

At the Regular Meeting, held on Monday, February 3, 2020, with Closed Session beginning at 6:00 P.M. and Regular Session beginning at 7:00 P.M., in the Board Room of the Greenville County Government Building, 1781 Greenville County Circle, Emporia, Virginia.

Present: Belinda D. Astrop, Chairman
James R. Brown, Vice-Chairman
William B. Cain
Tony M. Conwell

Chairman Astrop called the meeting to order at 6:00 P.M.

In Re: Closed Session

Mrs. Parson, County Administrator, stated that Staff recommended the Board go into Closed Session, Section 2.2-3711 (a) 1) Personnel, 3) Acquisition/Disposition of Real Property, 5) Business and/or Industry and 7) Legal Matters.

Supervisor Conwell moved, seconded by Supervisor Brown, to go into Closed Session, as recommended by Staff. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

In Re: Regular Session

Mrs. Parson stated that Staff recommended the Board of Supervisors return to Regular Session.

Supervisor Conwell moved, seconded by Supervisor Brown, to go into Regular Session. Voting aye: Supervisors Brown, Cain, Conwell and Chairman Astrop.

In Re: Certification of Closed Meeting – Resolution #20-86

Supervisor Conwell moved, seconded by Supervisor Brown, to adopt the following Resolution. A roll call vote was taken, as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

**RESOLUTION #20-70
CERTIFICATION OF CLOSED MEETING**

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

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Greensville County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE, BE IT RESOLVED that the Greensville 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 business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Greensville County Board of Supervisors.

In Re: Approval of Agenda

Mrs. Parson stated that Staff recommended the Board of Supervisors approve the Agenda with two added items – a Legal Matter under Closed Session and the Golden Leaf Commons under Other Matters.

Supervisor Cain suggested that the Golden Leaf Commons matter be deferred until both parties could be present to address the issue.

Supervisor Conwell moved, seconded by Supervisor Brown, to approve the agenda as amended. Voting aye: Supervisors Brown, Cain, Conwell and Chairman Astrop.

There was a consensus among the Board to defer the matter until the next meeting.

In Re: Consent Agenda

Mrs. Parson stated that Staff recommended approval of the Consent Agenda consisting of the following: Supervisor Conwell moved, seconded by Supervisor Brown, to approve the Consent Agenda. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

Minutes of the Regular Meeting of January 21, 2020.

Budgetary Matters consisting of the following: Fund #001 – Journal Voucher #38, in the amount of, \$1,141.00, which is incorporated herein by reference.

Warrants:

Approval of Accounts Payable for February 3, 2020, in the amount of, \$421,532.29

Approval of Payroll for January 31, 2020, in the amount of, \$494,287.08

In Re: Citizens Comments

Mrs. Parson addressed the public stating that anyone wishing to address the Board of Supervisors to please come forward and state their name for the record. There was no one.

In Re: Jennifer Tunstall, Executive Director of District 19 Community Services Board

Ms. Tunstall was present and gave a PowerPoint presentation regarding services provided by District 19. She stated that District 19 offered adult services, child and adolescent services and community integration and crisis services. She then gave a brief description of each.

In Re: Jerry Kee, Assistant Residency Administrator with VDOT

Mr. Kee addressed the Board and reported on the following:

- James River Junction -- All fieldwork has been completed and he expects to have a final report by the end of the week regarding the speed and safety study requested.
- Green Plains Road in Southampton and Greenville County – Received a request to perform a safety study on the entire road. It has been initiated and he expected a report within the next 60 days.

- Jarratt Avenue – An ongoing issue for about 12 months. Will wait until spring to begin. Two projects were set up on the same contract and the contractors started on the other road first and ran into some production issues.
- Transportation Safety Commission – VDOT received a lengthy list and they are working on the list diligently.
- Horton Road – Minor work has been performed but the work was not complete. Should be back on schedule within the next week or so to deal with the drainage.
- Ruritan Road – He called Ms. Jones today but did not get an opportunity to speak with her. Supervisor Cain stated that she had been sick.

Mr. Kee asked if anyone had any questions.

Supervisor Brown stated that he had several roads in his district that needed serious work. He stated that he would like to meet with Mr. Kee to discuss those matters. Mr. Kee stated yes.

Chairman Astrop stated that Low Ground Road had been on the list for a while and had started to wash away. Mr. Kee stated that he would look into it.

Supervisor Cain stated that when you first go past St. Paul's church, the road needed some work and should be taken care of in the spring due to the weather.

Supervisor Conwell asked if any trash pick-up was done any other time than noted in the contract for the contractors to go out. Mr. Kee stated that he would call them to do more trash pick-up now. Supervisor Conwell stated that there was a serious problem with the citizens throwing a lot of trash on the side of the highway, including bags of trash. Mr. Kee stated that he was going to meet with the representative of the Regional Jail and give him a list because trash pick-up was one of the items on the Transportation Safety Commission's list. Supervisor Conwell stated the roads in his district that needed cleaning were Slagles Lake Road, Allen Road and the new portion of Otterdam Road.

In Re: Resolution #20-87 – Purchase of Wetland Mitigation Credits – Otterdam Road, Phase II

Mr. Lin Pope, Planning Director, addressed the Board stating that the County's consultant shopped around and found the cheapest wetland credits from White Marsh Environmental, LLC, in the amount of, \$35,100. He stated that the following resolution was requesting approval to enter into a contract with White Marsh Environmental, contingent upon a positive review of the contract by the County Attorney. Mr. Pope also stated Staff was requesting authorization that the County Administrator sign the document once approved by the County Attorney. He stated that the wetland credits were under budget.

**RESOLUTION #20-87
WETLAND MITIGATION CREDITS
OTTERDAM ROAD PROJECT, PHASE II**

WHEREAS, the Greensville County Board of Supervisors approved the implementation of the Otterdam Road Project, Phase II by the passage of Resolution #20-81; and

WHEREAS, Greensville County must acquire 0.54 acres of wetland mitigation credits as a part of the project; and

WHEREAS, Greensville County procured the acquisition of wetland credits from White Marsh Environmental; and

WHEREAS, adequate funds in the Project Budget for these credits are already included and approved.

IT IS HEREBY RESOLVED by the Greensville County Board of Supervisors as follows:

1. That the contract with White Marsh Environmental, LLC in the amount of \$35,100 is hereby accepted contingent on the contract approval by the County Attorney; and
2. That the County Administrator is hereby authorized to execute the contract after its approval by the County Attorney.

Supervisor Conwell moved, seconded by Supervisor Brown, to approve Resolution #20-87 and that the County Administrator sign the contract, contingent upon a positive review by the County's Attorney. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

In Re: Resolution #20-88 – Purchase of Nutrient Credits – Otterdam Road, Phase II

Mr. Pope stated that the County needed to buy .60 lbs. of phosphorus credits and retire .55 lbs. of nitrogen credits. He stated that the cheapest credits obtained was from CBAY-VA Bank, in the amount of, \$1,080. He also stated that Staff was requesting the Board to approve the following resolution and authorization that the County Administrator sign the contract contingent upon approval by the County Attorney. He stated that this project also came in under budget.

**RESOLUTION #20-88
CBAY-VA LLC
OTTERDAM ROAD PROJECT, PHASE II**

WHEREAS, the Greensville County Board of Supervisors approved the implementation of the Otterdam Road Project, Phase II by the passage of Resolution #20-81; and

WHEREAS, Greensville County must acquire 0.60 pounds of phosphorus credits and retire .0.55 pounds of nitrogen credits as a part of the project; and

WHEREAS, Greensville County procured the acquisition of stream credits from CBAY-VA LLC; and

WHEREAS, adequate funds in the Project Budget for these credits are already included and approved.

IT IS HEREBY RESOLVED by the Greensville County Board of Supervisors as follows:

3. That the contract with CBAY-VA Bank in the amount of \$1,080.00 is hereby accepted contingent on the contract approval by the County Attorney; and
4. That the County Administrator is hereby authorized to execute the contract after its approval by the County Attorney.

Supervisor Conwell moved, seconded by Supervisor Brown, to approve Resolution #20-88 and authorization that the County Administrator sign the contract upon approval by the County Attorney. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

In Re: Resolution #20-89 – Construction Engineering and Inspection Services – Otterdam Road Phase II

Mr. Pope stated that Staff received a proposal from Timmons, in the amount of, \$144,000 to perform CEI services. He also stated that Staff was requesting the Board to approve the following resolution and authorization that the County Administrator sign the contract contingent upon approval by the County Attorney. He then stated that the project was within budget.

**RESOLUTION #20-89
CONSTRUCTION ENGINEERING AND INSPECTION SERVICES
OTTERDAM ROAD PROJECT, PHASE II**

WHEREAS, the Greensville County Board of Supervisors approved the implementation of the Otterdam Road Project, Phase II by the passage of Resolution #20-81; and

WHEREAS Constructing Engineering and Inspection (CEI) services are mandated by the Virginia Department of Transportation during the construction of the project; and

WHEREAS, Greensville County procured the Timmons Group to provide these services; and

WHEREAS, the Virginia Department of Transportation has approved the Timmons Group to provide CEI services to Greensville County for the implementation of Otterdam Road Project, Phase II; and

WHEREAS, adequate funds for these services are already included in the Project Budget.

IT IS HEREBY RESOLVED by the Greensville County Board of Supervisors as follows:

5. That the contract with the Timmons Groups in the amount of \$144,000 is hereby accepted contingent on the contract approval by the County Attorney; and
6. That the County Administrator is hereby authorized to execute the CEI services contract after its approval by the County Attorney.

Supervisor Conwell moved, seconded by Supervisor Brown, to approve Resolution #20-89 and authorization that the County Administrator sign the contract. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

In Re: Resolution #20-90 -- Purchase of Stream Credits -- Otterdam Road, Phase II

Mr. Pope stated that the County had to purchase 165 stream credits. He stated that the cheapest bank was Cheroenhaka Wetland and Stream Mitigation Bank, in the amount of, \$28,875. He stated \$63,975 was budgeted that included the wetland credits giving a matched budget. He then stated that staff was requesting approval of the following resolution and authorization that the County Administrator sign the contract, contingent upon approval by the County Attorney.

**RESOLUTION #20-90
CHEROENHAKA WETLAND AND STREAM MITIGATION BANK
OTTERDAM ROAD PROJECT, PHASE II**

WHEREAS, the Greensville County Board of Supervisors approved the implementation of the Otterdam Road Project, Phase II by the passage of Resolution #20-81; and

WHEREAS, Greensville County must acquire 165 stream credits as a part of the project; and

WHEREAS, Greensville County procured the acquisition of stream credits from Cheroenhaka Wetland and Steam Mitigation Bank; and

WHEREAS, adequate funds in the Project Budget for these credits are already included and approved.

IT IS HEREBY RESOLVED by the Greensville County Board of Supervisors as follows:

7. That the contract with Cheroenhaka Wetland and Stream Mitigation Bank in the amount of \$28,875 is hereby accepted contingent on the contract approval by the County Attorney; and
8. That the County Administrator is hereby authorized to execute the contract after its approval by the County Attorney.

Supervisor Conwell moved, seconded by Supervisor Brown, to approve Resolution #20-90 and authorization that the County Administrator sign the contract contingent upon review by the County Attorney. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

In Re: Resolution #20-91 -- Landfill Scales

Mr. Pope stated that the County had sent out Requests for Proposals for the procurement of new landfill scales. He stated that the current scales were the original scales when the landfill was built in the early 80's. He also stated that there were no more adjustments to be done to the scales and the landfill could be shut down by DEQ if the scales were off too much. He further stated that prices were received from two companies with the lowest response from Apple Valley Scales, in the amount of \$84,002. Mr. Pope then stated that Staff was requesting approval of the following resolution and that the County Administrator be authorized to sign the contract, contingent a positive review by the County Attorney.

**RESOLUTION #20-91
REPLACEMENT OF MOTOR TRUCK SCALES
GREENSVILLE COUNTY SANITARY LANDFILL**

WHEREAS, the Greenville County operates a Sanitary Landfill to dispose of municipal solid waste; and

WHEREAS, the solid waste is weighed by a motor truck scale and the weight of the solid waste used to determine the user fees that fund the operation of the landfill; and

WHEREAS the existing motor truck scale has been in use for approximately 30 years and has outlived its usefulness; and

WHEREAS, the scale is required to be replaced with a larger, modern motor truck scale; and

WHEREAS, Greenville County procured the Apple Valley Scale Company to provide these improvements; and

WHEREAS, adequate funds for these improvements are already included in the Operating and Capital Budget of the Greenville County Sanitary Landfill and no additional funding is necessary.

IT IS HEREBY RESOLVED by the Greensville County Board of Supervisors as follows:

9. That the contract with the Apple Valley Scale Company in the amount of \$84,002.00 is hereby accepted contingent on the contract approval by the County Attorney; and
10. That the County Administrator is hereby authorized to execute the contract after its approval by the County Attorney.

Supervisor Conwell moved, seconded by Supervisor Brown, to approve Resolution #20-91 and authorization that the County Administrator sign the contract. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

In Re: Resolution #20-92 – 301 North Sidewalk

Mr. Pope stated that the County had to obtain a construction engineer and inspection firm to perform services throughout the project. He stated that Staff received a price from Dewberry, in the amount of, \$74,555.15 to perform the CEI services. He further stated that Staff was requesting authorization for the County Administrator to sign the contract contingent upon a positive review by the County Attorney. Mr. Pope then requested approval of the following resolution.

**RESOLUTION #20-92
CONSTRUCTION ENGINEERING AND INSPECTION SERVICES
301 NORTH SIDEWALK PROJECT**

WHEREAS, the Greensville County Board of Supervisors approved the implementation of the 301 North Sidewalk Project on October 7, 2019; and

WHEREAS Constructing Engineering and Inspection (CEI) services are mandated by the Virginia Department of Transportation during the construction of the project; and

WHEREAS, Greensville County procured the Dewberry to provide these services;

WHEREAS, the Virginia Department of Transportation has approved Dewberry to provide CEI services to Greensville County for the implementation of 301 North Sidewalk Project; and

WHEREAS, adequate funds for these services are already included in the Project Budget.

IT IS HEREBY RESOLVED by the Greensville County Board of Supervisors as follows:

11. That the contract with Dewberry in the amount of \$74,755.15 is hereby accepted contingent upon contract approval by the County Attorney; and
12. That the County Administrator is hereby authorized to execute the CEI services contract after its approval by the County Attorney.

Supervisor Conwell moved, seconded by Supervisor Brown, to approve Resolution #20-92 and that the County Administrator sign the contract. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

In Re: Resolution #20-93 – MAMaC Offsite Wastewater Collection System Project, Phase II

Mr. Glen Gibson, Assistant Director of the GCWSA, addressed the Board stating that the project consisted of two phases. Phase I was to construct the gravity sewer between the system on Highway 301 N. and Otterdam Road which was currently being constructed. He stated that Phase II was the construction of a force main along Otterdam Road to the MAMaC site. He also stated the contractor's Phase II bid was well below the engineer's estimated construction cost; however, sufficient funds were not available to construct Phase II when awarded Phase I. Mr. Gibson further stated that GCWSA entered into a bid extension agreement with the contractor to extend its bid through February 28, 2020. He stated that the extension allowed Greenville County to apply for an additional \$313,940 needed to construct Phase II. He also stated that Staff applied for that amount through the Tobacco Commission; unfortunately, the request was not approved. He further stated that the engineer's estimated construction budget for Phase II was a little over \$1.5 million. Mr. Gibson stated that the budget based on bids for Phase II was \$313,940; so based on the engineer's estimate, failing to award the Phase II bid may result in an additional \$1.2 million in additional construction cost in the future. He stated that Phase II of the project would bring sewer service to the MAMaC site; thereby, increasing its readiness for development. He also stated that the Greenville County Water and Sewer Authority Administration was requesting \$313,940 in economic development support for the construction of this project. He further stated that Mr. Slayton, the County Attorney, had prepared the following resolution for the appropriation of the funds, if approved.

**RESOLUTION #20-93
APPROPRIATION OF FUNDS FOR
GREENSVILLE COUNTY WATER AND SEWER AUTHORITY
MAMaC OFFSITE WASTEWATER COLLECTION SYSTEM PROJECT, PHASE II**

WHEREAS, construction has begun for Phase I of the MAMaC Offsite Wastewater Collection System Project ("Project"); and

WHEREAS, although the low construction contract bid for Phase II of the Project is below the construction cost estimated by the engineers for Greenville County Water and Sewer

Authority ("GCWSA"), an additional \$313,940.00 is needed to fully fund Phase II construction costs; and

WHEREAS, GCWSA accepted the low bid of Ralph Hodge Construction Company and awarded a contract to it, but subject to the condition that GCWSA secure an additional \$313,940.00; and

WHEREAS, the engineers for GCWSA have advised that if GCWSA's right to reject the Ralph Hodge bid is not waived and Phase II of the Project is subsequently re-bid, the total construction costs for Phase II of the Project could increase by as much as \$1,200,000.00; and

WHEREAS, in consideration of the foregoing, the Greenville County Board of Supervisors has determined that it should appropriate \$313,940.00 for economic development support, and provide those funds to GCWSA to be applied towards Phase II construction costs.

IT IS, THEREFORE, HEREBY RESOLVED that the Greenville County Board of Supervisors hereby appropriates the sum of \$313,940.00 for economic development support, and directs that sum be paid to GCWSA to be applied towards Phase II construction costs.

Supervisor Conwell moved, seconded by Supervisor Brown, to approve Resolution #20-93. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

In Re: Boards and Commissions Appointments

1. Board of Equalization – Deferred from the meeting of January 21, 2020. The previous appointees were Glen Faison from ED1 in which he did not want to serve another term.

Chairman Astrop opened the floor for nominations of an individual to be elected from Election District 1. At this time, Chairman Astrop made a nomination for Cheryl Moody to serve on this Board.

Supervisor Conwell moved, seconded by Mr. Brown, to appoint Cheryl Moody to the Board of Equalization. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

2. Board of Zoning Appeals – A Circuit Court Appointment for a term of five years.

Chairman Astrop opened the floor for nominations of an individual to serve on the Board of Zoning Appeals.

Supervisor Conwell moved, seconded by Supervisor Brown, to re-appoint Mr. Steve Craig Allen to serve on the Board. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

3. Emergency Food and Shelter Program – An At-Large appointment for a term of one year.

Chairman Astrop opened the floor for nominations of an individual to serve on the Board.

Supervisor Conwell moved, seconded by Supervisor Brown, to re-appoint Mr. Reggie Owens to serve on this Board. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

4. Greenville/Emporia Airport Commission – an At-Large Appointment for a term of four years.

Chairman Astrop opened the floor for nominations of individuals to serve on the Board.

Supervisor Brown made a nomination for Mike Rae and James Parham, III.

Supervisor Cain made a nomination to maintain Richard Jock Doyle and a new nomination for Judy Epps.

Chairman Astrop called for a vote on the nomination of Judy Epps. There was no one.

Chairman Astrop called for the vote on the nomination of Michael Rae. Supervisors Brown and Conwell voted aye.

Chairman Astrop called for the vote on the nomination of James Parham, III. Supervisor Brown voted aye.

Chairman Astrop called for the vote on the nomination of Richard Jock Doyle. Supervisors Cain and Conwell voted aye.

Brenda Parson, County Administrator, stated that the two appointees were Mr. Mike Rae and Mr. Richard Jock Doyle.

In Re: Miscellaneous Matters

Mrs. Parson stated that located in the Friday Memo were the Staff Meeting Minutes and Departmental Reports for the Board's review and comments.

Chairman Astrop asked if there were any questions. There were none.

Adjournment

With there being no further business to discuss, Supervisor Conwell moved, seconded by Supervisor Brown, to adjourn the meeting. A roll call vote was taken as follows: Supervisor Brown, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Astrop, aye.

Belinda D. Astrop, Chairman

Brenda N. Parson, Clerk