

VIRGINIA: A SCHEDULED MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS HELD IN THE GENERAL DISTRICT COURTROOM OF THE SURRY COUNTY GOVERNMENT CENTER ON THURSDAY, MAY 5, 2016 AT 7:00P.M.

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

ABSENT: SUPERVISOR MICHAEL H. DREWRY
ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR
MR. WILLIAM HEFTY, COUNTY ATTORNEY
MS. TERRI HALE, DIRECTOR OF FINANCE
MS. RHONDA RUSSELL, DIRECTOR OF PLANNING
MR. ERVIN JONES, DIRECTOR OF PARKS & RECREATION
MRS. VALERIE PIERCE, DIRECTOR SURRY SOCIAL SERVICES
MS. FRANCES BAILEY, PROJECT COORDINATOR I
DEPUTY DONNELL STEWART

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 April 7, 2016 Minutes, Board of Supervisors
2. Approval of March 2016 Accounts Payable:

	Accounts Payable	Additional	Total
General Fund	\$90,419.75	\$211,237.13	\$301,656.88
Debt Service	\$0.00	\$0.00	\$0.00
Capital	\$48,276.00	\$232,580.42	\$280,856.42
Water & Sewer	\$18,620.88	\$1,736.60	\$20,357.48
CSA	\$3,618.00	\$0.00	\$3,618.00
Indoor Plumbing	\$0.00	\$0.00	\$0.00
Juror Payments	\$0.00	\$150.00	\$150.00
Totals	\$160,934.63	\$445,704.15	\$606,638.78

4. Appropriation Requests:

School System - May 2016	Instruction	\$1,181,492.50
	Admin./Health	\$79,467.29
	Pupil Transp.	\$88,081.04
	Operation/Maint.	\$125,360.09
	Food Serv.	\$58,413.54
	Debt Service	\$0.00
	Capital Projects	\$0.00
	Technology	\$49,157.71
	Total	\$1,581,972.17
Dept. of Social Serv. - May 2016		\$180,000.00

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

PROGRESS REPORTS

1. VDOT

A. Request for Public Hearing: VDOT Six-Year Secondary Road Improvement Plan

Ms. Frances Bailey, Project Coordinator I, addressed the Board to inform them of the need for a public hearing to be held in consideration of the Six-Year Secondary Road Improvement Plan. The state requires that a public hearing be held and a resolution be signed in agreement with the recommendations as per §33.1-70.01 of the Code of Virginia.

Supervisor Holmes made a motion that the Board authorize the advertisement and scheduling of a public hearing on Thursday, June 2, 2016 at 7:00pm in the General District Courtroom of the Surry County Government Center for the purpose of hearing comments relative to the VDOT Six-Year Secondary Road Improvement Plan. Supervisor Lyttle seconded the motion which passed with unanimous approval.

B. Appointments to the Surry County Highway Transportation Safety Commission

No action was taken.

2. Treasurer

A. Investment Letter

Chairman Seward read the Investment Letter provided by Mrs. Faye P. Warren, Treasurer, reporting that as of the April 7, 2016 meeting, it was reported that the balance in the LGIP Fund was \$22,201,342.31. Since that report, accrued interest for March, 2016 in the amount of \$8,704.84 had increased that balance to \$22,210,047.15. Since the last report, \$2,000,000 was transferred from the LGIP to the General

Fund leaving a balance in the LGIP of \$20,210,047.15. As of May 5, 2016 the County had \$20,710,047.151 in total investments, including one CD valued at \$500,000.00 which will mature on January 28, 2018.

3. County Administration

A. Presentation: Projects Update

Mr. Brian Camden, Project Manager, addressed the Board to provide updates regarding ongoing projects in Surry County. Mr. Camden reported that construction was complete and that The Surry Seafood Company had hosted a private party for elected officials from across the state. The restaurant will begin soft openings this weekend and already have reservations for Mother's Day. Signage has been erected along Route 31 at the entrance to Marina Drive. The design of the new fishing pier and docking/slip system is approximately 98% complete. The County expects to advertise for construction bids in May.

Mr. Camden informed that the final design for the Town of Dendron Water System upgrade has been completed and submitted to the Virginia Department of Health for final review. The project is still on schedule to advertise for bids in June and begin construction in September 2016.

B. Review of the Surry County Emergency Operations Plan

Mr. Ervin Jones, Deputy Emergency Services Coordinator, informed the Board that the County's Emergency Operation Plan (EOP) is activated for emergency situations that overwhelm the day-to-day functions of the county's Emergency Services. When EOP activation occurs, normal chain of command for Surry County's first response community is enhanced by a chain of command from Surry County's governing body. It is at the determination of the governing body's appointed Emergency Management Director of Surry County to declare a state of emergency for the County. The threshold for such an action may take place for a single local event or as part of a larger situation that affects the region and/or the Commonwealth. All of these considerations are contained in the attached EOP.

The legal and organizational basis for emergency management is reflected in the local Emergency Operations Plan (EOP). The Code of Virginia §44-146.19.E requires every four years a comprehensive review of the locality EOP be completed and adopted by the local governing body. The current EOP was adopted on June 7, 2012 which requires review and re-adoption by the Board of Supervisors at the June 2, 2016 meeting.

C. Resolution 2016-12 RCCJB Appointment

Mr. Franklin presented Resolution 2016-12 which would enable the Board to appoint Mr. Giron Wooden, Jr. to the Riverside Community Criminal Justice Board (RCCJB) as the education representative for all participating localities.

Supervisor Holmes made a motion that the Board approve Resolution 2016-12 appointing Mr. Giron Wooden, Jr. to the Riverside Community Criminal Justice Board (RCCJB) as the education representative for all participating localities. The motion was seconded by Supervisor Lyttle and unanimously approved.

D. Resolution 2016-13: Senior Recognition

Mr. Franklin presented Resolution 2016-13 recognizing Mrs. Eunice Mary Felts Bailey of Surry County who has reached the age of 91 years.

Supervisor Lyttle made a motion that the Board approve Resolution 2016-13 recognizing Mrs. Eunice Mary Felts Bailey. Supervisor Holmes seconded the motion; all present voted affirmatively.

E. Certification Request from the Commissioner of the Revenue

Mr. Franklin presented the Board with a Certification Request from the Commissioner of Revenue for a refund of Real Estate Tax in the amount of \$2,321.40 due to owners of Tax Map Parcel #29-18 pursuant to §58.1-3981 of the Code of Virginia. Subject taxes were erroneously paid for tax years 2013-2015.

Supervisor Wooden made a motion that the Board Authorize a refund of \$2,321.40 as enumerated in the Certification Request from the Commissioner of Revenue. Supervisor Lyttle seconded the motion which passed with unanimous approval.

F. Request for Public Hearing: Proposed Amendment to the Surry County Subdivision Ordinance

Ms. Rhonda Russell, Director of Planning and Community Development, addressed the Board to request that they authorize the advertisement and scheduling of a public hearing to receive comments regarding a proposal to repeal and reenact an ordinance entitled Subdivision Ordinance, relative to the orderly division of land and its development in accordance with Code of Virginia §15.0-2240.

Supervisor Lyttle made a motion that the Board authorize the advertisement and scheduling of a public hearing on Thursday, June 2, 2016 at 7:00pm in the General District Courtroom of the Surry County Government Center to consider comments regarding a proposal to repeal and reenact an ordinance entitled Subdivision Ordinance. The

motion was seconded by Supervisor Wooden and passed with unanimous approval.

G. Request for Public Hearing: Conditional Use Permit 2016-02

Ms. Rhonda Russell requested that the Board consider authorizing the advertisement and scheduling of a public hearing to receive comments regarding Conditional Use Permit 2016-02, an application by Mr. Shane Jones requesting a Conditional Use Permit for a Commercial Outdoor Recreational Event (Pellet Range with Outdoor Camping) as an occasional accessory use. The requested location is a private property located off Alliance Road (SR 634) and is permitted by Article III, Section 3-302, Permitted Uses, of the Surry County Zoning Ordinance. The subject property extends along Alliance Road approximately $\pm 1,959'$ with an average depth of $\pm 2,937'$ and begins \pm one mile/ $5,605'$ from the intersection of Colonial Trail East (SR 10) and Alliance Road. The property is zoned Agriculture Rural District (A-R) and consists of ± 148 acres and is identified as Tax Map Parcel 29-19.

Supervisor Lyttle made a motion that the Board authorize the advertisement and scheduling of a public hearing on Thursday, June 2, 2016 at 7:00pm in the General District Courtroom of the Surry County Government Center to consider comments regarding CUP 2016-02. Supervisor Holmes seconded the motion; all present voted affirmatively. Chairman Seward read and presented the resolution to members of the church who were present.

UNFINISHED BUSINESS

1. Appointment: Surry County Economic Development Authority

No action was taken.

2. Chairman Seward informed that the Town Council of the Town of Surry had recently approved a request to the Surry County Circuit Court Judge to schedule a public hearing to allow the expansion of the Hampton Roads Sanitation District to extend to the Town.

NEW BUSINESS

1. Request for Public Hearing: Williamsburg Area Transit Authority

Ms. Rhonda Russell requested that the Board consider authorizing the advertisement and scheduling of a public hearing to receive comments regarding proposed changes to the routes, schedules and fares charged by the Williamsburg Area Transit Authority operating in Surry County.

Supervisor Holmes made a motion that the Board authorize the advertisement and scheduling of a public hearing on Thursday, June 2, 2016 at 7:00pm in the General District Courtroom of the Surry County Government Center to receive comments regarding proposed changes to the routes, schedules and fares charged by the Williamsburg Area Transit Authority

operating in Surry County. The motion was seconded by Supervisor Lyttle and unanimously approved.

CITIZEN COMMENTS

Mr. Mike Eggleston (Dendron District) addressed the Board to comment on improvements to the Dendron Solid Waste Collection Site and to express concerns regarding County roads.

CLOSED SESSION

Supervisor Lyttle made a motion that the Board of Supervisors convene in closed session to discuss a matter regarding salary or other compensation of a specific employee as permitted by Virginia Code §2.2-3711(A)(1); and to discuss a prospective business or industry or the expansion of an existing business or industry, where no previous announcement has been made of the their interest in locating or expanding its facilities in the County as permitted in Virginia Code §2.2-3711(A)(5). The motion was seconded by Supervisor Holmes and unanimously approved.

Supervisor Lyttle made a motion to 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 Holmes seconded the motion; all present voted affirmatively.

Supervisor Lyttle made a motion that the Board adopt job description County Administrator – 1490. The motion was seconded by Supervisor Holmes and unanimously approved.

ADJOURNMENT

There being no further business before the Board, Supervisor Holmes made a motion to adjourn. The motion was seconded by Supervisor Lyttle and unanimously approved.