sup>st</sup>. The article should also include that the warden will be checking for tags after the due date.

***Trees:*** Mrs. Weber reported that John Mercer, who owns property adjoining County property near the airport, has asked to be able to cut some trees down that are leaning toward his property. Mr. Culley will have someone take a look at the trees involved.

***Meals Tax:*** The motion directing the County Attorney to prepare a resolution requesting the meals tax question be put on the November ballot was made by Mr. Miller, seconded by Mr. Jessie and carried unanimously.

***Committee Appointments:*** Mr. Crittenden announced that he would be making Board committee appointments at the next meeting.

### **ADJOURN**

As there was no further business, the meeting was adjourned. The next meeting was scheduled for January 18, 2005, at 7:30 P.M.

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Fred S. Crittenden, Chairman  
Board of Supervisors