

January 28, 2004

At a regular meeting of the Southampton County Board of Supervisors held in the Board Room of the Southampton County Office Center at 26022 Administration Center Drive, Courtland, Virginia on January 28, 2004 at 6:00 PM.

SUPERVISORS PRESENT

Dallas O. Jones, Chairman
Walter L. Young, Jr., Vice-Chairman
Carl J. Faison
Anita T. Felts
Charleton W. Sykes
Ronald M. West
Moses Wyche

SUPERVISORS ABSENT

None

OTHERS PRESENT

Michael W. Johnson, County Administrator (Clerk)
J. Waverly Coggsdale, III, Assistant County Administrator
Richard E. Railey, Jr., County Attorney
Julia G. Williams, Finance Director
Cynthia L. Cave, Community/Economic Development Director
Julien W. Johnson, Jr., Public Utilities Director
Susan H. Wright, County Administration Executive Secretary

Note: Due to inclement weather, this meeting was held on Wednesday, January 28, 2004 rather than Monday, January 26, 2004.

Chairman Jones called the meeting to order at 6:00 PM, and after the *Pledge of Allegiance*, Supervisor Sykes gave the invocation.

Mr. Michael Johnson, County Administrator, announced that they had several Resolutions of Appreciation in which to present. Mr. Johnson read aloud the following Resolution of Appreciation to Eppa J. Gray, Jr., and Chairman Jones presented him with a framed copy:

RESOLUTION OF APPRECIATION

TO

EPPA J. GRAY, JR.

WHEREAS, Eppa J. Gray, Jr. has served Southampton County with honor and dignity as the duly-elected representative of the Jerusalem District for twelve years, beginning in January 1992 and ending with his retirement in December 2003; and

WHEREAS, Eppa J. Gray, Jr. has rendered exceptional guidance and wisdom as Vice-Chairman of the Board of Supervisors for eight years beginning in January 1996 and ending in December 2002; and

WHEREAS, throughout his work as County Supervisor, Eppa J. Gray, Jr. has led the efforts to ensure that Southampton County fulfills its mission to provide to its citizens the highest level of leadership, education, protection and services in the most cost effective manner; and

WHEREAS, Eppa J. Gray, Jr. has devoted countless hours of personal time and energy in listening, understanding and representing the needs of his constituency; and

WHEREAS, his sound judgment and warm personal demeanor have facilitated his public accomplishments and have earned for him the respect of his peers; and

WHEREAS, his twelve-year tenure has resulted in conspicuous and significant progress, the fruits of which will be enjoyed by the citizens of Southampton County for many years to come

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Southampton County, Virginia that Eppa J. Gray, Jr. is recognized and commended for his generous and devoted service to the citizens of this county and is presented this Resolution as visual representation of the high esteem in which he is held; and

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BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the minutes of the Board on the twenty-sixth day of January 2004 forever preserving and recording its gratitude.

Adopted this twenty-sixth day of January 2004.

Board of Supervisors

Dallas O. Jones, Chairman

Attest

Michael W. Johnson, Clerk

Vice-Chairman Young moved, seconded by Supervisor, that the Resolution of Appreciation to Eppa J. Gray, Jr. be adopted. All were in favor.

Mr. Johnson then read aloud the following Resolution of Appreciation to Reggie W. Gilliam, and Chairman Jones presented him with a framed copy:

RESOLUTION OF APPRECIATION

TO

REGGIE W. GILLIAM

WHEREAS, Reggie W. Gilliam has served Southampton County with honor and dignity as the duly-elected representative of the Capron District for twenty-five years and two months, beginning with his initial election in November 1978 and ending with his retirement in December 2003; and

WHEREAS, Reggie W. Gilliam has rendered exceptional guidance and wisdom as Chairman of the Board of Supervisors for eight years beginning in January 1996 and ending in December 2003; and

WHEREAS, through his work as County Supervisor, Reggie W. Gilliam has led the efforts to ensure that Southampton County fulfills its mission to provide to its citizens the highest level of leadership, education, protection and services in the most cost effective manner; and

WHEREAS, Reggie W. Gilliam has devoted countless hours of personal time and energy in listening, understanding and representing the needs of his constituency; and

WHEREAS, his sound judgment and warm personal demeanor have facilitated his public accomplishments and have earned for him the respect of his peers; and

WHEREAS, his quarter-century tenure has resulted in conspicuous and significant progress, the fruits of which will be enjoyed by the citizens of Southampton County for many years to come.

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Southampton County, Virginia that Reggie W. Gilliam is recognized and commended for his generous and devoted service to the citizens of this county and is presented this Resolution as visual representation of the high esteem in which he is held; and

BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the minutes of this Board on the twenty-sixth of January 2004 forever preserving and recording its gratitude.

Adopted this twenty-sixth day of January 2004.

Board of Supervisors

Dallas O. Jones, Chairman

Attest

Michael W. Johnson, Clerk

Supervisor Wyche moved, seconded by Supervisor Faison, to adopt the Resolution of Appreciation to Reggie W. Gilliam. All were in favor.

Mr. Johnson read aloud the following Resolution of Appreciation to Richard C. Grizzard and advised that he would present him with a framed copy at his retirement dinner on January 31:

**RESOLUTION OF APPRECIATION
TO
RICHARD C. GRIZZARD**

WHEREAS, Richard C. Grizzard has faithfully served the citizens of Southampton County for 36 years as its Commonwealth Attorney;

WHEREAS, Richard C. Grizzard has developed a reputation across the Commonwealth for fair and zealous prosecution of the criminal law;

WHEREAS, Richard C. Grizzard has ably represented the citizens of Southampton County in the Commonwealth Attorney's Association;

WHEREAS, Richard C. Grizzard managed his office in a fiscally conservative manner that demonstrated his concern for the tax payers of Southampton County;

WHEREAS, Richard C. Grizzard has been called upon to serve as special prosecutor in other jurisdictions in cases of the greatest importance;

WHEREAS, Richard C. Grizzard has been honored by his colleagues with receipt of the Robert Horan Award in 2002;

WHEREAS, Richard C. Grizzard has dedicated his professional life to making Southampton County a safer place to live;

NOW, THEREFORE, BE IT RESOLVED, by the Southampton County Board of Supervisors that Richard C. Grizzard is recognized and commended for his outstanding service to the County and is presented this Resolution as a token of the Board's gratitude and esteem; and

BE IT FURTHER RESOLVED, that the Southampton County Board of Supervisors extends to Richard C. Grizzard its best wishes for his future endeavors and orders that a copy of this Resolution be spread upon the Minutes of this Board this 26th day of January, 2004.

Adopted this twenty-sixth day of January 2004.

Board of Supervisors

Dallas O. Jones, Chairman

Attest

Michael W. Johnson, Clerk

Supervisor Young moved, seconded by Supervisors West and Wyche, that the Resolution of Appreciation to Richard C. Grizzard be adopted. All were in favor.

Chairman Jones sought approval of the minutes of the December 15, 2003 regular meeting and January 5, 2004 organizational meeting. Both were approved as recorded, as there were no additions or corrections.

Regarding highway matters, Chairman Jones recognized Mr. Randolph Cook, Resident Engineer of the Virginia Department of Transportation (VDOT).

Mr. Johnson announced that included in the agenda was a petition from a group of citizens residing on Line Pine Road in Burdette seeking two (2) "Watch for Children" signs in their community. The request was consistent with the Board's adopted policy relative to placement of such signs, a copy of which was included in the agenda, along with a community map. He suggested that the location of the signs be left to the discretion of the Resident Engineer after consulting with the petitioners.

Supervisor Young moved, seconded by Supervisor West, to authorize the installation of two (2) “Watch for Children” signs on Line Pine Road paid for out of the County’s Secondary System Construction Allocation. All were in favor.

Mr. Johnson advised that in regards to the Route 460 Location Study, included in the agenda was a copy of his response to Christopher Collins, VDOT’s Project Studies Manager, relative to his request for “transportation related rationale” to support our request to expand the study area to include areas south of the Norfolk Southern Railway. He stated that Mr. Cook had some updated information.

Mr. Cook informed that they had a meeting with the Route 460 team and Mr. Johnson’s request had been approved. There was now another line on the map south of the Norfolk Southern Railway along Route 460, and that area would be considered. Supervisor West asked how far south? Mr. Johnson replied within a ½ mile according to the map. Mr. Cook agreed and added that it bypassed the towns but was close. He advised that there would be at least one bypass, as a mandatory requirement was that they utilize as much of Route 460 as possible. He hoped there would be one bypass south and one north, both close to the Route 460 corridor. He stated that there would be another public hearing on February 24, 2004 at Windsor High School. They would make a decision by fall. He commented that there were wetlands everywhere so it would be a while.

Mr. Johnson announced that included in the agenda was correspondence related to the revenue sharing program for primary and secondary roads. With this program, the state would match local funds dollar for dollar on highway projects. The program had been around for years and the Board had expressed mild interest in participating in years past, but fiscal constraints had limited their ability to do so. If interested, they must notify VDOT by March 1, 2004. He noted that they had no funding budgeted for the program. Chairman Jones advised that the Board could think about it and discuss it at the next meeting.

Mr. Cook advised Supervisors Felts and Wyche, the two newest board members, that he had asked their area VDOT superintendents to personally visit with them.

Supervisor West advised Mr. Cook of a recent accident on Seacock Chapel Road (Route 614) about 300 yards from Appleton Road due to the blind hill there. He asked if the hill could be torn down or what could be done? Mr. Cook replied that the hill could not be torn down because that road was not in the Six-Year Plan, but he would look at putting some signs there and/or lining the road.

Supervisor Young informed Mr. Cook that he was still receiving a lot of calls and visits about the water in the ditches. Water continued to stand in the road at Saint Lukes Lodge and Southampton Veterinary Clinic. Mr. Cook advised that they could not clean them out. Supervisor Young stated that he realized that construction on Route 671 contributed to the ditches being stopped up on Route 671. Mr. Cook advised that that construction did not have anything to do with the ditches. They had been through that issue with about 3 landowners and the engineer had been out there several times. VDOT was actually helping the situation because they had built 4 ponds to hold the water. He commented that the logging had not helped any. He stated that he had talked to Jeb Bradshaw and they were going to solve the problem at Southampton Veterinary Clinic.

Supervisor Wyche advised Mr. Cook that he had always had concerns about the stretch of road on Indiantown Road from Cary’s Bridge Road to Popes Station Road. Mr. Cook informed that it was on the priority list, but it would be 2-3 years before they get to it. He stated that they may be able to dedicate it as a “Rural Rustic Road”, which would speed up the process. Supervisor Wyche asked about Rawlings Road (Route 657). Mr. Cook advised that it had been number 1 on the priority list, but at that time they could not get the right-of-way from a few property owners. As a result, it was reverted to the back of the list. It would, however, come back around.

Supervisor West stated that the ice removal on the roads had been difficult. He asked Mr. Cook if it was the result of finances/cutbacks or just bad conditions? Mr. Cook replied that it was not the result of finances. It was the same process: Primary roads first, heavily traveled secondary roads next, and then regular roads. He noted that temperatures had not helped any, as the roads were freezing as fast as they could remove the ice.

Supervisor Young advised Mr. Cook that they were going to put up a fence on Route 671 across from the Co-op to replace the one that was taken down. He asked if VDOT could flag it so they could put it in the right place? Mr. Cook replied that he would have it surveyed and some stakes put up.

Moving forward to appointments, Mr. Johnson announced that as discussed at the August meeting, each Board member agreed to seek 2 appointees from their respective districts to form a Virginia 2007 Community Program in Southampton County. That committee would examine our own local history and develop reunions, festivals, and other special events in coordination with Jamestown's quadricentennial celebration in 2007. It was recommended that the committee include active representatives of local government, civic groups, churches, historical societies, schools, businesses, cultural and ethnic organizations, and other groups on organizations that contribute to the quality of life in Southampton County. He advised that Jim Holland from the Franklin District, Lynn Ramsey and Marilyn Tennessee from the Drewryville District, Phyllis Bradshaw and Cindy Cave from the Jerusalem District, Elna Graves from the Berlin-Ivor District, and Catherine Lassiter and Doreen Tubbs from the Boykins-Branchville District had already been appointed. They were still looking for 2 representatives from Capron and Newsoms, and 1 from Franklin and Berlin-Ivor.

Supervisor Wyche submitted the names of Maureen Shelley and Sylvia Kay Claude from the Capron District. He then **moved, seconded by Supervisor Felts, to appoint Maureen Shelley and Sylvia Kay Claude to the Virginia 2007 Community Program. All were in favor.**

Supervisor Sykes advised that she would have the names of 2 appointees, and Supervisor West and Vice-Chairman Young advised that they would have the names of their additional appointee, at next month's meeting.

Regarding the Industrial Development Authority (IDA), Mr. Johnson informed that included in the agenda was a letter of resignation from John Sweeney, based on his declining health, tendered on his behalf by Richard Francis. Supervisor Faison would need to seek a successor from the Boykins-Branchville District to fill the balance of Mr. Sweeney's term, which was through December 31, 2006. He advised Mr. Faison that included in the agenda was an article by an attorney with Williams-Mullen that provided a good overview of what the IDA was about.

Mr. Johnson announced that Mr. Gilliam was reappointed to the Tidewater Regional Group Home Commission Board of Directors last June. The term would run through July 31, 2007. A Board of Supervisors member was needed to succeed Mr. Gilliam on that Board of Directors. He advised that the Commission was created in 1977 to provide pre- and post-dispositional services for juveniles. It served the cities of Chesapeake, Franklin, Portsmouth, Suffolk, and Virginia Beach, as well as the counties of Isle of Wight and Southampton. The Commission met monthly on the first Monday at 11:30 AM at administrative offices on Airline Boulevard in Portsmouth.

Mr. Johnson clarified for Chairman Jones that any Board of Supervisors member could serve. After discussion, Supervisor Faison agreed to serve. **Vice-Chairman Young moved, seconded by Supervisor Wyche, that Supervisor Faison be appointed as Mr. Gilliam's successor on the Tidewater Regional Group Home Commission Board of Directors. All were in favor.**

Finalizing appointments, Mr. Johnson advised that Mr. John Perry had indicated a desire to resign as the citizen representative for Southampton County on the Fifth Judicial District Community Criminal Justice Board (CCJB). The CCJB was established to facilitate local involvement and flexibility in responding to crime and to develop locally designed programs that would meet the needs of our community. They worked to identify and develop local community-based probation programs to serve as sentencing alternatives for certain misdemeanants and non-violent felons. The CCJB had 20 representatives throughout the Fifth Judicial District, which included Suffolk, Isle of Wight, Franklin, Southampton. They met quarterly, usually in Suffolk. He informed that Grant Knight, a Courtland resident and Chief of District 6 Probation and Parole, had been recommended to succeed Mr. Perry as the citizen representative from Southampton County.

Supervisor West made a motion to appoint Grant Knight to succeed John Perry on the CCJB for an indefinite term. Supervisor Faison seconded the motion. All were in favor.

Proceeding to monthly reports, Mr. Johnson received various reports and provided them in the agenda. They were Financial, Sheriff's Office, Traffic Tickets, 9-1-1 Sign Repair, Animal Control, Building Inspections, and New Housing Starts. Also Cooperative Extension, Treasurer's Report for October 2003, Delinquent Tax Collection, Daytime E.M.S. Contract, Fire/Rescue, and Personnel.

Regarding Cooperative Extension, Ms. Colleen Flick, local 4-H Youth Program Coordinator, addressed the Board. She advised that they were having a kickoff for summer camp, which would be held August 2-6, 2004, and gave each Board member a copy of the latest newsletter. She informed that they had an Extension Leadership Council (ELC) whose purpose was to help develop their

programs to fit the community. They met every other month at 7:20 AM and breakfast was provided. They were looking for representatives from Southampton County to serve on that Council. She asked the Board members to let her know if any of them were interested in serving or if they knew someone that would be. She mentioned that most 4-H programs were SOL (Standards of Learning) certified.

Supervisor West informed Ms. Flick that there was an observatory on Seacock Chapel Road that could be used for astronomy purposes. The gentleman who owned it would be more than willing to share that opportunity, and he would be pleased to provide her with his contact information.

Supervisor West and Vice-Chairman Young commended Ms. Flick for doing an outstanding job. Chairman Jones obtained additional newsletters and information from her to share with his church.

In reference to the personnel report, Mr. Johnson announced that Christie M. Howell was hired as a Dispatcher in the Sheriff's Department effective 12/22/03 at an annual salary of \$20,398. The annual salary of Eric A. Cooke was adjusted to \$98,811 effective 1/1/04 as a result of being elected Commonwealth's Attorney. The annual salary of John W. Griggs, Jr. of the Sheriff's Department was adjusted to \$26,075 effective 1/1/04 as a result of a 12-month regrade. Billy S. Gentry of the Sheriff's Department resigned effective 12/31/03. Raymond E. Merck of the Sheriff's Department remained on active military leave and was still stateside. He pleasingly reported that Mike Blythe had returned home and was back to work at the Sheriff's Department.

Moving on to project status reports, Mr. Johnson announced that included in the agenda was a copy of the December status report for the Public Safety Radio System Needs Analysis. Ongoing activities included continued FCC research, propagation modeling, and an existing system equipment inventory. He anticipated that ATC would soon begin work on a new system prototype, which would be presented to the Board in the form of a written report including recommendations and cost estimates. That report would most likely be available at the March board meeting.

Mr. Johnson advised that he expected Courthouse repairs to resume next week. He reminded that they contracted with Roger D. Atkins to repair 4 exterior wooden columns, 19 wooden windows, and repaint all exterior wood surfaces on a cost plus 15% basis, not to exceed \$35,000. He informed that William Crosby, Historic Architect with the Virginia Department of Historic Resources, confirmed late last summer that the Courthouse windows were not 19th century windows. After removing the windows early this fall, Mr. Atkins indicated that the cost of repairing them was at least equal to, and likely greater than, the cost of ordering and installing historic reproduction windows. He stated that historic reproduction windows would be wooden and identical in appearance to the existing windows with the added benefit of improved energy efficiency. Mr. Crosby agreed that, given comparable costs, historic reproduction windows would provide better value over the long term. Accordingly, they authorized Mr. Atkins to order the reproduction windows several months ago. It was his understanding that the windows should be received this week.

Moving forward to financial matters, Mr. Johnson announced that under separate cover with the agenda was a copy of the FY 2003 Comprehensive Annual Financial Report (Audit) prepared by Creedle, Jones, and Alga, P.C., Certified Public Accountants. Mr. Johnson reported in the agenda that the schedule of findings and questioned costs appeared on page 73 of the report. He noted that the report included an unqualified (clean) opinion with no reportable conditions, no instances of noncompliance, and no findings. There was one recommendation with regard to management of fixed assets. He also noted that the audit was only a snapshot of the County's financial position on June 30, 2003, and there had been a number of changes since that time that were not reflected. He noted the following major items in the agenda to observe for FY 2003:

- In the general fund, we received \$533,267 more revenue than budgeted (page 46), which is good;
- In the general fund, we spent \$855,738 less than budgeted (page 48), which is good;
- The school board did not spend \$370,048 (page 47) in budgeted local funding which is good (but which has been subsequently re-appropriated back to them for use in FY 2004 by resolution adopted last October);
- The end of year general fund balance (\$4,583,639) is always a little deceptive; there are already more than \$1.5 million of encumbrances against this balance in FY 2004;
- The FY 2004 budget calls for more than \$800,000 from the unappropriated general fund reserve to balance (included in the \$1.5 million above).

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Mr. Johnson introduced Mrs. Robin Jones, Accountant with Creedle, Jones, & Alga, P.C. Mrs. Jones addressed the Board and provided an overview of the audit.

Vice-Chairman Young moved, seconded by Supervisor Faison, to receive and accept the FY 2003 annual audit. All were in favor.

Mr. Johnson announced that included in the agenda was a proposed FY 2005 budget calendar and memorandum calling for estimates from various agencies, departments, and organizations.

The budget calendar is as follows:

FY 2005 BUDGET CALENDAR

Wednesday, February 4, 2004	Budget request forms issued to agencies, departments and organizations
Friday, March 5, 2004	All budget requests due back to the County Administrator
Monday, March 22, 2004 7:00 PM	Public comment regarding the annual budget received during regular session
Wednesday, April 7, 2004 6:30 PM	Draft budget presented to the Board of Supervisors during initial budget workshop
Wednesday, April 14, 2004 6:00 PM	Departmental presentations to the Board of Supervisors during budget workshop (limited to 20 minutes each)
Wednesday, April 21, 2004 6:30 PM	Budget Workshop
Monday, April 26, 2004 8:30 AM	Work continues on draft budget following regular session (draft budget finalized)
Sunday, May 2, 2004 Sunday, May 9, 2004	Advertise proposed FY 2004-05 budget
Monday, May 17, 2004 7:00 PM	Public Hearing
Wednesday, May 19, 2004 6:30 PM	Budget Workshop (if necessary)
Monday, May 24, 2004	Adoption of the budget during regular session

The memorandum calling for estimates is as follows:

MEMORANDUM

TO: Departments, agencies and organizations requesting county funding

BY: Mike Johnson, County Administrator

DATE: February 4, 2004

RE: Call for estimates – FY 2005

During its regular session on January 28, 2004 the Southampton County Board of Supervisors directed me to issue this call for estimates for FY 2004-05 from each agency, department and organization which has historically received funding from Southampton County.

Please find a computer spreadsheet attached which details your respective FY 02 and FY 03 expenditures by line item, your FY 04 budgeted funds, and your FY 2004 actual expenditures through December 2003. After careful and thoughtful consideration, please complete the column which is headed **“DEPARTMENT REQUEST.”** **Non-personnel line items should be level funded or reduced.**

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If your agency or organization receives a lump-sum appropriation and funds are not appropriated by line item, you do not need to complete the form; a simple letter of request returned to my attention will suffice.

Please note that all funding requests are due back to me by close of business on **Friday, March 5, 2004**.

For your reference, I am attaching a FY 2005 budget calendar. The board of supervisors will listen to oral presentations from departments/agencies/organizations on Wednesday, April 14 beginning at 6:30 PM. **Please notify Mrs. Julia Williams at 653-3015 by April 14 if you wish to make a presentation.** Oral presentations are not required but provide an opportunity for dialogue with the board.

If you have any questions or if I may be of assistance, please advise.

Vice-Chairman Young moved, seconded by Supervisor Faison, to adopt the budget calendar and direct the call for estimates. All were in favor.

Mr. Johnson announced that included in the agenda was an appropriations resolution totaling \$383,938.18. The appropriation consists of \$285,227.03 of current revenue, \$81,239.48 carried over from the previous fiscal year, and \$17,471.67 of new money previously authorized by the Board.

The appropriations resolution is as follows:

APPROPRIATIONS - JANUARY 28, 2004

NEW MONEY REQUIRED FOR JANUARY 2004 APPROPRIATION

GENERAL FUND

250.00	BOARD OF SUPERVISORS/THE GENIEVE SHELTER
5,000.00	BOARD OF SUPERVISORS/TURNER LAND TRUST OPTION
561.00	REGISTRAR/STATE BUDGET REDUCTION
8,740.92	EMERGENCY SERVICES/PAYMENT TO EXEMPT EMPLOYEES
181.75	EMERGENCY SERVICES/TEMS COUNCIL
2,738.00	COMPREHENSIVE SERVICES ACT/ADDITION IN LOCAL FUNDS
<hr/>	
17,471.67	TOTAL NEW MONEY/GENERAL FUND

GENERAL FUND - CARRY-OVER FUNDS

3,650.23	BOARD OF SUPERVISORS/BOARD RETREAT
14,557.35	COMMONWEALTH'S ATTORNEY/COST COLLECTIONS
7,050.21	SHERIFF/CAMP FOUNDATION/EDUCATION
1,775.32	SHERIFF/DARE
8,541.23	SHERIFF/CRIME PREVENTION
6,713.59	SHERIFF/INSURANCE FOR HAIL DAMAGE
4,286.00	EMERGENCY SERVICES/CAMP FOUNDATION/DISASTER PREPAREDNESS EQUIPMENT
33,935.29	COMPREHENSIVE SERVICES ACT/ADMIN
730.26	PLANNING/ZONING/LITTER CONTROL
<hr/>	
81,239.48	TOTAL CARRY-OVER/GENERAL FUND

APPROPRIATIONS - JANUARY 28, 2004

11010 BOARD OF SUPERVISORS	<p>(1) Received reimbursement for personal expenses VACO/Supervisor Jones (\$190.85)</p> <p>(2) Carry-over Camp-Younts Foundation funds from FY 03 earmarked for Board Retreat (\$3,650.23) CARRY-OVER FUNDS</p> <p>(3) Funds previously approved by Board for sponsorship for The Genieve Shelter (\$250)</p> <p>NEW MONEY</p> <p>(4) Funds previously approved by Board for Turner Land Trust Option Agreement (\$5,000)</p> <p>NEW MONEY</p>
12110 COUNTY ADMIN	<p>Reimbursement rec'd from Susan Wright for computer course (\$188.25)</p>
12550 INSURANCE/COUNTY CODE	<p>Reimbursement received from retirees for BCBS (\$17,778)</p>
13200 REGISTRAR	<p>Increase of 2.25% effective 12/1/03 for Registrar and Electoral Board--due to state budget reductions this will be county funds (\$561) NEW MONEY</p>
21100 CIRCUIT COURT	<p>State reimbursement received for jurors & witnesses (\$1,971.95)</p>
22100 COMMONWEALTH'S ATTORNEY	<p>(1) Cost collection funds received FY 04 to be used for eligible expenses incurred by the Commonwealth Attorney (\$1,661.31)</p> <p>(2) One-half of FY 03 cost collection carry-over funds required to be returned to the state (\$13,759.35) CARRY-OVER FUNDS</p> <p>(3) Cost collection carry-over funds to be used for supplemental salary for Victim Witness (\$798) CARRY-OVER FUNDS</p>
22200 VICTIM WITNESS PROGRAM	<p>(1) Refund received from Virginia Network for Victims (\$25)</p> <p>(2) Grant received for FY 2004 (\$49,983)</p>
31200 SHERIFF	<p>(1) Reimbursement from Southampton High School for security-salaries & FICA (\$1,443.58)</p> <p>(2) DCJS Grant received for crime prevention (\$750)</p> <p>(3) Reimbursement received for comprehensive & collision claims (\$1,364.34)</p> <p>(4) Reimbursement rec'd for towing from Sheriff (\$45)</p> <p>(5) Reimbursement received in FY 03 for hail damage to Sheriff's Vehicle that is being repaired in FY 04 (\$2,573.13) CARRY-OVER FUNDS</p> <p>(6) Reimbursement received from Sheriff for telephone calls & rebate (\$110)</p> <p>(7) Reimbursement received for extradition of</p>

inmates (\$3,793.01)
 (8) Refund from National Sheriff's Asso (\$200.74)
 (9) Camp Foundation funds earmarked for Education/
 Scholarships brought forward from FY 2003
 (\$7,050.21) CARRY-OVER FUNDS
 (10) Reimbursement rec'd from Quill (\$6.30)
 (11) Reimbursement rec'd from Advance Auto (\$159)
 (12) Reimbursement rec'd for uniforms (\$86.45)
 (13) Funds earmarked for Crime Prevention
 brought forward from FY 2003 (\$8,541.23) CARRY-
 OVER FUNDS
 (14) Restitution rec'd for DARE Program (\$98.80)
 (15) Funds earmarked for DARE Program brought
 forward from FY 2003 (\$1,775.32) CARRY-OVER
 FUNDS
 (16) Insurance received for wrecked vehicle totaled and
 insurance received for vehicles totaled due to hail
 damage (\$27,409.09) Note: \$4,140.46 CARRY-OVER
 FUNDS

31750 SCHOOL RESOURCE OFFICER State grant funds with match funds being received from the School Board for School Resource Officer (\$35,361)

32200 VOLUNTEER FIRE DEPTS Reimbursements rec'd from Sedley Vol Fire and Drewryville Vol Fire for electrical services (\$1,140.34)

33100 DETENTION (1) Reimbursement rec'd from other localities for housing of inmates (\$17,505)
 (2) Capital credit refund from Community Electric (\$961.74)
 (3) Reimbursement rec'd from inmate trust fund for postage (\$95.74)
 (4) Reimbursement rec'd from Sheriff for food (\$28.57)

35500 EMERGENCY SERVICES (1) Funds previously approved by Board for payment to exempt employees for hours worked during Hurricane Isabel (\$8,740.92) **NEW MONEY**
 (2) Funds previously received from Camp Foundations for disaster preparedness equipment (\$4,286) CARRY-OVER FUNDS
 (3) Funds previously requested by TEMS Council (181.75) **NEW MONEY**

43000 BUILDINGS & GROUNDS Reimbursement received from Dept of Social Services and Health Dept for telephones (\$7,359.25)

51400 SR CITIZEN HOME HLT SERVICE Reimbursement rec'd for Visiting Nurse for salary, fringe benefits, & travel (\$12,496.98)

53500 COMPREHENSIVE SERVICES ACT (1) CSA earmarked carry-over administrative funds from previous year (\$33,935.29) CARRY-OVER FUNDS
 (2) Addition to CSA budget for FY 04--state funds (\$5,740) and local funds (\$2,738) **NEW MONEY**

81100 PLANNING & ZONING	(1) Litter Control Grant funds received for FY 2004 (\$11,396) (2) Litter Control Grant funds rec'd in Fy 03 & not expended (\$730.26) CARRY-OVER FUNDS
83500 COOPERATIVE EXTENTION	Grant received for pesticide container recycling program (\$1,875)
91400 NON-DEPARTMENTAL	(1) Contributions rec'd from Camp Foundation, Camp- Younts Foundation, & Ruth Camp Campbell Founda- tion (\$67,000) (2) Contributions rec'd from Franklin Southampton Charities for Library (\$4,700)
LOCAL UTILITY TAX BLDG FD	Carry-over GIS funds from FY 03

At a meeting of the Board of Supervisors of Southampton County,
Virginia on Monday, January 28, 2004

RESOLUTION

BE IT RESOLVED by the Board of Supervisors of Southampton County,
Virginia that the following appropriations be and hereby are made
from the Fund to the Fund for the period of July 1, 2003 through
June 30, 2004 for the function and purpose indicated:

From the General Fund to the
General Operating Fund to be
expended only on order of the
Board of Supervisors:

4-100-11010-5500	TRAVEL CONVENTION, EDUCATION	190.85
11010-5510	TRAVEL BOARD RETREAT	3,650.23
11010-5642	GENIEVE SHELTER	250.00
11010-5680	TURNER OPTION AGREEMENT	5,000.00
12110-5500	TRAVEL CONVENTION, EDUCATION	188.25
12550-2300	HOSPITAL PLAN	17,778.00
13200-1011	COMPENSATION OF BOARD MEMBERS	82.00
13200-1100	SALARIES & WAGES REGULAR	479.00
21100-3848	JURORS & WITNESSES - STATE	210.00
21100-3848	JURORS & WITNESSES - STATE	270.00
21100-3848	JURORS & WITNESSES - STATE	990.00
21100-3848	JURORS & WITNESSES - STATE	501.95
22100-1800	SALARY SUPPLEMENT	798.00
22100-1750	COMPENSATION-COST COLLECTION	1,661.31
22100-5830	REFUND-COLLECTION FEE ACCOUNT	13,759.35
22200-1100	SALARIES & WAGES REGULAR	32,353.00
22200-2100	FICA	2,482.00

22200-2210	RETIREMENT	1,058.00
22200-2215	RETIREMENT - EMPLOYEE SHARE	1,622.00
22200-2300	HOSPITAL PLAN	3,558.00
22200-2600	UNEMPLOYMENT INSURANCE	43.00
22200-2700	WORKER'S COMPENSATION	464.00
22200-5500	TRAVEL CONVENTION, EDUCATION	2,859.00
22200-5500	TRAVEL CONVENTION, EDUCATION	25.00
22200-6001	SUPPLIES & OTHER EXPENSES	5,544.00
31200-1901	PART-TIME/SOUTHAMPTON HIGH SCHOOL	1,125.00
31200-1901	PART-TIME/SOUTHAMPTON HIGH SCHOOL	216.00
31200-1902	DCJS GRANT	750.00
31200-2100	FICA	16.52
31200-2100	FICA	86.06
31200-3310	REPAIR & MAINTENANCE	841.00
31200-3310	REPAIR & MAINTENANCE	87.04
31200-3310	REPAIR & MAINTENANCE	436.30
31200-3310	REPAIR & MAINTENANCE	45.00
31200-3310	REPAIR & MAINTENANCE	2,573.13
31200-5230	TELECOMMUNICATIONS	60.00
31200-5230	TELECOMMUNICATIONS	50.00
31200-5500	TRAVEL CONVENTION, EDUCATION	1,868.98
31200-5500	TRAVEL CONVENTION, EDUCATION	200.74
31200-5500	TRAVEL CONVENTION, EDUCATION	1,924.03
31200-5540	EDUCATION/SCHOLARSHIPS CAMP-YOUNTS FD	7,050.21
31200-6001	OFFICE SUPPLIES	6.30
31200-6009	VEHICLE SUPPLIES	87.00
31200-6009	VEHICLE SUPPLIES	72.00
31200-6011	UNIFORMS & APPAREL	86.45
31200-6025	CRIME PREVENTION	8,541.23
31200-6030	DARE	98.80
31200-6030	DARE	1,775.32
31200-8105	MOTOR VEHICLES	11,412.00
31200-8105	MOTOR VEHICLES	9,100.00
31200-8105	MOTOR VEHICLES	2,756.63
31200-8105	MOTOR VEHICLES	4,140.46
31750-1100	SALARIES & WAGES-REGULAR	24,565.00
31750-2100	FICA	1,951.00
31750-2210	RETIREMENT	831.00
31750-2215	RETIREMENT - EMPLOYEE SHARE	1,275.00
31750-2300	HOSPITAL PLAN	6,312.00
31750-2600	UNEMPLOYMENT INSURANCE	8.00
31750-2700	WORKER'S COMPENSATION	419.00
32200-5110	ELECTRICAL SERVICES	211.41
32200-5110	ELECTRICAL SERVICES	928.93
33100-3800	PURCHASE OF SERVICE-OTHER INSTITUTIONS	3,150.00
33100-3800	PURCHASE OF SERVICE-OTHER INSTITUTIONS	6,585.00
33100-3800	PURCHASE OF SERVICE-OTHER INSTITUTIONS	7,770.00
33100-5110	ELECTRICAL SERVICES	961.74
33100-5210	POSTAL SERVICES	37.39
33100-5210	POSTAL SERVICES	9.40
33100-5210	POSTAL SERVICES	40.68
33100-5210	POSTAL SERVICES	8.27
33100-6002	FOOD SUPPLIES	28.57
35500-1200	SALARIES & WAGES-OVER-TIME	8,119.77
35500-2100	FICA	621.15
35500-5699	TEMS COUNCIL	181.75

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35500-8200	DISASTER PREPAREDNESS EQUIP/CAMP FD	4,286.00
43000-5241	TELECOM-SOC SER/HEALTH	3,564.84
43000-5241	TELECOM-SOC SER/HEALTH	3,794.41
51400-1100	SALARIES & WAGES REGULAR	3,325.08
51400-1100	SALARIES & WAGES REGULAR	3,325.08
51400-1100	SALARIES & WAGES REGULAR	3,325.08
51400-2851	FRINGE BENEFITS	667.25
51400-2851	FRINGE BENEFITS	667.25
51400-2851	FRINGE BENEFITS	667.25
51400-5510	TRAVEL MILEAGE	253.82
51400-5510	TRAVEL MILEAGE	266.17
53500-5666	ADMINISTRATIVE ALLOCATION	33,935.29
53500-5667	STANDARD ALLOCATION	8,478.00
81100-5647	LITTER CONTROL GRANT	730.26
81100-5647	LITTER CONTROL GRANT	11,396.00
83500-3861	GRANT #2	1,875.00
91400-5671	CAMP CAMPBELL FUNDS	67,000.00
91400-5672	FRANKLIN SOUTHAMPTON CHARITIES	4,700.00
	TOTAL	<u>367,494.98</u>

From the General Fund to the Local
Utility Tax Building Fund to be expended
only on order of the Board of Supervisors:

4-300-94000-8135	GIS	16,443.20
	TOTAL	<u>16,443.20</u>

TOTAL APPROPRIATION =====
383,938.18

REVENUE APPROPRIATION JANUARY 2004
(REVENUE RECEIVED FOR ABOVE EXPENDITURES)

GENERAL FUND		
3-100-16010-0012	CLERK'S OFFICE DEL COLL CRIMINAL CS	(1,750.00)
3-100-16010-0018	COLLECTION FEE ACCOUNT	1,661.31
3-100-16010-0018	COLLECTION FEE ACCOUNT	1,750.00
3-100-16040-0003	REIMBURSEMENT VFD-VRS	211.41
3-100-16040-0003	REIMBURSEMENT VFD-VRS	928.93
3-100-16050-0001	CHARGES FOR DETENTION	3,150.00
3-100-16050-0001	CHARGES FOR DETENTION	6,585.00
3-100-16050-0001	CHARGES FOR DETENTION	7,770.00
3-100-16090-0001	HEALTH-TELEPHONE	3,564.84

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3-100-16110-0001	SOCIAL SERVICES-TELEPHONE	3,794.41
3-100-18030-0003	EXPENDITURE REFUND	190.85
3-100-18030-0003	EXPENDITURE REFUND	188.25
3-100-18030-0003	EXPENDITURE REFUND	25.00
3-100-18030-0003	EXPENDITURE REFUND	961.74
3-100-18030-0003	EXPENDITURE REFUND	37.39
3-100-18030-0003	EXPENDITURE REFUND	98.80
3-100-18030-0003	EXPENDITURE REFUND	232.52
3-100-18030-0003	EXPENDITURE REFUND	1,211.06
3-100-18030-0003	EXPENDITURE REFUND	45.00
3-100-18030-0003	EXPENDITURE REFUND	50.00
3-100-18030-0003	EXPENDITURE REFUND	60.00
3-100-18030-0003	EXPENDITURE REFUND	86.45
3-100-18030-0003	EXPENDITURE REFUND	87.00
3-100-18030-0003	EXPENDITURE REFUND	9.40
3-100-18030-0003	EXPENDITURE REFUND	200.74
3-100-18030-0003	EXPENDITURE REFUND	28.57
3-100-18030-0003	EXPENDITURE REFUND	72.00
3-100-18030-0003	EXPENDITURE REFUND	6.30
3-100-18030-0003	EXPENDITURE REFUND	40.68
3-100-18030-0003	EXPENDITURE REFUND	8.27
3-100-18030-0003	EXPENDITURE REFUND	10,322.00
3-100-18030-0004	INSURANCE CLAIMS & DIVIDENDS	841.00
3-100-18030-0004	INSURANCE CLAIMS & DIVIDENDS	87.04
3-100-18030-0004	INSURANCE CLAIMS & DIVIDENDS	436.30
3-100-18030-0004	INSURANCE CLAIMS & DIVIDENDS	11,412.00
3-100-18030-0004	INSURANCE CLAIMS & DIVIDENDS	11,856.63
3-100-18030-0005	HOSPITAL PLAN	17,778.00
3-100-18990-0025	CAMP/CAMPBELL FOUNDATION	67,000.00
3-100-18990-0036	FRANKLIN-SOUTHAMPTON CHARITIES	4,700.00
3-100-23020-0007	EXTRADITION EXPENSES	1,868.98
3-100-23020-0007	EXTRADITION EXPENSES	1,924.03
3-100-24040-0002	VICTIM WITNESS ASSISTANCE GRANT	49,983.00
3-100-24040-0001	CRIMINAL JUSTICE GRANT	750.00
3-100-24040-0014	JURORS & WITNESSES	210.00
3-100-24040-0014	JURORS & WITNESSES	270.00
3-100-24040-0014	JURORS & WITNESSES	990.00
3-100-24040-0014	JURORS & WITNESSES	501.95
3-100-24040-0015	SEVAMP-VISITING NURSE	3,992.33
3-100-24040-0015	SEVAMP-VISITING NURSE	4,246.15
3-100-24040-0015	SEVAMP-VISITING NURSE	4,258.50
3-100-24040-0020	LITTER CONTROL GRANT	11,396.00
3-100-24040-0032	SCHOOL RESOURCE OFFICER	25,039.00
3-100-24040-0052	COMPREHENSIVE SERVICES ACT	5,740.00
3-100-24040-0065	RECYCLE GRANT-EXTENSION	1,875.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	250.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	181.75
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	8,740.92
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	561.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	13,759.35
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	798.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	730.26
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	4,286.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	5,000.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	17,366.76
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	33,935.29

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3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	2,738.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	3,650.23
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	2,573.13
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	4,140.46
		<hr/>
	REVENUE GENERAL FUND	367,494.98
		<hr/>
3-300-61010-0001	RESERVE FUNDS	16,443.20
		<hr/>
	REVENUE LOC UTIL TAX BLDG FD TOTAL	16,443.20
		<hr/>
		=====
	TOTAL APPROPRIATION	383,938.18

A copy teste: _____, Clerk
Michael W. Johnson

Southampton County Board of Supervisors
01/28/04

Finalizing financial matters, Mr. Johnson announced that bills in the amount of \$1,262,757.60 were received. **Supervisor West moved, seconded by Supervisor Wyche, that the bills in the amount of \$1,262,757.60 be paid with check numbers 60347 through 60937. All were in favor.**

Proceeding to public hearings, Mr. J. Waverly Coggsdale, III, Assistant County Administrator and Secretary of the Planning Commission, announced that the first public hearing was to consider the following:

REZ 121103:01 Application filed by Harold E. Lock (owner) requesting a rezoning of approximately .7 acres +/- (30,000 sq. ft) from Industrial District (M-1) to Business District, General, (B-2), and a Conditional Use Permit. The property is identified as Tax Map 76, Parcel 23, and located off the north side of Southampton Parkway (U.S. Route 58) at 28287 Southampton Parkway. The applicant is requesting a Conditional Use Permit to permit an "auction barn" pursuant to Section 18-222(2.1) of the Zoning Ordinance. Said property is located in the Jerusalem Magisterial District and the Jerusalem Voting District.

Mr. Coggsdale advised that the Planning Commission conducted a public hearing in regard to this application at its December 11, 2003 meeting. They recommended its approval with the following conditions: 1) The area included in the application be clear of junk cars/parts; 2) Appropriate lighting, parking/entrance, and landscaping plan be submitted and approved by the Planning/Zoning Department; and 3) No exterior storage. The auction barn shall be conducted wholly within a completely enclosed building, and except for temporary display items as limited by the district regulations, there shall be no exterior storage of merchandise or materials unless these are enclosed within a masonry wall, screening fence, hedge or landscape screen not less than six (6) feet in height.

Chairman Jones opened the public hearing and asked if anyone was in favor of or opposed to this application.

Mr. Harold Lock, owner/applicant, asked the Board to approve his application.

Supervisor West asked Mr. Lock why there was a condition that the area be clear of junk cars or parts on the property? Mr. Lock replied that there was a junkyard right next door, which he owned. He advised that he had already separated the auction barn from the junkyard by means of a fence, and that he planned to clean up the front parking lot.

Supervisor Felts advised that she had driven to the site and could see that Mr. Lock was cleaning up. She mentioned that the Courtland Fire Department (per notations in the agenda) was concerned about the number of people who would be assembling in the auction barn. She stated that the occupancy load would be 200 people (according to the Building Department). She asked Mr. Lock if the number of people at his auction barn would exceed that? Mr. Lock replied no, and added that there was usually a maximum of 50-60 people at an auction.

Chairman Jones closed the public hearing.

Supervisor Felts made a motion to approve both the rezoning and conditional use permit with the aforementioned conditions. Vice-Chairman Young seconded the motion. All were in favor.

Mr. Coggsdale announced that the second and final public hearing was to consider the following:

CPAM 121103:02 Projected Future Land Use Map Amendment, (Southampton County Comprehensive Plan, VISION 2020) Pursuant to Sections 15.2-2225 and 15.2-2230 of the Code of Virginia, the Southampton County Board of Supervisors has initiated a Comprehensive Plan Amendment to amend the Projected Future Land Use Map adopted in August 2001. The amendments include reclassification of the area adjacent to the City of Franklin on Camp Parkway (U.S. 58 Business) and extending westward approximately 1.7 miles from Industrial to Residential and the area on the south side of Southampton Parkway (U.S. Route 58) from Shady Brook Trail and along New Market Road (Rt. 688) from Industrial to Commercial. The proposed amendments would generally update the land use map in a manner consistent with current and anticipated development in these areas.

Mr. Coggsdale advised that the Planning Commission, at its December 11, 2003 meeting, conducted a public hearing in regard to this map amendment and recommended its adoption.

Chairman Jones opened the public hearing. No members of the public desired to speak. He then asked for a motion to close the public hearing. Supervisor West moved, seconded by Supervisor Wyche, to close the public hearing. All were in favor.

Supervisor West moved, seconded by Vice-Chairman Young, to accept the Planning Commission's recommendation and amend the Comprehensive Plan. All were in favor.

Moving forward, Mr. Johnson announced that included in the agenda was correspondence from Lynda Updike, President of the Southampton County Historical Society, seeking an endorsement by the Board of Supervisors to include Courtland's Mahone Tavern on the Virginia Civil War Trails. The Watkinson family, current owners of the property, had expressed an interest in the program and provided an easement for installation of a historical marker on their property. He stated that the Mahone Tavern was built around 1810 and was located across the street from the Southampton Courthouse. It was formerly owned and operated by Fielding Mahone, father of Gen. William Mahone, who was the hero of the Battle of the Crater at Petersburg, and later, United States Senator. William Mahone worked in his father's tavern as a boy. He informed that the Virginia Civil War Trails Program was a statewide tourism promotion that sought to enhance understanding of Virginia's Civil War experience by interpreting and linking previously uninterpreted and unconnected sites. Through colorful images, maps, and sidebar information, signs introduce travelers to personalities, historic structures, troop movements, and battles at roughly 300 sites in 87 counties and cities, ranging from National Parks with thousands of acres and busy visitors centers, to obscure country crossroads with a simple sign explaining the significance of the site. More than 80,000 people were exploring the Virginia Civil War Trails annually and spending an average of \$66 per person per day.

He advised that the cost to participate in the program included an initial investment of \$2,600 to cover the design, fabrication, and installation of a marker on the Mahone Tavern site, and \$1,250 for printed brochures, both of which the Camp Foundations had graciously offered to cover. Thereafter, the cost to participate was \$500 annually. He stated that given the national exposure that this program could bring to Southampton County, he was recommending that the Board endorse the addition of Mahone's Tavern to the Virginia Civil War Trails, and increase the annual appropriation to the Southampton County Historical Society by \$500 to cover the cost of participation.

Mr. Johnson introduced Ms. Lynda Updike, President of the Southampton County Historical Society. She advised that a brochure about the Virginia Civil War Trails was due to go to print in about a month and would like for the Mahone Tavern site to be included. She thought participation in the program was a "win-win" for everyone.

Supervisor West agreed and added that the price was right. Supervisor Faison agreed, but was concerned about Gen. George H. Thomas not being recognized. Mr. Johnson advised that the Drake family, who currently owned the property formerly owned by Gen. Thomas, had been contacted in years past and was reluctant to provide the easement for the marker because they did not want the publicity or the traffic, but that may have changed. Ms. Updike informed that the Historical Society had put a marker in front of that property, but it was not this type of marker. Mr. Johnson advised Supervisor Faison that he would contact the Drake family and inquire about their interest in their property being included in the Virginia Civil War Trails and a marker installed on their property.

Ms. Updike clarified that the cost of participation in the program noted earlier (\$2,600 for design/installation of marker, \$1,250 for brochures, and \$500 annual participation fee) was for *each* site added to the Virginia Civil War Trails.

Supervisor West moved, seconded by Vice-Chairman Young, to endorse the application and increase the annual appropriation to the Southampton County Historical Society by \$500 to cover the cost of participation. All were in favor.

Moving forward, Mr. Johnson advised that as they were aware, one of the more pressing public utility priorities was to meter each connection on the county's systems and to develop a water and sewer rate schedule based upon consumption, or use of water. Included in the recent Equipment Lease Purchase Financing Agreement was \$163,000 for water meters and meter reading equipment. They were exploring and evaluating a number of meter reading technologies including direct read (where a meter reader manually enters the reading directly into a handheld unit), touch read (where he would touch an external sensor on the water meter with a probe to obtain the reading), and radio read (where he would walk or drive within range of the water meters and the readings are automatically downloaded). He stated that while price was a major factor, it was also critically important for the meter reading equipment to effectively interface with our existing accounting and billing software. While the meter reading equipment was considered a small purchase and not subject to a written invitation to bid, our choice in it would ultimately determine what kind of water meters they were to buy now and years to come. Because the relationship between the meter reading equipment and our existing billing software was so critical, he was recommending utilizing competitive negotiation, as opposed to competitive sealed bidding to purchase the water meter reading equipment and meters.

Mr. Johnson referenced § 2.2-4303, *Code of Virginia*, which provided that competitive negotiation, as opposed to competitive sealed bids, may be utilized for procuring certain goods, if a determination was made in advance, in writing, by the governing body that competitive sealed bidding was not practicable or fiscally advantageous to the public. He informed that competitive negotiation involved issuance of a written Request for Proposals indicating in general terms what was sought to be procured, specifying the factors that would be used in evaluating the proposal. Selection was then made of two or more vendors deemed to be fully qualified and best suited among those submitting proposals. Negotiations were then conducted with each vendor so selected. Price may be considered, but need not be the sole determining factor. After negotiations, the County would select the vendor, which in its opinion, made the best proposal, and award the contract to that vendor. He advised that included in the agenda for their consideration was a resolution that was requisite to utilize competitive negotiation for procurement of the water meter reading equipment and water meters.

He read aloud the following resolution:

A RESOLUTION AUTHORIZING COMPETITIVE NEGOTIATION
AS THE METHOD OF PROCURING
WATER METER READING EQUIPMENT AND WATER METERS

WHEREAS, Southampton County is seeking to meter each connection to its various water systems and develop a water and sewer rate schedule that is based upon consumption, or use of water; and

WHEREAS, Southampton County recognizes that prospective offerors may offer various types of water meter reading equipment in meeting its needs, with equal success; and

WHEREAS, they type of meter reading equipment chosen will likely dictate the type of water meters purchased now and in the future; and

WHEREAS, there are many factors in addition to price that must be considered when procuring such meter reading equipment, including, but not limited to the effective interface with the county's existing utility billing software;

WHEREAS, the process of competitive sealed bidding does not lend itself to the consideration of this and other factors when considering award of the contract.

NOW, THEREFOR, BE IT RESOLVED by the Board of Supervisors of Southampton County, Virginia that, in its judgment, competitive sealed bidding is not fiscally advantageous to the citizens of Southampton County for the reason described herein above; and

BE IT FURTHER RESOLVED that this Board intends to utilize competitive negotiation to procure such equipment and authorizes its County Administrator to accept and evaluate competitive proposals in accordance with the *Virginia Public Procurement Act*; and

BE IT FURTHER RESOLVED that the County Administrator is hereby authorized to competitively negotiate with such offerors as he deems to be fully qualified and best suited based upon the evaluation criteria contained in the RFP, and shall be empowered to contract for the aforesaid equipment provided that no contract shall exceed the amount of funding included in the FY 2004 annual budget for this purpose.

Adopted this 28th day of January 2004.

BOARD OF SUPERVISORS

Dallas O. Jones, Chairman

ATTEST

Michael W. Johnson, Clerk

Supervisor West moved, seconded by Vice-Chairman Young and Supervisor Wyche, that the resolution be adopted. All were in favor.

Proceeding to the retreat update, Mr. Johnson announced that he was pleased to confirm that the Board's annual strategic planning retreat would be held on February 12-13, 2004 at the Workforce Development Center on the campus of Paul D. Community College. A draft agenda, based on the Board's input at the January 5 organizational meeting, was included in the agenda. He asked them to advise him of any other topics they would like to cover.

Supervisor West remarked that he was pleased that Bill Turner would be there.

Chairman Jones advised that he had invited Dr. Alan Edwards, Chairman of the Planning Commission, and Doug Chesson, Chairman of the Board of Zoning Appeals, to attend Bill Turner's presentation (dealing with land development).

Regarding miscellaneous issues, Mr. Johnson announced that included in the agenda was correspondence from Woodie Walker, on behalf of the Blackwater/Nottoway Riverkeeper Program, providing advance notice of an upcoming Regional Forum on April 1 from 6:00 PM to 8:30 PM at the Workforce Development Center in Franklin. The Forum would include a catered dinner followed by presentations from the Virginia Department(s) of Health, Environmental Quality, Game and Inland Fisheries, and Conservation and Recreation. All presentations would focus on the recently-issued fish consumption advisory for mercury on the Blackwater River. He noted that Mr. Walker would make a brief presentation at next month's meeting, but wanted the Board members to mark their calendars now, as they were all invited to attend.

Supervisor West commented that it would be a great dinner and the presentations would be good.

Mr. Johnson informed that as directed at the December Board meeting, included in the agenda was a copy of the Board's letter supporting the Deerfield expansion. Also included were excerpts from Governor Warner's recent State of the Commonwealth speech in which he announced that his capital budget included funding for additions at two existing correction facilities, one of which was Deerfield. The capital budget included \$21.9 million, financed through revenue bonds of the Virginia Public Building Authority to expand Deerfield by 600 beds, to a total capacity of 1,100 inmates.

He announced that included in the agenda was correspondence from USDA raising concerns that our FY 2002 financial report illustrated a negative net income for water and sewer operations and requesting a copy of the proposed budget to illustrate our plan for meeting the rate covenant in the future. A copy of his response was also included.

Continuing with miscellaneous issues, Mr. Johnson advised that as mentioned at the organizational meeting, the Southampton County Fire and Rescue Association was hosting its annual banquet on February 10, 2004 at 6:30 PM at the Capron Ruritan Building. He hoped each Board member would make time to attend and asked that they contact Robert Grizzard directly if they planned to attend.

He informed that included in the agenda was a copy of the 2003 annual report of the Tidewater Emergency Medical Services (TEMS) Council. The TEMS Council facilitated regional cooperation and planning among the emergency medical service providers throughout the Hampton Roads region. He noted that Robert Grizzard represented Southampton County on that Board.

Mr. Johnson announced that included in the agenda was a copy of a testimonial he received from Jim and Andrea Prentice, new county residents, praising the prompt and professional responses by Newsoms and Hunterdale Fire Departments to a recent emergency at their home. The testimonial was sincere and spoke volumes about the quality of fire service volunteers in Southampton County. He noted that he forwarded copies, along with a note of thanks, to both respective Chiefs.

He reported that Southampton County received a Notice of Violation from the Virginia Department of Health for exceeding the level for total coliform bacteria in December at the Agri-Business Park. He advised that in addition to routine chlorination, our Public Works Department installed a blow-off at the end of the water supply line and would keep it periodically flushed to mitigate future bacteriological problems.

Mr. Johnson advised that the following incoming correspondence was received:

- 1) From John Miller, Chief Development Officer with WHRO, thanking you for your sponsorship of their inaugural Pioneer Awards Celebration;
- 2) From the Blackwater/Nottoway Riverkeeper Program to John P. Jenkins, a nomination for the Lon "Skinny" Marks Conservationist of the Year award (subsequently awarded to Stacy Vargo with the J.R. Horsely Soil and Water Conservation District);
- 3) From Demetrios Peratsakis, Executive Director of the Western Tidewater Community Services Board, a summary of the Governor's proposed funding for mental health, retardation, and substance abuse services in the FY 05-06 biennium;
- 4) A statement from VACo supporting equal taxing authority for counties;
- 5) From the Isle of Wight County Board of Supervisors, notice of their election of a Chairman and Vice-Chairman for 2004;
- 6) Notice from the Surry County Board of Supervisors of their election of a Chairman and Vice-Chairman for 2004;
- 7) From Caroline County, an update on the Founders of America program, endorsed by the Board of Supervisors in 2001.

Finalizing miscellaneous issues, Mr. Johnson informed that outgoing correspondence and various news articles of interest were included in the agenda.

Moving forward to late arriving matters, Chairman Jones advised that he would like a Board member to volunteer to be the Chaplain and lead the Pledge of Allegiance and offer the invocation for each Board meeting. The Supervisors seemed satisfied with taking turns, which was the current method. Chairman Jones suggested that they try a Chaplain for 6 months and see how it would go. Supervisor Faison agreed to be the Chaplain.

Mr. Johnson advised that Jim Bradshaw of CXS asked him to find out how many Board members planned to attend the "CSX Parks for Growth" announcement on January 29, 2004 at 11:00 AM at the Workforce Development Center. All Board members, with the exception of Vice-Chairman Young, indicated that they planned to attend.

Mr. Johnson announced that Rick Franklin called earlier today and advised that Congressman Forbes would be in Emporia on Mon., February 9, and wanted to meet with as many local government representatives as possible to discuss their needs and federal assistance that may be available. He had scheduled Southampton for 9:30 AM. He noted that he would like to carry as large a group as they could and asked the Board members to let him know no later than February 4 if they could attend.

Mr. Johnson advised that Debra Lambert of the Courtland Town Office asked him to present a resolution for their consideration supporting an application by the Town of Courtland for a transportation enhancement project to construct approximately 3,000 linear feet of sidewalk, an entryway sign, and landscaping on the southern end of Main Street (Bus. 58) from the Courtland Town Limits to Heritage Lane:

The resolution is as follows:

RESOLUTION IN SUPPORT OF TOWN OF COURTLAND'S
TRANSPORTATION ENHANCEMENT PROGRAM APPLICATION
FY 2004-2005

WHEREAS, the Town of Courtland, an incorporated political subdivision, located within Southampton County, Virginia has submitted to the Commonwealth of Virginia's Transportation Enhancement Program a project for consideration; and

WHEREAS, the Main Street Access and Improvement Project, would consist of approximately 3,000 linear feet of sidewalk, an entryway sign and landscaping along the sidewalk and around the sign; and

WHEREAS, the project would enhance the flow of pedestrian traffic and bicycle traffic in a safe manner, as well as create an aesthetically pleasing entrance to the southern end of the Town of Courtland.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors for the County of Southampton does hereby support the Town of Courtland's Main Street Access and Improvement Project for funding through the Commonwealth of Virginia's Transportation Enhancement Program.

Adopted this 28th day of January, 2004.

BOARD OF SUPERVISORS

Dallas O. Jones, Chairman

ATTEST

Michael W. Johnson, Clerk

Supervisor Faison moved, seconded by Supervisor Sykes, that the resolution be adopted. All were in favor.

Chairman Jones announced that it was necessary for a closed meeting to be held in accordance with the provisions set out in the Code of Virginia, 1950, as amended, for the following purposes:

Section 2.2-3711 (A) (5) Discussion concerning prospective industries where no previous announcement has been made of the business' or industry's interest in locating its facilities in the community;

Section 2.2-3711 (A) (7) Consultation with legal counsel and briefings by staff members regarding specific legal matters (enforcement actions) requiring the provision of legal advise by counsel.

Vice-Chairman Young moved, seconded by Supervisor West, to conduct a closed meeting for the purposes aforementioned. All were in favor.

Richard Railey, County Attorney, J. Waverly Coggsdale, III, Assistant County Administrator, and Cindy Cave, Community/Economic Development Director, were present in the closed session. Julien W. Johnson, Jr., Public Utilities Director, was present for a portion of the closed meeting.

Upon returning to open session, **Vice-Chairman Young moved, seconded by Supervisor West, that the following resolution be adopted:**

RESOLUTION OF CLOSED MEETING

WHEREAS, the Southampton County Board of Supervisors had convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 (D) of the Code of Virginia requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Southampton County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public matters as were identified in the motion convening the closed meeting were heard, discussed and considered by the Southampton County Board of Supervisors.

**Supervisors Voting Aye: Dallas O. Jones
Walter L. Young, Jr.
Carl J. Faison
Anita T. Felts
Charleton W. Sykes
Ronald M. West
Moses Wyche**

The motion passed unanimously.

Supervisor Felts advised that several concerns had been brought to her attention, probably because she was new, and she wanted to share them with the Board. She asked if there was a problem with the coaxial cable for the communications tower? Mr. Johnson replied that the consultant performing the radio feasibility study was evaluating it and the sheriff's office was working on it. She asked what was the possibility of getting a cell phone tower in Sedley? Mr. Johnson advised that the Board did not initiate cell towers. Wireless providers looked at the market to determine whether it would be profitable to locate a tower in a certain area. Supervisor Felts asked if funds for the fire departments were allocated in a plan in which they had to submit an application? Mr. Johnson clarified that the Board appropriated a certain amount of capital funds per year for each department, and they had to submit a letter requesting the funds. She confirmed with Mr. Johnson that she would need to talk to Mr. Randolph Cook about a speed limit sign. She advised that a district recreation facility had been mentioned to her. Supervisor West stated that he was very much in favor of that and wanted to discuss it at the Board Retreat. Supervisor Felts advised that there were concerns about trucks not being able to utilize Delaware Road and the impact it had on businesses. She noted that she had heard that a business closed due because of it. Mr. Johnson stated that the City of Franklin had an ordinance prohibiting trucks from traveling through the City. He acknowledged that Delaware Road was the most convenient route from Route 58 to Sedley. He advised that the Board, if they so desired, could formally request the City of Franklin to look at the issue. She confirmed with Mr. Johnson that "land stripping" would be discussed at the Board Retreat. Lastly, she mentioned the letter that she and the other Board members received from the Prestons regarding muzzleloading.

Chairman Jones encouraged her to feel free to share any concerns brought to her attention.

Supervisor Wyche advised that he would contact Robert Grizzard for the Board members if they would let him know if they planned to attend the Fire & Rescue Association's banquet.

There being no further business, the meeting was adjourned at 9:10 PM.

Dallas O. Jones, Chairman

Michael W. Johnson, Clerk