

At a meeting of the Cumberland County Board of Supervisors held at 6:00 p.m. on the 13th day of May 2014, at the Cumberland County Circuit Court Room:

Present: William F. Osl, Jr., District 1
Lloyd Banks, Jr., District 2, Chairman
Kevin Ingle, District 3, Vice-Chairman
David Meinhard, District 4
Vivian Giles, County Administrator / Attorney
Tracie Wright, Finance Director
Sara Carter, Planning Director

Absent: Parker Wheeler, District 5

1. Call to Order

The Chairman called the meeting to order.

2. Moment of Silence and Pledge of Allegiance

The Moment of Silence and Pledge of Allegiance was led by Chairman Banks.

3. Roll Call

County Administrator, Vivian Giles, called the Roll.

4. Approval of Agenda

On a motion by Supervisor Osl and carried the Board approved the Agenda as amended:

REV 6. Adjourn to Closed Session

Pursuant to Va. Code § 2.2-3711.A.6:

Discussion of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.

Pursuant to Va. Code § 2.2-3711.A.7:

Consultation with legal counsel employed by the County regarding specific legal matters requiring the provision of legal advice by such counsel.

Subject: Evaluation of HVAC Bids for the Cumberland Elementary School Project

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|--------------------------|---|----------------------------|
| Add'l Info
ADD
ADD | 10. County Attorney/County Administrator's Report
e) HVAC Contract Award
f) Use of Old Clerk's Office – Set Public Hearing
g) Designate STEPS as Community Action Entity | Motion
Motion
Motion |
| Add'l Info
ADD | 11. Finance Director's Report
b) Appropriations
2 new requests for appropriations as well as
a revised list of requests | Motion |
| Revised
ADD | 12. Planning Director's Report
e) CA 14-01 Road Signage – Set Public Hearing
f) CUP 14-02 Turner – Set Public Hearing | Motion
Motion |

Vote: Mr. Osl – aye Mr. Banks – aye
 Mr. Ingle – aye Mr. Meinhard – aye
 Mr. Wheeler – absent

5. VDoT Six Year Plan Work Session

VDoT representative, Mr. Scot Shippee informed the Board that there appears to be \$1.5 Million Dollars for paving roads in the near future. Mr. Shippee provided the Board with a list of Cumberland roads that were suggested by local VDoT residency staff to be designated as Rural Rustic Roads. Over the next six years, Cumberland should have \$1.5 Million dollars to pave secondary roads. After much discussion, the Board agreed to set a public hearing on the plan.

On a motion by Supervisor Osl, and carried, the Board agreed to set a Public Hearing on the Secondary Six Year Road Plan for the regular meeting of the Board scheduled for July 8, 2014 at 7:00 p.m. in Circuit Courtroom A of the Cumberland County Courthouse:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

6. Adjourn into Closed Session

On a motion by Supervisor Ingle and carried, the Board entered into closed meeting pursuant to the Virginia Code Sections below:

Pursuant to Va. Code § 2.2-3711.A.1:

Discussion of assignment of duties of one or more County employees.

Subject: Combination of positions and reassignment of duties.

Pursuant to Va. Code § 2.2-3711.A.6:

Discussion of the investment of public funds where competition or bargaining is involved, where, if made public initially, the

financial interest of the governmental unit would be adversely affected.

Pursuant to Va. Code § 2.2-3711.A.7:
Consultation with legal counsel employed by the County regarding specific legal matters requiring the provision of legal advice by such counsel.

Subject: Evaluation of HVAC Contracts for the Cumberland Elementary School Project

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

7. **Reconvene in Open Session**

The Board returned to regular session on a motion by Supervisor Ingle.

A motion was made by Mr. Ingle and adopted by the following vote:

Mr. Osl - aye
Mr. Banks – aye
Mr. Ingle – aye
Mr. Meinhard - aye
Mr. Wheeler - absent

That the following Certification of a Closed Meeting be adopted in accordance with The Virginia Freedom of Information Act:

WHEREAS, the Board of Supervisors of Cumberland County has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the

provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Cumberland County hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of Cumberland County.

No action was taken regarding the items discussed.

The Chairman adjourned to the 7p.m. regular meeting

8. Public Comments

Three citizens discussed excessive false fire alarms and frequent users of rescue squads for rides to the hospital. One citizen commended Cartersville, Cumberland, and Goochland Fire Departments for their prompt response in the two recent fires in the Cartersville area.

9. State and Local Department/Agencies

- a) Dr. Amy Griffin Superintendent of Cumberland County Schools

Dr. Griffin informed the Board that the upcoming High School graduation will showcase 103 seniors, 60 of which will graduate with an advanced studies diploma, 37 with a

standard diploma, and 23 with an associate's degree from Southside Virginia Community College. Four (4) students have earned welding certificates and nine (9) students have earned CNA certificates.

The Cumberland Middle School presented their spring Band and Chorus Concert that was very well attended. Mr. Charles Haigh was chosen as teacher of the year for the division.

b) VDOT

Mr. Shippee advised the Board that Rt. 616 Deep Run Road will be closed from the intersection of Rt. 45 Cartersville Road, to Rt. 687 for approximately one month due to pipe replacement. Also, the bridge on Rt. 600, Stoney Point Road, is expected to be complete in approximately three weeks. VDOT is continuing to fill potholes, and will begin cutting grass next week.

c) Buckingham Cattleman's Association

Ms. Sherry Ragland informed the Board that the Buckingham Cattleman's Association is applying for an AFID (Agricultural Forestry Industries Development) from the Virginia Department of Agriculture and Consumer Services. This grant will aid in the construction of a multi-use building known as the BARN (Buckingham Agricultural Resource Network) Facility.

The BARN is 80' x 200' metal building with a large meeting room, industrial kitchen and cattle working facilities and will be an agricultural hub and education center for communities and producers. Planned uses for the BARN include educational programming, markets, auctions and sales, veterinary calls and appointments and other agricultural related events and purposes.

Regional financial support of the project will give the Buckingham Cattleman's Association eligibility for multi-jurisdictional grant opportunities. Therefore, the Buckingham Cattleman's Association is requesting a onetime donation of \$5,000 or an amount the county finds justifiable.

On a motion by Supervisor Osl and carried, the Board approved a onetime donation in the amount of \$3,000 to the Buckingham Cattleman's Association made in two payments. The first payment of \$1,500 in FYE15 (on or after July 1, 2014), and \$1,500 in FYE16 (on or after July 1, 2015):

Vote: Mr. Osl – aye Mr. Banks – abstain
Mr. Ingle – aye Mr. Meinhard – abstain
Mr. Wheeler – absent

10. County Attorney/County Administrator Report

- a) Consent Agenda
 - 1) Approval of Bills for April 2014 and May 2014.
Approved bills for May 13, 2014 total \$163,539.04.
Ratified bills for March warrants total \$307,116.31
with check numbers ranging from 68109 to 68329.
Direct Deposits total \$153,646.45.
 - 2) Monthly Budget Report
 - 3) Approval of Minutes (April 1, 2014, April 3, 2014, and April 15, 2014)

On a motion by Supervisor Meinhard and carried, the Board approved the consent agenda as presented:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

b) Cumberland Health Department Local Agreement

On a motion by Supervisor Osl and carried, the Board approved the local Health Department Agreement for Fiscal Year 2014:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

c) IT Projects

County Administrator, Vivian Giles, informed the Board that there are four IT Projects that were not included in the budget, but are being proposed by staff. IT Director, Shawn Howard, discussed the projects with the Board.

Website

The current website is antiquated and is not very user friendly. Staff is suggesting the update occur in the current year budget. There is a onetime cost of \$6,000.

Internet Upgrade

This upgrade from a T1line to fiber optic line will increase the internet speed from 1.4 megabytes to 20 megabytes. There will be a onetime cost of \$8,500 and an increase in the monthly cost by \$30. However, this upgrade is necessary in order to undertake the phone service provider replacement project which is expected to yield significant savings.

Phone Service provider replacement

This upgrade from Verizon landlines to voice over IP service will cost \$2,000 but will enable the County to save approximately \$1,500 per month in telecommunications expenses.

Toughbooks

The Sheriff's Department uses this equipment daily to view criminal history and other pertinent information when conducting a traffic stop. The Virginia State Police informed staff that the Microsoft XP operating system will no longer be supported on the VCIN software and the Toughbooks will need to be upgraded. Six (6) of the current Toughbooks can be upgraded with a different operating system, and the remaining ten (10) need to be replaced. The cost for 10 new pieces of equipment is \$36,000, or \$10,000 used.

The total onetime cost for all of the above IT projects is \$26,500. Ms. Giles stated that the funds for this are available in the current budget for all of the projects.

On a motion by Supervisor Osl and carried, the Board approved four IT projects as presented above:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard –aye
Mr. Wheeler – absent

d) Appropriation of Funds FY 2014-15 Budget

County Administrator, Vivian Giles informed the Board that with the approval of the budget they then needed to appropriate the funds.

On a motion by Supervisor Meinhard and carried, the Board appropriated the budgeted funds for FYE2015 budget:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

e) HVAC Contract Award

County Administrator, Vivian Giles, informed the Board that this HVAC contract award is for the HVAC system at the Cumberland Elementary School. The request for bids was advertised in April 2014, and only one bid was timely received. The bid received was from ColonialWebb with a base bid of \$570,841, bid on an extended warranty of \$105,340. The bid also offered an optional deduction of \$5,000 for the use of one county employee for a one month period for labor assistance. Ms. Giles stated that the Board could accept the bid received, or re-advertise.

On a motion by Supervisor Osl and carried, the Board approved the base bid of ColonialWebb for the Cumberland Elementary School HVAC system replacement in the amount of \$570,841, and takes the optional deduction of \$5,000:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

A motion was made by Supervisor Meinhard and carried, to authorize the County Administrator to proceed with the project and the Chairman to execute the contract:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

f) Use of Old Clerk's Office – Set Public Hearing

County Administrator, Vivian Giles, reminded the Board that at their last meeting on April 15, 2014, the Board

approved a request for the Museum Board to use the Old Clerk's Office as a temporary location for a Museum, and recommends holding a public hearing.

On a motion by Supervisor Ingle and carried, the Board set a public hearing for use of the Old Clerk's Office by the Museum Board on June 10, 2014:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

- g) Designation of STEPS as Cumberland's Community Action Agency

Paul Grossman informed the Board that Hope Community Services was the former agency serving Cumberland and six other counties and was de-designated by the Governor of Virginia as of March 31, 2014, and STEPS has been asked to step in and apply to become the designated Community Action Entity for the 14th Planning District.

On a motion by the Chairman and carried, the Board designated STEPS as the Community Action Entity for Cumberland County:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

11. Finance Director's Report

- a) Piedmont Regional Jail invoice – 4th quarter FYE14

On a motion by Supervisor Osl and carried, the Board approved the 4th quarter invoice for Piedmont Regional Jail in the amount of \$57,154.33:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

b) Appropriations –

Finance Director, Tracie Wright informed the Board there were many appropriations, most of which were for expenditures that were paid throughout the fiscal year and insurance reimbursements.

On a motion by Supervisor Ingle and carried, the Board approved the Appropriations as listed below:

- 1) \$10,224.51 for Utilities reimbursement
- 2) \$334.90 for Utilities reimbursement
- 3) \$19,379.34 for Selective Enforcement
- 4) \$1,800 for E-911 expenses
- 5) \$38,286.67 for E-911 expenses
- 6) \$245,973.06 for grant funds for waterline extension project
- 7) \$30,516.00 for grant funds for waterline extension project
- 8) \$19,586.00 for grant funds for waterline extension project
- 9) \$1,021.43 for Extradition of prisoners
- 10) \$130.00 for Animal Control donation
- 11) \$5,063.24 for 4-for-Life funds for Cumberland Recue
- 12) \$5063.24 for 4-for-Life funds for Cartersville Rescue
- 13) \$7,675.00 for Record book restoration
- 14) \$938.75 for DSS local receipts
- 15) \$106,086.50 State and Federal funds for DSS
- 16) \$574.42 for Insurance recoveries

- 17) \$350.35 reimbursement for Recreational costs paid by parents
- 18) \$125.00 for refund of duplicate payment of Recreation fees
- 19) \$452.40 for Richmond Times Dispatch refund for Commonwealth Attorney's Office

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

12. Planning Director's Report

- a) Bodatious Event Compliance Report

Planning Director, Sara Carter, reminded the Board that she provided a verbal report of compliance for the Bodatious event at the Board's last meeting, and this was just the completed written report for the event.

- b) County Project update

Sara Carter Planning Director advised the board that the list of project updates was in the packet and to let her know if they had any questions.

- c) CUP 14-01 Tillerson – Set Public Hearing

On a motion by Supervisor Osl and carried, the Board set CUP 14-01 Tillerson for Public Hearing at the June 10, 2014 Board meeting:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye

Mr. Wheeler – absent

d) REZ 14-01 Thompson – Set Public Hearing

On a motion by Supervisor Osl and carried, the Board set REZ 14-01 Thompson for Public Hearing at the June 10, 2014 Board meeting:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

e) CA 14-01 Road Signage – Set Public Hearing

On a motion by Supervisor Osl and carried, the Board set CA 14-01 Road Signage for Public Hearing at the June 10, 2014 Board meeting:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

f) CUP 14-02 Turner – Set public Hearing

On a motion by Supervisor Osl and carried, the Board set CUP 14-02 Turner for Public Hearing at the June 10, 2014 Board meeting:

Vote: Mr. Osl – aye Mr. Banks – aye
Mr. Ingle – aye Mr. Meinhard – aye
Mr. Wheeler – absent

13. Public Comments (Part 2)

One citizen suggested that the Board replace the roof of the Cumberland Elementary School at the same time as the HVAC system replacement. Another citizen questioned the certification of the Old Clerk's Office as a Historical Landmark and having that building open to the public and the possible deterioration of the structure due to public access. A concern was raised about dangerous sign placement at the intersection of Courthouse Circle and Rt. 60, Anderson Highway. One citizen asked what STEPS provides for the County and Paul Grossman responded to her request.

14. Board Member Comments

Supervisor Ingle stated that he believes it is time to look at replacing the roof at the Cumberland Elementary School and the school bus shop. Also, Mr. Ingle stated that there are benefits of Cumberland's membership with NACo (National Association of Counties) which include prescription discount cards, and other programs. There will be literature in regards to these programs at the next Board meeting on June 10, 2014.

Supervisor Osl requested the County Administrator research the issue of continual false fire alarms and the misuse of emergency calls for transportation to a hospital. He also stated that he would like to see tax relief for disable first responders as well as disabled veterans.

Supervisor Meinhard thanked the citizens for coming out to the Board meetings. He also stated that he is encouraging VDoT to extend the four-lane highway into Cumberland to help promote development. Mr. Meinhard encouraged citizens to attend the VDoT meetings to voice their opinions as well.

The Chairman thanked the citizens for coming to the Board meetings and sharing their thoughts and concerns.

15. Additional Information

- a) Treasurer's Report
- b) DMV Report
- c) Recycling Report
- d) Building Inspections Report

16. Adjourn – Regular meeting on June 10, 2014 at 7:00 p.m. in the Circuit Courtroom, Cumberland Courthouse.

Lloyd Banks, Jr., Chairman

Vivian Giles, County Administrator/County Attorney