

VIRGINIA: A REGULAR MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS  
HELD IN THE GENERAL DISTRICT COURTROOM OF THE COUNTY  
GOVERNMENT CENTER ON FEBRUARY 7, 2013 AT 7:00P.M.

PRESENT: SUPERVISOR JOHN M. SEWARD, CHAIRPERSON  
SUPERVISOR ERNEST L. BLOUNT, VICE-CHAIR  
SUPERVISOR JUDY S. LYTTLE  
SUPERVISOR KENNETH R. HOLMES  
SUPERVISOR GIRON R. WOODEN, SR.

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR  
MR. WILLIAM HEFTY, COUNTY ATTORNEY  
MS. RHONDA R. MACK, DIRECTOR OF PLANNING  
MRS. DEBBIE NEE, COMMISSIONER OF THE REVENUE  
MR. ERVIN JONES, DIRECTOR, PARKS & RECREATION  
SHERIFF ALVIN W. CLAYTON, SR.  
MRS. VALERIE PIERCE, DIRECTOR, SURRY SOCIAL SERVICES  
MRS. SOPHENIA PIERCE, DIRECTOR, OFFICE ON YOUTH  
MR. STACEY WILLIAMS, BUILDING OFFICIAL

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

The meeting was called to order by Chairman Seward who then asked for a moment of silence. Following the moment of silence, he asked those present to stand and say the pledge of allegiance.

**CONSENT ITEMS**

1. Approval of January 3, 2013 Minutes, Board of Supervisors
2. Approval of February 2013 Accounts Payable:

	Accounts Payable	Additional	Total
General Fund	\$256,948.76	\$170,497.13	\$427,445.89
Debt Service	\$126,090.42	\$586.63	\$126,677.05
Capital	\$134,007.13	\$72,110.54	\$206,117.67
Water & Sewer	\$3,594.13	\$534.53	\$4,128.66
CSA	\$3,158.75	\$3,619.40	\$6,778.15
Indoor Plumbing			
Econ. Dev. Expense		\$935.00	\$935.00
<b>Totals</b>	<b>\$523,799.19</b>	<b>\$248,283.23</b>	<b>\$772,082.42</b>

3. Appropriation Requests:

<b>School System - February 2013</b>	Instruction	\$840,000.00
	Admin./Health	\$75,000.00
	Pupil Transp.	\$65,000.00
	Operation/Maint.	\$130,000.00
	Food Serv.	\$40,000.00
	Debt Service	\$0.00
	Capital Projects	\$0.00
	Technology	\$40,000.00
	<b>Total</b>	<b>\$1,190,000.00</b>
<hr/> <b>Dept. of Social Serv. - February 2013</b>		<b>\$150,000.00</b>
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4. FY 13 Budget Amendment: Office on Youth \$2,500

Prior to the vote, Supervisor Wooden stated, as required by Section 2.2-3115(I) of the Code of Virginia, that he is a teacher employed by the School Board, that he is therefore a member of a group affected by the vote on the school appropriation, and that he is able to participate in the vote on the school appropriation fairly, objectively and in the public interest.

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

**PROGRESS REPORTS**

1. VDOT

A. Quarterly Report

Mr. Rossie Carroll, VDOT Williamsburg Residency Administrator, appeared before the Board to provide his quarterly report. Mr. Carroll advised that the Maintenance Division had completed 39 work orders with only one work order outstanding. The outstanding work order was to address low hanging limbs. During the previous quarter maintenance crews performed the following:

- Ditching and drainage maintenance
- Clearing of brush
- Pothole repair
- Shoulder repair
- Road sign maintenance

With regard to the Lebanon Road project, Mr. Carroll reported that VDOT had obtained clearance on all right-of-ways and that the project

was on schedule to advertise in June 2013 for construction bids. In the fall of 2013 utility crews will begin the relocation of utility lines; this process may take two to four weeks. The construction phase of the project is expected to last approximately 90 days during which time the road will be closed to through traffic and detours marked. The project is scheduled for completion by September 2014.

Mr. Carroll reported on on-going maintenance projects and future projects including re-striping, guardrail repair and re-surfacing of roadways. He also reported on VDOT's plans for a new ferry boat as well as their recent emergency response to weather events. Following his presentation, Mr. Carroll discussed concerns of Board members with regard to specific roadways.

**B. Abandonment Process Initiation Request – Swann's Point Road**

Ms. Rhonda Mack advised the Board that the owner of property at the end of Swann's Point Road has requested the abandonment of a portion of the public right-of-way, which is a 30 foot prescriptive easement, known as Swann's Point Road (VA-610), from its existing dead end terminus back to a point near the end of the applicants property representing approximately 1.63 miles. The applicant has acquired all adjacent parcels in the area and recorded a boundary line consolidation plat, which joins several parcels into one aggregate parcel. In conclusion, Ms. Mack recommended that the Board consider the adoption of Resolution 2013-04 authorizing the posting of notice to consider abandonment of a portion of Swann's Point Road, as per VDOT policy and procedure. Mr. Ryan Tooley, attorney for the applicant, was also present to address specific questions.

Supervisor Lyttle requested, in addition to signs and printed advertisement, that correspondence also be sent to surrounding property owners. Following brief discussion, Supervisor Lyttle made a motion that the Board adopt Resolution 2013-04 as requested. The motion was seconded by Supervisor Wooden and passed with unanimous approval.

**2. Treasurer**

**A. Investment Letter**

Chairman Seward read the Investment Letter provided by Mary H. Shaw, Treasurer, which stated that as of January 3, 2013 the County had \$21,322,137.01 in the LGIP Fund. Since that report, accrued interest for December 2012 in the amount of \$1,886.25 had increased that balance to \$21,324,023.26. As of February 7, 2013 the county had \$21,830,181.92 in total investments, including one CD valued at \$506,158.66 which matures January 18, 2014.

### 3. County Administration

#### A. Senior Resolution, Mrs. Sarah Edler

Mr. Franklin provided the Board with information relevant to Resolution 2013-02 recognizing Mrs. Sarah Louise Grain Edler, a life-long resident of Surry County who has obtained the age of 90 years. Mrs. Edler was present. Following the reading of the resolution, Chairman Seward presented a framed original of the resolution to Mrs. Edler. Mrs. Edler spoke briefly.

Following the presentation, Supervisor Lyttle made a motion that the Board approve Resolution 2013-02 as presented. Supervisor Wooden seconded the motion; the motion passed with unanimous approval.

#### B. Senior Resolution, Mrs. Catherine Harrison

Mr. Franklin provided the Board with information relevant to Resolution 2013-03 recognizing Mrs. Catherine Holmes Harrison of Surry who has obtained the age of 90 years.

Supervisor Wooden made a motion that the Board approve Resolution 2013-03 as presented. The motion was seconded by Supervisor Blount and unanimously approved.

#### C. Presentation: Sussex Service Authority

Mr. Michael Kearns, Deputy Director of the Sussex Service Authority (SSA), addressed the Board regarding their services to Surry County with regard to public water and sewer systems within the County. ***(A copy of Mr. Kearns's presentation is attached as an integral component of these minutes.)*** Mr. Kearns concluded his report to the Board by stating that the SSA would like to continue providing services to the County even if a Sanitation Authority were created in Surry County. Following his presentation, Mr. Kearns engaged in discussion with Mr. Franklin and members of the Board with regard to the condition of particular systems within the County as well as the need for cooperation in creating a new Authority.

#### D. Presentation: Chamber of Commerce – Tourism

Mr. Todd Ballance, Bacon's Castle Site Coordinator for Preservation Virginia, was in attendance representing the Surry County Chamber of Commerce and made a brief presentation in response to the Board's request for additional information regarding tourism in Surry County.

Previously the Chamber had presented the Board with a resolution requesting that the Board consider the creation of a Tourism Commission to assess County attractions and develop a plan to promote tourism in the county. Since that time, Mr. Ballance explained that information had been obtained indicating that the Virginia Tourism Corporation would be willing to work with County

agencies to provide both an assessment and assistance in developing a strategic plan for tourism marketing.

Mr. Ballance provided the Board with traffic counts and admission figures indicating the number of potential tourism visits and dollars that could be generated. He concluded his presentation by requesting that the Board of Supervisors agree to partner with the Surry County Chamber of Commerce to request assistance from the Virginia Tourism Corporation for an assessment of tourism attractions and tourism marketing plan. Supervisor Lyttle made a motion to that effect; Supervisor Wooden seconded the motion. The motion passed with unanimous approval.

#### E. Presentation: Potential Use of Surry County Real Estate for Movie Productions

Ms. Nancy Rodrigues, consultant for Economic Development, addressed the Board to report that since the movie Lincoln, which was filmed entirely in Virginia, has reached national and international acclaim, interest in the Commonwealth as a movie location has increased significantly. The movie has had a \$32.4 million economic impact within Virginia and resulted in the employment of 1,199 Virginia actors and extras during filming.

Localities, as well as private citizens, are able to list potential movie locations with the Virginia Film Office. Ms. Rodrigues requested that the Board authorize staff to list County owned properties as potential sites. If selected, there would be negotiations conducted by the County Administrator for final approval by the Board.

Supervisor Blount made a motion that the Board authorize staff to post listings of County owned properties as requested. Supervisor Lyttle seconded the motion; Supervisors Seward, Wooden, Holmes, Blount and Lyttle voted affirmatively.

#### F. Commissioner of the Revenue, Certification Request

Mrs. Debbie Nee, Commissioner of the Revenue presented the Board with a Certification Request for a refund of Disabled Veterans Payment of Real Estate Tax in the amount of \$5,281.55 due to Robert O. and Edith T. Newsome pursuant to Section 58.1-3219.5 of the Code of Virginia. Subject taxes were erroneously assessed and paid for tax years 2011 and 2012 on Tax Map Parcel #29-38.

Supervisor Lyttle made a motion that the Board authorize the refund as enumerated. The motion was seconded by Supervisor Holmes. All members present voted in favor of the motion.

G. Appointments – Parks & Recreation Advisory Commission

Supervisor Blount made a motion that the Board appoint Miss Vondala Saunders to serve as the high school representative to the Parks & Recreation Advisory Commission for a term beginning November 1, 2012 and ending October 31, 2013. The motion was seconded by Supervisor Lyttle; all present voted affirmatively.

Supervisor Wooden recommended Ms. Felicia Bailey as representative from the Claremont Election District to the P&R Advisory Commission. Due to the fact an immediate family member is already serving on the Board the County Attorney suggested that the appointment be delayed pending research into the matter.

H. Appointment – Wetlands Board

Supervisor Holmes was recommended for re-appointment to the Surry County Wetlands Board, as his current term expired on January 12, 2013. However, Mr. Hefty again asked that the Board delay action to determine whether Supervisor Holmes was eligible for re-appointment.

**UNFINISHED BUSINESS**

Ms. Rhonda Mack, Director of Planning and Community Development, addressed the Board to provide an update on the recently passed Zoning Ordinance. She reported that consultants with Brandon Currence Architects (BCA) had recommended that County staff hold a workshop/training session in partnership with BCA to assist local surveyors, contractors, etc. to be educated on the new ordinance and its requirements and to answer specific questions that developers may have regarding changes in the ordinance. Board members conferred and suggested that the training session be scheduled to take place in the General District Courtroom on Thursday, March 21, 2013 at 7:00 pm.

Ms. Mack also provided the Board with an update regarding the progress of the broadband project in Surry County. She stressed that the County's project was proceeding on schedule with 23,000 feet of fiber deployed to date. A contractor has been secured to make lateral connections for approximately eleven community service facilities. Ms. Mack also reported that an RFP for a service provider would be issued in March 2013. Additionally, staff have been in contact with the Department of Housing and Community Development to amend the grant agreement to substitute the construction of three towers for the construction of one larger tower which would prove cost effective because it would also support the County's E911 equipment.

Ms. Mack reported that one of the County's partners, Mid-Atlantic Broadband Communities (MBC), was also progressing with their portion of the project on schedule. However, the County's third partner in the overall project, Buggs Island Telephone Cooperative (BIT) had been ordered by the granting agency to cease work. It is unknown whether their grant funding has been suspended. Ms. Mack stated that information regarding the position of BIT has only been made available through media outlets. She said that she was hoping for a positive outcome.

Supervisor Lyttle asked for an update regarding the third manned waste collection site planned for Mantura Road. Mr. Franklin replied that construction on the site was scheduled to begin in late February, weather permitting.

#### **NEW BUSINESS**

Supervisor Lyttle briefly mentioned the need for added security in the schools and that consideration should be given to the addition of a School Resource Officer (SRO). Mr. Hefty informed that the General Assembly had approved \$1million in grant funding for School Resource Officers statewide.

#### **CITIZENS COMMENTS**

Mr. Mike Eggleston (Dendron District) addressed the Board informing that a recent attempt on a school in Georgia had been stopped by a SRO. He also publicly thanked County staff for recent maintenance to the Dendron Dumpster Site.

#### **CLOSED SESSION**

There being no comments from the public, Supervisor Blount made a motion that the Board move to Closed Session to discuss a personnel matter as permitted by the Code of Virginia § 2.2-3711(A)(1). Supervisor Lyttle seconded the motion. Supervisors Lyttle, Wooden, Blount, Seward and Holmes voted in favor of the motion.

Supervisor Lyttle moved that the Board return to open session and certify by roll call that the closed session was concluded and that nothing had been discussed except the matter or matters permitted to be discussed under the provisions of the Virginia Freedom of Information Act. Supervisor Blount seconded the motion; all members present voted affirmatively.

## **ADJOURNMENT**

Supervisor Blount made a motion to adjourn the Surry County Board of Supervisors meeting. Supervisor Wooden seconded the motion. Supervisors Lyttle, Holmes, Wooden, Blount and Seward voted affirmatively.



# Sussex Service Authority

Serving The Water and Waste  
Water Needs of Our Customers

# Facts & Figures

- Serving Sussex County Courthouse, Virginia Dept. of Corrections, Route 602, Route 460, Stony Creek, Wakefield and Waverly.
- Contracted to Manage Surry County Water & Wastewater; Dendron's Water System; Waverly's Water System; and Sussex County's Courthouse Water System.
- Total customer base – approximately 2,800 businesses and homes.
- 18 Employees
  - 7 Operators
  - 6 Maintenance
  - 5 Administration

# Facts & Figures

- **Five Waste Water Treatment Plants**

  - Spring Branch – Waverly

  - Black Swamp – Beef Steak Road

  - Stony Creek

  - Sussex County Courthouse

  - Surry County – Operate and Maintain under Contract

- **Three Water Facilities**

  - Town of Stony Creek (Western Water System)

  - Department of Corrections (Northeastern Regional Water System)

  - Birch Island Water System (Pine Street Apartments)

# Facts & Figures

- Twenty-three Pump Stations
  - Waverly Area - Nine
  - DOC Deer Path – One
  - Wakefield – Three
  - Stony Creek – Five
  - Dendron – Two + 24 grinder P/S
  - Surry Schools – One
  - Surry Industrial Park – One
  - Elberon Heights – One

# Facts and Figures

- **Managed Water Facilities**

  - Sussex County Courthouse

  - Town of Waverly

  - Town of Dendron

  - Surry County Community Center

  - Surry County Industrial Park

  - Surry County Schools

- **Managed Waste Water Facilities**

  - Surry County Waste Water Treatment Facility and Dendron Pump Stations

# Sussex Service Authority Board of Directors

- Five member Board with representation from:
  - Sussex County Board of Supervisors
  - Town of Waverly
  - Town of Wakefield
  - Town of Stony Creek
  - County-At-Large

# Water Permits

- Department of Corrections (Northeastern Regional Water System Permit No. GW0010100)
  - Submitted 2/28/2008 – Final Draft Permit in Negotiations
  - Existing Permit 183,960,000 Gallons/Year (504,000 GPD)
  - Requested 297,549,825 Gallons/Year (815,205 GPD)
  - Final Permit 268,681,975 Gallons/Year (736,115 GPD)
- Town of Stony Creek (Western Water System Permit No. GW0008800)
  - Existing Permit 24,820,000 Gallons/Year
  - Requested 50,220,000 Gallons/Year
  - Draft Permit Received 48,000,000 Gallons/Year
- Birch Island (Pine Street Village Apartments, Wakefield)  
Surry County Industrial Park(Not Permitted Withdrawals)

# Wastewater Permits

- **Spring Branch (Waverly)** Permit No. VA0061310
  - Permitted Capacity 900,000 Gallons/Day
  - Renewal Application Status Complete 12/15/11
  - Current Permit Administratively Continued
- **Black Swamp (Sussex)** Permit No. VA0088978
  - Permitted Capacity 600,000 Gallons/Day
  - Current Permit Expires 01/31/17
- **Town of Stony Creek** Permit No. VA0062669
  - Permitted Capacity 40,000 Gallons /Day
  - Current Permit Expires 5/5/16
- **Sussex County Courthouse** Permit No. VA0080390
  - Permitted Capacity 15,000 Gallons/Day
  - Current Permit Expires 4/28/14
- **Surry County** Permit No. VA0088463
  - Permitted Capacity 65,000 GPD (Expandable to 130,000)
  - Current Permit Expires 11/30/17

# Current Surry Services

- Licensed operator works 7 days a week maintaining both water and wastewater treatment facilities.
- Maintenance crews and equipment available to repair sewer lines, water lines, pump station malfunctions and maintain equipment at plants and well houses.
- Meter readers read Dendron water meters for billing purposes.

# Current Surry Services (cont'd)

- Sussex Service Authority staff works with Surry County on Sewer Billing
- Sussex Service Authority staff assists and communicates with VADEQ and VDH on permitting and compliance related matters.

# Why Sussex Service Authority (SSA)

- SSA has the operators, maintenance and administration staff to continue servicing Surry County.
- SSA has established relationships with both VADEQ and Va. Dept. of Health.
- SSA has experience in both water and waste water treatment operations.