

At a regular meeting of the Caroline County Board of Supervisors held on October 8, 2019 in the auditorium of the Community Services Center, located at 17202 Richmond Turnpike, Milford, Virginia 22514.

PRESENT

Jeffrey S. Black–Western Caroline District
Nancy L. Long – Port Royal District
Floyd W. Thomas – Mattaponi District
Reginald L. Underwood – Reedy Church District

ABSENT

Clayton F. Forehand – Chairperson, Madison District
Jeffery M. Sili – Vice-Chair, Bowling Green District

ALSO PRESENT

Charles M. Culley, Jr. – County Administrator
Alan L. Partin – Deputy County Administrator
Michael A. Finchum – Director of Planning & Community Development
Curtis S. Finney, Jr. – Director of Finance
Jason R. Loftus –Fire-EMS Chief
Joseph C. Schiebel –Director of Public Utilities
Gary R. Wilson – Director of Economic Development
Benjamin W. Emerson – County Attorney

CALL TO ORDER

County Administrator Charles M. Culley, Jr. called the meeting to order at approximately 6:00 p.m. in the absence of Chairman Forehand and Vice-Chair Sili.

NOMINATIONS FOR CHAIRMAN AND VICE-CHAIR

Supervisor Thomas moved and Supervisor Black seconded to nominate Supervisor Underwood as the Chairman for this meeting and Supervisor Long as the Vice-Chair.

<i>Roll Call Vote:</i>	<i>Black</i>	<i>Yea</i>
	<i>Long</i>	<i>Yea</i>
	<i>Thomas</i>	<i>Yea</i>
	<i>Underwood</i>	<i>Yea</i>

INVOCATION

Supervisor Long led the invocation.

PLEDGE OF ALLEGIANCE

Supervisor Underwood led the Pledge of Allegiance.

OPENING BOARD COMMENTS

Supervisor Thomas commended VDOT for their efforts over the past year. He stated that he recently attended a program in another county and talked about the integration of schools and noted that it was 1969 in Caroline County. He said he would like to recognize representatives from Bowling Green Senior High School at a future meeting for the 50th anniversary of the Caroline County Public Schools integration.

Board members congratulated the State Fair of Virginia for a great year and thanked everyone involved in making it a success. They also reminded everyone about upcoming fall festivals in the County.

Supervisor Black reminded everyone that the annual Polar Bear Plunge was coming up in February and invited everyone to participate. He then said he had the opportunity to play with school administrators in a benefit softball tournament for Caroline High School and it was a great time.

Supervisor Long stated that the Commissioner of the Revenue’s Association celebrated its 100th anniversary and she was proud to report that Caroline County was one of the first counties in the State to be certified. She then reminded everyone about the public meeting on the Rappahannock River Intake project on October 17th.

Supervisor Underwood stated that he attended the 50th anniversary celebration of the Frog Level Volunteer Fire Department and it was a great event.

AMENDMENTS TO THE AGENDA

Supervisor Thomas moved and Vice-Chair Long seconded to remove the Closed Meeting from the Agenda.

<i>Roll Call Vote:</i>	<i>Black</i>	<i>Yea</i>
	<i>Long</i>	<i>Yea</i>
	<i>Thomas</i>	<i>Yea</i>
	<i>Underwood</i>	<i>Yea</i>

1. PRESENTATIONS/REPORTS

➤ **Recognition of Department of Fire & Rescue for Successful U.S. Department of Homeland Security SCBA Grant Application**

Fire-EMS Chief Jason Loftus stated that he was pleased to report that the Department of Fire & Rescue personnel were involved in drafting the successful \$904,586.36 grant application to the

U.S. Department of Homeland Security for Self-Contained Breathing apparatus (SCBA) equipment. He said they used a team approach for the grant application and was pleased to recognize Deputy Fire-EMS Chief Mark Garnett, Captain Ed Bonham and Casey Treon for their efforts in making it a successful project for the County.

➤ **Presentation on Walking for Cancer Awareness and General Health**

Sylvia Montgomery talked about the previous Relay for Life event sponsored by the American Cancer Society and said that the event no longer existed in Caroline so citizens had to go to Richmond or other areas to participate. She said that most people had been touch by someone who battled cancer and noted the importance of activity and exercise. She said that a group of women from Mt. Oni Baptist Church were proposing a “Promise to Walk” campaign as a health and awareness event and requested the County’s support.

Board members spoke in support of the event.

After discussion, *Supervisor Thomas moved and Supervisor Black seconded to provide support for the Promise to Walk Campaign through advertisement on the County’s website and use of the County’s Parks and Recreation facilities for the event as needed.*

<i>Roll Call Vote:</i>	<i>Black</i>	<i>Yea</i>
	<i>Long</i>	<i>Yea</i>
	<i>Thomas</i>	<i>Yea</i>
	<i>Underwood</i>	<i>Yea</i>

➤ **Presentation on Caroline County Public Schools Partnership with Caroline Habitat for Humanity**

Dr. Sarah Calveric, Superintendent of Schools and Jason Tickle, Habitat President and CEO provided a presentation on the partnership between the two organizations to serve the citizens of the County. Representatives of Habitat and several Caroline High School students involved with the program also talked about ongoing projects.

Dr. Calveric stated that it was a learning partnership and they were building affordable homes, one house at a time.

Mr. Tickle noted that they had broken ground for five houses in the Milford area with one being for a first year teacher.

➤ **VDOT Report – Lynne Keenan, Fredericksburg Residency Administrator**

Fredericksburg Residency Administrator Lynne Keenan provided an update to the Board on various transportation projects throughout the County. Board members expressed concerns about various issues in their respective districts.

Ms. Keenan stated that in regard to the Board’s request to reduce the speed limit on Route 207 back to 55 miles per hour, VDOT officials had reviewed the request and were proposing the extension of the 55 miles per hour speed limit by 3,000 fee to cover the intersection at Ladysmith Road. She said that they could install “Reduce Speed Ahead” signs within 30 days and then review crash and speed data in July 2020 and make any adjustments recommended by new analysis at that time.

Supervisor Thomas expressed concerns about visibility issues when coming off of Route 639 onto Route 207 and noted a number of accidents in that area. Ms. Keenan agreed to go back and evaluate the line of sight. Supervisor Thomas added that he would be happy with a 60 miles per hour speed limit past Caroline High School to Carmel Church.

2. APPOINTMENTS

➤ Economic Development Authority (At Large Representative)

Supervisor Long moved and Supervisor Thomas seconded to reappoint Philip Atkins as the at large representative to the Economic Development Authority for a term beginning November 20, 2019 and expiring November 19, 2023.

Roll Call Vote:

<i>Black</i>	<i>Yea</i>
<i>Long</i>	<i>Yea</i>
<i>Thomas</i>	<i>Yea</i>
<i>Underwood</i>	<i>Yea</i>

➤ Planning Commission (Madison and Port Royal Districts)

Supervisor Long moved and Supervisor Thomas seconded to reappoint Carol Thomas Horton as the Port Royal District representative to the Planning Commission for a term beginning November 1, 2019 and expiring October 31, 2023.

Roll Call Vote:

<i>Black</i>	<i>Yea</i>
<i>Long</i>	<i>Yea</i>
<i>Thomas</i>	<i>Yea</i>
<i>Underwood</i>	<i>Yea</i>

The Madison District appointment to the Planning Commission was deferred.

3. CONSENT AGENDA

Supervisor Thomas requested that Item 3G” Approval of the Governor’s 2019 Holiday Schedule” be removed from the Consent Agenda for discussion.

Supervisor Black moved and Supervisor Long seconded to approve the following Consent Agenda items as presented:

A) Approval of Minutes

Action Taken: *Approval of the minutes from the May 14, 2019 Board of Supervisors meeting.*

B) Approval of Warrants

Action Taken:	Approval of the following warrants:
<i>General Fund</i>	<i>351,173</i>
<i>Tourism Fund</i>	<i>914</i>
<i>Fire/Rescue Grant Fund</i>	<i>8,111</i>
<i>Program Income Fund</i>	<i>3,975</i>
<i>Capital Improvements Fund</i>	<i>3,429</i>
<i>Debt Retirement Fund</i>	<i>1,336,630</i>
<i>Carmel Church Utilities Fund</i>	<i>1,382,576</i>
<i>Dawn Wastewater Fund</i>	<i>13,382</i>
<i>Port Royal Utilities Fund</i>	<i>150</i>
<i>Social Services Fund</i>	<i>274</i>
TOTAL	\$3,100,613

C) Approval of Planning Commission Schedule

Action Taken: *The Board reviewed actions taken by the Planning Commission at its September 26, 2019 meeting and authorized the following requests for public hearing at the November 14, 2019 meeting:*

- *SPEX-04-2019 – Sullivan, Frederick & Callie, Owner/Applicant*
- *TXT-14-2019 – An Ordinance to Amend the Zoning Ordinance of Caroline County by amending Article IX, Section 2, uses Permitted by Right, by Adding the Following as a Permitted Use in the B-1 Business Zoning District: Paragraph 32, Trade & Vocational School (Indoor)*
- *TXT-15-2019 – An Ordinance to Amend the Zoning Ordinance of Caroline County by Amending Article IX, Section 3, uses Permitted by Special Exception, by Adding the Following as a Use Permitted by Special Exception in the B-1, Business District: Paragraph 22, Trade, technical & Vocational School (Outdoor)*
- *RZ-04-2019 – Jordan, Lillian & Others, Owner/Applicant*
- *TXT-16-2019 – An Ordinance to Amend the Zoning Ordinance of Caroline County by amending Article II, Section 2, Definitions, to add a definition for Materials Recovery Facility.*
- *TXT-17-2019 – An Ordinance to amend the Zoning Ordinance of Caroline County by Amending Article X, Section 3, Uses Permitted by Special Exception in the M-1 Industrial zoning district.*

Paragraph 24, Materials Recovery Facility subject to Development Standards.

- *TXT-18-2019 – An Ordinance to Amend the Zoning Ordinance of Caroline County by Amending Article XV, Supplemental Regulations, Section 8 Development Standards by adding Paragraph V to establish Development Standards for a Materials Recovery Facility.*

D) Proposed Purchase Over \$50,000 (Solid Waste Roll Off Truck)

Action Taken: *Approval of the purchase of a solid waste roll off truck from Mid-Atlantic Waste Systems in the amount of \$196,630 and approval of the appropriation of \$6,630 from the FY 2019/2020 Undesignated General Fund Balance to the FY 2019/2020 Capital Improvements Budget.*

E) Adoption of a Resolution Honoring Reverend Dr. Bernard P. Goode for 25 Years of Service to Mt. Salem Baptist Church

Action Taken: *Adoption of the following resolution:*

R25/19

A RESOLUTION HONORING REVEREND DR. BERNARD P. GOODE FOR 25 YEARS OF SERVICE TO MT. SALEM BAPTIST CHURCH

WHEREAS, Reverend Dr. Bernard P. Goode has faithfully served as pastor of Mt. Salem Baptist Church in Caroline County, Virginia for 25 years; and

WHEREAS, Dr. Goode has a rich and accomplished background in education and ministerial services and has served as an administrator, counselor, mentor, educator, and theologian in this thirty-seven years in the ministry; and

WHEREAS, he is the recipient of several advanced degrees including a Bachelor of Arts in Religious Studies, Master of Religious Education, Master of Christian Education, Master of Divinity and a Doctor of Ministry Degree specializing in Management and Leadership Development and Servant Leadership; and

WHEREAS, in 2017 he was inducted into the prestigious South University Chapter of the Golden Key International Honor Society for academic excellence, the world's largest collegiate honor society; and

WHEREAS, Dr. Goode has further distinguished himself by being a Virginia author through the Library of Congress for writing Pastoral

Theology: The Task of the Pastor and “The Calling and Biblical Role of the Associate Minister”; and

WHEREAS, he has led a local coalition of churches in partnership with Cancer Treatment Centers of America (CTCA), to bring a biblically-based cancer care ministry that empowers pastors and ministry leaders with the tools needed to comfort and encourage men, women, and families fighting cancer; and

WHEREAS, the Board of Supervisors, fully understanding the importance of community service to the people of Caroline County, wishes to honor Dr. Goode’s accomplishments and thank him for his contributions on this special occasion.

NOW, THEREFORE, BE IT RESOLVED that the Caroline County Board of Supervisors hereby extends its heartfelt congratulations to Reverend Dr. Bernard P. Goode on his 25th anniversary with Mt. Salem Baptist Church and wishes him much continued success for many years to come.

Adopted this 8th day of October 2019.

F) Request for General Assembly to Adopt a Resolution Commemorating the 50th Birthday of Secretariat

Action Taken: *Staff was authorized to submit the proposed resolution recognizing the 50th birthday of Caroline native Secretariat to the General Assembly for adoption during the 2020 General Assembly session via Delegate Buddy Fowler.*

G) Approval of the Governor’s 2019 Holiday Schedule

Action Taken: *This item was removed from the Consent Agenda for discussion.*

Roll Call Vote:

<i>Black</i>	<i>Yea</i>
<i>Long</i>	<i>Yea</i>
<i>Thomas</i>	<i>Yea</i>
<i>Underwood</i>	<i>Yea</i>

3G) Approval of the Governor’s 2019 Holiday Schedule (continued)

Supervisor Thomas stated that he had no issue with the Governor’s holiday schedule. However, several constituents had expressed concerns to him about the January holiday for Lee-Jackson Day, noting that several localities had removed it from their calendars. He suggested that the County look at replacing it with a different holiday for staff.

Supervisor Thomas moved and Supervisor Black seconded to approve the additional time off for County employees in accordance with the State holiday schedule as presented.

*Roll Call Vote: Black Yea
 Long Yea
 Thomas Yea
 Underwood Yea*

CLOSED MEETING

This item was removed from the Agenda.

PUBLIC COMMENTS

George Spinner, of the Mattaponi District, expressed concerns about the overflow traffic on Route 301 when there's an accident on Interstate 95. He said it had gotten considerably worse over the last few years and suggested that now would be a good time to consider widening Route 301.

Sheriff Anthony A. "Tony" Lippa, Jr. expressed concerns about the speed study on Route 301 and Route 207 and said he did not believe the changes had been in existence long enough to get good data. He noted that his department had been enforcing the 60 miles per hour speed limit. He also expressed concerns about the lack of the acceleration type lane since the repaving of Nelson Hill Road.

There being no additional comments, Supervisor Underwood declared the Public Comments closed.

Supervisor Thomas stated with regard to Mr. Spinner's comments related to the widening/four-laning of Route 301, he wanted to point out that it had been brought up to VDOT many years ago by previous Bowling Green District Supervisor Bob Farmer.

UNFINISHED BUSINESS

4. REVIEW OF CONDITIONS FOR SPEX-02-2018 – MOSS NECK PRIVATE CAMPGROUND

Director of Planning & Community Development Michael Finchum stated that the Board of Supervisors granted a special exception (SPEX-02-2018) to Moss Neck Holdings, LLC for a private campground subject to conditions including a one time, one-year review of those conditions. He said that the property was located on Moss Neck Manor Road in the Port Royal Voting District.

He stated that a special exception was first granted in December 2015 for the private campground and the conditions included a one-year renewal. He explained that a renewal required that the applicant go through the public hearing process each time and two subsequent renewals had been granted by the Board in 2017 and 2018. He reminded everyone that the Board modified the

conditions of approval for SPEX-02-2018 to allow a one time, one-year review rather than a renewal.

He further stated that staff had not received any complaints regarding the campground and the applicant's representative advised that the campground had been used by the applicant and his family and friends approximately a dozen times during the past year.

Mr. Finchum pointed out that no action was necessary unless the Board wished to modify any of the conditions of the previously approved permit.

There were no questions or concerns from Board members.

NEW BUSINESS

5. CREATION OF FLYER INFORMING CITIZENS OF OPPORTUNITIES FOR LOCAL TAX RELIEF

Supervisor Underwood stated that this item was the result of a discussion at his recent constituent meeting. He said people had expressed concerns about not being aware of tax relief opportunities in the County because of no longer having a local newspaper.

After discussion, staff was asked to work with the Treasurer to determine if a flyer summarizing tax relief opportunities could be included with tax bills.

6. DISCUSSION OF POSSIBLE CHANGES IN GENERAL ASSEMBLY LEGISLATIVE LIAISON SERVICES THROUGH THE GEORGE WASHINGTON REGIONAL COMMISSION

County Administrator Charles M. Culley, Jr. stated that Caroline County had contributed \$5,000 to the George Washington Regional Commission (GWRC) for many years to employ the services of Eldon Jams & Associates as the region's legislative liaison to the General Assembly. He explained that in this role, Mr. James consulted with the governing bodies of the GWRC members and Planning District 9 each year to develop a regional legislative platform identifying issues of importance to localities. He said that Mr. James monitored the status of General Assembly legislation and trends that affect local government as well as meets with legislators and staff to present and advocate for local government's perspective on specific legislation.

He stated that at the September 16, 2019 meeting, the GWRC Board discussed the possibility of either initiating a procurement process for the legislative services currently provided by Eldon James & Associates or discontinuing the services of a legislative liaison altogether. He said that it was staff's understanding that the GWRC Board planned to discuss and perhaps make a final decision on the matter at its October 21st meeting. He added that this item had been placed on the agenda to provide Supervisor Long and Supervisor Black, the County's representatives on the GWRC Board.

He further stated that each GWRC member locality provided \$5,000 in funding annually to procure the services of Eldon James & Associates.

Mr. Culley noted that it was the opinion of County Administration staff that Eldon James & Associates provided a valuable service and valuable information to the County for the small prices of \$5,000. He said that Mr. James had developed significant insight, institutional knowledge and rapport with General Assembly members and key personnel over the years and staff believed this works in the County's favor in advancing its interests in Richmond.

In response to questions from Supervisor Black, Mr Culley stated that staff believed initiating a procurement process was a good competitive practice. However, they believed it would be a mistake to eliminate the legislative services the County received in its entirety.

After discussion, it was the consensus of the Board to continue to work through the current process with Mr. James since it was too late to get the matter resolved prior to the beginning of the next General Assembly session and pursue the competitive bid process next year.

7. CREATION OF COMMITTEE TO WORK WITH MEADOW EVENT PARK ON THE POSSIBLE CREATION OF AN ADMISSIONS TAX

County Administrator Charles M. Culley, Jr. stated that this item had been placed on the Agenda at the direction of Supervisor Underwood.

Supervisor Underwood stated that this item was also brought up at his recent constituent meeting. He said he had spoken with Marlene Pierson-Jolliffe, of Meadow Event Park, and she was not opposed to the idea. He said they talked about the County helping Meadow Event Park expand and he wanted other Board members to be aware of the preliminary discussion.

Supervisor Thomas stated that this idea had been discussed previously and noted that the County would need to get permission from the General Assembly for an admissions tax. He said that he previously said that he would consider an admissions tax once the State Fair got to a certain point and believed it may be time to consider the potential benefits to the County.

Supervisor Black stated that the County needed to welcome businesses and expressed concerns about placing additional burdens on them with a potential admissions tax.

Supervisor Underwood stated that he believed the membership of the committee should remain small and they should brainstorm with Ms. Pierson-Jolliffe from Meadow Event Park.

After discussion, *Supervisor Long moved and Supervisor Thomas seconded to form a committee to consider the possibility of an admissions tax with the following membership:*

*Supervisor Underwood as the Board of Supervisors representative
Commissioner of the Revenue Mark Bissoon or representative
Economic Development Director Gary Wilson
Chamber of Commerce representative*

Supervisor Black explained that he was going to vote against this motion because he did not have enough information and the packet did not include any structure for the committee.

Roll Call Vote: *Black* *Nay*
 Long *Yea*
 Thomas *Yea*
 Underwood *Yea*

The motion carried 3-1.

8. INFORMATIONAL/CALENDAR ITEMS

County Administrator Charles M. Culley, Jr. reviewed the Capital Projects Update included in the Board’s packet and reminded everyone about upcoming festivals and activities.

Supervisor Thomas asked that the Carmel Church Fire Station and the Sparta Fire Station projects be included on future lists.

CLOSING BOARD COMMENTS

Supervisor Thomas asked about a possible reduction in library fees since it had been taken over as a County department. Deputy County Administrator Alan Partin stated that staff was currently working to revise Library policies and they would soon be brought to the Board for approval.

ADJOURNMENT

Supervisor Thomas moved and Supervisor Long seconded to adjourn the meeting.

Roll Call Vote: *Black* *Yea*
 Long *Yea*
 Thomas *Yea*
 Underwood *Yea*

CLERK TO THE BOARD

CHAIRMAN