



CUMBERLAND COUNTY BOARD OF SUPERVISORS

Regular Monthly Meeting
Cumberland County Circuit Courtroom A
Cumberland, VA

Agenda

September 9, 2014

Regular Meeting – 7:00 p.m.

1. **Call to Order**
2. **Invocation and Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Agenda** **Motion**
5. **Adjourn into Closed Session (pg. 1)** **Motion**

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

Subject: Health Insurance matter

Subject: Salary review

Pursuant to Virginia Code § 2.2-3711.A.5: New Business

Subject: Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' interest in locating or expanding its facilities in the community.

6. **Public Comments (Part one)**
7. **Public Hearings**
 - a. Set public hearing for lease of public buildings at 1550 Anderson Hwy. **Motion**
 - b. Lease of Public Buildings-1550 Anderson Highway (pg. 2-6) **Motion**
 - c. CA 14-03 – Building Fee Schedule (pg. 7-10) **Motion**
 - d. CA 14-04 – Special Assessment Revalidation (pg. 11-13) **Motion**

- | | |
|---|---|
| <p>8. State and Local Departments/Agencies/Community Service Providers</p> <ul style="list-style-type: none"> a. Dr. Amy Griffin, Superintendent of Cumberland County Public Schools b. VDOT c. Bryan Saxtan, Utilities Department (pg. 14-17) | <p>Information
Information
Information</p> |
| <p>9. County Attorney/County Administrator Report</p> <ul style="list-style-type: none"> a. Consent agenda <ul style="list-style-type: none"> i. Approval of bills ii. Approval of Minutes (8/12/14) b. Virginia Growth Alliance Membership (VGA) c. VGA Resolution in support of natural gas pipelines (pg. 18) d. Crossroads CSB FYE15 Performance Contract | <p>Motion</p> <p>Motion</p> <p>Motion</p> <p>Motion</p> |
| <p>10. Finance Director's Report</p> <ul style="list-style-type: none"> a. Revenue Appropriations (pg. 19-24) b. Approval of Budget and CIP Calendars – 2015-2016 Budget (pg. 25-27) | <p>Motion</p> <p>Motion</p> |
| <p>11. Planning Director's Report</p> <ul style="list-style-type: none"> a. County Project updates (pg. 28-29) | <p>Information</p> |
| <p>12. Old Business</p> | |
| <p>13. New Business</p> | |
| <p>14. Public Comments (Part two)</p> | |
| <p>15. Board Members Comments</p> | |
| <p>16. Additional Information – (pg. 30-35)</p> <ul style="list-style-type: none"> a. Treasurer's Report (handout) b. DMV Report c. Recycling Report d. Building Inspections Report | |
| <p>17. Adjourn – Regular Meeting – October 14, 2014</p> | |

The Board returned to regular session on a motion by the Chairman.

A motion was made by Supervisor _____ adopted by the following vote:

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

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.

**CUMBERLAND COUNTY BOARD OF SUPERVISORS
PUBLIC HEARING**

The Cumberland County Board of Supervisors will meet on Tuesday, September 9, 2014, at 7:00 p.m., or as soon thereafter as may be heard, in the Circuit Courtroom of Cumberland County in Cumberland, Virginia, to conduct public hearings pursuant to Virginia Code Section 15.2-1800, which such hearings may be continued or adjourned, as required under applicable law, and to consider the following items and taking actions in furtherance thereof:

Lease for Old Social Services Building: The Board of Supervisors will consider adoption of a resolution or resolutions, as may be necessary or convenient, regarding the proposed lease of County Property located at 1550 Anderson Highway.

Copies of the complete text of the above proposed lease, resolutions and associated documents are available for public review at the office of the Cumberland County Planning Department, County Administration Building, 1 Courthouse Circle, Cumberland, Virginia between 8:30 am and 4:30 pm of each business day. The public is invited to attend these hearings at which persons affected may appear and present their views orally or in writing. Questions or comments may be directed to Ms. Sara Carter, Planning Director, at (804) 492-3520. Persons with disabilities are urged to contact the County Administrator's Office at (804) 492-3625 at least five (5) days prior to the meeting to arrange for any necessary accommodations.

TO: Farmville Herald

Advertise on the following dates: **August 27 and September 3, 2014**

Authorized by: Cumberland County Planning Department

Bill to: Cumberland County Board of Supervisors

PO Box 110, Cumberland, VA, 23040

THIS LEASE AGREEMENT, made and effective as of the 15th day of October, 2014, by and between **COUNTY OF CUMBERLAND, VIRGINIA**, Grantor, herein referred to as "Landlord," and _____, Grantee, herein referred to as "Tenant."

WITNESSETH:

WHEREAS, Landlord is the owner of certain real property adjoining Virginia Highway 60 and located in Cumberland County, Virginia and containing in total approximately one (1) acre and known as 1550 Anderson Highway, Cumberland, Virginia; and

WHEREAS, Tenant desires to lease the said real property containing approximately one acre in order operate a retail food store.

NOW, THEREFORE, in consideration of the mutual covenants contained herein the parties hereby agree as follows:

DESCRIPTION OF THE PREMISES

Landlord agrees to lease and Tenant agrees to rent that certain parcel of real property described as follows:

That certain parcel of land in Madison Magisterial District of Cumberland County, Virginia containing one acre, more or less, bounded on the northwest and southeast by lands now or formerly of Smith, on the northeast by the Presbyterian Church property, and on the southeast by other lands of the County of Cumberland, this parcel being the northwestern half of a two-acre parcel conveyed to the County of Cumberland by deed dated July 13, 1982 from George L. Dowdy, Jr., *et als*, recorded in the Circuit Court Clerk's Office of Cumberland County, Virginia in Deed Book 153 at Page 467.

TERM OF LEASE

Tenant agrees to lease the above described premises for a period of sixty (60) months commencing on the 15th day of October, 2014 and ending at midnight on the 14th day of September, 2019.

IMPROVEMENTS

All structural improvements must have the prior approval of the County Administrator of Cumberland County and shall be at the expense of the Tenant.

RENT

Tenant agrees to pay to Landlord at Post Office Box 110, Cumberland, Virginia 23040, the sum of Five Hundred Dollars (\$500.00) per month for the period October 15, 2014 through September 15, 2015; Eight Hundred Dollars (\$800.00) per month for the period October 15, 2015 through September 15, 2016; and of Nine Hundred Dollars (\$900.00) per month for the period October 15, 2016 through September 15, 2019 for the lease of the premises. All lease payments are due and payable on or before the 15th day of each month beginning on the 15th day of October, 2014 and continuing through the term of this Lease.

USE OF PREMISES

The parties expressly agree that this Lease is executed in order that Tenant may allow the occupancy of the premises for retail foods sales and that the demised premises shall not be put to any other use without the prior written consent of Landlord.

SERVICES

During the term of this Lease, Tenant shall be responsible for providing all utilities to the demised premises at Tenant's expense.

ASSIGNMENT AND SUBLEASE

This Lease may be assigned or transferred, and the premises may be sublet, either in whole or in part, by Tenant only with Landlord's prior written consent. However, once assigned, transferred, or sublet, the premises may not again be sublet or the Lease may not again be transferred or assigned by any sublessee, assignee, or transferee.

REPAIRS AND MAINTENANCE

Landlord hereby agrees that during the term of this Lease, it shall, in the matter of keeping the building and demised premises in good repair, do only the following: keep the exterior walls and roof of the building in proper and substantial repair, and maintain the electrical wiring and HVAC equipment in proper working order.

Tenant hereby agrees to maintain the premises in an orderly, safe, and clean condition and shall be solely responsible for such maintenance. The responsibility of Tenant shall include, but shall not be limited to, the following: general cleaning, maintenance, and mowing of grass.

RIGHT OF ENTRY TO REPAIR

Landlord reserves the right for itself, its agents and employees, to enter upon the premises at any reasonable time to make repairs, alterations or improvements; provided, however, that such repairs, alterations, or improvements shall not unreasonably interfere with Tenant's business operations. Such right to enter shall also include the right to enter upon the premises for the purposes of inspection.

INSURANCE

Landlord shall adequately insure the building and all public or common areas for fire, casualty, hazard, and liability. Tenant shall maintain the demised premises in a hazard-free condition. Tenant shall be responsible for insuring its personal property, including all contents of the building to be occupied by Tenant, and Tenant shall be responsible solely for liability within the demised premises.

BANKRUPTCY OR INSOLVENCY

It is expressly agreed that if at any time during the term of this lease, Tenant or any assignee, sublessee, or transferee shall be adjudged bankrupt or insolvent by any Federal or State Court of competent jurisdiction, Landlord may, at its option, declare this lease to be terminated and canceled, and may take possession of the demised premises.

DAMAGE OR DESTRUCTION BY FIRE OR NATURAL CAUSES

If, during the term of this lease, the building on the demised premises is destroyed by fire, natural causes, or other casualty, or so damaged thereby that it cannot be repaired with reasonable diligence within sixty (60) days, this lease shall terminate as of the date of such damage or destruction. However, if said buildings can with reasonable diligence be repaired within 60 days, said buildings shall be, by Landlord, repaired as quickly as is reasonably possible, and this lease shall remain in full force and effect; provided, however, rent shall be abated for any part of said building which is rendered unfit for occupancy for the period that such unfitness continues.

DEFAULT ON PAYMENT OF RENT

If any monthly installment of rent as herein called for remains overdue and unpaid for ten (10) days, Landlord shall impose a penalty of five (5) percent of the monthly rental amount for each month overdue. If any monthly installment of rent and interest as herein called for remain overdue and unpaid for thirty (30) days, Landlord may, at its option, at any time during such default, declare this lease terminated and take possession of the demised premises.

SIGNS

Tenant may display signs and shingles advertising his place of business with the prior written consent of the Landlord so long as all signs are in full compliance with all local laws and ordinances, which consent shall not be unreasonably withheld.

The parties, having read and understood the provisions of this lease, agree for themselves, their heirs, administrators, personal representatives, executors, and assigns to be bound thereby.

IN WITNESS WHEREOF, the parties have executed this lease on the _____ day of _____, 2014.

CUMBERLAND COUNTY, VIRGINIA

By _____ (SEAL)
County Administrator

David Daniels (SEAL)

**CUMBERLAND COUNTY BOARD OF SUPERVISORS
PUBLIC HEARING**

The Cumberland County Board of Supervisors will meet on Tuesday, September 9, 2014, at 7:00 p.m., or as soon thereafter as may be heard, in the Circuit Courtroom of Cumberland County in Cumberland, Virginia, to conduct public hearings pursuant to Virginia Code Section 15.2-1427, which such hearings may be continued or adjourned, as required under applicable law, and to consider the following items and taking actions in furtherance thereof:

***Code Amendment 14-03, Building Fee Schedule:** The Cumberland County Board of Supervisors will review an amendment to the County Code entitled "Building Fee Schedule." This will amend Chapter 14 of the Cumberland County Code and set fees according to State Building Code standards.*

***Code Amendment 14-04, Special Assessment Revalidation:** The Cumberland County Board of Supervisors will review an amendment to the County Code entitled "Special Assessment Revalidation." This will amend Chapter 58 of the Cumberland County Code and eliminate the requirement for annual revalidation of special assessments. The amendment proposes a six year revalidation schedule.*

Copies of the complete text of the above proposed ordinances and associated documents are available for public review at the office of the Cumberland County Planning Department, County Administration Building, 1 Courthouse Circle, Cumberland, Virginia between 8:30 am and 4:30 pm of each business day. The public is invited to attend these hearings at which persons affected may appear and present their views orally or in writing. Questions or comments may be directed to Ms. Sara Carter, Planning Director, at (804) 492-3520. Persons with disabilities are urged to contact the County Administrator's Office at (804) 492-3625 at least five (5) days prior to the meeting to arrange for any necessary accommodations.

TO: Farmville Herald

Advertise on the following dates: **August 22 and August 29, 2014**

Authorized by: Cumberland County Planning Department

Bill to: Cumberland County Board of Supervisors
PO Box 110, Cumberland, VA, 23040

7



MEMO

To: Board of Supervisors, Cumberland County
Vivian Seay Giles, County Administrator/Attorney

From: Sara Carter, Planning Director

Date: September 2, 2014

Re: **Building Inspections Code amendment**

Recommendation

Staff recommends that the Board of Supervisors adopt this amendment to the Cumberland County Code.

Analysis

Staff is bringing to the Board a proposed Ordinance amendment for the purpose of updating the Building Inspection Fee Schedule to reflect changes to State Code. The new State Building Code changes went into effect on July 14, 2014. The changes to the Cumberland County Code will reference the State Code. Neither State Building Inspection fees, nor County Building Inspection fees, are being increased through this action. This is an action to come into compliance with changes at the state level. **Staff recommends the Board set a public hearing for September 9, 2014 to amend the Section 14-61 of the Cumberland County Code relating to fees.**

Attachment: Proposed Ordinance changes

Sec. 14-61. Limited; fees.

(a)

No building permit shall be issued for the construction of any structure on any lot stamped as being solely for nonresidential and noncommercial purposes. For the purposes of this section, "solely for nonresidential and noncommercial purposes" shall mean only those land uses and structures that do not require the utilization of a septic system.

(b)

Permit fees shall be as follows:

Building Fee Schedule	
Effective July 1, 2010	
One- and two-family dwellings all R use groups industrialized buildings manufactured or modular homes each floor including basement and garage	\$150.00 minimum or 0.20 square feet
Electrical, plumbing, mechanical permits	\$40.00 minimum, or 0.01 square feet
Porches and decks	\$50.00 minimum, or 0.06 square feet
Remodels and additions	\$50.00 minimum, or 0.15 square feet
Detached accessory structure (in excess of 150 sq ft) (As VUSBC regulates)	\$30.00 minimum, or 0.06 square feet
Pools: Above ground	\$50.00
In ground	\$75.00
Fire, rescue, county owned	Exempt
Commercial permits	\$100.00 minimum, or 0.12 up to 10,000 square feet 0.08 over 10,000 square feet
Commercial: Electrical, plumbing, mechanical, sprinkler and other permits	\$50.00 minimum, or 0.01 square feet, or \$4.00 per \$1,000.00 of contract value (whichever is greater)
Towers	\$7.00 per \$1,000.00 of contract value
Code investigate fees: Charged to applicants discovered by the building official department to be working without a required permit	\$25.00 or 25% of applicable permit fee, whichever is greater
Commercial	\$50.00 or 25% of applicable permit fee, whichever is greater
Demolition fee (includes all structures regardless of use)	\$25.00
Administrative fees: Extensions, take-over, transfers, reinstatements, modifications	\$25.00
Amendments or add mechanic lien agent	\$10.00
Address fee	\$12.00
Re-inspection fee (if over two inspections for the same Violation)	\$35.00 (payable in advance)

(c)

If a permit is revoked or a refund is requested in writing prior to six months of issue, a processing fee of \$50.00 will be retained, plus any additional cost incurred.

(d)

Add ~~(2.00 percent)~~ Code academy fee levy to the schedule amounts subsection (b) above for division of building regulatory services.

(Code 1990, § 4-9; Ord. of 7-1-1999; Ord. of 7-10-2002; Ord. of 4-21-2004; Ord. No. 10-05, 6-8-2010)



MEMO

To: Board of Supervisors, Cumberland County
Vivian Seay Giles, County Administrator/Attorney

From: Sara Carter, Planning Director

Date: September 2, 2014

Re: Commissioner of the Revenue Code amendment

Recommendation

The Commissioner of the Revenue recommends that the Board of Supervisors adopt this amendment to the Cumberland County Code.

Analysis

Staff is bringing to the Board a proposed Ordinance amendment for the purpose of updating the Application for special assessment section of the Cumberland County Code. Currently, section 58-212 (h) requires landowners participating in the land use assessment program to revalidate their use on an annual basis. This requires the mailing, processing and filing of over 800 letters annually by Commissioner of the Revenue staff. The current Code provides a six year cycle for a revalidation fee, and staff would like to join these two sections, allowing a six year cycle for revalidation. This complies with State Code, which allows local governments to determine the timeframe for revalidation.

Attachment: Proposed Ordinance changes
Letter from the Commissioner of the REvenue



CUMBERLAND COUNTY

OFFICE OF THE COMMISSIONER OF THE REVENUE

P.O. Box 77 ~ Cumberland, Virginia 23040

(804) 492-4280 ~ Fax: (804) 492-3342

www.cumberlandcounty.virginia.gov

JULIE A. PHILLIPS

Commissioner

Dear Members of the Board:

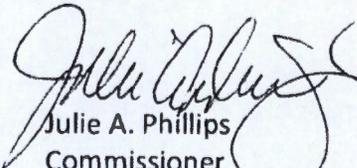
The Code of Virginia §58.1-3234 allows, ***"The governing body of any county, city or town may, however, require any such property owner to revalidate annually with such locality, on or before the date on which the last installment of property tax prior to the effective date of the assessment is due, on forms prepared by the locality, any applications previously approved. Each locality which has adopted an ordinance hereunder may provide for the imposition of a revalidation fee every sixth year."***

However, this annual revalidation is not REQUIRED by the code. Therefore, I would like to request the following change to the Cumberland County Code §58-212(h) to read as follows: ***Such property owner must revalidate ~~annually~~ every sixth year with the commissioner of the revenue any application previously approved. A revalidation fee of \$40.00 shall accompany each application for revalidation every sixth year. Late filing of a revalidation form must be made on or before the effective date of the assessment and accompanied with a late filing fee of \$40.00.***

This request is based on the following approximate savings (annually) that would be realized by my office based on 777 pieces mailed in 2013: \$380.73 in postage, \$77.25 for envelopes; I created and print my own letterhead on regular copy paper to save on the cost of letterhead. However, in addition, there is the ink to print all of these letters and the time it takes my staff to create the labels, print them, stuff envelopes, etc.

Thank you for your consideration in this matter.

Sincerely,


Julie A. Phillips
Commissioner

Sec. 58-212. Applications for special assessment; fees.

(a) Applications for taxation of real estate on the basis of use assessment shall be submitted to the commissioner of the revenue on the forms provided by the state department of taxation and supplied by the commissioner of the revenue. The application shall include such additional schedules, photographs and drawings as may be required by the commissioner of the revenue.

(b) Applications shall be submitted:

- (1) At least 60 days preceding the tax year for which such taxation is sought; or
- (2) In any year in which general reassessment is being made, until 30 days have elapsed after the notice of increase in assessment has been mailed to the property owner in accordance with Code of Virginia § 58.1-3330, or 60 days preceding the tax year, whichever is later.

(c) The application shall be signed by all property owners of the subject property. An owner of an undivided interest in the property may apply on behalf of owners that are minors or that can not be located, upon submitting an affidavit attesting to such facts.

(d) A separate application shall be filed for each parcel or tract shown on the land book.

(e) An application fee of \$40.00 shall accompany each application.

(f) An application shall be submitted whenever the use or acreage of such land previously approved changes; however, no application fee shall be required when a change in acreage occurs solely as a result of a conveyance necessitated by governmental action or condemnation of a portion of any land previously approved.

(g) If any tax on the land affected by an application is delinquent when the application is filed, the application shall not be accepted. Upon payment of all delinquent taxes, interest and penalties relating to such land, the application shall then be treated in accordance with this section.

(h) Such property owner must revalidate ~~annually~~ every sixth year with the commissioner of the revenue any application previously approved. A revalidation fee of \$40.00 shall accompany each application for revalidation-~~every sixth year~~. Late filing of a revalidation form must be made on or before the effective date of the assessment and accompanied with a late filing fee of \$40.00.

(Code 1990, § 8A-2; Ord. of 1-1-2000; Ord. of 1-10-2001; Ord. No. 10-06, 7-13-2010)



MEMO

To: Board of Supervisors, Cumberland County
Vivian Seay Giles, County Administrator/Attorney

From: Bryan Saxtan, Utilities

Date: September 2, 2014

Re: Board Requested Information regarding Sewer Maintenance

The Cumberland County Utilities Department maintains all water, sewer and transfer station maintenance in Cumberland County. Following is a summary of the current system, as well as the requested information regarding maintenance and refurbishment of the sewer system.

Water:

Cumberland County has over 10 miles of water line with over 110 water taps and 50 hydrants. The system serves the schools and over 100 other users, totaling over 2,000 people served on a daily basis. Pipes within the system vary in size from 12" to 6" inch pipe.

Cumberland County also maintains a water plant. In order to meet health and safety requirements, there are daily tests and chemical mixing for the system, as well as meeting requirements for state tests each month to maintain certification. Water quality monitoring also includes stations along the line that need attention from cutting grass around them to flushing them on a regular basis. They also have to be pumped out by hand so that they don't freeze in the winter time.

County staff also installs all of the water taps for the system, including locating the water line, excavating around it, and completing a hot tap with the system in full operation and under pressure. New taps generally require a total of two days to complete. If there is a need to bore under the road for the new tap, the job is longer and more costly.

County staff also maintains a standalone diesel generator for the water plant that will run the whole plant in case of power failure in the winter time.

The water lines also have about a dozen air release valves that need to be checked monthly, as well as 115 meters to be read for billing.

Sewer:

Cumberland County's sewer system consists of over 12 miles of gravity sewer line and over 15 miles of pressure lines that vary in size from 2" to 8". We have approximately 250 man holes and around 51 air release valves on the system.

The pump stations and sewer lines require regular maintenance and inspection as enumerated in the attached charts.

Staff reads all sewer meters monthly for billing and also installs new sewer taps for customers. This includes locating the line that is closest to their house, excavating the line and installing a new tap and meter. Each new tap requires approximately two days.

County staff also maintains four standalone generators for the sewer system in case of power outages.

Transfer stations:

Utilities staff also maintains the Hamilton, Randolph, and Madison Landfills.

There is required testing and monitoring with consultants from Draper Aden on all of the wells at all three sites. We have closed one land fill out, but we have two more to continue monitoring and maintain the inspection cycle with DEQ every year and fix any problems. Additionally, leachate from one landfill must be hauled to a wastewater facility.

Maintenance at the landfills includes bush hogging and clearing of any trees so that the root systems does not puncture the liner of the land fill.

Utilities staff also manage the workers at the landfills and field any complaints or issues at the transfer stations, including coordination with Vanderlin who comes and takes all of the full dumpsters throughout the week.

In the winter time, utilities staff is also responsible for any and all snow removal for all three transfer stations so that they can be opened on time. We are also helping the maintenance department with snow removal in the rest of the county.

Recommendation:

Currently, the Utilities Department is staffed by a part time Director, Gary Thompson. Mr. Thompson maintains a certification required by the State for a water system and is on call for Water Plant issues. Regular upkeep and maintenance of the water system is completed by the full-time Utilities staff. The full time Utilities staff is comprised of two employees, Bryan Saxtan and James Bryant. All of the sewer work is completed by these two staff members, as well as the landfill maintenance. In order to maintain all systems as necessary and to protect the county's investments, the Utilities Department requires one more full time person and a part time person.

Cumberland County
Department of Utilities
Sewer System Preventive Maintenance and Inspection Program

Maintenance Item Area and Description	As Needed	Daily	Weekly	Monthly	Annually
Pump Stations:					
Read Numbers		x			
Check Amps		x			
Check wet well for grease build up on floats		x			
Check/Test chatter boxes		x			
Check phone lines at pump stations			x		
Clean and check gutters and shingles				x	
Cut grass (seasonal)			x		
Inspect and repair gates and fences at pump stations	x				
Inspect and perform building repair and maintenance	x				
Sewer Lines:					
Inspect manholes for damage and cover placement (rotating cycle- 20 per week)			x		
Repair manhole frame and covers (approx. cost \$150)	x				
Raise manholes as identified through inspection program (\$58-72 each)	x				
Inspect grinder pumps and perform maintenance (located on individual properties)	x				
Check line from Bear Creek State Park for any leaks (3 mile pressure line)			x		
Inspect, maintain and repair clean outs (one per meter)	x				
Bush hog all sewer right of ways (frequency dependant on location)			x	x	x
Clear trees, brush, etc from manholes and weed eat around all holes				x	
Jet the entire system from Bear Creek State Park to Kimberly Hills					x

Items Repaired by Staff Requiring Allocation of Funds:

Repair:	Cost:	Frequency:
Repair and replacement of pumps at all pump stations	\$3,000-10,000	As needed
Repair and replacement of floats	\$70	As needed
Clean each pump station (removing grease, sediment and debris)	\$8,000-10,000	Annually

Items Required for Inspection and Maintenance to be performed by contractors:

Repair:	Cost:	Priority:
Comprehensive inspection of all manhole specs and repair priority done every 5 years (see attached proposal)	\$9,270	1
Refurbish all manholes with 100 millimeter epoxy and touch up every 50 years with 25 mill.	\$200,000/annually to complete; 36/year for 7.5 years	2
Replace pump station hardware with stainless steel and epoxy	\$15,000-25,000	3
Upgrade dialer systems	\$1000/station \$11,000 total	4

17

Resolution in Support of Natural Gas Pipeline Projects

September 9, 2014



1 Courthouse Circle | Post Office Box 110
Cumberland, Virginia 23040

804.492.3800 Telephone
804.492.9224 Facsimile

www.cumberlandcounty.virginia.gov
info@cumberlandcounty.virginia.gov

WHEREAS, it has come to the attention of the Board of Supervisors of Cumberland County that a natural gas transmission line project is underway in the Commonwealth; and

WHEREAS, the proposed route of the transmission line includes Cumberland County; and

WHEREAS, the lack of the availability of, and access to, natural gas has proven to be a critical hurdle impeding economic development in many localities in Virginia, including Cumberland County; and

WHEREAS, access to natural gas would serve not only the citizens of Cumberland County by providing access to an alternative heating source, but also would prove beneficial in efforts to attract businesses to the County.

THEREFORE, BE IT RESOLVED, that the Cumberland County Board of Supervisors supports the construction the natural gas pipeline through Cumberland County in order that residents and businesses in the County may access natural gas transmission lines.

BE IT FURTHER RESOLVED that the Cumberland County Board of Supervisors pledges to collaborate and cooperate in the construction of the natural gas pipeline through Cumberland County in order to guarantee access to such line for current and future businesses and residents.

ADOPTED the 9th day of September, 2014.

Mr. Lloyd Banks, Jr., Chairman
Cumberland County Board of Supervisors

ATTEST:

Vivian Seay Giles
County Administrator/County Attorney

18



MEMO

To: Cumberland County Board of Supervisors
Vivian Seay Giles, County Administrator/Attorney

From: Tracie Wright, Finance Manager

Date: September 2, 2014

RE: FY15 School Appropriation Requests

Cumberland County Schools have been awarded two grants in the total of \$174,933.00. I have attached the information provided by Dr. Griffin. If approved the following appropriation will be needed.

3-203-003302-0001 (NCLB Federal Revenue)	\$168,933.00-
4-203-061314-0002 (NCLB Expenses)	\$168,933.00+
3-205-003302-0106 (High Schools that Work)	\$ 6,000.00-
4-205-061100-9301 (School Instruction)	\$ 6,000.00+

Thank you.

19



AMY GRIFFIN, Ed.D.
Division Superintendent

CUMBERLAND COUNTY PUBLIC SCHOOLS

P. O. BOX 170
CUMBERLAND, VIRGINIA 23040
(804) 492-4212
FAX (804)492-9869

GINGER SANDERSON
School Board Chairman

GEORGE REID JR.
School Board Vice-Chairman

GEORGE LEE DOWDY III
School Board Member

CHRISTINE ROSS, PH.D.
School Board Member

EURIKA TYREF
School Board Member

September 8, 2014

TO: Board of Supervisors of Cumberland County

FROM: Amy W. Griffin, Ed.D. *AWG*

SUBJECT: Appropriation for Additional Funding for the 2014-2015 School Year

On behalf of the Cumberland County School Board, we are requesting an appropriation in the amount of \$174,933.00 for additional grants listed below:

- Title IV, Part B, 21st Century Community Learning Center Grant – Cumberland High School \$168,933.00
- High Schools That Work and/or Making Middle Grades Work \$ 6,000.00

Copies of the grant awards are attached.

If you have any questions or concerns, please feel free to give me a call.

SCHOOL BOARD

CUMBERLAND COUNTY PUBLIC SCHOOLS

SUBJECT:

Supplemental Appropriations

DATE:

September 8, 2014

Background:

The administration is requesting that the School Board petition the Cumberland County Board of Supervisors for the following supplemental appropriations:

- Title IV, Part B, 21st Century Community Learning Center Grant – Cumberland High School \$168,933.00
- High Schools That Work and/or Making Middle Grades Work \$ 6,000.00

Recommendation:

It is recommended that the Superintendent petition the Cumberland County Board of Supervisors for the following appropriations:

- Title IV, Part B, 21st Century Community Learning Center Grant – Cumberland High School \$168,933.00
- High Schools That Work and/or Making Middle Grades Work \$ 6,000.00

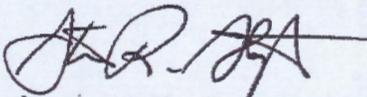
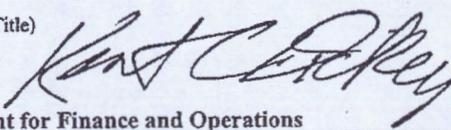
Action:

Approval

Bd09-08-14SA

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF EDUCATION
P.O. BOX 2120
RICHMOND, VIRGINIA 23218-2120

NOTIFICATION OF GRANT AWARD

<p>1. Name, Address, Phone Number of Grant Recipient:</p> <p>Dr. Amy Griffin Division Superintendent Cumberland County Public Schools PO Box 170 1541 Anderson Highway Cumberland, VA 23040</p> <p>Payee Number: 025</p>	<p>2. Grant Title/Description:</p> <p style="text-align: center;">21st Century Community Learning Centers NCLB, Title IV, Part B</p>	<p>3. DOE Contact Person, office, and Phone Number:</p> <p>Marsha M. Granderson Office: 804-786-1993 E-mail: Marsha.Granderson@doe.virginia.gov</p>						
<p>4. Grant Authority: 84.287C; CFDA</p>	<p>5. Grant Award Amount:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Cumberland High School</td> <td style="width: 10%;">Cohort 13</td> <td style="width: 50%; text-align: right;">\$168,933</td> </tr> <tr> <td colspan="2">TOTAL</td> <td style="text-align: right;">\$168,933</td> </tr> </table>	Cumberland High School	Cohort 13	\$168,933	TOTAL		\$168,933	<p>6. Grant Award Number:</p> <p style="text-align: center;">025-60565-S287C140047</p>
Cumberland High School	Cohort 13	\$168,933						
TOTAL		\$168,933						
<p>7. Grant Award Type:</p> <p>New <input checked="" type="checkbox"/> Revised <input type="checkbox"/> Continuation <input type="checkbox"/></p>	<p>8. Period of Award:</p> <p style="text-align: center;">July 1, 2014, through September 30, 2015</p>	<p>9. Fund Source:</p> <p>General <input type="checkbox"/> Federal <input checked="" type="checkbox"/> Special <input type="checkbox"/></p>						
<p>10. Special Instructions/Conditions. The 21st Century Community Learning Centers (CCLC) grant is a three-year grant with annual continuation awards, contingent upon availability of funds and satisfactory performance. Continuation awards for years two and three of the grant will be reduced based on the unclaimed funds of the first year's award as of June 30, 2015, and, subsequently, the second year's award as of June 30, 2016. The next year's award would be reduced by the amount that exceeds fifteen percent of original grant award amount. Grants may also be reduced if the grantee is not demonstrating substantial progress, is not serving the number of students as stated in the original application as measured by average daily program attendance, or is not utilizing the funds as approved. The grant period for the first year award is July 1, 2014 through September 30, 2015. Regulatory provisions for projects funded under Title IV, Part B, allow for the expenditure of funds through a carryover period. Funds made available may be encumbered through September 30, 2015. Carryover funds must be obligated by September 30, 2016, and all requests for reimbursements received by November 16, 2016. Grant recipients that do not fully expend and claim awarded funds by the close of the award year will be subject to a reduction in future awards. The grant award number must be referenced on all correspondence sent to the Department of Education. Inquiries regarding this award may be directed to Marsha Granderson, education specialist, Virginia Department of Education, Office of Program Administration and Accountability, P.O. Box 2120, Richmond, Virginia 23218-2120. See attached <u>Additional Required Special Terms and Conditions</u>.</p>								
<p>11. Authorized By: (Name/Title)</p> <p style="text-align: center;"></p> <p>Steven R. Staples, Ed.D Superintendent of Public Schools</p>	<p>12. Authorized By: (Name/Title)</p> <p style="text-align: center;"></p> <p>Kent Dickey Deputy Superintendent for Finance and Operations</p>	<p>13. Date:</p> <p style="text-align: center;">July 24, 2014</p>						
<p>14. Project Code:</p> <p style="text-align: center;">60565</p>	<p>15. Revenue Source Code or CFDA #:</p> <p style="text-align: center;">84.287</p>	<p>16. Program/Service Area:</p> <p style="text-align: center;">179-01</p>	<p>17. Fiscal Year:</p> <p style="text-align: center;">2014-2015</p>	<p>18. Recipient Type:</p> <p>Subrecipient <input checked="" type="checkbox"/> Cooperative Agreement <input type="checkbox"/></p>				

Budget Review:

ON
CIS



COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION

P.O. BOX 2120

RICHMOND, VA 23218-2120

August 11, 2014

Dr. Amy Griffin, Superintendent
Cumberland County Public Schools
P.O. Box 170
Cumberland, VA 23040

Dear Dr. Griffin:

The Virginia Department of Education (VDOE) is pleased to provide the *High Schools That Work* and/or *Making Middle Grades Work (HSTW/MMGW)* grant award for Fiscal Year 2014-2015 in the amount of \$3,000 for each of the following schools: Cumberland Middle School and Cumberland High School. The grant funding period is July 1, 2014 through September 30, 2015. No local match is required. The grant expenditures are designated for the Southern Regional Education Board (SREB) and/or VDOE-sponsored professional development as outlined on page 15 of the grant application. Funding for this grant is available through the Carl D. Perkins Career and Technical Education Act of 2006 and is contingent upon the availability of federal funds. Please note, the VDOE grant funding support for the HSTW/MMGW initiative will end September 30, 2015. This will allow for participation in and reimbursement for professional development activities through summer 2015.

The attached *HSTW/MMGW* Grant Application packet includes information about conditions expected of sites, directions for completing required documents, and budget guidelines. For acceptance of this grant, please complete and submit the application materials no later than September 10, 2014.

Funding for *HSTW/MMGW* is on a cost-reimbursement basis. The school division will receive payments after certifying the expenditures. Forms for submitting reimbursements can be downloading from the [HSTW/MMGW webpage](#) on the VDOE Web site.

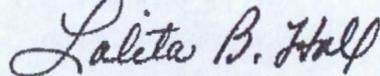
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*6000

Dr. Amy Griffin
August 11, 2014
Page Two

If you have any questions, please contact Joseph Wharff, HSTW/MMGW state coordinator, at CTE@doe.virginia.gov or by telephone at 804-225-2051.

Sincerely,



Lolita B. Hall, Director
Office of Career and Technical Education Services

LBH/JAW/cmc

Enclosure: Notification of HSTW/MMGW Grant Award

e-mailed copy: Division CTE Director
 HSTW Site Principal
 HSTW Site Coordinator



MEMO

To: Cumberland County Board of Supervisors
Vivian Seay Giles, County Administrator/Attorney

From: Tracie Wright, Finance Manager

Date: September 2, 2014

RE: FY16 Budget and CIP Calendars/Budget Reports

I have provided for your review a proposed calendar for the FY16 budget process as well as a calendar for the Capital Improvement Plan process for FY16 through FY20. I will proceed with each process accordingly per your approval of the calendars.

Also, FY14 has not been closed out in our Bright system yet. Without the previous year being closed, I cannot view the current FY's budget balances. Therefore, I am not able to provide you the monthly budget reports as I usually do. The year-end close process will take place by the next Board meeting and I will provide you with updated reports at that time.

Thank you.

**CUMBERLAND COUNTY
FISCAL YEAR 2015-2016 BUDGET CALENDAR**

- | | |
|-------------------------------------|--|
| December 6, 2014 | Finance Manager prepares budget instruction and estimate forms. Instruction and estimate forms are issued to departments and agencies. |
| January 2015 | County Administrator and Treasurer prepare revenue estimates. |
| January 16, 2015 | Deadline for submission of budget requests to the Finance Manager. |
| January 23, 2015 | Finance Manager presents budget requests to County Administrator. |
| February 18-19, 2015 | Departments, agencies and school administration present budget requests to the Board of Supervisors. School Board and Board of Supervisors hold a joint public budget meeting. |
| March 13, 2015 | County Administrator issues recommended budget to the Board of Supervisors. |
| March 16-27, 2015 | Board of Supervisors budget work sessions. Approval of budget, tax rates, and capital improvement program for publication. |
| March 27, 2015
and April 3, 2015 | Advertise proposed budget, tax rates, and capital improvement program for public hearing. |
| April 7, 2015 | Public Hearing on the proposed budget, tax rates, and capital improvement program. |
| April 14, 2015 | Adoption of fiscal year 2015-2016 budget, tax rates, and capital improvement program. |
| June 2015 | Appropriation of funds for the adopted fiscal year 2015-2016 budget. |

This calendar is subject to change at any time at the direction of the Board of Supervisors.

CUMBERLAND COUNTY, VA.
CALENDAR FOR DEVELOPMENT OF THE
FY 2016 – 2020 CAPITAL IMPROVEMENTS PLAN

TENTATIVE SCHEDULE

September 30, 2014	CIP package to departments
October 24, 2014	CIP requests returned to Finance Director
November 7, 2014	Requests and recommendations are sent to CIP Committee for review
November 17-28, 2014	CIP Committee meets to review requests and begin ranking projects
December 8-19, 2014	CIP Committee meets with department and agency representatives and completes
January 19, 2015	CIP Committee presents and recommends proposed CIP to Planning Commission for public hearing
February 16, 2014	Planning Commission holds public hearing on Capital Improvements Plan
April 7, 2014	Board holds public hearing on CIP
April 14, 2014	Adoption of CIP

**Current Projects:
September 2014**

Zoning:		
<i>Pending Zoning Questions and Requests</i>		
Name:	Location:	Description:
Tanny Hobson	714 Stoney Point Road	VDOT has determine that both sites are unable to meet sight distance requirements for a "business" use. She is going to operate her charity as a home occupation and deliver items to clients.
<i>CUP's and Rezoning Requests</i>		
Gary Singh and Pilvinder Kaur	Address TBD, Intersection of Davenport and Cumberland Roads	Proposal to develop site as a community center/recreation center. Use for parties, anniversaries, weddings, etc. Planning Commission public hearing set for September 15.
Henrico County	Near Cobb's Creek	CUP for tower forthcoming.
<i>Other Zoning Issues-</i> Code Enforcement effort began in August. First set of follow up inspections scheduled for September 12, 2014.		
Economic Development and Business Prospects:		
Community Market	Old Social Services Building	Mr. David Daniels is seeking a lease in the Old Social Services Building to sell frozen foods.
Project Gonzales	Poorhouse Road	Working with engineer to confirm and plan location of Road A for completion of road during Project Gonzales.
Grants:		
VaTICRC	Industrial Park	Staff completed the VaTICRC application for \$850,000 in funding on the Gonzalez Project. The six, 30,000 gallon tanks have been sold for \$125,000 and funds returned to VaTICRC for possible future repurposing on the Gonzalez Project. VSMP from Cumberland Energy re-registered the permit in the IDA's name to ensure that environmental permitting would be completed for Project Gonzalez. The IDA also approved expenditures to complete an updated road master plan for the Industrial Park.
FEMA/VDEM	Emergency Services	Requesting dollars for equipment needed to implement a coordinated response system for 1 st responders and to purchase additional new Toughbooks.
PSAP	Sheriff's Office	Grant request in process for \$117,520 for GeoLynx- E911 Mapping and Addressing Maintenance Tools
PSAP	Sheriffs Office 911	Grant request in process for \$40,000 to replace 911 voice recorder system.
Subdivisions:		
<i>Pending Subdivisions</i>		
Woody Cofer (agent)	Cumberland Road, south of Perkins Lane	Preparing a plat for a division of land by will or testament.
<i>Other Land Divisions or Adjustments</i>		
Dorothy Worley	248 Old Buckingham Road	Adjustment of lines between two parcels.
Martin Dunivan	1073 Ampthill Road	Vacation of lot line between two parcels.
Other Regulatory Functions:		

Erosion and Sediment Control Applications- No new applications**Poultry Plans- No new plans****Code Amendment Questions**

Sign Ordinance	Countywide	Needs to be updated in general.
Definitions	Countywide	An update should happen as part of mixed use district. Rachel completed first draft during her initial review of the Ordinance for the mixed use district.
Business uses	Countywide	All business uses should be inclusive as the Ordinance moves from a less intensive to a more intensive business zone. In other words, all uses in the B-3 should be included in B-2, and so on.
Overlay district standards	Anderson Highway between 45 and 45	Standards to require improved appearance in mixed use district around the Courthouse.
Mixed Use Zoning District	Cumberland Road and Anderson Highway	Combine uses in B-3 and R-2 for a mixed use district.
Subdivision Definition	Countywide	As part of the implementation of the state wide Stormwater Management Program, staff recommends reconsidering the definition of a subdivision within the Ordinance to exclude large lot divisions, family divisions, and divisions of under six lots. This would allow these lots to be developed without requiring a VSMP. Planning Commission working toward a public hearing.
Home Occupations	Countywide	Current home occupation standards and regulations are unclear. Planning Commission is reviewing the definitions and plans to have a public hearing in October.
Mobile Home	Countywide	Amend Ordinance to reflect State Code language relating to non-conforming uses. Planning Commission has set a public hearing for September 15.
Building Inspection Fees	Countywide	Amend fee schedule to reflect changes in State Code language. Board hearing set for September 9.
Commissioner of the Revenue Code Amendment	Countywide	Amend the County Code as it relates to the revalidation of special assessments. Require a six year revalidation, rather than annual. Board hearing set for September 9.

Collection Rates - As of August 31, 2014

Real Estate:

	Current Collection %	Prior Year %	Change
Tax Year - 2014 (First half)	91.26%	90.72%	+ 0.54%
Year 2013	95.29%	95.23%	+ 0.06%

Personal Property:

	Current Collection %	Prior Year %	Change
Tax Year - 2013	95.87%	95.49%	+ 0.38%
Year 2012	98.16%	98.01%	+ 0.15%

Treasurer's Office

Outstanding Collections Report

August 2014

Real Estate

	As of 7/31/14	As of 8/31/14	Change	% Collected	Abatements/ Exonerations
2000-2005	\$ 11,440.31	\$ 10,508.02	\$ 932.29	8.15%	
2006	6,862.31	6,143.08	719.23	10.48%	
2007	10,518.24	9,483.97	1,034.27	9.83%	
2008	15,014.05	13,371.39	1,642.66	10.94%	
2009	23,724.46	21,256.02	2,468.44	10.40%	
2010	60,394.53	55,942.47	4,452.06	7.37%	
2011	102,825.79	97,196.51	5,629.28	5.47%	
2012	167,671.27	157,045.83	10,625.44	6.34%	
2013	299,940.77	276,063.98	23,876.79	7.96%	
2014 (1st Half)	270,187.34	242,573.19	27,614.15	10.22%	\$ 102.32
Total	\$ 968,579.07	\$ 889,584.46	\$ 78,994.61		

Personal Property

	As of 7/31/14	As of 8/31/14	Change	% Collected	Abatements/ Exonerations
2009	\$ 31,107.27	\$ 31,023.19	\$ 84.08	0.27%	
2010	39,131.06	38,943.88	187.18	0.47%	
2011	42,627.73	42,305.04	322.69	0.76%	
2012	54,296.41	51,262.16	3,034.25	5.59%	\$ 172.30
2013	130,809.20	116,080.83	14,728.37	11.26%	600.45
Total	\$ 297,971.67	\$ 279,615.10	\$ 18,356.57		

Transactions for DMV Select

August 2014

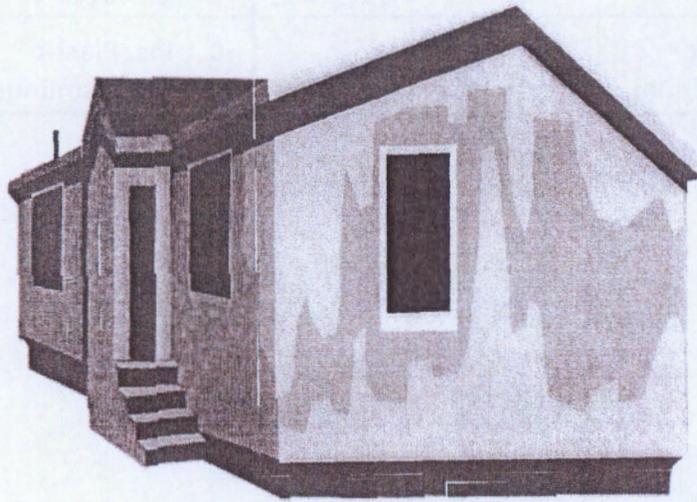
	# Transactions	Total \$	# Helped		# Transactions	Total \$	# Helped
1	60	\$2,890.75	5	17			
2				18	52	\$2,424.51	10
3				19	39	\$2,149.11	10
4	39	\$1,563.25	6	20	14	\$534.00	4
5	17	\$568.75	3	21	34	\$510.25	5
6	27	\$1,053.25	7	22	48	\$3,184.20	12
7	19	\$1,079.15	4	23			
8	32	\$1,793.25	3	24			
9				25	32	\$1,307.11	5
10				26	30	\$897.75	7
11	29	\$1,265.44	4	27	54	\$7,740.70	5
12	37	\$1,420.75	5	28	39	\$1,115.50	6
13	15	\$507.00	4	29	87	\$6,348.74	6
14	19	\$189.50	12	30			
15	32	\$1,354.24	4	31			
16					755	\$39,897.20	127

MONTHLY RECYCLE TOTALS REPORT

PICK UP DATE	COUNTY			SCHOOL		
	PLASTIC/ALUMINUM	NEWSPAPER	PAPER	PLASTIC/ALUMINUM	NEWSPAPER	PAPER
8/4/2014	7 lbs. Plastic 2 lbs. Aluminum	9 lbs.	48 lbs.	0 lbs. Plastic 0 lbs. Aluminum	0 lbs.	0 lbs.
8/11/2014	2 lbs. Plastic 0 lbs. Aluminum	20 lbs.	132 lbs.	0 lbs. Plastic 0 lbs. Aluminum	0 lbs.	0 lbs.
8/18/2014	3 lbs. Plastic 1 lbs. Aluminum	10 lbs.	46 lbs.	0 lbs. Plastic 0 lbs. Aluminum	0 lbs.	0 lbs.
8/25/2014	6 lbs. Plastic 1 lbs. Aluminum	12 lbs.	165 lbs.	0 lbs. Plastic 0 lbs. Aluminum	0 lbs.	0 lbs.
MONTHLY TOTALS	18 lbs. Plastic 4 lbs. Aluminum	51 lbs.	391 lbs.	0 lbs. Plastic 0 lbs. Aluminum	0 lbs.	0 lbs.

CUMBERLAND COUNTY

BUILDING INSPECTIONS
DEPARTMENT



AUGUST 2014

MONTHLY
REPORT

COUNTY of CUMBERLAND VIRGINIA

FOUNDED • 1749

Building Official's Office

Leland Leeds
Building Official

lleeds@cumberlandcounty virginia gov

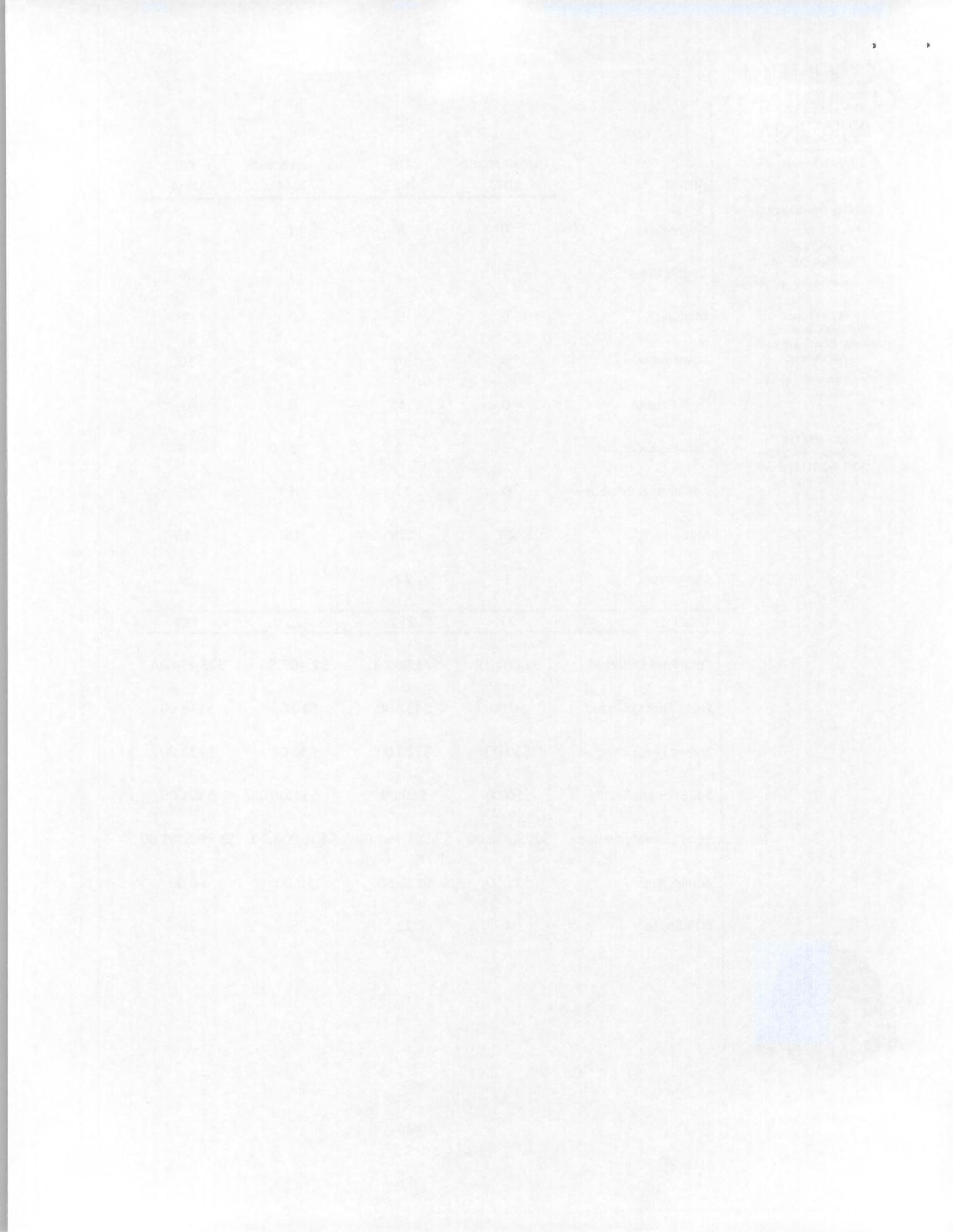
Tina M. Tate
Building Coordinator /
Assistant Planning & Zoning
Administrator

mtate@cumberlandcounty virginia gov

P.O. Box 110
Cumberland, VA 23040
(804) 492-9114 Phone
(804) 492-9224 Fax

August	Current Month	YTD	Current Month	YTD
	2013	2013	2014	2014
Singlewides	0	8	1	4
Doublewides	1	3	1	3
Modular	0	5	0	3
New Homes	0	10	0	10
Ag & Exempt	0	4	0	0
Garages & Carports	3	12	2	16
Additions & Remodels	0	17	4	16
Misc	20	129	15	115
Commercial	1	27	0	19
Totals	27	214	22	185
Total Fees Collected	\$1,807.18	\$23,800.01	\$2,497.95	\$23,774.34
E-911 Fees Collected	\$0.00	\$132.00	\$10.00	\$118.00
Zoning Fees Collected	\$30.00	\$120.00	\$30.00	\$232.00
S & E Fees Collected	\$50.00	\$50.00	\$51.00	\$301.00
Total Estimated Value	\$225,838.00	\$3,563,764.00	\$401,008.00	\$3,763,351.00
Admin. Fees	\$35.00	\$110.50	\$0.00	\$0.00
CO's Issued	4	21	5	20





At a meeting of the Cumberland County Board of Supervisors held at 6:00 p.m. on the 12th 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'l Info | 9. State and Local Departments/Agencies
d) VDoF – Shannon Lewis; FYE annual report | Motion |
| Add'l Info | 10. County Attorney/County Administrator's Report
c) Resolution approving 2014 PPTRA Rate of 45.36% | 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 |
| NEW | 12. Planning Director's Report
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

Lloyd Banks, Jr., Chairman

Vivian Giles, County Administrator/County Attorney