

**Virginia:**

At the regular meeting of the Board of Supervisors held at the Charles City County Government Administration Building thereof on **Tuesday, February 23, 2021, at 6:00 p.m.** in the 225<sup>th</sup> year of the Commonwealth and 387<sup>th</sup> year of the County.

PRESENT: Gilbert A. Smith, Chairman  
William G. Coad  
Lewis E. Black, III

RE: CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order by Gilbert Smith, Chairman of the Board of Supervisors.

The Pledge of Allegiance was said in unison by the Board of Supervisors.

RE: ADOPTION OF THE AGENDA

Board member, William Coad made a motion to remove Item h from section VII from the agenda. This was passed with a unanimous vote.

The motion was made by Gilbert Smith to adopt the agenda after the removal of Item h. Motion carried unanimously.

RE: CONSENT AGENDA

Motion to approve minutes from January 26, 2021, from Lewis Black carried unanimously.

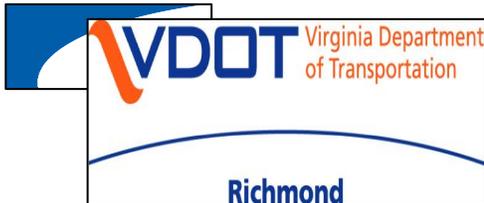
- a.) Approval of Minutes
  - January 26th, 2021, BOS Regular Meeting Minutes
- b.) Appropriations for March 2021

Charles City County March Appropriations		Amended FY21 Budget	Year to Date Appropriation	Year to Date Expenditure as of 2/15/2021	Unexpended Appropriation Balance	March Request	County Administrator Recommends
<b>FY21- School Operating Categorical Appropriations</b>							
61101	Instruction	5,633,889	3,595,927	3,006,187	589,740	509,490	509,490
62119	Admin, Attendance & Health Serv.	945,122	630,080	532,043	98,037	78,760	78,760
63109	Pupil Transportation	1,061,303	707,536	467,997	239,539	88,442	88,442
64209	Operations & Maintenance	1,179,574	786,384	595,915	190,469	98,298	98,298
67000	Transfer to Food Service	5,658	3,776	-	3,776	472	472
68109	Instructional Technology	466,431	451,651	273,645	178,006	14,780	14,780
213	Self-Sustaining Fund	504,104	1,268,480	560,744	707,736	-	-
214	Textbook Fund	60,615	60,615	51,641	8,974	33,074	33,074
215	Food Service Fund	421,564	421,564	182,983	238,581	-	-
216	Capital Fund	675,856	675,856	198,773	477,083	-	-
<i>School Fund Total</i>		<b>\$ 10,954,116</b>	<b>\$ 8,601,869</b>	<b>\$ 5,869,928</b>	<b>\$ 2,731,941</b>	<b>\$ 823,316</b>	<b>\$ 823,316</b>

RE: PRESENTATIONS

*COVID Report*

Jimmy Johnson, Director of Fire and EMS, presented the total cases of COVID-19 in Virginia as 392, and Charles City as of today, February 23, 2021, was 32 hospitalizations, and 10 deaths total in the County. Mr. Jimmy Johnson thanked the volunteers for helping to administer vaccines. On February 4, 2021, there were 504 vaccines given at the first clinic, 450 vaccines on February 22, 2021, and we are expecting a good turnout with our next session on March 4<sup>th</sup> for the follow-up vaccine.



**ASHLAND RESIDENCY**  
**MARSHALL WINN**  
**RESIDENCY ADMINISTRATOR**  
 VDOT Call Center (800) 367-ROAD

**CHARLES CITY COUNTY**  
**February 2021**

**MAINTENANCE:**

**JEFF ALLGOOD**

**POTHoles**

- Rte 632 Tyler Mills Rd
- Rte 638 The New Road
- Rte 5 John Tyler Memorial Hwy

- Rte 615 The Glebe Ln
- Rte 621 Eagle Nest Rd
- Rte 614 Sturgeon Point at Rte 615 The Glebe Ln
- Rte 615 The Glebe Ln at Rte 623 Wilcox Neck Rd
- Rte 615 The Glebe Ln at Rte 624 Horse Shoe Rd
- Rte 623 Wilcox Neck Rd
- Rte 106 Roxbury Rd

#### **SHOULDER REPAIR**

- Rte 156 Roxbury Rd
- Rte 658 Kimages Rd
- Rte 5 John Tyler Memorial Hwy

#### **EROSION REPAIR**

- Rte 5 John Tyler Memorial Hwy

#### **DITCH CLEANING**

- Rte 600 Charles City Rd
- Rte 615 The Glebe Ln
- Rte 602 Lott Cary Rd
- Rte 612 Ruthville Rd
- Rte 609 Barnetts Rd
- Rte 613 Sandy Point Rd
- Rte 5 John Tyler Memorial Hwy
- Rte 625 West Run Rd

#### **PIPE REPLACEMENT**

- Rte 609 Barnetts Rd
- Rte 613 Sandy Point Rd

#### **PIPE CLEAN**

- Rte 632 Tylers Mill Rd
- Rte 617 Monguy Rd
- Rte 5 John Tyler Memorial Hwy
- Rte 155 Courthouse Rd

#### **TREE LIMBING / REMOVAL / CLEANUP**

- Rte 155 Courthouse Rd
- Rte 607 Wayside Rd
- Rte 623 Wilcox Neck Rd
- Rte 619 Weyanoke Rd
- Rte 614 Sturgeon Point Rd
- Rte 602 Lott Cary Rd
- Rte 5 John Tyler Memorial Hwy
- Rte 609 Barnetts Rd
- Rte 106 Roxbury Rd

#### **REPAIR SIGNS**

- Rte 5 John Tyler Memorial Hwy; Curve Ahead

## **RIGHT ARM TRACTOR MOWING / BRUSH CUTTING**

- Rte 609 Barnetts Rd
- Rte 650 Cattail Rd

## **TRASH PICKUP (262 bags)**

- Rte 602 Lott Cary Rd
- Rte 613 Sandy Point Rd
- Rte 607 Wayside Rd
- Rte 600 Charles City Rd
- Rte 623 Wilcox Neck Rd
- Rte 609 Barnetts Rd
- Rte 625 West Run Rd

## **DEBRIS**

- Rte 106 Roxbury Rd; litter
- Rte 623 Wilcox Neck Rd; broken fire hydrant
- Rte 155 Courthouse Rd; glass in a turn lane
- Rte 5 John Tyler Memorial Hwy; chair, buckets, bottles, wood, siding
- Rte 609 Barnetts Rd; mud and rocks in the roadway
- Rte 619 Weyanoke Rd; mud in roadway
- Rte 619 Weyanoke; vehicle accident debris in the roadway

## **BIKE TRAIL**

- Blow debris from Bridge and Trail
- Cut and throwback limbs from Trail
- Clean out Drop Inlets, Culverts, and Pipes
- Repair washout area with Rip Rap
- Rte 615 The Glebe Ln to Rte 155 Courthouse Rd; pick up 11 bags of litter and 4 tires
- Replace handrails on Bridges

## **MISCELLANEOUS**

- Remove dead animals from Primary and Secondary routes
- Load Plows and Spreaders
- Put brine and abrasives on roads
- Work snow, ice, and flooding events
- Place and retrieve high water signs
- Clean equipment

## **WORK REQUESTS**

- 93 Received
- 78 Completed

## **EMERGENCY CALLOUT AFTER HOURS (4)**

- Rte 609 Barnetts Rd; log truck accident left mud and rock in the roadway
- Rte 619 Weyanoke Rd; mud and rock in the roadway
- Rte 602 Lott Cary Rd; high water in the roadway
- Rte 106 Roxbury Rd; tree down in the roadway

## **NEXT MONTH'S AGENDA**

- Cut Back Site Problems w/ Right Arm Tractor

- Ditching w/ Right Arm Tractor
- Litter Pickup County Wide
- Bike Trail Cleanup
- Citizen Complaints
- Ditching w/ Gradall
- Pothole patching

RE: PUBLIC COMMENT PERIOD

Chairman, Gilbert Smith, asked if we would give people a few minutes to post for the public comment period. He stated that we would come back to this section of the Board meeting. Comments posted on Facebook during the first comment period were read by the Executive Assistant, Miranda Pyne was:

Laura Key: We need to do something about the persons who are dropping off the garbage on Charles City Road. It is getting out of hand.

Chairman, Gilbert Smith closed the public comment period.

RE: APPOINTMENTS

There are no appointments currently.

RE: COUNTY ADMINISTRATOR'S REPORT

Assistant County Administrator, Dr. Rhonda Russell presented the County Administrators report.

Abbey Pemberton, Finance Director, presented to the board that Dr. Dalphine Joppy from the Charles City County School Board requested to carry over funds from a previous fiscal year for improvement projects.

Vice-Chairman, Lewis Black asked the question "What is the exact reason the school needed the funds for? What do they intend to spend it on?"

Abbey Pemberton responded she could ask for additional details.

Board member, Mr. William Coda said the board has always rejected rolling over leftover funds from the previous year. Mr. Coda stated that the code of VA 22.1-115 says we can only give money for certain categories, and he doesn't recommend setting the precedent to roll over now.

Lewis Black said he understands that we haven't done it in the past, but he feels like if the full-time employees benefit from the money, then we should send it their way.

William Coda's response was "we've invested millions in the CIP over the last 4 years already".

Gilbert Smith stated that these comments have been going back and forth for years and years. He feels the carryover was allocated money that they were given but didn't spend.

William Coda said the funds spent on the CIP have been tremendous, and that the School Board is

responsible for presenting an accurate budget.

Lewis Black moved to amend the budget to reflect the carryover.

William Coda motioned for a substitute motion to denial of the carryover. He explained how substitution motion works.

Lewis Black voted Aye for the motion to carry over the funds from the previous fiscal year for the School Board. William Coda and Gilbert Smith voted Nay on the motion. The Substitute motion from the Board passed 2-1.

#### *Community Foundation Grant Funds*

Abbey Pemberton explained the County awarded \$12,000 in grant funding to relocate the local food pantry. Funds need to be used for the direct distribution of food. The proposal needs to be changed to directly address food insecurity. Must be finished by end of March 2021. No action to be taken at this time.

#### *Virginia Department of Elections Grant*

The county received additional COVID relief funding for \$48,705 from the VA Dept of Election to facilitate the election. Must be used for COVID prevention like mailing. Advises to accept the funds and adjust the budget.

William Coda and Lewis Black ask to see an itemized list of the spending.

Dr. Rhonda Russell stated the funds have already been allocated during the election, the remainder would need to be returned.

Abby Pemberton said the Security Software needed to be implemented to keep the election safe and falls into the approved expenses for the CARES Act funding.

William Coda asks to have an itemized breakdown sent to the Board for all the CARES Act money.

Gilbert Smith motioned to approve. The motion was carried with a unanimous vote.

#### *Tax Relief Deadline Extension*

Denise Smith presented her request to extend the Tax Deadline for a week due to COVID and power outages that have affected the citizens. Ms. Smith stated this has happened in the past due to poor weather conditions.

Lewis Black motioned to approve the moving deadline to March 9<sup>th</sup>, 2021. Motion carried with a unanimous vote.

#### *Federal Emergency Management Agency Flood Study*

Dr. Rhonda Russell explains the press release about the update to the Flood Maps. A flood study was done around the waterways right after Christmas to notify those impacted. Charles City will need to update flood plans. Ms. Russell explained this presentation was informal only, and no action is needed at this time.

#### *River Link Group/Strategic Planning Initiative*

Dr. Rhonda Russell explained that during the Board Retreat in January, ideas for development were discussed with Nick Hines and Elizabeth Povar, consultant partners who specialize in providing support to small communities. They proposed an agreement for the scope of work totaling \$80,000.

Dr. Russell says that it is the stance of Community Development to consider the proposal for funding in the upcoming fiscal year.

Dr. Russell recommends jump-starting strategic planning of \$25,000 since we are in a rebuilding phase.

William Coda asked, "where will the money come from?"

Dr. Russell's response was the reserve we have.

William Coda stated that thousands of dollars have been spent on developing economic plans and have not used any of them. The reports have done nothing but collect dust. He also said that until this County bites the bullet and invests in infrastructure, we have nowhere to put any economic development.

Lewis Black interjected and asked the question if the \$25,000 will jump-start the infrastructure?

William Coda answered and said it wouldn't, this just supports the study, and he doesn't want to spend any more taxpayer money on studies until the infrastructure to support growth is there.

Lewis Black's response was once we reach that point, we will need people to help mold the plan, but don't want to spend money until then.

#### *Dominion Energy Easement*

Dr. Russell stated that Dominion needs an easement on School grounds to run lines underground to the Ruthville property and requires Board approval.

Lewis Black asked if that means they are converting the overhead lines to underground.

Dr. Russell's response was yes.

Lewis Black suggested that we should also work on running the power line to the food pantry site as well. William Coda motioned for approval. Motion carried with a unanimous vote.

#### *Habitat for Humanity*

Dr. Rhonda Russell provided more information regarding appropriate pricing for the two lots for Habitat for Humanity; \$21,300 per lot is a fair market price. Habitat needs more time to consider the price.

Gilbert Smith posed the question about setting the price; what is needed today?

William Coda consulted the County's Commonwealth Attorney Randy Boyd about a public hearing regarding the contract for the price.

William Coda motioned to sell lots a fair market value and relay that information to Habitat for Humanity. The motion was carried with a unanimous vote.

#### *SCS Broadband Update*

Dr. Rhonda Russell advised that SCS reported they have installed 10 customers and have 15 pending installs. Monday, they will survey the additional tower on Wilcox Neck Rd.

#### *Comcast Fiber Report*

Dr. Rhonda Russell reported that Comcast completed 140 miles of fiber installation and offering service to several residents of Charles City County.

William Coda asked how they are performing compared to their performance contract.

Dr. Russell said the only complaint she has is that they haven't been sending timely monthly reports.

Other than that, everything is moving as planned.

William Coad asks if they have given an estimate of potential customers.

Dr. Russell replied they did not.

William Coad stated he is not attempting to establish grounds to cancel the agreement but to hold them accountable for keeping their end of the performance agreement.

William Coad expressed that he wants an option for the residents of the County. He said that there will be pockets of the area in the County that do not have availability for service from Comcast and hopes that SCS can give them an option.

Lewis Black would like to know has SCS sent information regarding the tower?

Dr. Russell's responses were yes, longitude, and latitude to triangulate the network.

### *Upcoming Events*

Dates scheduled for 2<sup>nd</sup> COVID vaccines, no current schedules for the next round of first immunizations.

RE: PUBLIC COMMENT PERIOD

### *Facebook Comments*

Nancy Drew Harris: Broadband, make sure internet providers do not take advantage of customers. The salesmen are offering different prices to different people for the same services. They are paid on commission. My suggestion is for the providers to publicize their prices for various services.

Karen Moy: Why are the Board members not better prepared for these meetings? It's almost as if there is no communication from month to month. Like Coad not knowing anything about the contract requirements regarding SCS internet. Regarding the internet in this county, the board members should be all over this issue. Our elected officials should be better informed before these monthly meetings. These meetings should be informing the citizens not the board members. I understand the new board member, he has a learning curve and from what I have heard tonight, he is on point.

Cynthia Robinson: Lewis Tyler Road needs the trash removed.

Cecilia Wynn Bradby: When is VDOT going to clean our ditches?

Cynthia Robinson: Can you all redo the work on Lott Cary? It is dangerous because it is uneven.

Mr. Gilbert Smith ended the Public Comment period.

RE: BOARD DIRECTIVES/COMMENTS

Gilbert Smith extended thanks to everyone for the help with the vaccine clinics and thank you to the citizens for helping to keep everything moving smoothly. He expressed that he was impressed. Mr. Smith asked the Fire & EMS Director, Jimmy Johnson to explain the trailer being used as an outpost for COVID.

Jimmy Johnson explained that it is used for the gathering of emergency agencies if they need to work together at a particular site. He also stated that they have yet to use a single dollar of taxpayer money. This was funded completely off grant money.

Lewis Black advised that he hasn't reached out to VDOT regarding the trash but says Route 615 has branches in the ditch that pose danger to citizens. He asked Dr. Russell to please notify VDOT. Mr. Black also stated the community can do its part too. Citizens can safely move branches out of the roadway. Mr. Black wanted to know about the upcoming RV park, and how we are planning to mitigate the increase in traffic. Mr. Black's last directive was that the roads will not fix themselves.

Gilbert Smith stated we've discussed this with VDOT to see if they can widen the road, but VDOT always says it would cost too much. We hope that with the RV park being here long term, the traffic won't be too bad.

William Coada says he thinks that the Board should ask for a meeting with VDOT directly to discuss some of the things VDOT does, such as sending survey crews for the fourth time to Adkins Road.

Lewis Black then asked if he is suggesting going to the Governor or State Senate for more clarification about what VDOT's responsibility is regarding the damaged roads? Mr. Black thinks that the Board should consider approaching them together.

William Coada would like to take a moment of silence for Kathy Sullivan, wife of Kevin Sullivan who passed suddenly last week. Moment of silence.

William Coada stated that he is against revenue sharing with VDOT. Mr. Coada wants to vote on the Fire Engine from the January 11<sup>th</sup> budget hearing. He asked if the price was \$517,000?

Jimmy Johnson confirmed the price of \$517,000.

William Coada makes a motion to purchase the Fire Engine as discussed at the budget meeting on January 11, 2021. Motion carried by unanimous vote.

Mr. Coada advised that the Recess Policy was not finished, and he would like for Dr. Russell to fine-tune it and have it ready for the next Board meeting on March 23, 2021, at 6:00 pm.

RE: EXECUTIVE SESSION

Motion made by Lewis Black to go into Executive Session to discuss Personnel 2.2-3711(A)(1), and Investment of Public Funds 2.2-3711(A)(6), respectively of the 1950 Code of Virginia. Motion passed by a unanimous vote. Post executive session, Gilbert Smith certified all discussed topics during the meeting.

There being no further business, the Board **recessed until Tuesday, March 23, 2021, 6:00 p.m., Board of Supervisor regular monthly meeting.**