

VIRGINIA: A REGULAR MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS HELD IN THE GENERAL DISTRICT COURTROOM OF THE COUNTY GOVERNMENT CENTER ON SEPTEMBER 2, 2010 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, ASSISTANT COUNTY ADMINISTRATOR  
MS. RHONDA R. MACK, COMMUNITY DEVELOPMENT DIRECTOR  
MRS. DEBORAH NEE, COMMISSIONER OF REVENUE  
MRS. VALERIE PIERCE, DIRECTOR SURRY SOCIAL SERVICES

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

The meeting was called to order by Chairman, Reginald Harrison. Mr. Harrison 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 August 5, 2010 Minutes
2. Approval of August 19, 2010 Minutes
3. Approval of September, 2010 Accounts Payable

(Represents the month of June, FY 09-10)

	Accounts Payable	Additional	Total
General Fund	\$11,464.66		\$11,464.66
Debt Service	\$0.00		\$0.00
Capital	\$12,414.46		\$12,414.46
Water & Sewer	\$8,436.39		\$8,436.39
Indoor Plumbing	\$0.00		\$0.00
Totals	\$32,315.51	\$0.00	\$32,315.51

(Represents the month of September, FY 10-11)

	Accounts Payable	Additional	Total
General Fund	\$161,421.97	\$3,047.80	\$164,469.77
Debt Service	\$0.00		\$0.00
Capital	\$23,616.70		\$23,616.70
Water & Sewer	\$5,294.70		\$5,294.70
Indoor Plumbing	\$0.00		\$0.00
Totals	\$190,333.37	\$3,047.80	\$193,381.17

4. Appropriation Requests

<u>School System - Sept. 2010</u>	<u>\$1,356,695.00</u>
<u>Dept. of Social Serv. - Sept. 2010</u>	<u>\$150,000.00</u>

Supervisor Lyttle made a motion that the Board approve all Consent Items as enumerated. Supervisor Seward seconded the motion; Supervisors Harrison, Blount, Seward, Holmes and Lyttle voted affirmatively.

**PROGRESS REPORTS**

1. VDOT

There was no representative from VDOT in attendance. Mr. Tyrone Franklin explained that Mr. Todd Halacy of the Williamsburg Residency Office had taken another position with VDOT and would no longer be the County's representative. Mr. Franklin had spoken to Mr. Dennis Huer, regional director, and expressed the need to have a VDOT representative present at monthly Board meetings. He has been assured that there would be a representative present at the Board's meeting on October 7, 2010

2. Treasurer

A. INVESTMENT LETTER: Chairman Reginald Harrison read the investment letter submitted by Mary H. Shaw, Treasurer. He stated that as of August 5, 2010 the county had \$7,777,479.55 in the LGIP Fund. Since that report, accrued interest for July, 2010 in the amount of \$2,109.63 had increased that balance to \$7,779,589.18. On August 25, 2010 the county transferred \$1,000,000.00 from LGIP to the General Fund, leaving a balance of \$6,779,589.18 in the Local Government Investment Pool. Chairman Harrison stated that as of September 2, 2010, the county had \$6,779,589.18 in total investments.

### 3. County Administrator

Prior to discussing agenda items, Mr. Franklin requested that Mr. John Edwards, Assistant County Administrator provide an update on Hurricane Earl. Mr. Edwards explained that Emergency Services staff had been monitoring the storm since it had developed a week earlier. Along with daily monitoring, staff had participated in conference calls with both state and regional emergency management teams. Mr. Edwards further reported that the storm had taken a northeastern track and that its effect on Surry County would be mild with a possibility of little or no rainfall and wind gusts up to 25 MPH. Its peak time of impact should be around 5am on Friday morning. The storm has been downgraded, and staff will continue to monitor its progress. Mr. Edwards assured the Board that emergency shelters and emergency response teams were prepared to respond to the storm as needed. Additional information regarding future storms was also provided.

A. Mr. Franklin called the Board's attention to correspondence from Mrs. Debbie Nee, Commissioner of Revenue, requesting a refund of Personal Property taxes in the amount of \$1,132.76 to Poole's Funeral Home as a result of overpayment.

Supervisor Holmes made a motion that the Board authorize the refund as presented; Supervisor Seward seconded the motion. Supervisors Harrison, Lyttle, Blount, Holmes and Seward voted affirmatively.

B. Mr. Franklin re-introduced a tabled item regarding the School System's request for lump sum appropriations rather than categorical appropriations. He explained that the Fiscal Affairs Committee had met with Mr. Hamlin; however, Chairman Harrison reported that the Committee had no recommendation at this time as they were divided regarding what action should be taken, if any. Mr. Harrison went on to state that although there was trust in the Board's relationship with the current School Board, categorical appropriation was the only oversight the Board has with respect to School Board financial practices. He further suggested that the root problem may be one of timing and that, if that were proven to be the case, the Board might consider a second meeting during some months as a solution to the problem.

Vice-Chair Seward stated that he favored allowing lump sum appropriations for the School Board based on the current School Board's record of fiscal management. He suggested that some system of reporting could be initiated to provide the Board of Supervisors with the ability to further monitor the School Board's fiscal practices. Following further discussion among the members of the Board, the recommendation was made that the School Board be invited to make a presentation to the whole Board at its meeting on October 7, 2010 regarding the need to receive non-categorical appropriations. Supervisor Lyttle made a motion to that effect which was seconded by Supervisor Seward. The Board voted unanimously to approve the motion. Mr. Hefty, County Attorney, also agreed to report back to the Board with regard to budget approval practices and non-categorical appropriations.

C. Mr. Franklin addressed the Board regarding the Surry County Employment Resource Center, sharing its mission statement and goals. He then introduced Mr. L.C. Sullivan, Director of Crater Regional Workforce Investment Group (CRWIG), Mr. Joseph Fleming, Director of the Workforce Investment Board (WIB), and Ms. Cheryl Cruise, Consultant with CRWIG to present a unique opportunity for joint collaboration to make the proposed Surry County Employment Resource Center a reality. Mr. Franklin further explained that the Academy Building located on the Courthouse grounds had been identified for use as the proposed site for the Employment Resource Center. Ms. Cruise made a brief presentation outlining the agencies' current collaboration with the County as well as services that could be provided via the proposed Employment Resource Center. ***(A copy of Ms. Cruise's presentation is included as an integral component of these minutes.)***

Following the presentation, Mr. Franklin further explained that current services are available only to clients of the Department of Social Services, but the Employee Resource Center would benefit any resident of the County in need of such services. He also discussed the condition and necessary improvements to the proposed facility which would house the Resource Center, stating that it could be made handicapped accessible with the installation of a ramp and new front door with an estimated cost of \$5,000 to \$7,000. Mr. Sullivan and Mr. Fleming discussed their partnerships with agencies, such as the Virginia Employment Commission and the John Tyler Community College Workforce Alliance, as well as partnerships with area businesses. Both gentlemen assured the Board of their organizations' commitment to a partnership with the County and continued involvement in the evaluation and employment training of County citizens.

Supervisor Blount made a motion that the Board authorize staff to pursue the establishment of an Employment Resource Center in Surry County. Supervisor Seward seconded the motion; Supervisors Harrison, Holmes, Lyttle, Blount and Seward voted affirmatively.

C. Mrs. Melissa Rollins, Finance Director, addressed the Board with regard to the School System's request for a budget amendment. Mrs. Rollins reported that the School Board is requesting adjustments to the categories previously approved by the Board at its June 18, 2010 meeting. The School Board's request for categorical transfers is enumerated as follows:

EXPENDITURES

FY 10-11

Transfer

FY 10-11

	Adopted	Request	Amended
<b><u>Categories</u></b>			
Instruction	\$10,546,722	-\$38,615	\$10,508,107
Administration & Health	\$826,161	\$2,460	\$828,621
Pupil Transportation	\$1,086,553	-\$42,045	\$1,044,508
Operation & Maintenance	\$1,730,116	\$49,690	\$1,779,806
Technology	\$814,591	\$10,067	\$824,658
Food Service	\$567,219	\$18,443	\$585,662
Facilities	\$0	\$0	\$0
Debt Service	\$264,890	\$0	\$264,890
<b>Total Expenditures</b>	<b>\$15,836,252</b>	<b>\$0</b>	<b>\$15,836,252</b>

**Revenue**

State Funds	\$3,343,780	\$3,343,780
Federal funds	\$948,821	\$948,821
Local Miscellaneous	\$300,000	\$300,000
Local Appropriation	\$11,243,651	\$11,243,651

Supervisor Holmes made a motion that the Board approve the categorical transfers as requested. The motion was seconded by Supervisor Seward; the Board unanimously approved the motion.

D. Mr. Franklin called the Board's attention to a formal request from Ms. Deena Fruchtman, Surry County property owner, asking that the Board consider establishing an ordinance for the vacation of the right-of-way known as Captain John Smith Drive in Scotland Wharf Subdivision starting with lots 3 and 12 and ending at lots 6 and 9. Pursuant to the Code of Virginia, Section 15.2-2272(2), vacation of right-of-way may be granted by passage of an ordinance by the governing body of the locality in which the land or plat to be vacated lies. Mr. Franklin further explained that a scheduled public hearing would be the next step in this process.

Supervisor Seward made a motion that the Board schedule a public hearing to consider the matter at its meeting on October 7, 2010. Supervisor Holmes seconded the motion; Supervisors Harrison, Lyttle, Blount, Seward and Holmes voted affirmatively.

Supervisor Seward commented that he felt that this issue was something that the Board should not have to address and encouraged the affected property owners to resolve the matter so that the Board would not be forced to take action.

E. Mrs. Rollins addressed the Board regarding proposed revisions to the County's annual, sick and other leave policies. She reminded the Board of recommendations made as a result of the 2009 Compensation and Classification Study and their decision to institute these changes

incrementally over a period of time. *(A copy of the proposed revisions is included as an integral component of these minutes.)*

After some discussion regarding the financial effect of the proposed revisions, Supervisor Seward suggested that the Board adopt only those revisions that do not inflict additional cost to the County and delay action on the remaining revisions until the next budget cycle. Mrs. Rollins explained the urgent necessity to consolidate leave policies into one document. Staff was asked to build a timeline for implementation of proposed revisions and present to the Board at a later date.

## **UNFINISHED BUSINESS**

Mr. Franklin asked Ms. Rhonda Mack, Director of Planning and Community Development, to address the Board with an update regarding Broadband implementation in the County. Ms. Mack reported that Mid-Atlantic Broadband Cooperative had received stimulus funding to bring fiber through the Town of Surry along Route 10 and that Buggs Island Telephone Cooperative was also the recipient of grant funding to bring wireless broadband into the County. This situation, coupled with the grant award to the County and other local funding would ultimately result in affordable broadband service becoming available for the entire county and all interested residents. This, Ms. Mack concluded, is a much better scenario than had been originally anticipated. She went on to report that staff was in the process of preparing a Request For Proposals (RFP) to design a system that would take advantage of, but not duplicate, the advances made by Mid-Atlantic and Buggs Island cooperatives. The RFP is expected to be published in October 2010.

Mr. Franklin called the Board's attention to materials provided by Mr. Hefty regarding the County's noise ordinance. Mr. Hefty reported that the need to discuss the noise ordinance is that Surry's ordinance, which has been in place for several years, is based on a "reasonable person" standard. The Virginia Supreme Court declared this standard unconstitutionally vague in the case of Tanner v. City of Virginia Beach (2009). Since that time, localities with similar ordinances have been amending their ordinances based on an objective standard, which is either a decibel level or a noise that can be heard a specific distance from a property line or building, etc. Mr. Hefty explained that, along with the County's current Noise Ordinance, he had also provided copies of noise ordinances from Isle of Wight, Hanover, Henrico and Amelia Counties. The crucial issues involved in developing a noise ordinance are (1) decibel levels v. distance standards, (2) criminal penalties v. civil penalties, and (3) exemptions. He further remarked that while it would be impossible to make everyone happy, the goal should be to provide the sheriff's office with a tool that is useful and can be easily enforced.

Mr. Franklin addressed the County's need to fill the position of Public Works Director/Manager and requested that the Board authorize staff to fill this position. The position represents a merging of two previous supervisory positions in Maintenance and Sanitation. Additionally, Mr. Franklin commented that he hoped that the position would also operate as a liaison to Sussex Service Authority which oversees water and wastewater operations in the county. Following a brief discussion, and a request from Board members

for a listing of duties and responsibilities for the new position, members of the Personnel Committee advised that they would consider Mr. Franklin's request.

Supervisor Seward reported that there was a personnel issue with regard to the sheriff's office. Sheriff Clayton has not signed an agreement for employees in his office to continue to participate in County benefit plans. Mr. Hefty advised that employees in the sheriff's office work for him and are not considered County employees. Supervisor Seward stated that action needed to be taken immediately and Mr. Franklin replied that he had made attempts to discuss the issue with Sheriff Clayton and would continue to do so until the matter was resolved.

Supervisor Blount inquired as to whether more information had been obtained regarding ridership of the Williamsburg Area Transit Surry connecting service. He voiced concern that the service is not being utilized equivalent to the County's contribution. Chairman Harrison remarked that those who do ride the bus need to do so in order to work. More data needs to be obtained, Mr. Harrison suggested, before funding changes for the next fiscal year can be reconsidered.

Supervisor Blount then voiced concerns he had as a result of the joint meeting of the Board and the Planning Commission which focused on the draft Zoning Ordinance. Following a brief discussion, the Board agreed that additional input from Board members to the Planning Commission and Zoning Ordinance Steering Committee was warranted and decided to schedule a work session to discuss recommendations and address concerns. This meeting will be scheduled for Thursday, September 16, 2010 at 7:00pm.

## **NEW BUSINESS**

There was no new business.

## **CITIZENS COMMENTS**

Mr. Douglas Dorsey (Bacons Castle District) inquired whether the Board could offer an update to citizens regarding the proposed third manned solid waste collection center in the county. Mr. Franklin responded by stating that a property owner had been contacted by Staff with a request to purchase property along Route 617 and that the County was awaiting a response.

Mrs. Joyce Kiser (Surry District) addressed the Board with regard to the request to vacate the right-of-way on Captain John Smith Drive stating that she and her husband were opposed to the request. She went on to state that the road provides her family with daily access to their properties and suggested that the request did not represent the opinions of all property owners affected by the change. She urged the Board not to approve the ordinance to vacate the right-of-way on Captain John Smith Drive.

## **ADJOURNMENT**

There being no further comments from the public, Supervisor Holmes made a motion that the meeting be continued on Thursday, September 16, 2010. Supervisor Lyttle seconded the motion; Supervisors Harrison, Seward, Lyttle, Holmes and Blount voted affirmatively.

## **SURRY COUNTY EMPLOYMENT-RESOURCE CENTER**

**Mission Statement:** *Surry County Government will promote employment services for its citizens by operating a resource center to provide employment services opportunities, educational and job skills training programs to improve the quality of the labor force. To cultivate a well-trained and educated workforce to meet the needs of a diverse economy in the region by optimizing and maximizing employment services resources.*

### **Goals:**

- To centralize all employment services resources local and regional for easier access for Surry County citizens
- To offer universal access to all Surry County citizens with up to date equipment and technology for job search activities
- To provide a comprehensive employment and training service delivery system that meets business and labor force needs
- To work cooperatively with local governing bodies to promote economic development in Surry County and the surrounding area
- To increase involvement of the business community in Surry County and the surrounding area
- To increase employment opportunities to meet the changing needs of the labor force in Surry County
- To identify and address barriers that impact the business community and the labor force of Surry County



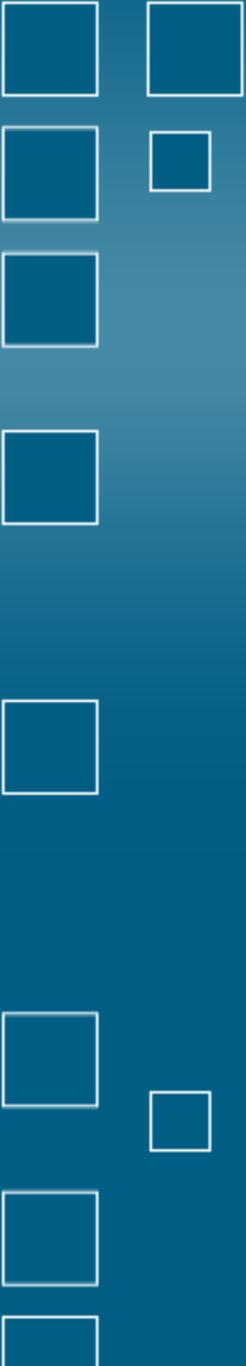
**Crater Regional Workforce:**

*One-Stop Centers*

Surry County Board of Supervisors Meeting

September 2, 2010





# Crater Regional Workforce Goals

- Our mission, with the Crater Regional Workforce Investment Group, is to link businesses to people, local officials, public and private agencies, and training providers for economic development to build a highly trained and motivated workforce.
- We are committed to helping businesses with employment and training needs by offering the services and information necessary to support employment demands.

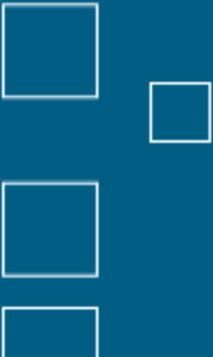
  


# Crater Regional Workforce Service Area:

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- Southern Chesterfield County
  - City of Colonial Heights
  - Dinwiddie County
  - City of Emporia (**One-Stop Center**)
  - Greensville County
  - City of Hopewell (**One-Stop Center**)
  - City of Petersburg (**One-Stop Satellite Office**)
  - Prince George County
  - Surry County (**\*Proposed One-Stop Satellite Office**)
  - Sussex County
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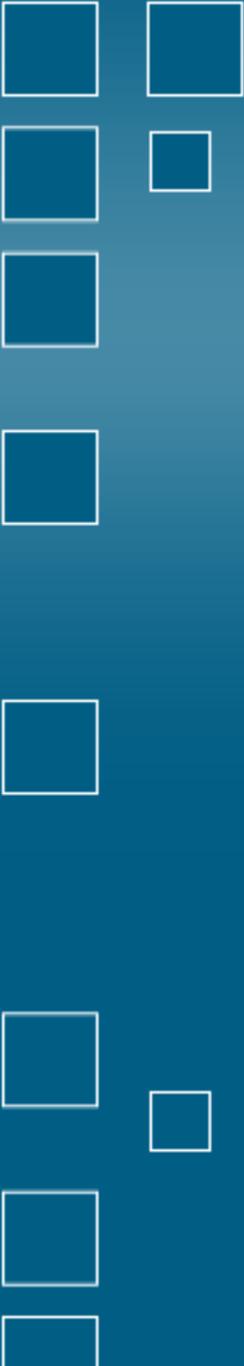
# One-Stop Centers

- One-Stop Career Centers provide job seekers with a full range of assistance under one roof. One-Stops operate in all 50 states offer training referrals, career counseling, job listings, and similar employment-related services.
  - These centers help businesses find qualified job seekers, while providing one of the most efficient ways to retain existing employees by training them to keep pace with industry standards. Up-to-date labor market information and statistics for the Crater Region and much more can be obtained through the Workforce Career Centers .
  - One-Stop Centers feature a foundation of partnerships in the community, including: Virginia Employment Commission, Workforce Investment Act Services, Community College Workforce Alliance, Department of Rehabilitative Services, Department of Social Services, and special grant funded projects under the Learn to Earn 501 (c) (3) (TANF Employment Advancement Grant and Cameron Foundation Grant).
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# Virginia Employment Commission (VEC)

- One of the primary functions of the Virginia Employment Commission is to provide Unemployment Insurance benefits to those who are in need of financial assistance to replace lost income.
- Virginia Employment Commission operates the One-Stop Centers in the Cities of Emporia and Hopewell.
- Currently customers in the Surry County area are assisted in the on-line Registration and Job Search services through workforce partners. For any additional services the customers are directed to the One-Stop Center in Hopewell.



# Crater Workforce Investment Act Services (WIA)

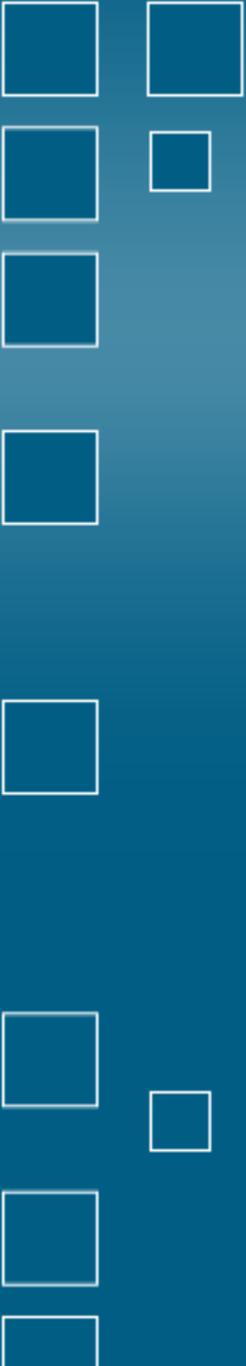
- Applicant Referrals
- Applicant Screenings
- Work Keys Assessment
- Skill Proficiency Testing
- Pre-Employment Assessment
- Pre-Employment Training
- Labor Market Information
- Area Wage Surveys
- Entrepreneurial Training
- Job Posting
- Computerized Skills-Based Matching
- Tax Credits for Hiring Eligible Employees
- Prevailing Wage Information
- Economic Trends
- Small Business Assistance

Currently a WIA Counselor provides on-site services to Surry residents, a minimum of two times per month, through a referral process with Surry County Department of Social Services.



# John Tyler Community College Workforce Alliance (CCWA)

- CCWA designs, develops and delivers customized and open enrollment workforce training and support services for corporate, government and individual professionals and economic development programs for new and expanding industries . CCWA serves more than 14,000 individual workforce students and more than 500 companies and government agencies annually.
- **CCWA has committed to provide 8-10 computers for the proposed One Stop Satellite Center in Surry County.**
- CCWA has committed to providing on-site instructors for workforce training, as contracted with Crater Workforce Programs and Services, including Career Readiness Assessment Scoring.



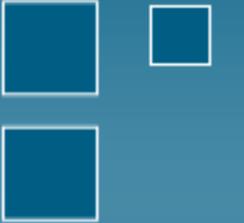
# Department of Rehabilitative Services (DRS)

- Employment Services help people with disabilities get ready for, find, and keep a job.
- The DRS Community Based Services Division administers several programs that support individuals with significant disabilities to maximize their independence, employment, and full inclusion into society.
- Assistive Technology Services directly assist individuals with disabilities in the selection, acquisition, or use of an assistive technology device.
- Disability Determination Services process disability claims for benefits under the Social Security Disability Insurance and Supplemental Security Income Disability Programs.
- **Currently DRS provides a contact to Surry County on an "as needed" basis. A referral is made to DRS for services and the customer is scheduled an appointment with a DRS counselor.**



# Department of Social Services (DSS)

Services Provided:

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- Temporary Assistance to Needy Families (TANF)
  - Food Stamp Program
  - Day Care Services
  - Family Services
  - Community Resource Assistance
  - Employment Services
  - Fuel Assistance
  - Child Protective Services



Currently Crater Workforce offers programs in partnership with Surry County Department of Social Services through the Supplemental Nutrition Assistance Program & Employment Training (SNAPET) and through Employment Services.



## TANF Employment Advancement Grant

- Providing specialized employment services to TANF recipients, including career assessments, job readiness skills training, occupational skills tuition assistance, career path planning, job placement, and employment supportive services.
- Currently providing a weekly job readiness skills training group in collaboration with Surry County Department of Social Services.



## Cameron Foundation Grant

- Community based employment services project focusing on those in the Crater Region who are unemployed and face significant barriers to employment.
  - Industry focus includes Healthcare and "Green Jobs".
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## Other Crater Workforce Partners

- The One Stop Centers and Satellite offices have multiple partners in each location.
- The Workforce partners are recruited based on the particular needs of the community in which the One Stop Center resides.



# Questions & Answers

## Contact Information:

Crater Regional Workforce  
114 N. Union Street  
Petersburg, Virginia 23803  
(804) 732-7053