

**Virginia:**

At the regular monthly meeting of the Board of Supervisors held at the Charles City County Government Administration Building on **Tuesday, February 25, 2022, at 6:00 pm** in the 226<sup>th</sup> year of the Commonwealth and 388<sup>th</sup> year of the County.

PRESENT: William G. Coad, Chairman  
Bryon M. Adkins, Sr, Vice Chairman  
Gilbert Smith, Member

RE: CALL TO ORDER & PLEDGE OF ALLEGIANCE

The board's Chairman, Mr. William G. Coad; called to order the regular monthly Board of Supervisors meeting. The Pledge of Allegiance was said in unison by the Board of Supervisors.

RE: ADOPTION OF THE AGENDA

County Administrator, Ms. Michelle Johnson asked to amend the agenda. *Item E* under Presentation needs to be struck from the agenda. *Item D* which is under Presentations which is the Flood Zone Ordinance Text Amendment Staff Report should be presented as a Public Hearing as item B. It was advertised two consecutive times in the New Kent Chronicle and has met the legal requirements. Mr. William G. Coad asked if any other amendments need to be made? Ms. Michelle Johnson responded those were all the necessary changes. Mr. William G. Coad asked if any of the Board Members had any changes to the agenda? The response was no. Mr. Gilbert Smith made a motion to adopt the agenda with the amendments. The motion was passed unanimously.

RE: CONSENT AGENDA

Ms. Michelle Johnson asked that the consent agenda be approved for the approval of January 25, 2022, board meeting minutes, CH2M Hill Invoice through January 17, 2022, and the appropriations for March 2022. Mr. William G. Coad asked Ms. Miranda Pyne if the corrections were made to board meetings minutes for January 25, 2022, meeting. Her response was yes. Mr. Byron M. Adkins, Sr made a motion to approve the consent agenda. The motion was passed unanimously.

| <b>Charles City County<br/>March Appropriations</b>  | <b><i>Amended<br/>FY22 Budget</i></b> | <b><i>Year to<br/>Date Appr.</i></b> | <b><i>Year to<br/>Date<br/>Expenditure<br/>as of<br/>2/15/2022</i></b> | <b><i>Unexpended<br/>Appr.<br/>Balance</i></b> | <b><i>March<br/>Request</i></b> |
|------------------------------------------------------|---------------------------------------|--------------------------------------|------------------------------------------------------------------------|------------------------------------------------|---------------------------------|
| <b><i>FY22- School Operating<br/>Categorical</i></b> |                                       |                                      |                                                                        |                                                |                                 |
| <b><i>Appropriations</i></b>                         |                                       |                                      |                                                                        |                                                |                                 |
| <b>Instruction</b>                                   | 5,709,992                             | 3,806,664                            | 2,670,896                                                              | 1,135,768                                      | 475,833                         |
| <b>Admin, Attendance &amp;<br/>Health Serv.</b>      | 948,541                               | 632,360                              | 580,193                                                                | 52,167                                         | 79,045                          |
| <b>Pupil Transportation</b>                          | 1,117,294                             | 744,864                              | 559,884                                                                | 184,980                                        | 93,108                          |
| <b>Operations &amp;<br/>Maintenance</b>              | 1,351,091                             | 900,728                              | 875,111                                                                | 25,617                                         | 112,591                         |
| <b>Transfer to Food Service</b>                      | 5,658                                 | 3,776                                | -                                                                      | 3,776                                          | 472                             |
| <b>Instructional Technology</b>                      | 495,512                               | 495,512                              | 298,710                                                                | 196,802                                        | -                               |
| <b>Self-Sustaining Fund</b>                          | 479,237                               | 731,047                              | 555,535                                                                | 175,512                                        | -                               |
| <b>Textbook Fund</b>                                 | 60,064                                | 90,096                               | 23,232                                                                 | 66,864                                         | -                               |
| <b>Food Service Fund</b>                             | 428,866                               | 285,912                              | 222,873                                                                | 63,039                                         | 35,739                          |
| <b>Capital Fund</b>                                  | 130,356                               | 130,356                              | -                                                                      | 130,356                                        | -                               |
| <b><i>School Fund Total</i></b>                      | <b>\$ 10,726,611</b>                  | <b>\$ 7,821,315</b>                  | <b>\$ 5,786,434</b>                                                    | <b>\$ 2,034,881</b>                            | <b>\$796,788</b>                |



ASHLAND RESIDENCY

MARSHALL WINN

RESIDENCY ADMINISTRATOR

CHARLES CITY COUNTY

February 2022

MAINTENANCE: JEFF ALLGOOD

POTHoles

- Rte 155 Courthouse Rd
- Rte 613 Sandy Point Rd
- Rte 623 Wilcox Neck Rd
- Rte 106 Roxbury Rd
- Rte 5 John Tyler Memorial Hwy
- Rte 602 Lott Cary Rd
- Rte 614 Sturgeon Point Rd

## **PIPE CLEANING**

- Rte 658 Kimages Rd
- Rte 607 Wayside Rd

## **DITCH CLEANING**

- Rte 602 Lott Cary Rd
- Rte 625 West Run Rd
- Rte 607 Church Ln

## **TREE LIMBING/REMOVAL/CLEANUP**

- Rte 613 Sandy Point Rd
- Rte 607 Wayside Rd

## **BRUSH CUTTING w RIGHT ARM TRACTOR**

- Rte 613 Sandy Point Rd

## **SIGN REPAIR**

- Rte 631 Cool Hill Rd at Rte 618 Adkins Rd; Stop sign
- Rte 609 Barnetts Rd at Rte 602 Lott Cary Rd; Stop sign
- Rte 618 Adkins Rd; Curve Warning sign
- Rte 618 Adkins Rd at Rte 647 Indian Rd; Route sign
- Rte 602 Lott Cary Rd; Stop sign

## **DEBRIS REMOVAL**

- Rte 623 Wilcox Neck Rd

## **TRASH PICKUP**

- Rte 5 John Tyler Memorial Hwy
- Rte 155 Courthouse Rd
- Rte 602 Lot Cary Rd
- Rte 607 Church Ln
- Rte 607 Wayside Rd

## **BIKE TRAIL**

- Blow Trail
- Clean Pipes
- Repair Bridge Side Rails
- Upgrade Park Signs
- Repair Leaning Signs

## **MISCELLANEOUS**

- Dead Animal Removal; Primary and Secondary
- Checking and Repairing Equipment
- Loading/Staging Equipment for Snow
- Brine Primary and Secondary Routes
- Plow Primary and Secondary Routes
- Spread Abrasives/Salt on Icy Patches
- Unload/Check/Clean Snow Equipment
- Replace Snow Plow Blades

## **WORK REQUESTS**

- 73 Received
- 72 Completed

## EMERGENCY CALLOUT AFTER HOURS (7)

- Rte 5 John Tyler Memorial Hwy; Vehicle Accident
- Rte 156 Roxbury Rd; Vehicle Accident
- Rte 5 John Tyler Memorial Hwy; Vehicle Accident
- Rte 5 John Tyler Memorial Hwy; Vehicle Accident
- Rte 602 Lott Cary Rd; Vehicle Accident
- Rte 607 Church Ln; Vehicle Fire
- Rte 618 Adkins Rd; Icy Spots

## NEXT MONTH'S AGENDA

- Customer Complaints
- Bike Trail Cleanup
- Litter Pickup
- Secondary Routes; Ditching w Right Arm Tractor
- Primary Routes; Shoulder Repairs

## VDOT MONTHLY REPORT

Mr. Marshall Winn reviewed the February monthly report for VDOT. There were 73 work orders, 72 of those work orders were completed, and there were 7 call-outs for accidents, and trees on the road. There was pothole patching, ditching, and pipe cleaning throughout the county. 125 bags of trash were picked up at Wayside Road and Church Lane. The dead pine on Wayside has been cut down. At 3800 Wayside the drainage issue was completed. It is a beaver issue that is being worked on at Route 106 and Route 600. There have been crews trying to get a pipe opened to avoid issues with water in the road in this area. Mr. Marshall Winn has been working with Atlantic Bulk regarding Route 106 and the Chickahominy River. They own quite a bit of land on both sides at the public access point. The first step is to put no trespassing signs. There was an incident of a canoe being stolen off their property before the no trespassing signs were placed. One option that was given was to close off the public access and have no parking in that area. There will be no parking signs put up in this area. Mr. William G. Coadá asked the question if the board needed to act on this matter or pass a gentlemen's consensus? Mr. Marshall Winn responded that it needs to be something in writing. Mr. William G. Coadá motioned to approve as presented. The motion was passed unanimously. Mr. William G. Coadá stated that Mr. Marshall Winn would receive a letter from Ms. Michelle Johnson the next day. Mr. Gilbert Smith thanked Mr. Marshall Winn for remembering the dead pine on Wayside. Mr. Byron M. Adkins, Sr extended a continuous thank you to Mr. Gerald Stanley for keeping him in the loop. Mr. William G. Coadá thanked Mr. Marshall Winn for the prompt attention to Ferry Road. Mr. William G. Coadá received a text message and will forward it to Marshall Winn the following day. There is another issue that came to light at the previous meeting was the dirt that is dragged at Barnetts road where they cross the road from one mining operation to another. Mr. William G. Coadá has received a lot of complaints. Is there anything that VDOT can do to make them clean up? Mr. Marshall Winn responded that yes, they have a permit, and they are supposed to clean it up. Mr. William G. Coadá asked if that permit could be sent to Ms. Michelle Johnson? Mr. Marshall Winn stated that he could send it to Ms. Michelle Johnson and Ms. Rhonda Russell. It states in the permit they are supposed to have flaggers, and they are supposed to clean up daily or whenever necessary. Mr. William G. Coadá asked if anyone had any commentary for VDOT representative, Mr. Marshall Winn? Ms. Michelle Johnson asked that those who wish to make comments at this time please come to the podium so that their comments can be captured for the recording.

*Mr. Lloyd Carter: On Barnetts Road, there are heavy trucks that come through this area taking dirt from one side of the road to the other, and they have created ruts in the road. Is it possible to put a dip sign where the ruts are?*

*Ms. Michelle Johnson: Chambers Road and Route 106 is a high truck area and there are a lot of potholes. It appears that it has not been maintained in this area in a while.*

*Mr. Donald Charity: Are there state regulations for littering signs? There used to be signs that read no littering and the fines that were associated with it. What happened to those signs? Have they been removed due to state law?*

Mr. Marshall Winn stated that they no longer put those signs out. Littering is against the law. It is state law for no littering.

#### *BIKEPEDRVA2045 PLANRVA*

Ms. Barbara Jacocks from PlanRVA presented the BikePedRVA 2045 Richmond Regional Bicycle & Pedestrian Plan. The new plan is refreshed and current. The story map format is easy to follow. BikePedRVA 2045 is NOT: a ranking of priority projects focused on anyone jurisdiction, rather the connection among all nine, a finite plan that stops growing upon adoption. BikePedRVA 2045 is a comprehensive regional framework for active transportation, a companion plan to ConnectRVA 2045, a collection of best management, practices for improving travel options, a recognition of the need for all people to have viable means of travel for work, play, school, and everyday life needs. The guiding principles are Developed from working within the framework of ConnectRVA 2045 approved by the BikePedRVA Steering Committee. It also provides Equity in Transportation in these areas: Seeks fairness in mobility and accessibility goal is an impartial treatment focused on social and economic opportunity. The vision is The Richmond Region provides mobility for people of all ages and abilities through a safe, continuous, recognizable, and intuitive pedestrian and bicycle network.

#### **Big Idea 1**

Create a regional active transportation arterial network

#### **Big Idea 2**

Prioritize equity and access for underserved populations

#### **Big Idea 3**

Establish higher standards for active transportation infrastructure

#### **Big Idea 4**

Focus on connections from neighborhoods to transit

#### **Big Idea 5**

Utilize bike boulevards and safe neighborhood streets for local connections

#### **Big Idea 6**

Effectively guide developers to incorporate high-quality active transportation infrastructure into their projects the implementation will begin with proposed projects, funding considerations, policy framework & priorities, design guidance, regional partnerships, public awareness & safety programs.

You can be involved and provide input at:

[BikePedRVA.org](https://BikePedRVA.org) or

email: [priggan@planrva.org](mailto:priggan@planrva.org)

The public comment period is open from February 9, 2022- March 23, 2022

Mr. Gilbert Smith stated he appreciated Ms. Barbara Jacocks for coming. At Route 5 and Henrico County at Kensling Road, there is a crossing for bikes and cars stop suddenly. This is dangerous. Please look into this. There are also bikers on the bike trail at Route 5 and Route 10. The bikers do not stop at the stop signs, they continue to ride to the other side of the street.

Mr. William G. Coad asked Ms. Rhonda Russell what is the figure set aside for the fall line bike trail? Ms. Rhonda Russell responded that it was \$300 million that was set aside for this project. The Capital Trail has been the gold vein for Charles City County, and the Fall Line trail will be opening u a whole new network for us.

Mr. William G. Coad asked this presentation to be placed on the county website for citizens to view. Mr. William G. Coad asked that Item *D* under Presentations be added to read *Comments from the Chairman* after the Presentation of the Food Pantry Coordinator.

## INTRODUCTION OF FOOD PANTRY COORDINATOR PAULA COTMAN

Ms. Rhonda Russell introduced the new Food Pantry Coordinator, Paula Cotman who joined the county on February 1, 2022. She has many years of experience in hospitality. She is a lifelong Charles City resident. She has been tasked with coordinating with partners who help with all services, and volunteerism initiatives. Ms. Paula Cotman thanked the board and Ms. Johnson for this glorious occasion to be serving in Charles City County. Mr. William G. Coadá stated that he was advised by Ms. Michelle Johnson as to why a Food Pantry Coordinator was needed and he welcomed Ms. Paula Cotman to the county. Mr. William G. Coadá advised that the Food Pantry has Ms. Michelle Johnson's signature on it. Mr. Byron M. Adkins, Sr, and Mr. Gilbert Smith welcomed Ms. Paula Cotman to the county.

## COMMENTS FROM THE CHAIRMAN

Mr. William G. Coadá gave commentary on the Charles City Conservative Newsletter article below:

### **The Tyranny of Government**

A Tale of Overreach, Coercion, and Incompetence in Charles City County Virginia

*Charles City County has always been a haven of freedom due to a lack of oversight and control and the resiliency of its citizens. The overwhelming majority are good people who want the best for themselves, their families, and their neighbors. Granted certain groups maintain their own beliefs and narratives, but as a whole everything remains copesetic and in balance. The overriding element within the county is to get along until you make it and if not, try again. We are hard-working people who cherish our community and our property rights.*

*However, most recently in Charles City time, an attitude of my "way or the highway" has crept into our county governance. An omnipotence recently displayed by some elected officials of Charles City County (not all) and their appointed and hired administrators (significant, but not all) has emerged. This demanding attitude is best encapsulated by a comment purportedly made by a member of the county administration to a county resident. "I am Charles City County and I can do any damn thing I want." Along with this type of statement are rumors of bullying culminating in the resignations of a number of county employees and the wanton dismissal of others by administrative fiat. These are not Charles City values.*

*Most recently I was contacted by a number of residents living in or near the Benjamin Harrison Bridge who were concerned about a proposed sand and gravel mining operation that would affect not only their immediate area but would also have a much wider effect upon Charles City as a whole. When I attended a tumultuous meeting comprised of the county planning board, the company's representatives and a large number of county residents, I came away with a number of important concerns such as:*

- 1. What is the monetary benefit to the county? Neither the planning board nor the company was able or willing to answer that question. However, it has been ascertained that the total tax revenue from all mining operations in the county amount to little more \$15,00 per year combined while the properties mined become either an abandoned hole in the ground or another non-productive pond of which Charles City has a multitude.*

- 2. Would the proposal provide increased employment for county residents? Apparently not*

Mr. William G. Coadá spoke about January 25, 2022, meeting. It was an active meeting due to a mining operation trying to come into Charles City County. It was assumed by the Charles City County Conservative Newsletter that the mining operation was going to be approved, and a letter was posted and distributed. The beginning of the letter is what the comments from the Chairman will be about. Mr. William G. Coadá read page one of the newsletter.

Mr. William G. Coadá defined *purportedly* which was mentioned in the letter. The meaning of the word is (adverb)as appears or is stated to be true, though not necessarily so;

allegedly. Also, the meaning of the word *rumor* (noun) is a currently circulating story or report of uncertain or doubtful truth.

Mr. William G. Coada stated to the Charles City County Conservative Newsletter, shame on you, you are rude and disrespectful. You have written this on rumors and hearsay. People like you are the reason I will not run for re-election again for the Board of Supervisors. There are hours and hours of accomplishments the board, along with Mr. Black and Mr. Miles has made over the last ten years. This county has been turned around and that is largely due to our County Administrator who is a Charles City County native who was raised here, went to school here, and has done an amazing job with seeing this board's vision and turning this county around. Ms. Michelle Johnson has helped to build a library, rebuild a fund balance, straighten up our issue with DEQ. Mr. William G. Coada went on to say that he spoke earlier in the day at the pushing-in ceremony at the Fire Station. The county just wrote a check for a new truck for \$550,000. A check was written for the wastewater plant for over a million dollars. It is because we have been frugal with the taxpayer's money, and we paid attention to what is going on. The food pantry received \$900,000 in grants. For someone to write an article and circulate it throughout the county is shameful. We hope that you use the public comment period to apologize to the board and Ms. Michelle Johnson.

Mr. William G. Coada advised that the presentation for *BIKEPEDRVA2045 PLANRVA* will be placed on the county website for citizens to view.

Mr. William G. Coada showed a quote from Denzel Washington that read "You will never be criticized by someone who is doing more than you. You will always be criticized by someone doing less. Remember that."

RE: PUBLIC COMMENT PERIOD

Mr. William G. Coada opened the first comment period of the evening. The disclosure was given that those commenting individually have three minutes, and as a group will have five minutes.

Mr. Peter Churns- To the board, I have always supported each member because I think you have done a good job; however, you have lost control of your employees. You lost the County Registrar due to harassment. Look at how you manage. You fired five black employees because they did not clean a room. They were not trained to do so. Look at the board three out of the four are wearing masks. Your manager was responsible for the former County Registrar leaving. This type of behavior will come around again and affect stakeholders, and constituents. Possibly now you will look at the issues at hand.

Mr. Anthony Carr- What is the status of the illegally parked campers? Mr. William G. Coada stated he would address this during Board Directives and Comments.

Mr. Preston Adkins- There is still mining being done. They must dig holes. There is dirt on Barnetts Road. They wanted to put a bridge there like the one in Gloucester. They are only doing what they are allowed to do.

Mr. William G. Coada closed the comment period.

RE: PUBLIC HEARING

The public hearing for Roxbury Industrial Park Proposed Property Acquisitions was held. Land Purchase and Sale Agreement for the purchase of property located in the Roxbury Industrial Park and identified as Tax Parcel No. 44 C and consisting of approximately 5.02 acres for \$114,620.00 and an option for the purchase of an additional 2.5 acres for \$55,000.00. County Administration envisions the development of the subject property as a business and industrial uses consistent with the current pattern of development in the Roxbury Industrial Park. The buyer proposes to use the property for a manufacturing operation as outlined in the attached document. This recommendation is consistent with policy recommendations espoused in the Route 106/Roxbury Road Plan and the Comprehensive Plan which articulate the lack of a strong industrial and commercial tax base. The Plan specifically includes goals that encourage

commercial development that support and enhance existing uses that will lead to economic opportunities. Additionally, the County's 2015 Economic Development Strategy recommends that the County focus on diversifying tourism opportunities/assets, leveraging the Virginia Capital Trail, developing more retail in targeted areas, and expanding small businesses.

Mr. William G. Coad opened the public hearing for public comments. No one signed up for public comments for the public hearing. Mr. William G. Coad closed the public hearing. Mr. Byron M. Adkins, Sr made a motion to approve the Roxbury Industrial Park Proposed Property Acquisitions was held. Land Purchase and Sale Agreement for the purchase of property located in the Roxbury Industrial Park and identified as Tax Parcel No. 44 C and consisting of approximately 5.02 acres for \$114,620.00 and an option for the purchase of an additional 2.5 acres for \$55,000.00. The motion was passed unanimously.

The public hearing for the Flood Zone Ordinance Text Amendment Staff Report was held. The presentation was done by Ms. Rhonda Russell. Ordinance Application No. 01-2022- an application to repeal and reenact the Charles City County, Virginia flood zone ordinance. the proposed ordinance adopts April 20, 2022, flood insurance rate maps establish floodplain districts, requires the issuance of permits for development and provides factors and conditions for variances to the terms of the ordinance.

A proposal to repeal and adopt the Charles City County Flood Zone Ordinance was considered and approved by the Planning Commission on January 27<sup>th</sup>. Community Development staff recommends a presentation of the proposed Flood Ordinance amendment which permits continued participation in the Federal Flood Insurance program at the February 22<sup>nd</sup> meeting and the public hearing on March 17, 2022. Adoption of the Ordinance and revised Flood Insurance Rate maps is required no later than April 20, 2022.

The Planning Commission in January considered the purposed flood ordinance and recommendation to approve. FEMA's Risk Management Assessment and Planning (Risk MAP) Program helps strengthen communities by identifying actions they can take now to reduce their hazard risk, enhance local planning, improve outreach through risk communications, and increase local resilience to natural hazards. Flood insurance is available to the entire county. Flood insurance savings can be obtained by joining FEMA's Community Rating System (CRS). 1% of the population is in draft flood high hazard area. \$43,000 total paid in losses, and 4 total paid claims. \$402 average premium, 43% lower than the national average. 2 paid claims outside of the effective flood high hazard area. \$0 repetitive loss (RL) paid losses and 0 RL properties. 22 flood insurance policies in force. 100% for single-family residential structures. 2 policies ineffective flood high hazard area. There are 4,740 estimated structures in the community. 80 estimated structures in the draft flood high hazard area. There are fifteen plus estimated structures newly mapped in. There are less than six estimated structures newly mapped out.

Ms. Rhonda Russell stated that modular structures, single-wide, and double-wide housing dwellings cannot be built outside of planned parks or singled wide, double wide structures unless it's on a parcel that has been sub-divided. There are a few structures in the county that historically were modular, and this caused some concern with members of the planning commission.

Mr. William G. Coad asked if a modular cannot be placed on a parcel unless it is subdivided? Ms. Rhonda Russell's response was unless it is in a planned community. Mr. William G. Coad asked if it was a planned community for modular structure? Ms. Rhonda Russell's response was yes. Mr. William G. Coad asked if there were any planned modular communities in Charles City County. Ms. Rhonda Russell advised that there is not any in Charles City County. Mr. William G. Coad stated that this could wipe out anyone being able to put a modular home up.

Ms. Rhonda Russell responded, no, it was verified with the state agency, and it was stated that was not the case. Mr. William G. Coad asked if this could be received in writing? Ms. Rhonda Russell replied she could get it in writing. Ms. Rhonda Russell stated it could be on a parcel that is already sub-divided. If a parcel is in a flood zone and it is a total loss in terms of its existing structure the only way that it could not be replaced is unless it is already subdivided parcel and it was preexisting and already had the modular structure there. The new ordinance would preclude is that if the new parcel is in a flood zone it cannot be placed on that property. Mr. William G. Coad stated that the county went through this with DEQ when they wanted to declare the whole county an RMA. It was refused due to the mapping. Hypothetically it would have taken the county from 40% to 80%. It would have cost the citizens a ton of money if we were to build in almost 80% of Charles City County. Mr. William G. Coad asked the new flood ordinance was done in

2019? Ms. Rhonda Russell responded yes it was. Mr. William G. Coada asked do you have a mapping that shows the new mapping flood plan? He also asked if it increases the flood plan from what it was before? Ms. Rhonda Russell responded yes it will. Mr. William G. Coada asked Ms. Rhonda Russell if she knew how much? The last thing that he wants as a board member is to take away the ability for the citizens to be able to put a modular structure in Charles City County. Mobile homes are already banned, but modular are permitted was the question asked? Ms. Rhonda Russell responded that the term modular is being used to describe single and double-wide trailers and that is what is being excluded because of the elevation. Mr. William G. Coada stated there is a difference between a trailer and a modular home. Mr. William G. Coada stated that this could be deferred up until a year.

He also asked County Attorney, Mr. Randolph Boyd, if we could defer this? Mr. Randolph Boyd stated that it could be deferred, however, the deadline is April 20, 2022. You can continue without a public hearing.

Mr. William G. Coada stated that he does have some concerns. Ms. Rhonda Russell stated that the adoption of the higher ordinance reduces flood insurance breaks constituents countywide. Mr. William G. Coada stated that he could see Ms. Rhonda Russell's point, but until the board can see the new fees versus the old one may not be advantageous to the citizens if it restricts modulars. He stated he was interested in the mapping on this. He will also be asked to defer this. Mr. William G. Coada stated he was interested in the mapping on this from 2019 and now. The last thing he wants the county to do is to lock down 80% of the county from being able to put up a modular structure. Ms. Rhonda Russell advised that they get the Virginia Department of Conservation & Recreation (VDOCR).

Mr. William G. Coada opened the public hearing for public comments. No one signed up for public comments for the public hearing. Mr. William G. Coada closed the public hearing. Mr. William G. Coada motioned to carry over the Flood Zone Ordinance Text Amendment Staff Report until the special meeting on March 17, 2022, meeting. The motion was passed unanimously.

#### RE: BOARD OF SUPERVISORS APPOINTMENTS

Mr. Gilbert Smith, District I board representative, made a motion to appoint Mr. Bob Kikkert to the Board of Equalization, and the Charles City County Public Library Board of Trustees. The motion was passed unanimously.

Mr. Byron M. Adkins, Sr District III board representative, made a motion to appoint Mr. David Ledbetter to the Landfill Advisory Board and Ms. Edna Bates to the Board of Equalization. The motion was passed unanimously.

Mr. William G. Coada, District II board representative, made a motion to appoint Ryan Patterson to the Board of Equalization. The motion was passed unanimously.

Mr. William G. Coada is looking for individuals to serve on boards and commissions in District II. Ms. Michelle Johnson showed a presentation that listed all the vacancies in each district. All vacancies for each district board and commission will be sent to the board.

#### RE: COUNTY ADMINISTRATOR'S REPORT

Director of Finance, Mrs. Abbey Pemberton presented to the board the Budget Request: DMV Revenue from Animal Plates. The County received notice from the Virginia Department of Motor Vehicles that a portion of the total FY2021 special license plate sales revenue (specifically for the Animal-Friendly plate program) is due for payout to Charles City County. The amount due to the County is \$165.00 to support local efforts for sterilization of dogs and cats. The request is that the Board approves acceptance of these funds and authorize an amendment to the FY22 operating budget to reflect this revenue. Mr. Gilbert Smith made a motion to approve the Budget Request: DMV Revenue from Animal Plates. The motion was passed unanimously.

Director of Finance, Mrs. Abbey Pemberton presented to the board the Budget Amendment Request Additional Contribution to Robert Marston (Center for Local History). In April 2021, the Center for Local History received a donation of \$100,000 from the estate of the late Mr. Robert Lee Marston, prompting the creation of an endowment fund account within the County's General Fund (earmarking these funds for future use at the discretion of the Center for Local History Board). Recently, the Marston endowment fund received an additional contribution, for \$38,000.

The request was made to approve the acceptance and appropriation of the additional \$38,000 received. Mr. Byron M. Adkins, Sr made the motion to approve the acceptance and appropriation of the additional \$38,000 contribution to Robert Marston (Center for Local History). received. Mr. Byron M. Adkins, Sr stated he was thankful for the time Mr. Marston gave to the county. The motion was passed unanimously.

Director of Finance, Mrs. Abbey Pemberton presented to the board the Budget Amendment Request: Sheriff Department Rescue Squad Assistance Fund (RSAF) EMD Grant. The County’s Sheriff’s Office has been awarded funding through the Rescue Squad Assistance Fund of the Commonwealth of Virginia’s Office of Emergency Management (OEMS). The award amount is \$35,410.26 with a county match of \$36,760.26. Total project costs are estimated to be \$72,170.52. The remaining amount of \$36,760.26 will come from the fund balance. Mrs. Abbey Pemberton stated to bring the county upon certain qualifications and requirements for the state standards. Ms. Michelle Johnson responded that the county must do a 50% match. Mr. William G. Coad asked exactly what is this for? Ms. Michelle Johnson asked for the Director of Human Resources, Mrs. Thalia Bowen, and from the Sherriff’s department Major Leslie Comer to come to the podium to discuss this matter. Thalia Bowen stated that the infrastructure was paid for. Charles City County is one of the few localities that do not provide medical over the phone. Mr. William G. Coad asked if this was for the dispatchers? Mrs. Thalia Bowen responded, yes. Mr. William G. Coad asked where is the money coming from? Ms. Michelle Johnson responded from the emergency fund. Mr. Byron M. Adkins, Sr made the motion to approve the acceptance of the Budget Amendment Request: Sheriff Department Rescue Squad Assistance Fund (RSAF) EMD Grant for \$35,410.26 with a county match of \$36,760.26, which is a budgeted amount of \$72,170.52. The motion was passed unanimously.

Assistant County Administrator, Ms. Rhonda Russell, presented the Public Hearing Authorization for March 22, 2022, meeting- to retain the established election districts and precincts in response to the 2020 census data. The staff has worked with Crater Planning Commission to identify County requirements for Voting District redistricting based on population variances between the 2010 and 2020 Census. If population variance is +/-5% deviation redistricting is not required; however, an ordinance to maintain current district boundaries is required.

| Voting Districts | Population 2020 | Population 2010 |
|------------------|-----------------|-----------------|
| One              | 2376            | 2463            |
| Two              | 2225            | 2358            |
| Three            | 2223            | 2435            |

The recommendation is to authorize a public hearing for March 17, 2022, a meeting to consider population variance in each voting district, and a recommendation to maintain the current election district. Mr. William G. Coad made a motion to approve the public hearing on March 17, 2022, at 6:00 pm, on election districts and precincts. The motion was passed unanimously.

Assistant County Administrator, Ms. Rhonda Russell, presented to the board the Food Pantry Proposed MOU Earthworks Contractor. This is a proposed Memorandum of Understanding outlining proposed in-kind contributions related to the earthwork at the Permanent Food Pantry site off Glebe Lane. The estimated value of the proposed improvements, \$80,000 excludes material costs which can be absorbed within the project budget. A preconstruction conference with the funding agency is tentatively scheduled for February 28, 2022, with a notice to proceed to be issued on or about March 1, 2022. The recommendation is that the Community Development staff requests that the board approves the contract that was prepared and approved by legal counsel. Mr. Gilbert Smith made a motion to approve the proposed Memorandum of Understanding outlining proposed in-kind contributions related to the earthwork at the Permanent Food Pantry site off the Glebe Lane. The motion was passed unanimously.

Ms. Michelle Johnson stated that the groundbreaking ceremony for the Food Pantry will be held in March. The suggested date was the week of March 27<sup>th</sup>. Several dates are already scheduled for the month.

- March 2, 2022, Work Session at 6:00 p.m. at the Government Administration Building
- March 9, 2022, Joint Meeting with the School Board and Board of Supervisors at 6:00 p.m. at the School Board Office
- March 17, 2022, Special Meeting at 6:00 p.m. at the Government Administration Building
- March 22, 2022, Board of Supervisors Meeting at 6:00 p.m. at the Government Administration Building

The date selected for the Food Pantry groundbreaking ceremony is Wednesday, March 30, 2022, at 11:00 am.

Director of Parks & Recreation, Kimberly Barrow, presented to the board the Harrison Park Shared Use Trail. Charles City County and Webb Development LLC have negotiated a contract for the construction of a Shared Use Trail at Harrison Park. The contracted amount is \$256,908.97. \$25,000 of the Shared Use Trail is funded by the Get Outdoors (GO) Grant, awarded to Charles City County by the Virginia Outdoors Foundation. Parks & Recreation requests the Board approve the draft contract terms and authorize its execution after final review and approval by legal counsel. Ms. Michelle Johnson stated this is post cares act funds, there are no local dollars used. Mr. Gilbert Smith made a motion to approve the contract for the construction of a Shared Use Trail at Harrison Park. The motion was passed unanimously.

Director of Parks & Recreation, Kimberly Barrow, presented to the board the Recreation Advisory Board Bylaws. This partnership between staff and the community is very important in identifying and meeting the recreational needs of the community. The requests are to reinstate the Recreation Advisory Commission and approve the by-laws.

Mr. William G. Coad asked why this committee was disbanded? Ms. Michelle Johnson stated she would have to research this. Mr. William G. Coad stated that he believes that people were not participating. Ms. Michelle Johnson advised that the former committee was meeting quarterly. She went on to say that this committee would expand Ms. Kimberly Barrow, and Parks & Recreation exposure in the community with the young people. Mr. William G. Coad stated that Ms. Kimberly Barrow has done an amazing job and to keep up the good work.

Mr. Byron M. Adkins, Sr made a motion to approve the requests to reinstate the Recreation Advisory Commission and approve the by-laws. The motion was passed unanimously.

Director of Public Works, Mr. Ricky Hicks presented to the board the request for Mount Zion Air-Vac repairs. The recommendation is to install 1,300 linear feet of 6-inch line to replace the existing 4-inch line. Abandon the existing 4-inch line. Reconnect the two existing pits to the new 6-inch line. Remove the existing damaged pit and install a grinder pump station and connect to the Fire Station. Install approximately 500 linear feet of 2-inch force main piping for the grinder pump to a new pit. The county would supply the grinder pump station and vacuum pits for installation. Mr. William G. Coad asked if this was the pit across from the laundry mat? Mr. Ricky Hicks responded yes. Mr. William Coad asked how the pit was from New Jerusalem. Mr. Ricky Hicks stated that it is quite a few miles. Mr. William G. Coad asked if it could be modified. Ms. Michelle Johnson advised that a representative from Bowman, Nitant Desai was in attendance and could answer that question. Mr. Nitant Desai stated that it is not feasible to run the pit from New Jerusalem. Mr. William G. Coad asked where the funding would come from for this project? Ms. Michelle Johnson replied that this would be an unbudgeted item. Mr. William G. Coad stated that he does not like unbudgeted items coming before the board. He is keeping a spreadsheet of the unbudgeted money the board has approved thus far. Ms. Michelle Johnson stated that they tried to delay until the new budget year, but it could not be avoided. Mr. William G. Coad made a motion to move forward with the contractor and project for Wilcox Neck Road for the Mount Zion Air-Vac repairs. The motion was passed unanimously.

Ms. Michelle Johnson presented to the board an update on the Chickahominy pipeline. This project has been paused due to them not being able to meet the SCC deadlines.

Ms. Michelle Johnson gave an update on all upcoming events:

Youth Baseball Softball Registration. Early Registration January 17-31, 2022, the cost is \$45 per player. Late registration is February 1- March 2022. The price is \$60 per player. It is for ages 4-17 years old. Register at the Park and Recreation Administration Building. 8320 Ruthville Road, Providence Forge, VA, or online at [www.tinyurl.com/CCC-Base-Softball-Sp22](http://www.tinyurl.com/CCC-Base-Softball-Sp22). For more information call: (804) 652-1601.

Mr. William G. Coad asked if there was any way that we could help with the cost of registration? He asked Mrs. Kimberly Barrow how many have registered? Mrs. Kimberly Barrow answered there were twelve that have registered. She also stated that it could be structured as a scholarship to help with registration. Mr. William G. Coad stated that 60% of the children at the school qualify for free lunch. The registration fee of \$60 may be a deterrent. Mrs. Kimberly Barrow stated that the cost was previously \$75. Mr. Byron M. Adkins, Sr stated this speaks to the need for an Advisory Board for Parks & Recreation.

Teen Boxing Club will meet on Saturdays at 9:00 a.m. at the Ruthville Complex, 13100 The Glebe Lane, Charles City, Virginia 23030. The cost is free for Charles City residents. \$10 for non-residents. Boxing Commitment Agreement required. Gloves will be provided. For more information please call (804) 652-1601.

Charles City County has its final Black History Month program on Wednesday, February 23, 2022, with the theme, We Shall Overcome. There will be an interpreter at noon.

Charles City County Parks & Recreation is having a Black History Month Challenge for ages 5-17. Each week the youth should respond to a Parks & Recreation social media writing prompt using the hashtag #cccblackhistorychallenge. The prize is each week a youth is chosen at random to receive a book based on the writing prompt and a gift card.

Beginner Pickleball returns on March 14, 2022, at 6:00 p.m. at the Ruthville Complex, 13100 The Glebe Lane, Charles City, Virginia 23030. No registration is required. Open to all and equipment provided. Mr. William G. Coadá stated that he and Mr. Byron M. Adkins, Sr, would challenge any citizen that would like to play against them on March 14, 2022, at 6:00 pm.

RE: PUBLIC COMMENT PERIOD

Mr. William G. Coadá opened the second comment period of the evening.

Mr. Peter Churns-The proposal for the mining operation was a lie. It was stated a150 trips, which is 300 trips over three to five minutes. I stand by my article. There is a term called recursion; it means role down from the top. What happens at the top, this is not all directed at Ms. Michelle Johnson, but she is at the top. He became involved with the gravel situation because of property rights, and it just didn't make sense. The School Board had a woman that had to beg for support because of the abuse at the school system. When the statement that it comes from the top is used it comes from the county. When we are searching for equity, it is not a matter of equity, it is a matter of courtesy and responsibility.

Mr. Anthony Carr- Concern about the Sheriff's department. This past weekend two officers helped me with a situation at my house. They did not have body cameras. They said they did not have enough. I was just curious about this.

Ms. Elnora Robinson- Concerned about the nick picking with certain items. The county is going forward, probably more so now than it ever since she has been in the county, and she has been here eighty-some years. We have had Administrators come near and far who have presented things to benefit the county and the citizens and they have rejected them by putting them in a box. It appears that some people want to keep us down and do not want the count to come up. Since Ms. Michelle Johnson has been here, we have come from out the hole and came up. We want to get something that can help and benefit the county. Charles City County is a place that we love, and it is not the bright lights. We need to search ourselves and agree to disagree respectfully. Allow money to come into the county that will help the county. We need to come on one accord and ask God to help us.

Mr. William G. Coadá closed the second comment period of the evening.

RE: BOARD DIRECTIVES/COMMENTS

Mr. Byron M. Adkins, Sr. asked for assistance with getting all of District 3 board and commissions together. He stated that the county government is not developed in a vacuum. Some of the things we have discussed are not even democracy. There are a variety of boards and commissions and processes that give input into decision making. It is misleading and misfortunate. Everyone needs to get an understanding of county functions and processes. Hopefully, we can get all of the District 3 boards together by the summer.

Mr. Gilbert Smith stated that we must agree to disagree. There is so much animosity in the county. It is more jealousy than anything. I have been asking individuals to be part of the boards and commissions. People have had time to complain but will not get on a board or commission. It is sometimes disrespectful. We are getting away from this type of behavior. Mr. Gilbert Smith stated that should not have to go to other districts for support on the boards and commissions.

Mr. William G. Coadá asked Mr. Gilbert Smith how long he has served on the board? And the Planning Commission? Mr. Gilbert Smith stated that he has served on the board since 1991, and the Planning Commission since 1974. Mr. William G. Coadá stated to Mr. Gilbert Smith that he deserves all the respect in the world. He thanked Mr. Gilbert Smith for his service and commitment to Charles City County. Mr. William G. Coadá addressed the tent city situation

in Charles City County and asked what were the county's legal boundaries? Mr., Randolph Boyd responded yes, there are legal rights that the county has. It is illegal to live in a camper past a certain time. A timeline of the series of events that took place in tent city is as follows:

On December 21, 2021, the Building Official's office investigated the situation.

January 6, 2022, an email was received by the Building Official office/Community Development stating notice of violation.

February 16, 2022, an agreement to testify by the individual who complained.

February 22, 2022, a summary of events was received.

The original violation date was on September 28, 2021. Mr. William G. Coadá stated that a return mail notice was not received. Mr. Randolph Boyd stated the original violation was sent to the property owner. A discussion with Mr. Gary Mitchell from Community Development about the property owner not being in violation; it is the person living there. A new notice of violation was issued in January. There is a timeframe after they receive the notice that they can appeal; if they do not it becomes a fact. Obtaining witnesses that this person was in violation would be good for the case. We do not have Mr. Wilmax's full name. We can get an order to get him to move. Mr. William G. Coadá asked if, on February 16, 2022, there was a witness to testify and on November 1, 2022, there was a notice of violation sent, when is an anticipated court date for this? Mr. Randolph Boyd responded once he receives the full name of the individual. Mr. William Coadá asked about Route 106. Mr. Randolph Boyd stated that a suit was filed for debris and violation of living in Charles City County for an extended period. Mr. William G. Coadá stated they just moved further back into the woods. Mr. Randolph Boyd responded that the county must establish that they are living there and not just debris compiled with the Charles City County ordinance. Mr. William G. Coadá asked Mr. Randolph Boyd if he could keep Ms. Michelle Johnson updated. Mr. Randolph Boyd responded, yes.

Mr. William G. Coadá made commentary to Mr. Peter Churns. He stated that he was not sure how the School Board got involved in this. The School Board runs the school, not the Board of Supervisors, we only provide funding. The school board is elected officials that were elected by the citizens of Charles City County. Mr. William G. Coadá asked Major Leslie Comer how many body cameras does the county have at this time? Major Leslie Comer responded that there are about eight. The road deputies have them because they are the ones that have the main activity going on within the county. One of the most critical people of the Board of Supervisors is Dr. Steve Fuhrman and he and Mr. William G. Coadá are friends. We disagree and agree on a lot of things. He went on to say that he has been out to dinner with Mr. Peter Churns and his wife, and he considers them friends. Mr. William G. Coadá stated that he was not going to sit by and allow Mr. Peter Churns to do news articles based on rumors and hearsay. He went on to say that he would not do that to Mr. Peter Churns and that is why he is so upset by this. Mr. William G. Coadá advised that Mr. Peter Churns started that he stands by his comment and did not apologize to the board or Mr. Michelle Johnson for his comments. Mr. William G. Coadá said that he would apologize for Mr. Peter Churns because they deserve an apology for what was written in the news article. Mr. William G. Coadá spoke about Mr. Peter Churn's comment about equity. A tremendous amount of equity has been poured into this county from the previous and current board and Ms. Michelle Johnson. Mr. William G. Coadá stated that he is damn proud of what the board and Ms. Michelle Johnson have done with the county.

RE: EXECUTIVE SESSION

Mr. William G. Coadá asked if an Executive Session was necessary. Ms. Michelle Johnson replied yes, for Personnel, Perspective Business, Investment of Public Funds, and Legal.

Mr. Gilbert Smith made a motion to go into Executive Session for Personnel, Perspective Business, Investment of Public Funds, and Legal. The motion was passed unanimously.

Mr. William G. Coadá asked if there would be any action taken when they come back from Executive Session? Ms. Michelle Johnson responded, no it would not be any action needed.

Mr. Gilbert Smith made a motion to return to Open Session; the motion was passed unanimously. Mr. Gilbert Smith made a motion to certify the Board of Supervisors only discussed public business matters exempted from statutory open meeting requirements identified in the motion to convene to Executive Sessions. The motion was passed with a unanimous vote. There

will be no further action or business; the Board **recessed until Wednesday, March 2, 2022, at 6:00 pm.**

*Prepared by Miranda Pyne. Executive Assistant*