

At a regular meeting of the Charlotte County Board of Supervisors held in the Administration Building of said county on December 11, 2019 at 7:00 p.m.

Present: Garland H. Hamlett, Jr. Chairman  
Robert L. Shook, Jr. Vice Chairman  
Gary D. Walker  
Kay M. Pierantoni  
Crystal S. Shepherd  
Donna Fore  
Royal S. Freeman

Absent:

Chairman Hamlett called the meeting to order.

Kay M. Pierantoni gave the invocation.

Motion was made by Kay M. Pierantoni, seconded by Donna Fore and carried with all other members present and voting yes to approve the agenda as presented.

Motion was made by Robert L. Shook, Jr., seconded by Royal S. Freeman and carried with all other members present and voting yes to approve the minutes as presented.

After due notice was given, the Charlotte County Board of Supervisors and the Charlotte County Planning Commission held a joint public hearing to receive comments on a proposed Conditional Use Permit application for Ridgeway Farms for a large-scale solar installation and a proposed Conditional Use Permit application for Holocene Clean Energy for a utility scale solar facility in Red House.

Chairman Hamlett for the Board of Supervisors and Debra Haskins, Chairman for the Planning Commission called the public hearings to order.

Monica Elder, staff representative addressed the Board with the following staff report for the Ridgeway Farms Project:

### **SUBJECT HIGHLIGHTS**

**Property Owner:** Ridgeway Farm, LLC

**Applicant/Agent:** Sigora Solar LLC

**Tax map:** 59-A-2

**Zoning District:** General Agricultural

**Location/Address:** 700 Ridgeway Farm Lane, Brookneal, VA 24528

**Parcel Acreage:** 618

**Comprehensive Plan Designation:** Future Agricultural, Forestry & Rural Use

**Proposed Use:** 216.8 kW DC / 200 kW AC ground mounted Photovoltaic Solar Array for Agricultural Aggregate Net Metering (in which excess solar production from one meter or building is credited to another).

Based on the size and proposed purpose of this solar installation, it is considered a large solar energy system rather than a utility-scale solar energy facility. Large Solar Energy Systems are defined in the Charlotte County Zoning Ordinance as “A solar energy conversion system that has a maximum power of not more than 999 kW. Large solar energy systems are generally used to reduce onsite consumption of utility power for commercial and industrial applications. (Adopted July 12, 2016. Amended October 9, 2018.)”

**Lot Size for Proposed Use:** Area of use is approximately 1 acre

**Other Structures on the Parcel:** Single family dwellings, barns, outbuildings, sheds

**Setbacks:** Project meets required setbacks for principle structures in the Agricultural Zoning District, additional buffers are not required for large scale solar

**Ingress/Egress:** Location is 50' from Ridgeway Farm Lane with clear access

Planning Commission Review: October 22, 2019

Adjacent Parcel Information per Charlotte County tax records:

<u>PARCEL</u>	<u>LANDOWNER</u>	<u>COUNTY</u>	<u>SIZE/CURRENT USE</u>
47-A-17	Ridgeway Farm, LLC	Charlotte	1250 Acres / Timber, open land
59-A-1	Ridgeway Farm, LLC	Charlotte	275 Acres / Timber
59-A-2A	John & Susan Mullin Ridgeway Farm	Charlotte	15 Acres / Single Family Dwelling & Accessory structures
59-A-3 & 3A	Ridgeway Farms, LLC	Charlotte	1439 Acres / Single Family Dwelling, Farm Buildings, Timber & Open land
3592/ 018621	Ward Burton Foundation	Halifax	156 Acres / Timberland & open land
3592/ 018622	Ward Burton Foundation	Halifax	139 Acres / Timberland & open land
3592/ 025571	Ward Burton Foundation	Halifax	397 Acres / Timberland & open land
4512/ 015349	Ward Burton Foundation	Halifax	1123 Acres / Single Family Dwelling, Timberland & Open land

**Conditions Proposed by Staff:**

1. The applicant shall adhere to all federal, state, and local laws, regulations, ordinances and permit requirements for the construction and operation of the proposed facility.
2. The facility shall be constructed and operated in substantial compliance with the application provided and the approved site plan.
3. The County Administrator, Building Official, Zoning Administrator, or any other parties designated by those County officials, shall be allowed to enter the property to check for compliance with the provisions of this permit, with reasonable advanced notice and subject to the security, health and safety standards and regulations that apply to the project site.
4. Any infraction of the above-mentioned conditions may lead to a stop order and revocation of the Conditional Use Permit, if it be the wishes of the Charlotte County Board of Supervisors.

Being no public comment, the Public Comment Period was closed.

Deborah Haskins, Chairman with the Planning Commission proceeded with the next public hearing to receive public comment on a proposed Conditional Use Permit for Holocene Clean Energy for a utility scale solar facility in Red House.

Danny Wilson with New Riverside Consulting, LLC provided a Power Point presentation and the following staff report:

**Project Name:** Red House Solar Project

**Project Location:** The property is located in the community of Red House, roughly 1,000 feet west of the intersection of Red House Road (Route 727) and Lawyers Road (Route 615). The property is approximately 7.5 miles from the Town of Phenix.

**Property Owners:** Norman Reynolds and Elizabeth Miller

**Applicant:** Red House Solar I

**Parcel ID #:** 6-A-26

**Adjacent Property Owners:** The applicant held a voluntary neighborhood informational meeting to inform area residents about the project at the Red House Volunteer Fire Department on June 17, 2019. These adjacent landowners have been

notified of the joint public hearing to be held for this CUP application in order to have an opportunity to provide feedback about the project.

**Current Property Usage:**

The subject property is mostly wooded with some existing dirt roads. A manufactured home is also located on the property between the proposed project area and Hamlet Road. The property has been used for timber and farming activities and contains very limited disturbed area or development. The property fronts both Lawyers Road and Hamlet Road.

**Project Description:**

The Red House Solar Project includes the development of a utility-scale solar facility that will generate up to 5MW of energy and connect to the Southside Electric Cooperative distribution lines. The project will include the installation of solar panel arrays, inverters, electrical transmission lines, an electric substation, other electrical equipment, gravel access roads, fencing to secure the project area, and, potentially, a battery storage system. In total, approximately 20,000 solar panels will be installed as a part of the project. The subject property is zoned General Agriculture, which allows “Solar Energy System, Utility Scale” as a Conditional Use Permit (CUP), according to the Use Matrix in Article 9 of the Charlotte County Zoning Ordinance.

The project will be constructed on property that is approximately 105 acres in size, with around 38 acres to be used for solar generation. Setbacks meet the required 125’ front yard, 50’ side yard, and 70’ rear yard setbacks of the General Agricultural District (Zoning Ordinance Section 3-4) and are depicted on the Preliminary Site Plan included in the application packet. Fencing will be installed around the project area for security and safety purposes. The application infers that the solar panels will be installed on a metal tube rack system with metal pylons for ground support. This construction method allows for the least amount of ground disturbance and impervious surface, limiting the impact of the project. In accordance with the Charlotte County Zoning Ordinance, the application includes details on the decommissioning of the project at the end of its useful life or in the event that the company abandons the project. A licensed engineer from Gay and Neel, Inc. will review the applicant’s decommissioning estimate during the site plan review process, when more detailed information about the project is known, to ensure it adequately covers the necessary items. There are 13 residential homes within 150’ from the project property boundary; however, the solar project does not extend all of the way to the property boundary. The Preliminary Site Plan shows significant setbacks for the solar panels from the property boundary, moving the panels at least another 100’-150’ away from the residential homes. It does not appear that any of the homes will be adversely impacted by the project construction or be able to see the project from their properties. The existing mature vegetation will provide significant screening of the project from many of the homes; however, the applicant has also verified that a 25’ buffer will be installed around the property to provide any additional screening necessary.

**Recommended Conditions for Approval**

**1. Conformance with Plan.**

A. The Applicant shall utilize the site in general conformance with the applicable portions of the application narrative and as shown on the site plan titled “Preliminary Drawing, Not For Construction,” prepared by Holocene Design Build, LLC on behalf of Red House Solar I, and dated September 23, 2019 (the “Preliminary Plan”). The exact location of the various parts of the solar energy project (“Solar Facility”) such as solar modules, access roads and ingress/egress, fencing, parking, laydown areas, buffers, substation, switchyard, storage area, and any stormwater management ponds shall be established during the site plan review process and as required by the Virginia Department of Environmental Quality and the Southside Soil and Water Conservation District. B. Additional temporary or permanent access roads or points of ingress/egress may be added to the Solar Facility provided permission is obtained from the landowner and approved by the appropriate agency (i.e.: the County, VDOT, etc.) during the site plan review process.

## **2. Setbacks.**

A. Existing power lines, gravel roads/entrances, various easements, any new overhead lines required to deliver power into electrical grid, any telecommunication lines, and similar accessory uses needed for the Solar Facility monitoring may be located in the Setback. If any new overhead lines are installed in the setback, they shall be installed perpendicular to the property boundary, to the greatest extent possible, to minimize loss of vegetative buffer.

## **3. Screening and Landscaping**

A. Existing trees and vegetation shall be retained within the Setbacks, except where easements or access is required, to provide a minimum landscaped buffer of 25 feet.

B. In areas where existing trees, vegetation, topography, or other features are disturbed or not present, additional plantings shall be added into the Setback. These plantings shall include two rows of evergreen and/or deciduous tree species native to the region. The plantings in each row shall be spaced every 12 feet with the two rows being staggered to achieve better screening. The plantings shall be a minimum of 3 feet at time of planting. Specific details of any planted buffer shall be submitted to the county at the time of site plan review. The required buffer, including new plantings, shall be maintained by the applicant for the life of the project.

**4. Fencing.** The Applicant shall install security fencing around the solar modules as shown on the Preliminary Plan. The fence shall be a minimum height of six (6) feet with an appropriate non-climbing device such as barbed wire.

**5. Height.** The total height of the solar modules, including any mounts, shall not exceed twenty-five (25) feet. This restriction shall not apply to utility poles, transmission lines, or any equipment needed for the substation.

**6. Noise.** Noise levels at the Property line shall not exceed 50 dbA after construction.

**7. Lighting.** Lighting shall be limited to the minimum necessary for security purposes. All lighting shall be fully shielded and downward facing. Details of the light fixtures shall be provided as part of the site plan approval.

**8. Utility Connection.** Prior to site plan approval, the Applicant shall provide the County a copy of the executed Interconnection Agreement or Interim Interconnection Agreement. This Agreement shall demonstrate authorization to connect to a transmission line in accordance with Charlotte County Zoning Ordinance Section 10-23-9 shall be provided to Charlotte County.

**9. Signage.** Warning signage and a 911 address sign shall be clearly posted in various locations around the Solar Facility. The signage shall identify the owner of the facility and a 24-hour emergency contact phone number. Signage shall be posted at the property entrance.

## **10. Site Maintenance.**

A. The Applicant shall plant a grass seed mix and other vegetation under and around the panels and maintain the grass to prevent overgrowth and prevent weeds in keeping with the parameters described in the Application Section titled "Vegetation in Facility."

B. Mowing/weed management shall be conducted as needed to maintain the grasses and discourage woody/invasive species from growing too close to the solar modules.

## **11. Solar Modules.**

A. Solar modules will be manufactured and oriented to prevent glare toward any adjacent properties or roads.

B. If modules are replaced or repaired, they shall use current technology that minimizes the glare from panels as reasonably practicable.

C. Regular maintenance and repair of the equipment shall occur to ensure all elements of the project are in good working order.

**12. Inspections.** All Solar Facility components shall meet the National Electrical Code and State Building Code and shall be inspected by a county building inspector or third-party inspector approved by the county through the building permit process.

**13. Decommissioning.** Decommissioning shall be performed in compliance with the decommissioning plan as submitted. This approved plan includes, but is not limited to, the submission of decommissioning financial security prior to site plan approval, and removal of equipment and site rehab and restoration at the end of operations.

**14. Regulatory Compliance.** The Project will comply with local, state, and federal laws as applicable during the development, construction, operation, and decommissioning of the Project. If any portion of the Project is found to be out of compliance with local, state and/or federal laws applicable to the development, construction, operation, and/or decommissioning of the Project, the Applicant shall remedy such noncompliance as soon as reasonably practicable.

Stan Allison and Laura Tillett with Holecene Clean Energy were available for discussion of the project with the Board.

Being no public comments, the Public Comment period was closed.

Chairman Haskins for the Planning Commission and Chairman Hamlett for the Board of Supervisors recessed the Public Hearings. The Planning Commission met briefly and returned to the Board of Supervisor with their recommendations.

***Committee Reports:***

Gary D. Walker – Supervisor Walker reported the Commonwealth Regional Council (CRC) is continuing to work on projects with the towns. On December 5<sup>th</sup> the contract was awarded to Person Construction for the sidewalk project for Evergreen Road in the Town of Charlotte Court House. Estimated starting date will be February or March depending on the weather. The CRC is also interviewing engineers to assist in the Town of Phenix water project along with working with the Town of Keysville on their Comprehensive Plan.

Donna Fore – None

Royal S. Freeman – None

Kay M. Pierantoni – Supervisor Pierantoni continued work with the Piedmont Alliance for Substance Abuse in the County. She made informational handouts available for the public. Supervisor Pierantoni is also a member of the Tri-County Community Action Board and the Social Services Board and asked if anyone needed service by either of these agencies to please contact her. Supervisor Pierantoni reported the Charlotte County Christmas Parents were able to help 250 children in Charlotte County, they also received donations in the amount of \$10,000.00 and received more donations of toys.

Crystal Shepherd - None

Robert L. Shook, Jr. – None

Garland H. Hamlett, Jr. – Chairman Hamlett attended the Workforce Investment program for Charlotte County.

***Public Comment:***

*Eric Brown* addressed the Board concerning the retirement dinner for the Sheriff's Department employees. Mr. Brown stated our law officers should be recognized for the service they have given the Sheriff's Department. Mr. Brown asked the Board, when developing a policy for further office events, that they not be restricted due to funding issues and urges citizens to provide donations for such events.

*Chris Russell* addressed the Board with information on another possible company or vendor that could be considered for the proposed new communication system.

Being no further comment the Public Comment period was closed.

Josh Roller with Robinson, Farmer & Cox Associates presented the FY2019 Audit Report to the Board. A clean audit was presented with no findings.

JoAnne Jones with the Charlotte County Extension Office addressed the Board with information on the Memorandum of Agreement request.

Motion was made by Kay M. Pierantoni, seconded by Donna Fore and carried with all other members present and voting yes to approve the Memorandum of Agreement request from the Charlotte County Extension office as follows;

**PURPOSE:**

This Agreement establishes the roles and responsibilities of the Virginia Department of Agriculture and Consumer Services (VDACS) and Charlotte County in conducting the annual Plastic Pesticide Container Recycling Program. The Virginia Plastic Pesticide Container Recycling Program assists agricultural producers, pesticide dealers and pest control firms to recycle properly rinsed plastic pesticide containers.

**CONTRACT PERIOD:** January 1, 2019 through December 31, 2019.

**RENEWAL OF CONTRACT:** This contract may be renewed by VDACS upon written agreement of both parties for three (3) successive one year periods, under the terms of the current contract.

**VDACS RESPONSIBILITIES:**

1. **Administer the statewide Program.** VDACS shall administer and provide oversight of the statewide Program by:
  1. establishing guidelines for statewide Program;
  2. approving local government programs;
  3. scheduling the granulation of containers; and,
  4. monitoring each local program to ensure their adherence to established guidelines.
2. **Reimburse Charlotte County up to the amount of \$ 1,875 to support the costs of the Program.** VDACS shall reimburse Charlotte County for actual local program expenses for the administration of the Plastic Pesticide Container Recycling Program incurred during the contract period (January 1 – December 31) up to \$1,875. All expenses must be directly related to the Plastic Pesticide Container Recycling Program and may include: construction, rental, and material costs related to the establishment of a collection site; salaries, wages, and fringe benefits for container inspection and administration of the Program; travel expenses (travel expenses not to exceed allowable State rates in effect at the time travel occurred), safety equipment purchases, incentives and training materials related to the Program. Reimbursement shall be made upon receipt of an activity report and expense reimbursement request, including receipts, for the contract period (January 1 – December 31).
3. **Provide educational materials for use by Charlotte County for distribution to participants.** VDACS shall provide, upon request, educational materials (slide series, videotapes, pamphlets, etc.) which illustrate the proper procedures for rinsing pesticide containers, pesticide container inspection checklists, wellhead protection and the overall recycling program. VDACS shall also assist Charlotte County in educating participants in the recycling program, upon request.
4. **Provide training for pesticide container inspectors.** VDACS shall, upon request, train Charlotte County pesticide container inspectors to properly inspect pesticide containers for cleanliness and educate participants in proper rinsing procedures. All pesticide container inspectors must complete this training.

5. **Provide jet-rinse nozzles as requested.** VDACS shall provide, upon request, a limited supply of jet-rinse nozzles to Charlotte County to assist in promoting the recycling program, upon request. The jet-rinse nozzles shall be distributed to agricultural producers, pesticide dealers and pest control firms who agree to recycle their plastic pesticide containers, until supplies run out.
6. **Coordinate the scheduling for the granulation of pesticide containers.** VDACS shall coordinate the scheduling for the granulation of pesticide containers at Charlotte County collection site. It is anticipated that 1-2 visits will be made during the Program year to granulate the collected containers.

#### **CHARLOTTE COUNTY RESPONSIBILITIES:**

1. **Develop plan to administer the Recycling Program.** Charlotte County shall develop a written plan for implementing and administering the Plastic Pesticide Container Recycling Program for their locality and submit the plan to VDACS for concurrence. The written plan must address the following topics:
  1. location of collection site(s);
  2. collection site(s) hours of operation;
  3. method for storing accepted containers;
  4. pesticide container inspection personnel; and,
  5. handling containers rejected by granulator.
2. **Administer the Plastic Pesticide Container Recycling Program in Charlotte County.** Charlotte County shall administer the local Program by:
  1. establishment of a secure, covered recycling site;
  2. employment and supervision of container inspector(s);
  3. removal of all plastic pesticide sleeves or labels prior to placement in the recycling storage facility;
  4. inspection of all plastic pesticide containers to assure cleanliness in accordance with established guidelines;
  5. assisting the recycling contractor during the processing and granulation of the containers; and,
  6. submission of an activity report and expense reimbursement request, including receipts, for the contract period (January 1 – December 31) to VDACS by January 31, 2020.
3. **Execute documentation transferring container ownership to granulator.** Charlotte County shall execute and sign the documentation transferring ownership of the containers to the recycling contractor.
4. **Educate agricultural producers about proper pesticide container rinsing procedures and the Recycling Program.** Charlotte County, through Virginia Polytechnic Institute and State University through its Virginia Cooperative Extension (VCE), shall promote the value of recycling plastic pesticide containers to the agricultural community. VCE shall educate agricultural producers about proper pesticide container rinsing procedures and the Recycling Program through the distribution of educational materials and presentations at growers' meetings.
5. **Distribute jet-rinse nozzles to participating agricultural producers.** To promote the recycling program and encourage participation, Charlotte County, through VCE, shall distribute VDACS-supplied jet-rinse nozzles to agricultural producers, pesticide dealers and pest control firms agreeing to participate in the Program.

Mr. Robert Taylor with RiverStreet Networks provided information on Broadband in the County.

Mr. Carl Espy addressed the Board to request a 11-mile part of the Staunton River be designated as Scenic River. The subject highlights are as follows:

In July the Board directed staff to request that the Department of Conservation and Recreation (DCR) evaluate a section of the Staunton River for designation as a scenic river under the Virginia Scenic Rivers Act of 1970. DCR completed their evaluation and determined the section of the Staunton River from the US360 Bridge near Clover to the Staunton River State Park, approximately 11 miles in length, could appropriately be designated as a scenic river.

The next step is to request that DCR consider this matter at their January 2020 board meeting and request the County's representatives take this to the 2020 legislative session, requesting that Section 10.1-413 A of the Code of Virginia be amended to designate the section of the Staunton River from the US360 Bridge near Clover to the Staunton River State Park in Charlotte County as a 'Scenic River.'

NOTE: Halifax County Board of Supervisors will be asked to take the same action for this same section of the Staunton River.

Motion was made by Kay M. Pierantoni, seconded by Donna Fore and carried with all other members present and voting yes to adopt the following resolution requesting formal scenic river designation;

WHEREAS, the Virginia Scenic Rivers Program was enacted by the Virginia General Assembly in 1970 for the purpose of identification, protection, and preservation of certain rivers, or sections of rivers, which possess high quality natural beauty; and

WHEREAS, the Virginia Department of Conservation and Recreation has been charged with administering the Scenic Rivers Program and developing an objective evaluation process to judge the suitability of river segments; and

WHEREAS, much of the Staunton River in Charlotte County has already received Scenic River Designation; and

WHEREAS, in July 2019 the Charlotte County Board of Supervisors asked the Virginia Department of Conservation and Recreation to evaluate the 11-mile length of the Staunton River in Charlotte County from the US360 Bridge near Clover to Staunton River State Park in order to consider extending the Scenic River designation to include this section of river, as enabled by the Code of Virginia; and

WHEREAS, the Department of Conservation and Recreation conducted the evaluation and determined this section of the Staunton River meets the criteria for Scenic River designation; and

WHEREAS, the Charlotte County Board of Supervisors would like to pursue formal designation through this process, which requires a resolution of support from the Board of Supervisors and a request to the Virginia General Assembly to amend the Code of Virginia to include this extension;

NOW, THEREFORE, BE IT RESOLVED, that the Charlotte County Board of Supervisors supports the formal designation of the extension of the Scenic River designation for the Staunton River from the US360 Bridge near Clover to the Staunton River State Park, and hereby requests the Virginia General Assembly to amend VAC 10.1-413 A, ***Staunton River State Scenic River*** to this effect.

Motion was made by Royal S. Freeman, seconded by Crystal S. Shepherd and carried with all other members present and voting yes to adopt the following resolution honoring Sheriff Thomas D. Jones upon the occasion of his retirement;

**WHEREAS**, Thomas D. Jones began his career at the Charlotte County Sheriff's Office as a Jail Officer in 1981 and accepted the position of Patrol Officer in 1983; and

**WHEREAS**, in 1987 the citizens of Charlotte County elected Thomas D. Jones as Sheriff; and

**WHEREAS**, Thomas D. Jones is currently the longest serving sheriff in office in the Commonwealth of Virginia, having served eight consecutive terms; and

**WHEREAS**, Thomas D. Jones dedicated his career to public service, earning the respect of his employees, fellow officers, and those he is entrusted to serve and protect; and

**WHEREAS**, during his tenure, Thomas D. Jones also worked to enhance & promote the law enforcement profession, serving on the Board of Directors of the Central Virginia Criminal Justice Academy, as President of the Virginia Sheriff's Association in the 2006-2007 term, and as a member of the Virginia Sheriff's Institute Board in addition to serving on numerous other boards and committees; and

**WHEREAS**, on December 31, 2019, Thomas D. Jones will retire from the Charlotte County Sheriff's Office,

**NOW THEREFORE, BE IT RESOLVED**, that the Charlotte County Board of Supervisors wishes to express their sincere gratitude and appreciation to Sheriff Thomas D. Jones for his many years of service, dedication and hard work.

**BE IT FURTHER RESOLVED** that this resolution be permanently recorded in the minutes of the Charlotte County Board of Supervisors.

Debra Haskins Chairman of the Planning Commission addressed the Board. Chairman Haskins recommended the Board approve the Conditional Use Permit Application for Ridgeway Farms with the conditions as presented. Chairman Haskins also recommended the Board approve the Conditional Use Permit Application for Holocene Clean Energy with the following corrections to their conditions;

*Correct the 38 acres to 28 acres and remove the battery storage.*

Motion was made by Kay M. Pierantoni, seconded by Royal S. Freeman and carried with all other members present and voting yes to approve the Conditional Use Permit Application for Ridgeway Farms for a large-scale solar installation with the conditions as presented.

Motion was made by Kay M. Pierantoni, seconded by Donna Fore and carried with all other members present and voting yes to table the Conditional Use Permit Application for Holocene Clean Energy until more information is received on decommissioning and impact fees.

Dean Foster and Larry Clark with the Electoral Board addressed the Board. The Electoral Board is requesting to move the Saxe/Bacon polling location from the Southall Community Building to New Hope Church.

Chairman Hamlett scheduled a public hearing for January 8, 2020 to hear public comment on moving the Saxe/Bacon polling location from the Southall Community Building to New Hope Church.

Motion was made by Kay M. Pierantoni, seconded by Donna Fore and carried with all other members present and voting yes to certify the election abstracts for 2019.

Kay M. Pierantoni addressed the Board with an update from the Communications Committee. Supervisor Pierantoni stated the Communications Committee move forward with the RCV contract.

Motion was made by Kay M. Pierantoni, seconded by Donna Fore and carried with Gary D. Walker abstaining and all other members present and voting yes to move forward with the amended RCV contract.

Motion was made by Kay M. Pierantoni, seconded by Donna Fore and carried with all other members present and voting yes to approve the recommendation of the County Administrator to adopt the financing option for the communications system and authorize staff to move forward with executing the contracts and closing with BB&T.

Motion was made by Robert L. Shook, Jr., seconded by Donna Fore and carried with all other members present and voting yes to open all recycle centers on Thursday December 26, 2019.

Chairman Hamlett set the organizational meeting for Thursday January 2, 2020 at 9:00 a.m.

Motion was made by Royal S. Freeman, seconded by Robert L. Shook, Jr., and carried with all other members present and voting yes to adopt the International Building Code for 2015.

Mr. Witt gave the Administrator's report.

Daniel Witt, County Administrator addressed the Board concerning the County Attorney's fees. Information provided follows;

At the November meeting staff made the Board aware of the line item for the County Attorney and legal counsel. The budgeted line item was based on historic use for these services; however, invoices from the first 5 months of FY2020 consumed all the budgeted funds. The Board discussed a policy for when the Attorney should be contacted by the Board members and staff will implement a policy if agreed to by the Board.

Mr. Slayton worked on many projects and matters for staff and the Board members this past month. He attended several meetings and participated in other conference calls. Each matter was/is important to the County and in staff's opinion required legal counsel. Staff also knows there are items the Attorney is currently working on and will be items during the rest of the year that will require legal counsel. Staff recommends the Board appropriate additional funding for the County Attorney as there will continue to be need for legal counsel for the balance of FY2020.

Public Comment: Terry Ramsey addressed the Board with concerns over the 2019 Audit Report. Mr. Ramsey suggest a re-cast of the 2020-2021 Budget around May or June to track expenditures and revenue.

Motion was made by Gary D. Walker, seconded by Kay M. Pierantoni and carried with all other members present and voting yes to approve the following appropriations;

		<b>Expenditure</b>	<b>Revenue</b>
<b>10-8015-6016</b>	<b>VBAF-Old Shaw Building Project</b>	<b>10,825.00</b>	
<b>10-240513</b>	<b>VA Brownfields restoration &amp; Economic Redevelopment Assistance Fund Program</b>		<b>10,825.00</b>
<b>10-1204-3002</b>	<b>County Attorney-Purchased Services</b>	<b>46,000.00</b>	
<b>10-510030</b>	<b>Funds from General Fund Balance</b>		<b>46,000.00</b>
<b>Total</b>		<b>56,825.00</b>	<b>56,825.00</b>

Motion was made by Kay M. Pierantoni, seconded by Royal S. Freeman and carried with Donna Fore voting no and all other members present and voting yes to approve the invoices for December 2019 in the amount of \$785,563.18.

***Board Member Other Comments:***

Kay M. Pierantoni-Supervisor Pierantoni thanked Supervisor Shepherd for her time and effort put into the Facilities Committee and for her time on the Board. Supervisor Pierantoni gave an update on the vacant County buildings. There have been repairs, and upgrades to the available buildings.

Crystal Shepherd – None

Gary D. Walker – Supervisor Walker stated although investing in the County buildings is necessary, with the increase in taxes and the impending improvements to the schools, if the General Assembly provides any wage increases for employees the County may not have the funding available. Supervisor Walker stated if the Board continues to obligate funds to buildings, valuable employees could be lost as a result of no future wage increases. Supervisor Walker also thanked Supervisor Shepherd for her service on the Board. Supervisor Walker also thanked Supervisor Freeman for his service on the Board.

Donna Fore – Supervisor Fore thanked Supervisor Pierantoni for continuing to monitor the invoices each month. Supervisor Fore would like for staff and Mr. Witt to review invoices as they are submitted. Supervisor Fore would like for staff to look into a County welcome center and a more active Chamber of Commerce. Supervisor Fore would like for staff to continue working on Broadband for the County. Supervisor Fore suggested money be added to the upcoming budget for consultants as needed for any upcoming projects the County may have.

Royal S. Freeman – Supervisor Freeman stated he has enjoyed the last 4 years with the Board and has learned a lot.

Robert L. Shook, Jr. – Supervisor Shook expressed his appreciation to Supervisor Shepherd for her service on the Board.

Garland H. Hamlett, Jr. – Chairman Hamlett expressed his appreciation to Supervisor Shepherd and Supervisor Freeman for their service on the Board.

Motion was made by Gary D. Walker, seconded by Kay M. Pierantoni and carried with all other members present and voting yes to accept the following appointments/re-appointments to the various boards:

<b>Library Board</b>	Winnie Morris Teresa Osborne Eleanor B. Williams
<b>Social Services Board</b>	Carolyn Baker
<b>Industrial Development Authority</b>	Kenny Redmond
<b>Charlotte County Planning Commission</b>	Andy Carwile Kerwin Kunath Cornell Goldman
<b>Board of Zoning Appeals</b>	Kurtis Jones Tammy Lee
<b>Southside Regional Service Authority</b>	Daniel Witt Robert L. Shook, Jr. Jenni Booth

*Public Comment*

Being no public comment, the public comment period was closed.

The meeting was adjourned.