

VIRGINIA: A REGULAR MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS HELD IN THE GENERAL DISTRICT COURTROOM OF THE COUNTY GOVERNMENT CENTER ON NOVEMBER 4, 2010 AT 7:00 P.M.

PRESENT: SUPERVISOR REGINALD O. HARRISON, CHAIRMAN  
SUPERVISOR JOHN M. SEWARD, VICE-CHAIRMAN  
SUPERVISOR M. SHERLOCK HOLMES  
SUPERVISOR ERNEST L. BLOUNT  
SUPERVISOR JUDY S. LYTTLE

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR  
MR. WILLIAM HEFTY, HEFTY & WILEY, COUNTY ATTORNEY  
MR. JOHN B. EDWARDS, JR., ASSISTANT COUNTY ADMINISTRATOR  
MRS. VALERIE PIERCE, DIRECTOR SURRY SOCIAL SERVICES  
MRS. SOPHENIA H. PIERCE, DIRECTOR, OFFICE ON YOUTH  
MR. STACEY T. WILLIAMS, BUILDING OFFICIAL  
MR. ERVIN JONES, DIRECTOR, PARKS & RECREATION

**CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE**

The meeting was called to order by Chairman, Reginald Harrison. Mr. Harrison asked for a moment of silence. Following the moment of silence, he asked the citizens to stand and say the pledge of allegiance.

**CONSENT ITEMS**

1. Approval of October 7, 2010 Minutes
2. Approval of November, 2010 Accounts Payable

	Accounts Payable	Additional	Total
General Fund	\$134,480.19	\$68,793.25	\$203,273.44
Debt Service	\$0.00	\$24,262.27	\$24,262.27
Capital	\$41,930.34	\$12,088.75	\$54,019.09
Water & Sewer	\$1,542.34	\$8,212.02	\$9,754.36
Indoor Plumbing	\$65.70	\$0.00	\$65.70
Totals	\$178,018.57	\$113,356.29	\$291,374.86

### 3. Appropriation Requests

<b>School System - Nov. 2010</b>	Instruction	\$900,000.00
	Admin./Health	\$50,000.00
	Pupil Transp.	\$80,000.00
	Operation/Maint.	\$176,000.00
	Food Serv.	\$50,000.00
	Debt Service	\$0.00
	Capital Projects	\$0.00
	Technology	\$74,000.00
	<b>Total</b>	<b>\$1,330,000.00</b>
<b>Dept. of Social Serv. - Nov. 2010</b>		<b>\$150,000.00</b>

Supervisor Blount made a motion that the Board approve all Consent Items as enumerated. Supervisor Seward seconded the motion; Supervisors Harrison, Blount, Seward, Holmes and Lyttle voted affirmatively.

## PROGRESS REPORTS

### 1. VDOT

No representative of VDOT was available to present a report to the Board.

### 2. Treasurer

A. INVESTMENT LETTER: Chairman Reginald Harrison read the investment letter submitted by Mary H. Shaw, Treasurer. He stated that as of October 7, 2010 the county had \$5,281,348.63 in the LGIP Fund. Since that report, accrued interest for September, 2010 in the amount of \$1,289.90 had increased that balance to \$5,282,638.53. On October 29, 2010 the county transferred \$1,500,000.00 from LGIP to the General Fund, leaving a balance of \$3,782,638.53 in the Local Government Investment Pool. Chairman Harrison stated that as of November 4, 2010, the county had \$3,782,638.53 in total investments.

### 3. County Administrator

A. Mrs. Yvonne Hilliard-Bradley, Director of the Blackwater Regional Library addressed the Board with information regarding the proposed use of the renovated library facilities at the Surry County High School as an additional Blackwater Regional branch. ***(A copy of Mrs. Hilliard-Bradley's presentation is included as an integral component of these minutes.)***

Mrs. Hilliard-Bradley began by reviewing the mission of a high school library as compared to a public library. If the high school and the public library system were to combine services, she reported, careful consideration needed to be given to the restructuring of space usage, computer issues, hours of operation, security issues, and finally, necessary costs.

The current contract between the Blackwater Regional Library and Surry County stipulates, according to Mrs. Hilliard-Bradley, that the County bear all costs of expansion for the first year. These costs would include estimated set-up fees of \$28,800 - \$37,200 and estimated first year operating cost of \$40,225.41.

Following Mrs. Hilliard-Bradley's report, there was brief discussion among the members of the Board with some members suggesting that it might be possible to extend operating hours of the school library without using the facilities as a public library branch.

B. Mr. Franklin introduced Resolution 2010-24 recognizing Mrs. Arlene Ingram Taylor for achieving the age of 90 years on October 12, 2010.

Supervisor Holmes made a motion that the Board approve Resolution 2010-24; Supervisor Lyttle seconded the motion. All present voted affirmatively.

C. Mr. Franklin introduced Resolution 2010-25 recognizing Mr. Julian Hart who turned 90 years old on May 12, 2010.

Supervisor Blount made a motion that the Board approve Resolution 2010-25. Supervisor Holmes seconded the motion; Supervisors Harrison, Lyttle, Seward, Blount and Holmes all voted in favor of the motion.

D. Mr. Franklin called the Board's attention to correspondence from Mr. Michael Stallings, Town Manager of Windsor, Virginia. In his correspondence, Mr. Stallings requests that the Surry County Board of Supervisors consider passing a resolution supporting the location of a high speed rail passenger station within the limits of The Town of Windsor.

Mr. Franklin explained that only one stop would be planned on the route between Norfolk and Richmond and that Windsor believed that it would be the perfect location for that stop. Following brief discussion, Supervisor Seward made a motion that the Board approve Resolution 2010-26 expressing support for a high speed rail passenger stop within The Town of Windsor. Supervisor Holmes seconded the motion; the Board voted unanimously to approve Resolution 2010-26.

E. Mr. Franklin reported that County staff was proposing a renovation of the kitchen, restrooms, and upgrades to the public address system at the Surry County Parks & Recreation facility as well as necessary renovations to the Surry County Employment Resource Center. He provided the Board with a summary of funds that were included in the FY 08-09 and FY 09-10 budgets for renovation to include the park and ball field areas. Due to fiscal restraints, the project had been delayed and the funds were reverted to the General Fund. Mr. Franklin also reminded the Board that during final budget deliberations, funding was removed from the FY 10-11 proposed budget in the amount of \$50,000 for a feasibility study on renovations and upgrades to the facility increasing the available fund balance.

At this time, Mr. Franklin explained, the County is requesting \$50,000 to be used to perform the renovations/upgrades as previously enumerated.

Following brief discussion, Supervisor Holmes made a motion that the Board authorize staff to solicit proposals for the renovations and upgrades as enumerated and appropriate the sum of \$50,000 for the project. He further stipulated that more information regarding funding of the renovations be presented to the Board at their next meeting on December 2, 2010. Supervisor Lyttle seconded the motion; all present voted affirmatively.

At this point, Chairman Harrison made the announcement that the Board would conduct the scheduled Public Hearing and resume hearing Mr. Franklin's progress reports at its conclusion.

## **PUBLIC HEARING**

The purpose of the Public Hearing, stated Mr. Franklin, was to hear comments regarding a proposed ordinance pursuant to Section 15.2-1808 of the Code of Virginia to grant the employees of the Social Services Department a one-time 3% bonus in the cumulative amount of \$25,000 from monies unspent at the end of the fiscal year ending June 30, 2010.

Mrs. Valerie Pierce, Director of Surry County Department of Social Services reported that the department had a revenue surplus of \$91,274.67 at the conclusion of FY 09-10. This was primarily the result of three essential positions remaining vacant, but was also affected by the receipt of additional funding from the State. While the previously mentioned positions were in the process of being filled, Mrs. Pierce explained, the \$25,000 requested is less than the base salary for one of the three vacant positions. Mrs. Pierce went on to report that in spite of operating with the three positions unfilled, her department had continued to operate efficiently providing services and programs – specifically the Food Stamp program at 100% compliance. Additionally, she stated that Social Services staff had not gotten a cost of living increase in three years and did not anticipate one for the next two years. Mrs. Pierce announced that several Social Services staff were present and asked that they stand and be recognized. Chairman Harrison recognized the Social Services staff and then opened the floor for comments from the public.

Mr. Mike Eggleston (Dendron District) addressed the Board speaking against the proposed bonus. He suggested that surplus monies should be retained rather than used for bonuses as continuing cut backs in state funding may necessitate its use in the future.

Mrs. Helen Eggleston (Dendron District) appeared before the Board and stated that she would like to see all surplus funds held in a special reserve fund for future needs. She went on to say that Social Security recipients had not gotten a cost of living increase either.

Mrs. Barbara Alexander (Surry Social Services employee) addressed the Board stating that DSS staff are a hard working group. Even when short-staffed the department had continued to provide the highest level of services to their clients. She asked the Board to vote in favor of Ordinance 2010-02

Mrs. Gwendolyn Brown (Dendron District) (Surry Social Services employee) began her comments by stating that she had been employed by the Surry County Department of Social Services for 36 years. In that time, she had seen the department grow, offering more services and programs – programs benefiting all demographic groups within the County and resulting in increased self-sufficiency for many of Surry County's citizens. She requested that the Board support DSS staff by voting in favor of the ordinance.

Chairman Harrison asked for closing remarks from staff. There being none, he closed the Public Hearing and asked for comments from the Board. Supervisor Lyttle began by saying that the citizens who had spoken in opposition to the ordinance had raised valid concerns, and that there were answers to their concerns. She further stated that she supported the proposed use of the surplus funds rather than relinquishing these funds back to the state.

Supervisor Blount reminded fellow Board members that a bonus had recently been granted for School System employees and that other County employee salaries had been revised to appropriate levels recently as well.

Vice-Chair Seward reported that funding funneled through the Surry County Department of Social Services to recipients approached about \$7 million which was evidence of a job well done.

Supervisor Holmes stated that he serves on the Social Services Board and was proud to see that the department's conservative efforts had saved over \$91,000. He reminded the audience that the requested funds were to provide employees with a one-time bonus equivalent to 3% of each employee's annual salary and not to provide employees with a raise.

Supervisor Lyttle made a motion that the Board approve Ordinance 2010-02 granting the employees of the Social Services Department a 3% bonus in the cumulative amount of \$25,000 from monies unspent at the end of FY 09-10. Supervisor Holmes seconded the motion; Supervisors Harrison, Seward, Blount, Lyttle and Holmes all voted in favor of the motion.

## **PROGRESS REPORTS (cont'd)**

F. Mr. Franklin called the Board's attention to tabled items regarding appointments to several of the County's Boards and Commissions. The Surry County Historic and Architectural Review Board has three members whose terms had expired on or before May 24, 2010. Mr. Franklin suggested that the Board reappoint the following members who had all expressed a willingness to serve another term:

Mrs. Catherine Walls (Surry District) Term: 05/25/10 to 05/24/15  
Mr. Gordon Bohannon (Surry District) Term: 10/01/08 to 09/31/13  
Mr. Roger Clayton, Jr. (Claremont District) Term: 05/24/09 to 28/23/14

Supervisor Holmes made a motion that the Board reappoint the individuals listed to the Surry County Historic and Architectural Review Board for the terms as enumerated. Supervisor Seward seconded the motion; Supervisors Harrison, Blount, Lyttle, Holmes and Seward voted affirmatively.

G. Mr. Franklin reported that Mr. Eddie Brock (Bacon's Castle District) and Mr. John Stokes (Surry District) had served terms on the Planning Commission which expired on or before September 25, 2010. Both members have expressed a desire to serve another term.

Supervisor Lyttle made a motion that the Board reappoint Mr. Brock to the Planning Commission for a term from September 25, 2010 to September 24, 2014. Supervisor Seward seconded the motion; all present voted affirmatively.

Supervisor Seward made a motion to reappoint Mr. Stokes to the Planning Commission for a term from September 24, 2010 to September 23, 2014. Supervisor Lyttle seconded the motion; following a vote, the motion was unanimously approved.

H. Mr. Franklin reported that several members of the Board of Zoning Appeals had served terms which had expired. The following individuals have agreed to serve another term:

Quincy Edler (Bacons Castle District) Term: 10/15/08 to 10/14/13  
Gabriella Clark (Dendron District) Term: 10/15/10 to 10/14/15  
Roger Clayton, Jr. (Claremont District) Term: 10/15/10 to 10/14/15

Supervisor Lyttle made a motion to submit the individuals listed for the terms as enumerated to the Circuit Court for approval. Supervisor Seward seconded the motion; Supervisors Harrison, Holmes, Blount, Lyttle and Seward voted to approve the motion.

I. Mr. Franklin reported that Mr. Quincy Edler (Bacons Castle District) and Mr. Russell Savedge, Jr. (Dendron District) had served terms on the Wetlands Board which expired on or before August 30, 2009. Both gentlemen have expressed a desire to serve another term.

Supervisor Blount made a motion that Mr. Edler be reappointed to the Wetlands Board for a term from October 15, 2008 to October 14, 2012 and Mr. Savedge be reappointed to the Wetlands Board for a term from September 1, 2009 to August 31, 2013. The motion was seconded by Supervisor Lyttle. All present voted in favor of the motion.

J. Mr. Franklin reported that Mr. E. McDonald Berryman (Surry District) and Mr. Phillip Wilkins (Claremont District) had served terms on the Industrial

Development Authority which had expired. However, since Mr. Wilkins does not wish to serve another term and Mr. Berryman has not responded to staff's inquiries, Mr. Franklin suggested that this item be tabled at this time.

## **UNFINISHED BUSINESS**

Supervisor Lyttle briefly reviewed items discussed in the 5:00pm work session and stated that the revised draft noise ordinance should be ready in early 2011.

Mr. Franklin provided the Board with an update regarding Solid Waste Collection sites in the County. He explained that improvements were being made to remaining dumpster sites and that the Buildings and Grounds Committee was continuing to explore options with regard to additional manned sites to serve the communities of Bacons Castle and Dendron. Mr. Franklin further reported that staff had been contacted by a property owner interested in selling to the County for the purpose of creating a manned solid waste collection site. A brief discussion followed regarding the need for additional manned collection sites, their location and the number of sites needed.

Supervisor Lyttle suggested that the Board invite Mr. Lloyd Hamlin, Superintendent of Surry County Public Schools, to address the question of how the renovated High School Library can better serve the community. Chairman Harrison responded by stating that it would be wise to consider ways to use all County resources more efficiently.

Mr. Franklin reported that Mr. Hefty had advised the Board reconsider the tabled matter of the vacation of right-of-way on Captain John Smith Drive at their scheduled December meeting. Mr. Hefty reminded the Board that they had tabled the matter pending agreement of all parties concerned. He further reported that he had made contact with both attorneys following the Public Hearing on the matter offering his services in pursuit of an agreement, but neither has responded to him to date with information regarding such agreement. Mr. Hefty suggested that it might be possible that an agreement would not be forthcoming; he felt that the Board should go ahead and take action on the request to vacate the right-of-way at the December meeting.

## **NEW BUSINESS**

Mr. Tyrone Franklin introduced Mrs. Sopenia Pierce, Director of Office on Youth, to provide the Board with details regarding a proposed Christmas parade in the Town of Surry and additional events planned to celebrate the County's recent "100 Best" designation. Mrs. Pierce, along with Mr. Ervin Jones, Director of Parks and Recreation, informed the Board of planned events to take place in Surry on December 11, 2010. A community celebration of the "100 Best" designation would take place at 2:00pm on the Surry County Public Library grounds. This would be followed by the Christmas Parade at 4:00pm and an Illumination in the Town of Surry at 5:00pm. Activities would continue at a "Meet and Greet" event which is

scheduled to take place at the Surry County Community Center from 5:30 to 7:00pm that evening.

Mr. Jones further informed the Board that the Christmas Parade would likely follow a route similar to the recent Homecoming Parade in the Town of Surry. There would be 40-60 units with interest already having been expressed by 10 units. Mr. Jones added that organizers were taking efforts to control noise levels associated with emergency vehicles participating in the parade as well as the type music played by participants. Following a brief discussion, the Board expressed support for the events being proposed.

## **CITIZEN COMMENTS**

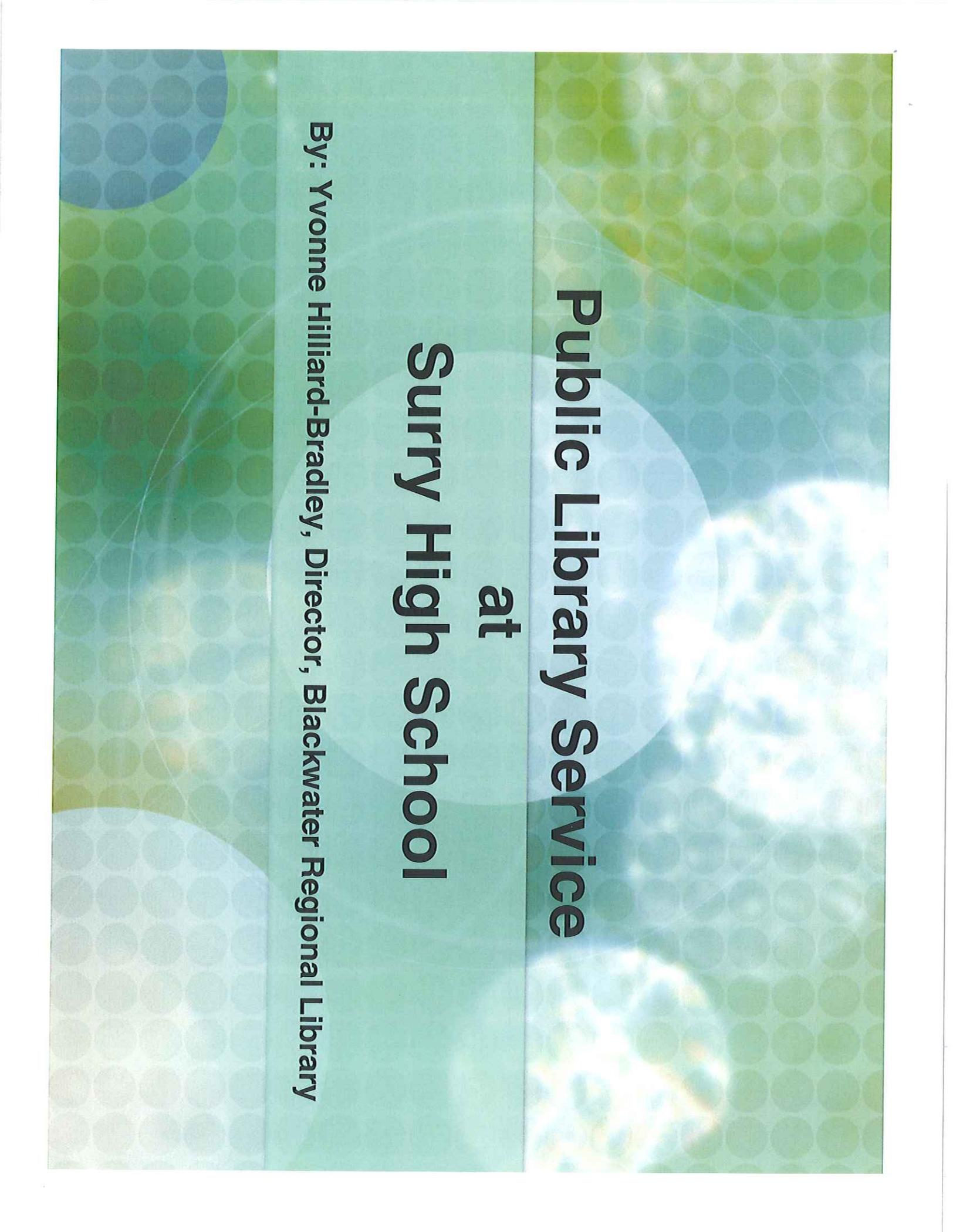
Mr. Mike Eggleston (Dendron District) appeared before the Board expressing appreciation for improvements underway at the Dendron dumpster site. He then spoke regarding government fiscal responsibility and suggested that the Board become more aggressive in collecting delinquent taxes.

Mr. Chris Anderson, a member of the Surry Town Council, addressed the Board with concerns regarding the proposed Christmas Parade; particularly regarding the route of the parade and its duration and the effect on traffic patterns and travel delays. He also expressed concerns regarding safety and litter control following the parade. Mr. Anderson concluded by stating that the Town looked forward to hosting the parade and suggested an alternate route. Mr. Franklin informed Mr. Anderson that event organizational meetings were underway and that a representative from the Town Council would be invited to participate in planning efforts.

## **CLOSED SESSION**

There being no further comments from the public, Mr. William Hefty, County Attorney, suggested that the Board move to Closed Session to discuss a personnel matter regarding the appointment or promotion of particular officers or employees and the salary or other compensation of a specific employee Virginia Code § 2.2-3711(A) (1). Supervisor Seward made a motion that the Board move to Closed Session; Supervisor Lyttle seconded the motion. Supervisors Harrison, Holmes, Lyttle, Seward and Blount voted in favor of the motion.

## **ADJOURNMENT**



**Public Library Service**

**at**

**Surry High School**

**By: Yvonne Hilliard-Bradley, Director, Blackwater Regional Library**

# Roles

- **School Library Mission**
  - Curriculum support
  - Narrowly selected collection
- **Public Library Mission**
  - Free and open access
  - Broad spectrum of interests

# Space

- Room
  - Space for additional shelving
  - Protect “study” space
  - Additional computers
- Collection
  - Add shelving for adult books
  - Add spinner for DVDs
  - Weed High School collection in order to add children’s and teen books

# Computer Issues

- ILS compatibility
  - Add BRL catalog to HS catalog
  - Add stand-alone public access computers
- Filtering
  - Heavily filtered school computers
  - Lightly filtered public library computers
- E-Rate funding
  - Critical budget issue
  - Consortium entity of School System and Public Library

# Hours

- Public access to school and students?
- After school hours:
  - Monday, Wednesday and Thursday 5 – 8 PM
  - Saturday 9 AM – 1 PM

# Safety / Security

- Students
- Library Staff
  - Two staff on duty during library hours
- Building Security

# Costs

- Contract with Blackwater Regional Library
  - “The Participating Locality which provides...new / expanded / replacement Facilities shall bear all cost increases incurred in connection with such new / expanded / replacement Facilities for the remainder of the Fiscal Year in which such new...Facilities begin operation, and shall continue to bear all such costs until such time as state aid, administered through the State Library, begins providing reimbursement for such Participating Locality’s costs arising from the new...Facilities.”

# Annual Costs

- Staffing (2 staff) - \$32,905.41
  - Add hours to current part time Branch Manager
  - Add 13 hours of part time library assistant
- Materials budget - \$7320
  - \$300 monthly for adult books
  - \$250 monthly for children and teen books
  - \$60 monthly for DVDs
- Total Annual Cost - \$ 40,225.41

# One Time Costs

- 2-3 computers at \$1200-\$1500 per computer. Total \$2400-\$4500
- Computer desks and chair, \$600 each set \$1200-\$1800
- Bar Code Reader \$250
- Printer \$400
- Book Shelving
  - One 66" single faced range, holding about 100 books **\$400** OR
  - One 66" double faced range, holding about 200 books \$600
- DVD spinner \$650
- Circulation license for each computer - \$1500 each \$3000-\$4500
- Opening day collection of materials – Total cost
  - 200-400 adult books, 300 juvenile books, 600 DVDs \$20,500-
  - \$24,500

**Total one time cost - @ \$28,800-\$37,200**