

At a meeting of the Cumberland County Board of Supervisors held at 6:00 p.m. on the 12<sup>th</sup> day of August 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  
Parker Wheeler, District 5  
Vivian Giles, County Administrator / Attorney  
Shawn Howard, IT Director  
Jennifer Roberts, Community Development Director

Absent: Tracie Wright, Finance Director  
Sara Carter, Planning Director

**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:

- |                   |   |        |
|-------------------|---|--------|
| Add't'l Info      | 9. State and Local Departments/Agencies<br>d) VDoF – Shannon Lewis; FYE annual report   | Motion |
| Add'l Info        | 10. County Attorney/County Administrator's Report<br>c) Resolution approving 2014 PPTRA Rate of 45.36%                        | Motion |
| Add'l Info<br>ADD | 11. Finance Director's Report<br>b) Appropriations<br>2 new requests for appropriations as well as a revised list of requests | Motion |
| NEW               | 12. Planning Director's Report<br>d) CA 14-04 Set PH request  | Motion |
- Vote: Mr. Osl – aye                      Mr. Banks – aye  
Mr. Ingle – aye                      Mr. Meinhard – aye  
Mr. Wheeler – aye

**5. Adjourn into Closed Session**

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

Pursuant to Va. Code § 2.2-3711.A.1: Personnel

Subject: Assignment of duties

Pursuant to Virginia Code § 2.2-3711.A.4: Protection of the privacy of individuals in personal matters not relating to public business

Subject: Health insurance Matter

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

6. **Reconvene in Open Session**

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

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

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

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

## **7. Public Comments**

There were no citizens signed up to speak.

## **8. Public Hearings**

### **a) Amendment of FYE 15 Budget**

The Chairman opened the public hearing. County Administrator, Vivian Giles, informed the Board that a budget amendment for \$673,506.00 (as advertised) is needed in order for the Accounting Department to properly pay upcoming expenditures:

- \$597,006.00 to cover the HVAC Project
  - \$565,841.00 for the Colonial Webb contract
  - \$18,180.00 for duct cleaning
  - \$5,985.00 for a ball valve replacement
  - \$7,000.00 for Austin Brockenbrough contract
- \$10,000 for Elementary School parking lot redesign
- \$1,500.00 for the Buckingham Cattleman's Association
- \$40,000.00 for E-911 Tower repairs
- \$25,000.00 for Pump Station 12 repairs

Ms. Giles informed the Board that the \$25,000.00 for pump station repairs was removed from the list which brings the total amount to \$648,506.00.

Two citizens, who were not signed up to speak, raised questions regarding the E911 tower repairs. IT Director, Shawn Howard, answered the citizens' questions. The Chairman then closed the public hearing.

On a motion by Supervisor Wheeler and carried, the Board amended the FYE15 budget as above by the following vote:

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

**9. State and Local Department/Agencies**

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

School Superintendent, Dr. Amy Griffin, informed the Board that the first day of the new school year had come and gone, and everyone is off to a great start. High School Sustainability and Renewable Technologies teacher, Ms. Whittaker, was recognized at the White House where she received the Presidential Innovation Environmental Award. This award was given from the Environmental Protection Agency and the President of the United States.

Preliminary results indicate that the High School will be accredited this year. Since the testing limits became more rigorous, all three schools begin the year as accredited with warning, and are expected to be fully accredited by next school year.

High School graduation rate is 94%. The little Duke Leaders presented at the VSBA Conference on Education. The School System won the Food for Thought Award which was presented by the First Lady of Virginia, Mrs. Dorothy

McAuliffe. Dr. Griffin also proudly announced that one of Cumberland High School's students auditioned for American Idol and was currently in round two of the auditions. Central Office Administrator's attended the Moton Museum's brown bag lunch. Ms. Betty Scales and Kern Gilliam spoke about their experiences during the integration of Cumberland Schools almost 50 years ago.

b) VDOT

There were no representatives present at the meeting.

c) Cumberland Recreation Department

Cumberland Recreation Director, Keith White, informed the Board members that the Dixie Majors Team, which is comprised of 15-19 year old young men, had the opportunity to participate in the State Baseball Tournament in South Boston, Virginia. Coach White respectfully requested that the Board recognize the team's effort and hard work.

The Board recognized all team members, and Coach White distributed plaques to those in attendance.

d) VDoF

Cumberland Forester, Shannon Lewis, presented the Board with the FYE14 annual report, and presented the Board with a check in the amount of \$13,967.76. Mr. Lewis added that next year's payment is expected to be more than double this amount.

**10. County Attorney/County Administrator Report**

- a) Consent Agenda
- 1) Approval of Bills for July and August 2014. Approved bills for August 12, 2014 total \$444,939.08. Ratified bills for July and August warrants total \$759,200.002 with check numbers ranging from 68667 to 68900. Direct Deposits total \$151,338.65.
  - 2) Monthly Budget Report
  - 3) Approval of Minutes (July 8, 2014)

On a motion by Supervisor Osl 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 – aye

- b) Reappoint Carolyn Helgeson to VASAP

On a motion by Supervisor Wheeler and carried, the Board reappointed Carolyn Helgeson to the Virginia ASAP Board:

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

- c) Approval of Calendar year 2013 PPTRA rate of 45.36%

On a motion by Supervisor Wheeler and carried, the Board approved the 2013 PPTRA rate of 45.36%:

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

d) Appoint Patricia Pedrick to CRC Transportation Committee

On a motion by Supervisor Banks and carried, the Board appointed Patricia Pedrick to the Commonwealth Regional Council (CRC) Transportation Committee:

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

e) Consideration of proposals for Server replacement

IT Director, Shawn Howard, informed the Board that staff requested proposals for replacement of the County's current servers which are 10-12 years old. Mr. Howard stated that the servers are in need of replacement before they fail. Staff received three bids, and the lowest bid received was for \$137,000.00 from ESI. Since receipt of the bid, Mr. Howard spoke with the company and negotiated approximately \$20,000.00 that can be removed from their bid, which would bring the total amount to \$118,573.00.

The Chairman asked if the server replacement would have any impact on the Constitutional Offices, to which Mr. Howard said none. The Chairman then asked the Treasurer, Mr. L.O. Pfeiffer, who was present, if he would address the Board with information regarding his office's use of the server. Mr. Pfeiffer voiced his concern with the County proposing replacing servers and not including the financial server that is 20 years old. Staff had received a bid previously for the replacement of the financial server that would cost approximately \$35,000. The replacement could take place over the weekend so as to have a minimal disruption to county staff and citizens.

Ms. Giles stated that the \$35,000 was not in the budget and would require supplemental funds.

On a motion by Supervisor Banks and carried unanimously, the Board approved supplemental funding for the replacement of the financial (IBM) server up to \$35,000.00:

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

On a motion by Supervisor Osl and carried unanimously, the Board awarded the Bid for replacement of the county servers, with the adjustments negotiated by Mr. Howard, to ESI in the amount of \$118,573.00, and to proceed with the replacement of the financial server at the cost of \$35,000:

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

On a motion by Chairman Banks and carried unanimously, the Board voted to amend the FYE15 budget to also include \$118,573.00 and \$35,000.00 for server replacements:

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

f) Discussion of Sewer System maintenance

County Administrator, Vivian Giles, informed the Board that there have been recent issues with the sewer system that have caused an increase in expenses. Utilities Worker, Bryan Saxtan, informed the Board that the sewer system was installed in 1994. There are 12 pump stations and more than 250 manholes that service the county from Bear Creek Lake State Park to the Town of Farmville. It was discovered that leaking manholes and cleanouts overflowing were allowing rainwater to enter the sewer system and cause the massive increase in cost for the water treatment.

Chairman Banks directed Mr. Saxtan to bring to the Board at the September regular meeting a maintenance and inspection plan for the sewer system and to identify, at that time, the resources that would be needed in order to carry out those plans.

g) Requested donation from Carter's Flower Shop

It was the consensus of the Board to not donate to Carter's Flower shop, as requested:

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

h) STEPS sole Community Action Agency request

County Administrator, Vivian Giles, reminded the Board that previously staff submitted a letter in support of STEPS as the Community Action Agency for Cumberland County. Staff recently received a second request from STEPS for a letter in support of STEPS as the sole Community Action Agency.

On a motion by Supervisor Banks and carried unanimously, the Board directed staff to submit a letter of

support for STEPS to be the “preferred”, but not the “sole”,  
Community Action Agency for Cumberland County:

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

**11. Finance Director’s Report**

a) Revenue Appropriations & Budget Transfers for FYE14 –

On a motion by Supervisor Ingle and carried unanimously,  
the Board approved the Revenue appropriations and Budget  
transfers for FYE 14:

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

b) Revenue Appropriations & Budget Transfers for FYE15

On a motion by Supervisor Ingle and carried  
unanimously, the Board approved the Revenue  
appropriations and Budget transfers for FYE 15:

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

c) Budget Appropriation (Amended budget) for FYE15

On a motion by Supervisor Meinhard and carried unanimously, the Board appropriated the Amended FYE15 budget in the total amount of \$ 29,476,497.00:

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

**12. Planning Director's Report**

a) County Project update

There was no discussion on the current county projects.

b) CUP 14-04 Thompson – Set Public Hearing

On a motion by Supervisor Wheeler and carried unanimously, the Board approved CUP 14-04:

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

c) Set public hearing for Building Code changes

On a motion by Supervisor Wheeler and carried unanimously, the Board set CA 14-03 for public hearing at the September 9, 2014 Board meeting:

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

d) CA 14-04 Set public hearing request for Special Assessment

On a motion by Supervisor Osl and carried unanimously, the Board set CA 14-04 for public hearing at the September 9, 2014 Board meeting:

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

**13. Old Business**

None

**14. New Business**

None

**15. Public Comments (Part 2)**

One citizen asked for an update on the Cobbs Creek Project. Another citizen requested additional information regarding the sewer system.

**16. Board Member Comments**

Supervisor Wheeler informed the Board that Piedmont Regional Jail may have additional inmates in the near future that will help reduce the monthly cost to the County.

Supervisor Ingle informed the audience that a hunter's gun safety course will be held in the beginning of October.

Supervisor Meinhard thanked the citizens for coming out to the Board meeting and discussed his concern with the county not having a maintenance plan in place for the county sewer system.

**17. Additional Information**

- a) Treasurer's Report
- b) DMV Report
- c) Recycling Report
- d) Building Inspections Report
- e) CRC Newsletter
- f) Virginia Byway designation for the Midland Trail

**18. Adjourn -**

On a motion by Supervisor Wheeler and carried, unanimously, the Board adjourned the meeting until the next regular meeting on September 9, 2014 at 7:00 p.m. in the Circuit Courtroom, Cumberland Courthouse.

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

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Lloyd Banks, Jr., Chairman

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Vivian Giles, County Administrator/County Attorney