

VIRGINIA: A REGULAR MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS HELD IN THE GENERAL DISTRICT COURTROOM OF THE COUNTY GOVERNMENT CENTER ON APRIL 7, 2011 AT 7:00 P.M.

PRESENT: SUPERVISOR REGINALD O. HARRISON, CHAIRMAN  
 SUPERVISOR JOHN M. SEWARD, VICE-CHAIRMAN  
 SUPERVISOR M. SHERLOCK HOLMES  
 SUPERVISOR ERNEST L. BLOUNT  
 SUPERVISOR JUDY S. LYTTLE

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR  
 MR. WILLIAM HEFTY, HEFTY & WILEY, COUNTY ATTORNEY  
 MR. JOHN B. EDWARDS, JR., ASSISTANT COUNTY ADMINISTRATOR  
 MRS. MELISSA D. ROLLINS, DIRECTOR OF FINANCE  
 MS. RHONDA R. MACK, DIRECTOR OF PLANNING  
 SHERIFF ALVIN CLAYTON  
 MRS. MARY SHAW, TREASURER  
 MR. STACEY T. WILLIAMS, BUILDING OFFICIAL  
 MRS. VALERIE PIERCE, DIRECTOR SURRY SOCIAL SERVICES  
 MR. LLOYD HAMLIN, SUPERINTENDENT, SURRY COUNTY SCHOOLS  
 MR. ERVIN JONES, DIRECTOR OF PARKS AND RECREATION

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

The meeting was called to order by Chairman Harrison who then asked for a moment of silence. Following the moment of silence, he asked the citizens to stand and say the pledge of allegiance.

**CONSENT ITEMS**

1. Approval of March 3, 2011 Minutes, Board of Supervisors & School Board
2. Approval of March 3, 2011 Minutes, Board of Supervisors
3. Approval of March 17, 2011 Minutes, Board of Supervisors Budget Work Session
4. Approval of April 2011 Accounts Payable:

	Accounts Payable	Additional	Total
General Fund	\$235,319.17	\$46,189.45	\$281,508.62
Debt Service	\$586.63	\$0.00	\$586.63
Capital	\$5,697.21	\$5,381.52	\$11,078.73
Water & Sewer	\$28,592.56	\$1,351.27	\$29,943.83
Indoor Plumbing	\$2,685.00	\$0.00	\$2,685.00
<b>Totals</b>	<b>\$272,880.57</b>	<b>\$52,922.24</b>	<b>\$325,802.81</b>

5. Appropriation Requests:

<b>School System - April 2011</b>		Instruction	\$900,000.00
		Admin./Health	\$55,000.00
		Pupil Transp.	\$70,000.00
		Operation/Maint.	\$150,000.00
		Food Serv.	\$50,000.00
		Debt Service	\$0.00
		Capital Projects	\$0.00
		Technology	\$50,000.00
		<b>Total</b>	<b>\$1,275,000.00</b>
<hr/>			
<b>Dept. of Social Serv. - April 2011</b>			<b>\$170,000.00</b>

6. Budget Amendment/Supplemental Appropriation Request:

(General Fund)	Corrections & Detention	\$45,000.00
	Board of Equalization	\$ 3,000.00
	John Tyler Community College	\$ 366.00
(Capital Projects)	Surry Parks & Recreation	\$25,000.00

7. General Fund FY 10-11 Appropriation Requests - 4<sup>th</sup> Quarter

General Government	\$1,401,013.00
Special Funds	\$60,000.00
Debt Service	\$0.00
Water & Sewer	\$32,710.00
Capital Projects	\$0.00
<b>TOTAL</b>	<b>\$1,493,723.00</b>

Supervisor Lyttle stated that a correction was needed to the March 3, 2011 Minutes, Board of Supervisors and School Board. Mrs. Elsie Dennis was listed as absent when, in fact, she was present at that meeting. The correction being noted, Supervisor Lyttle made a motion that the Board approve all Consent Items as enumerated; Supervisor Seward seconded the motion. Supervisors Harrison, Holmes, Lyttle, Blount and Seward voted affirmatively to approve all Consent Items as enumerated.

**PROGRESS REPORTS**

1. VDOT

No representative of VDOT was available to present a report to the Board. However, Mr. Franklin asked Ms. Frances Bailey to present an update of the Six Year Secondary Road Improvement Plan following the April 6, 2011 meeting of the Surry County Highway Transportation Safety Commission. At that meeting, the Commission voted to pool all of the money allocated on the

various projects in the current Six Year Plan and place all eligible funds on the Lebanon Road (Rt. 626) project. Commission members also expressed an interest in pursuing Revenue Sharing through the Virginia Department of Transportation as a funding source to help construct the project.

Ms. Bailey reported that an approximate .6 mile section of Lebanon Road was in need of redesign to include:

- Curve widening
- Horizontal and vertical alignment
- Shoulder widening
- Increased stopping distance

She suggested that by pooling the funds for all projects in the County, and by applying for Revenue Sharing this project could move forward. The deadline for application for Revenue Sharing is April 29, 2011 and would require a Resolution by the Board. Mr. Franklin stated that the Commission's action to pool all resources and complete one necessary project was a proactive decision. While the project is still in the engineering phase and work would not begin until 2013, the interim period would allow the County to build up funds. Following some discussion, the Board agreed to pursue \$250,000 in Revenue Sharing and to consolidate all existing funds to complete this project. Supervisor Seward made a motion that the Board approve Resolution 2011-08 expressing its desire to apply for the Virginia Department of Transportation FY 2011-12 Revenue Sharing Program. The motion was seconded by Supervisor Lyttle; Supervisors Harrison, Seward, Holmes, Lyttle and Blount all voted in favor of the motion.

## 2. Treasurer

A. INVESTMENT LETTER: Chairman Reginald Harrison read the investment letter submitted by Mary H. Shaw, Treasurer. He stated that as of March 3, 2011 the county had \$15,288,309.27 in the LGIP Fund. Since that report, accrued interest for February 2011 in the amount of \$2,376.54 had increased that balance to \$15,290,685.81. Chairman Harrison stated that as of March 30, 2011, \$1,000,000.00 was transferred from the LGIP account to the General Fund account leaving a balance of \$14,290,685.81 in the LGIP account. As of April 7, 2011 the county had \$15,290,685.81 in total investments, including two CD's valued at \$500,000.00 each.

## 3. County Administrator

A. Mr. Lloyd Hamlin appeared before the Board to present the Surry County Public Schools proposed FY 11-12 Operating Budget. The total budget request is \$16,015,473.00. ***(A copy of the 2011-2012 Surry County Public Schools Proposed Operating Budget is included as an integral component of these minutes.)***

Mr. Hamlin reported that most line items had remained static, although estimated costs for contributions to the Virginia Retirement Service, fuel and transportation, and utility costs were expected to be higher than in previous years. This coupled with expected decreases in state and

federal funding has resulted in the School Board requesting an additional \$450,463 in local funding in order to keep current programming intact.

Mr. Hamlin went on to report on the impact of decreasing student enrollment on current programming and course offerings/trade programs which will be discontinued. He also discussed possible future trade programs aimed at providing training to students which would enable them to transition into futuristic positions at area businesses.

Following brief discussion, Supervisor Lyttle made a motion that the Board schedule a public hearing to be held on April 28, 2011 at 7:00pm to hear citizens' comments regarding the Surry County Public Schools Proposed Operating Budget of \$16,015,473. The motion was seconded by Supervisor Seward; all present voted affirmatively.

B. Mrs. Melissa Rollins, Director of Finance, appeared before the Board to discuss the FY 11-12 Employees Health Insurance Program. She reported that the Virginia Local Choice Health Benefits Plan has submitted its proposal for renewal of the County Employees Health Insurance Program for FY 11-12. The premiums will increase by an average of 6% for employees covered.

The recommendation from staff, Mrs. Rollins explained is that the Board continue to provide health care benefits to employees through the Local Choice Plan and increase the Employer Share to cover the approximately 6% increase in monthly premiums for employees. Supervisor Lyttle made a motion to that effect; the motion was seconded by Supervisor Seward. Supervisors Harrison, Holmes, Blount, Lyttle and Seward voted in favor of the motion.

C. Mr. Tyrone Franklin introduced Resolution 2011-03 recognizing senior citizen, Mrs. Ella Graves Thomas, for obtaining the age of 90 years. Supervisor Seward made a motion that the Board approve Resolution 2011-03; the motion was seconded by Supervisor Lyttle. All present voted affirmatively.

D. Mr. Franklin introduced Resolution 2011-04 recognizing senior citizen, Mr. Carl Eskel Miller, for obtaining the age of 90 years. Supervisor Lyttle made a motion that the Board approve Resolution 2011-04. The motion was seconded by Supervisor Seward; Supervisors Harrison, Holmes, Blount, Lyttle and Seward voted in favor of the motion.

E. Mr. Tyrone Franklin introduced Resolution 2011-05 which, upon adoption, would declare April 2011 as "Surry County Clean-Up Month". During this month, clean-up activities will be undertaken throughout the county. April 9<sup>th</sup> and 23<sup>rd</sup> have been established as major debris collection days. Supervisor Seward made a motion that the Board approve Resolution

2011-05 designating April 2011 as "Surry County Clean-Up Month". Supervisor Lyttle seconded the motion; all present voted affirmatively.

F. Ms. Rhonda Mack, Director of Planning and Community Development, addressed the Board with a request for public hearing to consider Conditional Use Permit 2011-01. This is an application by Tidewater Academy Booster Club to permit a fixed number of motorcycle racing events annually as a conditional use at 10662 Rolfe Highway. The property in question is zoned Agricultural Rural Residence District (A-R).

Ms. Mack reported that this request is a renewal of a previous Conditional Use Permit and that the racing event is one of the school's annual fundraising events. The Planning Commission has reviewed the request and placed certain conditions on the applicant. Supervisor Seward made the motion that the Board schedule a public hearing for May 5, 2011 to hear citizen's comments in regard to Conditional Use Permit 2011-01. That motion was seconded by Supervisor Holmes; Supervisors Harrison, Lyttle, Seward, Blount and Holmes voted in favor of the motion.

Chairman Harrison asked the Board to consider one final Consent Item that had been overlooked previously: the Mileage Reimbursement Rate Increase – IRS Standard Mileage Rate of \$0.51 per mile. Supervisor Blount made a motion that the Board approve the proposed increase in the Mileage Reimbursement Rate. Supervisor Seward seconded the motion; all present voted in favor of the motion.

G. Ms. Rhonda Mack was present to address the Board with regard to the next three items on the agenda:

- Pre-contract requirements: Broadband Implementation Phase One Comprehensive Improvement Grant – Proposed Certifications and Plans
- Surry County Broadband Implementation Project Phase One Project Management Plan and Project Management Board
- Pledge and Assignment of Deposits, Resolution for Security of CDBG Funds and Resolution for Local Funding Commitment

Ms. Mack informed the Board that these items are the last pre-contract requirements by the Virginia Department of Housing and Community Development. An audit will be performed on April 8, 2011 to ensure that the County is compliant with all requirements, and a contract can be expected by late May 2011. A report is expected to be forthcoming with regard to historic properties and any anticipated disruption of those properties.

Ms. Mack briefly summarized the proposed Certifications and Plans as follows:

- Surry County, Virginia Residential Anti-Displacement and Relocation Assistance Plan Certification
- Local Business and Employment Plan
- Fair Housing Certification
- Non-Discrimination Policy

She reviewed the Proposed Project Management Plan and establishment of the Project Management Board and appointment recommendations. Additionally, she discussed the Pledge and Assignment of Deposits which outlines the obligations of Windsor Mills and S. Wallace Edwards to substantially achieve the performance regarding jobs and investment outlined in the Community Development Block Grant Agreement, and the requirement of the County to repay the funds to DCHD if the specified benefits are not achieved. Resolution 2011-06 would authorize the County's commitment to escrow \$310,000, the security necessary based on DHCD's requirement that at least 31 jobs (\$10,000 per job) are created from the construction and installation of broadband infrastructure technology. The funds are required to be held in escrow until the required benefits have been achieved; the timeframe – within 24 months of the contract execution date. Resolution 2011-07 would approve the County's commitment of \$240,000 in local funding, as required in the grant agreement, of which \$40,000 is an in-kind contribution for staff labor.

Following brief discussion, Supervisor Seward made a motion that the Board accept the Certifications and Plans as described above; Supervisor Lyttle seconded the motion. Supervisors Harrison, Seward, Holmes, Lyttle and Blount voted affirmatively.

H. Supervisor Lyttle made a motion that the Board approve the proposed Project Management Plan and appointment recommendations (or designees) for establishment of the Project Management Board. Supervisor Seward seconded the motion; all present voted in favor of the motion.

I. Supervisor Holmes made a motion that the Board 1. authorize the Treasurer to escrow \$310,000 as noted in the Pledge and Assignment of Deposits as security for the jobs creation component of the CDBG agreement; 2. Approve Resolution 2011-06 authorizing the County's commitment of the \$310,000 security; 3. Approve Resolution 2011-07 approving the County's commitment of \$240,000 in local funding and in-kind contribution for the Community Improvement Grant. The motion was seconded by Supervisor Seward; the Board voted unanimously in favor of the motion.

J. Mr. Franklin introduced documentation of 2010 Census numbers. Based on these numbers, the population in the County increased from 6,289 in 2000 to 7,058 in 2010. He reported that the ideal population for each district based on the state and federal laws generally allow a 10% deviation in each district from the ideal population. The deviations in the five Election Districts are within 3% as listed below:

<u>District</u>	<u>Population</u>	<u>Percent of Deviation</u>
Bacon's Castle	1,443	+2.20%
Surry	1,370	+0.78%
Carsley	1,423	-2.62%
Claremont	1,375	+2.48%
Dendron	1,447	-3.00%

Based on these numbers, there is no requirement that the Board change the Election Districts. Therefore, Mr. Franklin recommended that the Board advertise a Public Hearing for consideration of an Ordinance reflecting no change in the Election Districts.

Supervisor Blount made a motion that the Board advertise a Public Hearing on Thursday, May 5, 2011 to consider Ordinance 2011-01 establishing Surry County's Election Districts. The motion was seconded by Supervisor Lyttle; Supervisors Harrison, Seward, Holmes, Blount and Lyttle voted affirmatively.

K. Mr. William Hefty, County Attorney, addressed the Board with a request from Virginia Power with regard to utility vehicles being used on the portion of Route 650 which runs inside the gate to the power station's property and extends to the Hog Island Wildlife Refuge. State Code prohibits the use of these type of vehicles on state maintained roadways and requires a local ordinance to allow their use. Mr. Hefty recommended that the Board advertise a Public Hearing to consider an ordinance to allow the use of utility vehicles on Route 650 within the confines of Virginia Power property.

Supervisor Lyttle made a motion that the Board advertise a Public Hearing for Thursday, May 5, 2011 for consideration of an ordinance as described above; the motion was seconded by Supervisor Blount. All present voted in favor of the motion.

## **UNFINISHED BUSINESS**

Mr. Franklin provided the Board Members with information obtained by staff regarding the need for decals to identify County residents when seeking access to the County's manned solid waste collection sites. This was a matter brought to the Board's attention by a concerned citizen at a recent meeting of the Board of Supervisors.

Supervisor Seward provided the Board with notes taken at the recent meeting of the Fiscal Affairs Committee for their review.

Supervisor Blount addressed the request from the Department of Social Services to appoint an at-large member to replace Bishop Howard Daniels on the Social Services Board. Bishop Daniels term will expire on April 15, 2011. Mr. Blount suggested eliminating the position and asked whether it was a position required by the state. Mrs. Valerie Pierce, Director of Surry Social Services, replied that it was not a required position and that the Social Services Board currently had seven members. Upon the Board's agreement that the position should be eliminated, Mr. William Hefty suggested that the current ordinance could be amended to eliminate the position.

Supervisor Lyttle requested an update on the Draft Zoning Ordinance. Ms. Rhonda Mack informed the Board that the completed draft was due in May for review prior

to the June meeting of the Planning Commission. It will then be presented to the Board and could be ready for a public hearing by late summer.

Supervisor Holmes requested an update on solid waste collection sites within the County. Mr. Franklin reported that staff were still searching for an appropriate location for the proposed third manned site. A brief discussion ensued. Chairman Harrison inquired about the construction at the Pineview site and was informed by Mr. John Edwards, Assistant County Administrator, that the project should be completed within a couple of weeks. Additionally, he reported that the construction would eliminate the window facing the entrance gate and that a sensor would be placed at the entrance to alert staff to the arrival of vehicles.

## **NEW BUSINESS**

None

## **CITIZEN COMMENTS**

Mr. Mike Eggleston (Dendron) addressed the Board with concerns regarding a potential radiological event at the Surry Nuclear Power Station. He inquired about safety issues associated with spent fuel rods in storage at the plant and asked whether the annual emergency drill addressed a disaster involving spent fuel rods. Chairman Harrison assured Mr. Eggleston that his concerns would be communicated to staff at Virginia Power.

Mr. Alfred Bailey (Carsley) appeared before the Board requesting that they consider personal property tax relief for disabled veterans. Mr. Bailey referenced Virginia Code §58.1-3506 A, 58.1-3506 A (19), and 58.1-3506 B. He stated that tax relief was already afforded to volunteer fire fighters and rescue personnel and suggested that disabled veterans and other disabled individuals were equally deserving of such consideration.

Mrs. Helen Eggleston (Dendron) addressed the Board with regard to solid waste collection sites suggesting that the county owned property in Dendron (old L.P. Jackson School site) could potentially be used for such a purpose. Chairman Harrison reported that the Board was seeking a site that could serve citizens in both Dendron and Bacon's Castle districts.

## **CLOSED SESSION**

There being no further comments from the public, Supervisor Seward made a motion that the Board move to Closed Session to discuss a personnel matter involving performance evaluation or job assignments of specific employees, Virginia Code § 2.2-3711(A)(1). Supervisor Lyttle seconded the motion.

Supervisors Harrison, Holmes, Lyttle, Seward and Blount voted in favor of the motion.

**ADJOURNMENT**

# Surry County School Board

**FY 2012  
Proposed Budget**

*Architects of Excellence*

*Building Better Schools-  
A Framework For All to Succeed!  
Hold My Ladder!*

Thursday, April 7, 2011

# Overview

- ◉ Key Increases
- ◉ Impact of Diminishing Enrollment
- ◉ Revenue Sources
- ◉ Impact of General Assembly's Budget
- ◉ Expenditures by Category & Major Object
- ◉ Local Contribution
- ◉ Questions

# Mandatory Assumptions

- ⦿ Increase in Unemployment Rate

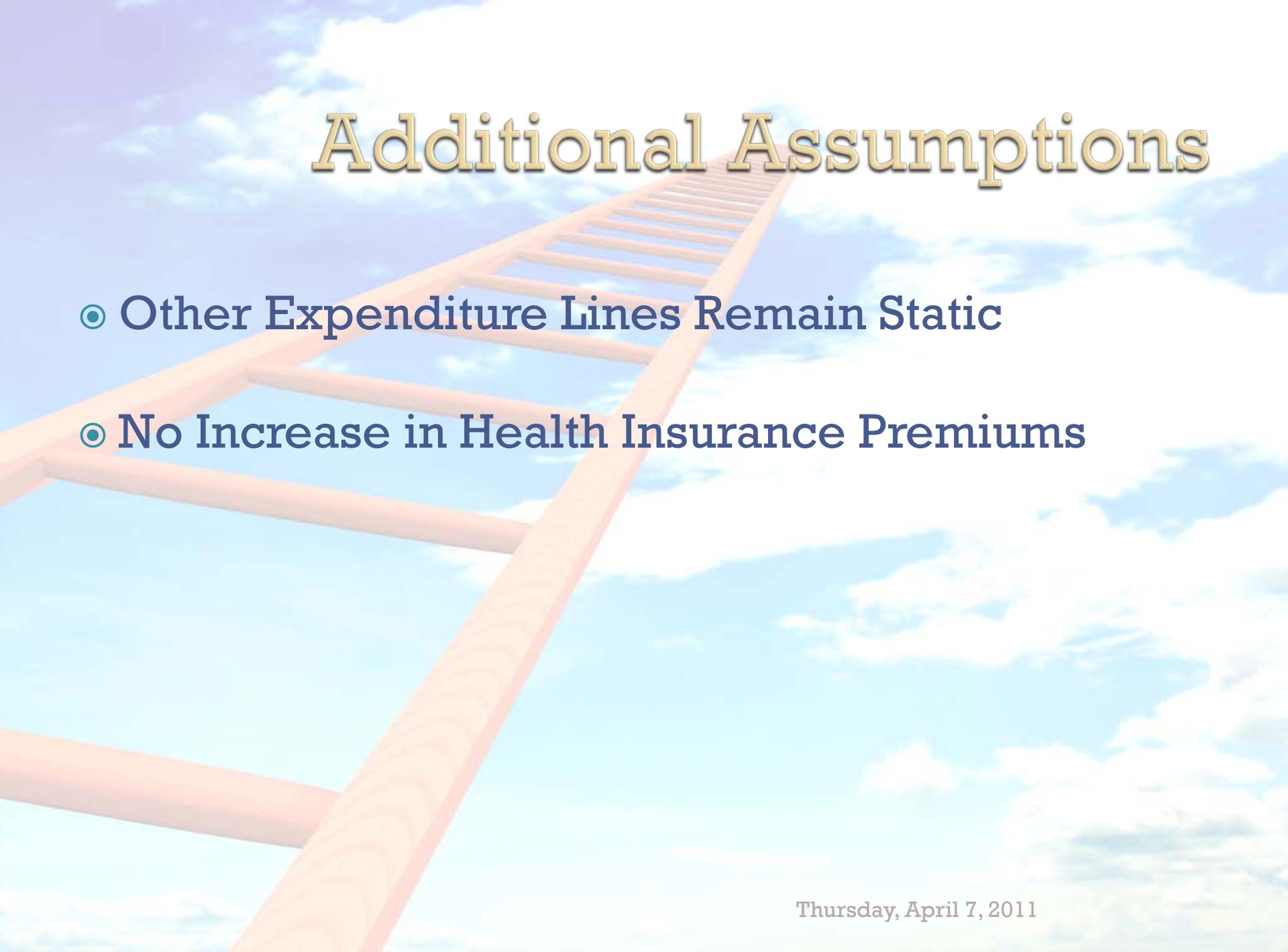
- From .78% to 1.12%

- ⦿ Increase in VRS Rate

- 2.4%

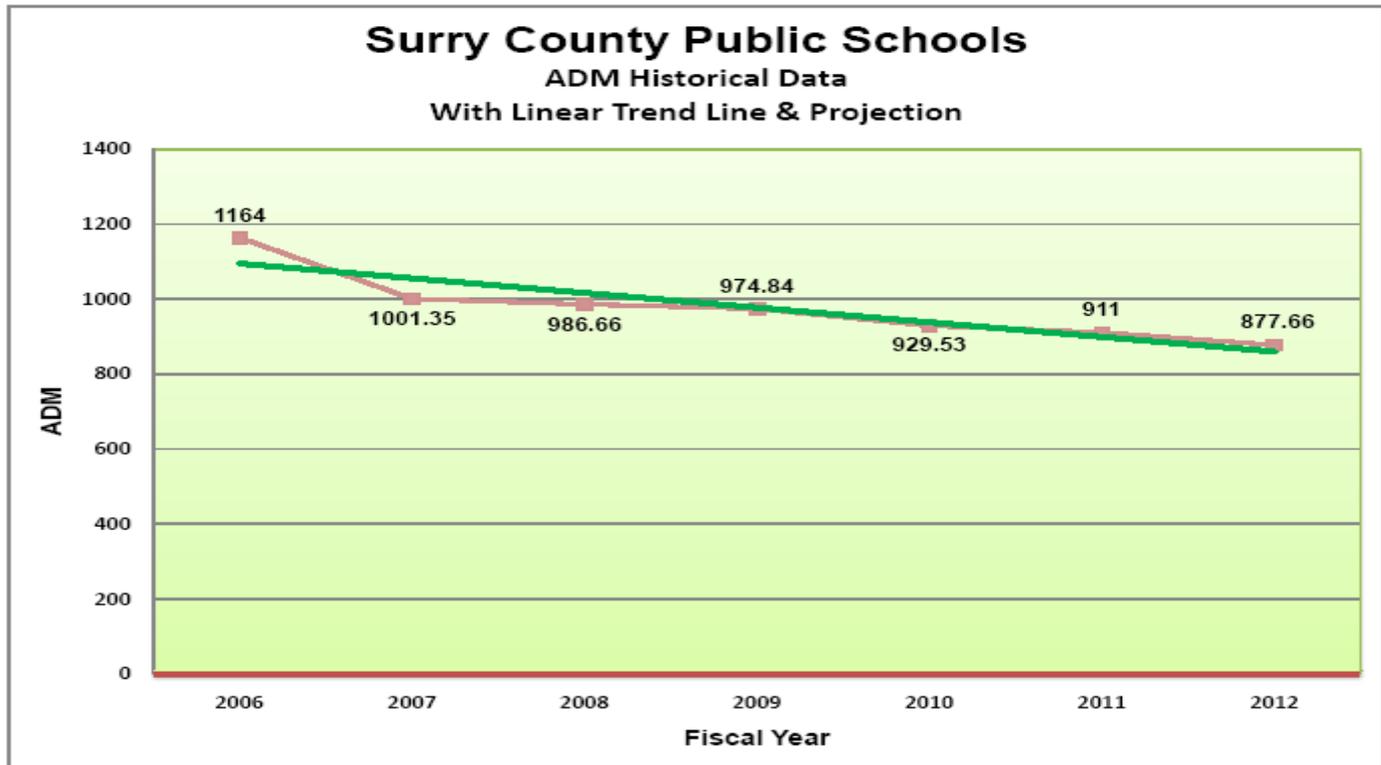
- ⦿ Increase in Fuel, Electricity, & Propane

# Additional Assumptions

A wooden ladder is shown extending from the bottom left towards the top right of the frame. The ladder is made of light-colored wood and is set against a bright blue sky filled with soft, white clouds. The perspective is looking up the length of the ladder, creating a sense of height and aspiration.

- ⦿ Other Expenditure Lines Remain Static
- ⦿ No Increase in Health Insurance Premiums

# ADM Assumption



# ADM Issues

- ◉ Same Fixed Costs
- ◉ Less Revenue

Thursday, April 7, 2011

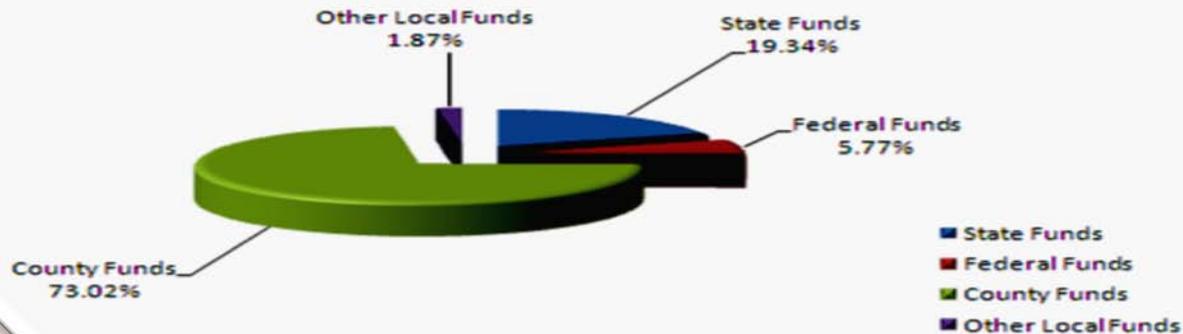
# Revenue Comparison

## FY 2012 Revenue Comparison

Source of Funds	FY 2011 Approved	FY 2012 Requests	Increase (Decrease)	Percentage Change
State Funds	\$3,343,780	\$3,097,069	\$(246,711)	-7.38%
Federal Funds	948,821	924,289	(24,532)	-2.59%
County Funds	11,243,651	11,694,114	450,463	4.01%
Other Local Funds	300,000	300,000	0	0.00%
<b>Total</b>	<b>\$15,836,252</b>	<b>\$16,015,472</b>	<b>\$179,220</b>	<b>1.13%</b>

## Surry County Public Schools

### Projected Revenue - Source of Funds FY 2011 - 2012



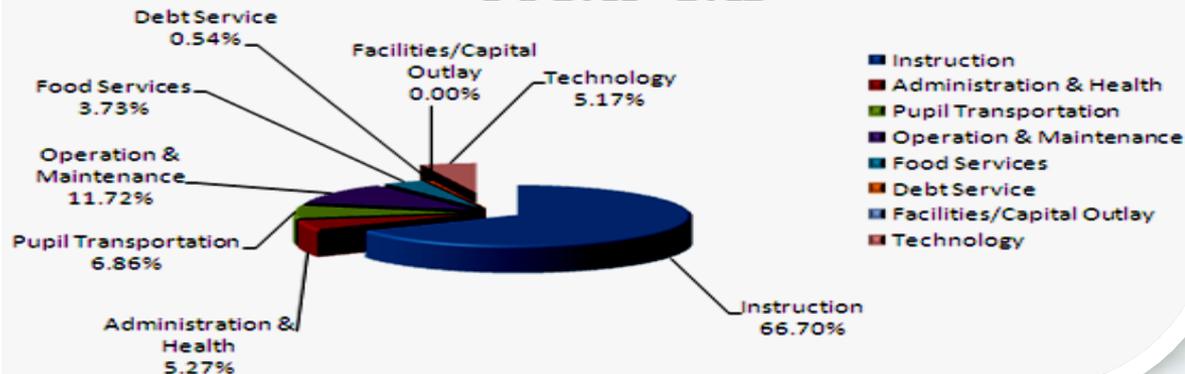


# Comparison of Expenditures

## FY 2012 Appropriation Comparison

Category	2010-2011 Approved	2011-2012 Requests	Increase (Decrease)	Percentage Change
Instruction	\$10,508,107	\$10,682,844	\$174,738	1.66%
Administration & Health	828,621	844,084	15,464	1.87%
Pupil Transportation	1,044,508	1,099,141	54,632	5.23%
Operation & Maintenance	1,779,806	1,876,531	96,725	5.43%
Food Services	585,662	598,062	12,399	2.12%
Debt Service	264,890	86,250	(178,640)	-67.44%
Facilities/Capital Outlay	0	0	0	0.00%
Technology	824,658	828,561	3,902	0.47%
<b>Total Budget</b>	<b>\$15,836,252</b>	<b>\$16,015,472</b>	<b>\$179,220</b>	<b>1.13%</b>

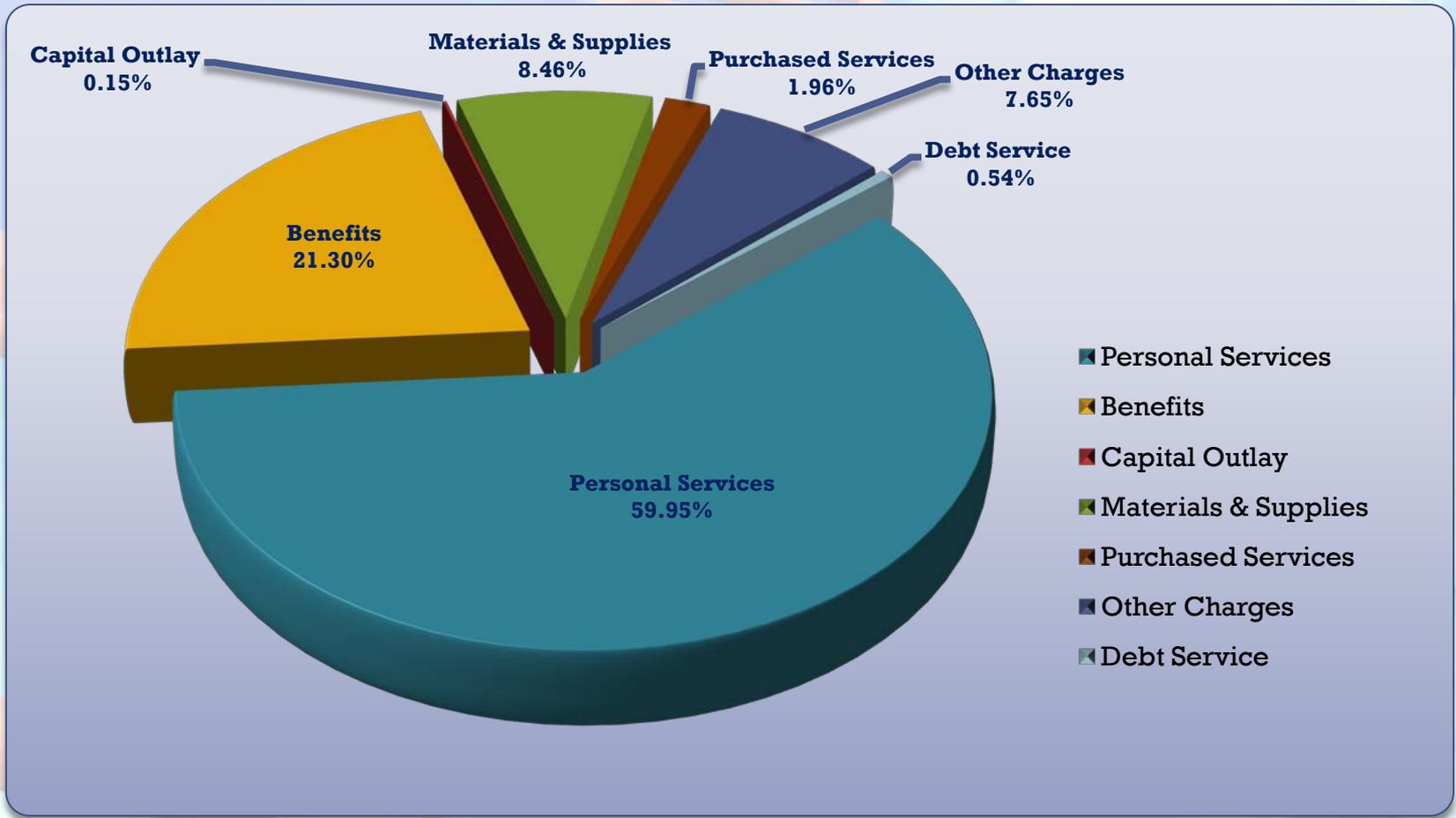
## Surry County Public Schools Proposed Expenditures by Category FY 2011 - 2012



# Expenditures

- ◎ VRS Rate Increase
  - From 9.53% to 11.93%
- ◎ Total Expenditures \$16,015,472
- ◎ Represents \$179,220 Increase to Maintain Current Programs

# Total Budget By Major Object



# County Contribution

- ◎ FY 2008 \$11,832,967
- ◎ FY 2009 \$11,832,967
- ◎ FY 2010 \$11,693,652 (Reduced by \$139,315)
- ◎ FY 2011 \$11,243,651 (Reduced by \$450,001)
- ◎ FY 2012 \$11,694,114 Requested \$450,463 to maintain current programs



Questions?

Thursday, April 7, 2011