

VIRGINIA: A SCHEDULED MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS HELD IN THE GENERAL DISTRICT COURTROOM OF THE SURRY COUNTY GOVERNMENT CENTER ON THURSDAY, JANUARY 21, 2016 AT 7:00P.M.

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

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR  
 MR. WILLIAM HEFTY, HEFTY & WILEY, COUNTY ATTORNEY  
 MR. ERVIN JONES, DIRECTOR, PARKS & RECREATION  
 MRS. VALERIE PIERCE, DIRECTOR, SOCIAL SERVICES  
 MS. RHONDA RUSSELL, DIRECTOR OF PLANNING  
 MRS. SOPHENIA PIERCE, DIRECTOR OF OFFICE ON YOUTH  
 MS. GAIL CLAYTON, CLERK OF CIRCUIT COURT  
 MRS. DEBBIE NEE, COMMISSIONER OF THE REVENUE  
 MR. RICKEY WOODARD, MAINTENANCE SUPERVISOR  
 MR. DEREK DAVIS, COMMONWEALTH'S ATTORNEY  
 MR. STANLEY JONES, SUPERINTENDENT, SURRY PUBLIC SCHOOLS  
 MRS. MELISSA HARVEY, FINANCE DIRECTOR, SURRY PUBLIC SCHOOLS

**CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE**

The meeting was called to order by Chairperson Lyttle who then asked for a moment of silence. Following the moment of silence, she asked those present to stand and say the pledge of allegiance.

**CONSENT ITEMS**

1. Approval of December 3, 2015 Minutes, Board of Supervisors
2. Approval of January 2016 Accounts Payable:

	Accounts Payable	Additional	Total
General Fund	\$322,940.84		\$322,940.84
Debt Service	\$58,607.50		\$58,607.50
Capital	\$558,394.57		\$558,394.57
Water & Sewer	\$21,396.11		\$21,396.11
CSA	\$8,916.00		\$8,916.00
Indoor Plumbing	\$0.00		\$0.00
Juror Payments	\$0.00		\$0.00
<b>Totals</b>	<b>\$970,255.02</b>		<b>\$970,255.02</b>

### 3. Appropriation Requests:

<b>School System - January 2016</b>	Instruction	\$1,050,233.00
	Admin./Health	\$76,289.00
	Pupil Transp.	\$84,558.00
	Operation/Maint.	\$95,016.00
	Food Serv.	\$44,066.00
	Debt Service	\$0.00
	Capital Projects	\$0.00
	Technology	\$47,192.00
	<b>Total</b>	<b>\$1,397,354.00</b>
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<b>Dept. of Social Serv. - January 2016</b>	<b>\$150,000.00</b>	

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

## PROGRESS REPORTS

### 1. VDOT

Mr. Rossie Carroll, VDOT Williamsburg Residency Administrator informed the Board regarding the agency's preparations for the impending storm. He informed that expectations were for up to four inches of snow, followed by rain and more snow through Saturday evening. Mr. Carroll further informed that personnel, materials and equipment were prepared and ready to mobilize. VDOT will pre-treat primary and secondary roads and are prepared to work day and night to clear roadways.

Mr. Carroll also informed the Board regarding VDOT activities in Surry County from October 1, 2015 through December 31, 2016. VDOT received 84 work orders with 73 of them having been completed. Routine maintenance for the upcoming quarter will include plant mix, resurfacing on Routes 601, 607, 608 and 614. Mr. Carroll further reported that the County's application of safety improvements at the intersection of Routes 10 and 617 had ranked 29<sup>th</sup> in the district out of 40 applications received. Determination will be made in June with regard to which projects will receive funding. Mr. Carroll provided new Board member, Mr. Michael Drewry, with a copy of the VDOT manual and stated that a new manual will be published later in 2016. When requested to provide an update on the Route 460 Corridor Improvement Project, Mr. Carroll stated that he would be happy to do so at a later date.

Additional discussion centered around the Route 460 project, patching on Route 602 and the intersection of Routes 10 and 617 with Mr. Carroll advising the Board that their assistance may be required in obtaining easements in the area to improve sight distances prior to undertaking the project.

## 2. Treasurer

### A. Investment Letter

Chairperson Lyttle read the Investment Letter provided by Mary H. Shaw, outgoing Retired Treasurer, and Faye P. Warren, Treasurer, which stated that at the December 3, 2015 meeting, it was reported that the balance in the LGIP Fund was \$8,679,412.01. Since that report, accrued interest for November, 2015 in the amount of \$1,364.31 had increased that balance to \$8,680,776.32. Since the last report, \$15,000,000.00 was transferred to the LGIP increasing the balance to \$23,680,776.32. As of January 22, 2016 the County had \$24,188,710.90 in total investments, including one CD valued at \$507,934.58 which matured on January 18, 2016.

## 3. County Administration

### A. Presentation; Project Updates

Mr. Brian Camden, Project Manager, addressed the Board to provide an update on County projects. Mr. Camden informed that the Surry County Visitors Center project was complete with punch list items being addressed. The building is ready for occupancy and he recommended that the County contract for an exterior sign to identify the facility.

Mr. Camden further informed that the Gray's Creek Marina project was progressing nicely with work on the marina restaurant expected to be complete in early February. He reported that the tenants had purchased several large pieces of equipment which will need to be installed before inspections by the Health Department could be scheduled. They will also be purchasing new furniture for the restaurant. Tenants have applied for ABC licensing and will begin hiring staff soon, with an effort to hire local residents.

Mr. Camden further reported that work on the new water well system and sewer force main serving the marina complex was progressing satisfactorily with concrete holding tanks, pump chambers, pre-cast concrete well building and water piping installed. Currently, contractors are awaiting the installation of an electrical meter by Dominion in order to activate the pumps and provide water to the restaurant. Easements are being obtained along Rolfe Highway in anticipation of installation of the new sewer force main.

Mr. Camden also informed that design work on the Town of Dendron's new water system is progressing on schedule; however, the final location of the elevated water tank will require an easement from the adjacent property owner. The preliminary engineering report has been updated with regard to the number of connections and average daily usage. It is anticipated that the County will advertise for bids in June with construction to commence in September.

## **BOARD REORGANIZATION**

Supervisor Michael Drewry arrived at the meeting and was welcomed to the Board. Mr. Tyrone Franklin informed the Board that it is customary, during the first meeting of the new year, to elect a Chairman, Vice-Chairman and to set the dates, time and place of regular meetings of the Surry County Board of Supervisors.

Mr. Franklin asked for nominations for the office of Board Chairperson. Supervisor Lyttle nominated Supervisor Seward. There being no additional nominations, Mr. Franklin closed the floor to nominations. Supervisor Holmes made a motion that the Board elect Supervisor Seward as Chairman of the Surry County Board of Supervisors for 2016. Supervisor Wooden seconded the motion which was unanimously approved.

Chairman Seward opened the floor for nominations for the office of Vice-Chair. Supervisor Wooden nominated Supervisor Lyttle. There being no additional nominations, Chairman Seward closed the floor to nominations. Supervisor Holmes made a motion that the Board elect Supervisor Lyttle as Vice-Chair of the Surry County Board of Supervisors for 2016. Supervisor Wooden seconded the motion which was unanimously approved.

Chairman Seward opened the floor for nominations for the office of Clerk of the Board. Supervisor Lyttle nominated Mr. Tyrone Franklin, County Administrator. There being no additional nominations, Chairman Seward closed the floor to nominations. Supervisor Holmes made a motion that the Board elect Mr. Tyrone Franklin as Clerk of the Surry County Board of Supervisors for 2016. Supervisor Wooden seconded the motion which was unanimously approved.

Supervisor Lyttle made a motion that the Board establish their regularly scheduled meeting dates as the first Thursday of each month at 7:00pm in the General District Courtroom of the Surry County Government Center. In the event of inclement weather, the meeting will be held on the next business day that Government Offices are

open. Supervisor Wooden seconded the motion; all present voted affirmatively.

The Board decided, by general consensus that appointment to existing Board committees and representation on various local and regional boards would be determined at their regularly scheduled meeting in February, 2016.

## **PROGRESS REPORTS (cont'd)**

### B. Presentation: Springsted – Review of EMS Study

Mr. John Anzivino, Senior Vice President of Springsted, Inc., addressed the Board to present findings associated with his review of the 2007 Fire and Emergency Medical Services Study and the County's Fire/EMS Capital Planning Processes. Mr. Anzivino recommended that the County have one dedicated professional in place to oversee joint operations of County Fire and EMS agencies. This individual would also act as Training Coordinator for the agencies, ensuring standardized training for all agencies. Mr. Anzivino also recommended that the Board reinstate the Operations Committee, which was previously dissolved due to funding issues, develop a process to replace aging equipment, and enter into facility use agreements with Fire and EMS agencies.

Board members discussed issues with emergency response times, mutual aid agreements and changes in emergency communications affecting response times. Chairman Seward suggested that the Board schedule a work session to further determine how the recommended changes could be implemented.

Supervisor Lyttle made a motion that the Board accept the Springsted Review as presented. Supervisor Holmes seconded the motion which was approved with unanimous approval.

### C. Budget Request – School System

Mr. Stanley Jones, Acting superintendent, and Ms. Melissa Harvey, Finance Director of Surry County Public Schools, addressed the Board to request that they consider a budgetary amendment in the amount of \$507,763 to the FY 15-16 School System Operating Budget to carry over funds from unspent portions of the approved FY 14-15 Operating Budget. If approved the amendment would assign funds to the following categories:

\$ 350,000.00	Instructional
\$ 93,892.00	Operations & Maintenance
<u>\$ 63,871.00</u>	Cafeteria
\$ 507,763.00	

Supervisor Drewry consulted with Mr. Bill Hefty, County Attorney, who informed that because the requested amendment was more than 1% of the total budget, action on the request could not be taken until a public hearing had been held.

Supervisor Holmes made a motion that the Board authorize the scheduling and advertisement of a public hearing on the matter of the School System's request for a budget amendment in the amount of \$507,763.00 as enumerated to take place at 7:00pm on Thursday, February 4, 2016 in the General District Courtroom of the Surry County Government Center. Supervisor Lyttle seconded the motion; all present voted affirmatively.

D. Resolution 2016-01: Stormwater Management Program

Ms. Rhonda Russell, Director of Planning and Community Development, addressed the Board to provide information regarding a proposed resolution which would reinforce the County's decision to opt out of the local administration of the Virginia Stormwater Management Program.

Following some discussion, Supervisor Lyttle made a motion that the Board authorize Resolution 2016-01 as presented. The motion was seconded by Supervisor Holmes and approved by unanimous vote.

E. Resolution 2016-02 Recognizing Mr. Gerald Poindexter, Commonwealth's Attorney upon his Retirement

Mr. Franklin presented the Board with Resolution 2016-02 recognizing Mr. Gerald G. Poindexter upon the occasion of this retirement from Surry County, effective December 31, 2015. Mr. Poindexter has practiced law in the Commonwealth of Virginia since being admitted to the bar in August, 1970, and has served Surry County first as County Attorney and as Commonwealth's Attorney since 1972.

Supervisor Holmes made a motion that the Board authorize Resolution 2016-02 recognizing Mr. Poindexter upon his retirement. Supervisor Lyttle seconded the motion which was unanimously approved.

F. Resolution 2016-03: Senior Citizen 90 Years of Age

Mr. Franklin asked the Board to consider approval of Resolution 2016-03 recognizing Mrs. Iola Elanor Wyche Pierre who has reached the age of 90 years.

Supervisor Lyttle made a motion that the Board approve Resolution 2016-03 as presented. Supervisor Wooden seconded the motion; the motion was passed with unanimous approval.

G. Resolutions 2016-04 & 2016-05: Riverside Criminal Justice Agency Board

Mr. Bill Hefty, County Attorney, asked the Board to consider approval of Resolutions 2016-04 which is a joint resolution providing for the implementation of the Comprehensive Community Corrections Act, the Pretrial Services Act, Establishment of the Riverside Community Criminal Justice Board, and provision for Joint Exercise of Powers; and to consider approval of Resolution 2016-05 which would enable the Board to appoint Mr. Franklin to the Riverside Community Criminal Justice Board (RRCJB) as the local government representative from Surry County.

Supervisor Lyttle made a motion that the Board approve Resolution 2016-04 as presented. Supervisor Holmes seconded the motion; the motion was passed with unanimous approval. Supervisor Lyttle made a motion that the Board authorize Resolution 2016-05 appointing Mr. Franklin to the RRCJ Board. The motion was seconded by Supervisor Wooden; all present voted affirmatively.

H. Award of Contract: Kofile Preservation

Mr. Franklin presented the Board with information relative to a quote for services to clean and treat 123 books housed in the Historic County Courthouse which have been found to be affected by mold. Mr. Franklin informed that issues with the HVAC system have been corrected and a moisture monitor has been installed to prevent further damage of historic records. Ms. Gail Clayton, Clerk of Circuit Court stated that most of the damage was to books with cloth covers and that once cleaned and treated, the volumes will be in better condition than originally.

Supervisor Lyttle made a motion to authorize the award of a contract to Kofile Preservation in the amount of \$72,025.00 for services to clean and treat record volumes as enumerated. Supervisor Holmes seconded the motion which received unanimous approval.

I. Appointment – Virginia’s Gateway Region Board

Mr. Franklin presented the Board with correspondence from Ms. Renee Chapline, President and CEO of Virginia’s Gateway Region, indicating the need for the Board to appoint two representatives to the organization’s Board.

Supervisor Drewry made a motion that the Board appoint Chairman John Seward as the Board's representative and Mr. Ernest L. Blount as the citizen representative to the Virginia's Gateway Region Board. Supervisor Lyttle seconded the motion; all present voted affirmatively.

Mr. Franklin asked Mr. Rhonda Russell to present an update on the County's Broadband Initiatives. Ms. Russell informed that a "close-out audit" had been conducted by the Virginia Department of Housing and Community Development (VDHCD), the granting agency, in early January with no significant adverse findings reported. The communications tower construction is substantially completed, accessory building installed onsite, and end user terminations scheduled. *(Ms. Russell's presentation is attached as an integral component of these minutes.)*

#### **UNFINISHED BUSINESS**

1. Appointments: Surry County Economic Development Authority  
Tabled until February meeting.

#### **NEW BUSINESS**

Supervisor Drewry informed that he was delayed in attending this evening's meeting because of a previously scheduled engagement at the Wakefield Foundation to celebrate his wife's achievement in producing a documentary which will bring attention to the peanut farmers in Surry County and the region. Supervisor Drewry also stated that he had held a citizen's meeting on January 14, 2016 to meet with his constituency.

#### **CITIZEN COMMENTS**

Mr. Mike Eggleston (Dendron District) addressed the Board requesting a manned solid waste collection site in the Dendron area and expressing concern about EMS response times.

There being no further comments from the public, Chairperson Seward closed the floor for citizen comments.

#### **CLOSED SESSION**

Supervisor Lyttle made a motion that the Board convene in closed session as permitted by Virginia Code §2.2-3711(A)(3) to discuss a matter involving the acquisition of real property for public purposes where discussion in an open meeting would adversely affect the County's bargaining position, and a matter involving the disposition of publicly held real property where

discussion in an open meeting would adversely affect the County's bargaining position. Supervisor Holmes seconded the motion, which was unanimously approved.

Vice-Chair Lyttle made a motion to return to open session and certify by roll call that the closed session was concluded and that nothing had been discussed except the matter or matters permitted to be discussed under the provisions of the Virginia Freedom of Information Act. Supervisor Holmes seconded the motion. All present voted affirmatively.

### **ADJOURNMENT**

There being no further business before the Board, Supervisor Holmes made a motion to adjourn. Supervisor Lyttle seconded the motion; the motion passed with unanimous approval.

## Surry County Comprehensive Improvement Grant Project Update & Status Report

Near the very end of the construction part of the Broadband project, a number of constituents have called or stopped by the office to ask questions about construction status, and costs for service. Additional inquiries by constituents have been for data plans with unlimited bandwidth. The inquiries for specific subscriber information are concerning because they evidence that some do not have a clear understanding of the project's model. To help clarify the model and the proposed implementation plan a review of the 2009 Surry County Broadband Implementation Plan is provided. The plan was commissioned by the Surry County Board of Supervisors and funded by the County and the Virginia Department of Housing and Community Development. It provided a model and framework for implementation of the local Broadband program by outlining an approach to address the availability of reasonably priced internet services

countywide. The 2009 plan recommended that the County pursue broadband services by connecting either a fiber based or microwave link to a lower cost provider with a presence in an adjacent county. This approach was and remains standard in rural areas with a broadband presence, like the southwest part of the State of Virginia. While this was our plan in 2009, time, relationships and opportunities changed our implementation plan favorably. Surry County was able to barter, trade and partner with Mid Atlantic Broadband Communities, Incorporated, who had both a presence in the County, and significant fiber network throughout the Commonwealth of Virginia. We were able to co-locate our fiber hub with Mid-Atlantic Broadband Communities,



Inc. thereby negating the need for the microwave link to connect to an internet service provider in an adjacent community. Our data can be transported across the Surry County owned network to the Mid-Atlantic Broadband Communities, Inc. network and to the World Wide Web. The network development costs, just under one million dollars, was undertaken to bring lower cost wholesale Internet services to the County and advance our public safety communication needs. All the infrastructure to facilitate the data transport now exist locally, a tremendous coup for the community, an improvement far and above our original vision

and a direct result of our relationship with Mid-Atlantic Broadband Communities, Inc.

Fiber is very costly. That fact, combined with limited population densities, contribute to the reluctance of private fiber based or wireless providers absorbing the costs necessary to offer subscriber services in the County. The cost of fiber, coupled with budgetary realities, is the reason why we embarked upon a phased approach to the Broadband project. The first phase of the project was planned to reach the greatest concentration of business and municipal locations

within the County while subsequent phases of the project, envisioned for funding through both local dollars and grant awards, would reach additional end-users.

Because of the limited number of customers connected directly to fiber, the ability to develop an agreement with a wireless provider(s) is a critical part of the viability of the implementation plan. This is the crucial next step in the Broadband Project Implementation Plan. In the next few months, the County will publish a Request For Interest (RFI) seeking wireless internet providers. We are hopeful that one or more respondents will come forward that can offer subscription internet services. The County could negotiate access to the fiber infrastructure and tower, and reduced data transport fees. In return for these concessions, we are hopeful that the County and the wireless provider(s) can contractually agree to lease rates below market in exchange for subscriber subsidies and revenue generation to cover the costs of operation and sustainability of the fiber network and electronics gear.

A frequent question is, what data speeds will be available on the network. The current FCC definition of broadband service transmission is a minimum speed of 200 Kbps. This speed is below what is typically offered over wireless (minimum 1 Mbps) and below the capabilities of fiber. The County network is capable of offering speeds of 1Gbps or greater. Surry County is not able to answer questions regarding subscriber costs and bandwidth restrictions. These decisions will be made as part of the business model developed by perspective wireless providers. We can influence these decisions in our lease negotiations and are hopeful that these discussions will be timely, productive and fruitful.



We will keep you abreast of these discussions as they progress. In the interim the project's specific milestones include the construction of a 350' communication tower, accessory equipment, and the deployment of 23,300 linear feet, approximately four miles of fiber optic cable, traversing and area commencing along Rolfe Highway/State Route 31, extending along Commerce Drive/Surry Industrial Park and continuing along Rolfe Highway/State Route 31 to the intersection of Rolfe Highway/State Route 31 and Colonial Trail East/State Route 10, thru the Town of Surry, and terminating in the vicinity of 697 Colonial Trail East, the Dollar General store. Additionally, end user terminations were installed for eleven community service facilities and four business entities.

In November 2013, Surry County's fiber network was lit and now offers circuits to its fiber. The network has greater reliability, increased bandwidth, and costs that are significantly lower than a T1(1.Mbps) line, the method two of our community's largest employers used before transferring service to the County network. The local network offers more bandwidth that is dedicated per subscriber, with greater reliability, for less cost. Surry County government operations, the Surry Library, Windsor One and Edwards Ham are now all serviced by the network. The County's wireless network will be facilitated by the fiber based network that will truncate at the tower base. Wireless services are forthcoming and anticipated to be online and offering subscriptions to residential customers in 2016.