



## Campbell County Board of Supervisors

**AGENDA - December 5, 2023**

**Haberer Building Boardroom (Lower-Level)**

Available via [ZOOM](#)

**6:00 P.M. –** Call to Order and Pledge of Allegiance by Chairman Cline

Moment of Silence

### **1. APPROVAL OF MINUTES**

**Documents:**

[BROADBAND AUTHORITY AND BOARD WORK SESSION - OCTOBER 17 2023.DOCX](#)

### **2. APPEARANCES**

#### **2.I. PUBLIC COMMENT PERIOD**

The Campbell County Board of Supervisors provides the opportunity for general public comment at a public meeting at least once per quarter, pursuant to Virginia Code Section 15.2-1416. At this time, the Board invites any citizen who would like to address the Board to come forward and speak on any topic of concern. Speakers are asked to limit their remarks to no more than three (3) minutes.

### **3. ADMINISTRATOR'S ITEMS**

Frank J. Rogers, County Administrator

#### **3.I. RECOGNITION OF BOARD MEMBERS**

The Campbell County Board of Supervisors and staff would like to recognize and thank Supervisor A. Dale Moore and Supervisor Steve W. Shockley, both

of whom will complete their terms on December 31, 2023, for their service to Campbell County.

Supervisor Moore began service on the Board of Supervisors on January 1, 2019 and was first elected for a one year term in a special election following the retirement of Supervisor Stan Goldsmith. He was then re-elected in 2020 for a subsequent four-year term. Supervisor Shockley began service on the Board of Supervisors on January 1, 2020 and has served four years.

**RECOMMENDATION: The Board of Supervisors and County staff would like to recognize Supervisors A. Dale Moore and Steve W. Shockley for their dedicated service on the Campbell County Board of Supervisors and to the citizens of Campbell County.**

Documents:

[BOARD MEMBERS RECOGNITION.DOCX](#)

### 3.II. PROPOSED LEGISLATIVE PROGRAM

Each year staff presents the Board with a proposed list of legislative items for consideration. The adopted legislative priorities are forwarded to the Virginia Association of Counties. Copies are also sent to our area legislators.

Attached is a proposed legislative agenda for review. This is the same legislative program as prior years. Staff welcomes input and feedback from the Board if there are other matters for inclusion.

**RECOMMENDATION: Staff would like to receive input from the Board as to what items should remain on or be added to the attached legislative agenda. Following the discussion and adoption, staff will finalize the agenda and move forward the final list of proposed legislative items to VACo and area legislators.**

Documents:

[LEGISLATIVE PROGRAM MEMO.DOC](#)  
[LEGISLATIVE AGENDA - 2024.DOCX](#)

### 3.III. BROOKVILLE HIGH SCHOOL PPEA COMPREHENSIVE AGREEMENT AUTHORIZATION

Clifton M. Tweedy, Deputy County Administrator

On April 7, 2023, the County published an unsolicited PPEA from English Construction Co., Inc. for the renovation of Brookville High School and to construct a new elementary school. Competing proposals were requested to include only renovations to Brookville High School.

The Board conducted the required Public Hearing at their meeting on July 18, 2023 to receive any public comment on the proposed project. The Parties negotiated an Interim Agreement consistent with the PPEA, other applicable law, the PPEA Guidelines, Design-Builder's Proposal, and discussions between the representatives of the County, the Schools, and the Design-Builder dated October 3, 2023 (Exhibit Q). The County subsequently conducted additional negotiations with Blair Construction, Inc., arriving at the terms and conditions of the proposed comprehensive agreement.

Based upon the proposer's proposals, presentations, and negotiations, the Owner determined that the Project is a qualifying project that serves the public purpose of the PPEA under the criteria of Va. Code §56-575.4(C) and would be in the public interest to pursue.

The next step is the authorization of the Comprehensive Agreement with Blair Construction. This agreement is very similar to a normal construction contract with some additional details that clarify the process. County staff has been working with Tim Clarke, owner of Blair Construction, to finalize the legal requirements for the Comprehensive Agreement. The two most important details of this effort are the cost and the schedule. We have reached an agreement on a Construction Cost Limit (CCL) of \$47,000,000, as shown in Exhibit G, which matches the approved budget. The renovated Brookville High School is scheduled to be completed by May 31, 2026. Authorizing the Comprehensive Agreement will allow this project to continue to move forward on the aggressive schedule previously adopted by the Board. This Agreement formalizes the commitment of both the County and the Blair Construction team to finalize the design and start construction early next year so the relocated new cafeteria will be ready for the start of school in August 2024. This will allow the renovation of the entire facility to continue while occupied by the students. The CCL establishes a limit for the construction and design of the project. We will also develop a Guaranteed Maximum Price (GMP) in the next few months after the design is fully developed. This amount will be less than or equal to the CCL.

**RECOMMENDATION: Following any questions from the Board, authorize County Staff to execute all documents related to the Comprehensive Agreement between Campbell County and Blair Construction, Inc. for the design and construction of the renovated Brookville High School.**

Documents:

[BROOKVILLE HIGH PPEA COMP AGREEMENT AUTHORIZATION  
MEMO.DOCX](#)  
[COMPREHENSIVE AGREEMENT.DOC](#)

#### 3.IV. HIGHWAY MATTERS

- i. Status of Outstanding Highway Matters: See memorandum
- ii. Highway Matters Action Items: None
- iii. A few minutes is scheduled each month for Supervisors to voice any questions or concerns regarding highway matters.

**RECOMMENDATION: Please provide staff with any highway matters the Board has or that need to be passed along to VDOT.**

Documents:

[HIGHWAY MATTERS.DOCX](#)

#### 4. CONSENT AGENDA

##### 4.I. APPROPRIATIONS

Attached is an appropriation listing for the Board's consideration.

Documents:

[APPROPRIATIONS.XLSX](#)

#### 4.II. COUNTY ATTORNEY INVOICE

Attached is an invoice for \$23,716.50 from the County Attorney for services provided from October 17, 2023 through November 20, 2023.

##### **Services**

General Representation: \$9,630.00

Real Estate Tax Collection: \$6,980.00

Personal Property Tax Collection: \$1,720.00

Miscellaneous Matters: \$2,500.00

##### **Expenses Paid**

General Representation: \$0.00

Real Estate Tax Collection: \$2,597.53

Personal Property Tax Collection: \$288.97

Miscellaneous Matters: \$0.00

Documents:

[COUNTY ATTORNEY INVOICE.PDF](#)

#### 4.III. ARPA FUNDS - YELLOW BRANCH SEWER PROJECT

Attached is a memorandum pertaining to the Yellow Branch Sewer Project for the Board's consideration.

Documents:

[ARPA FUNDS YELLOW BRANCH SEWER PROJECT MEMO.DOC](#)

#### 4.IV. SUPPORT RESOLUTION FOR CENTRAL VIRGINIA ELECTRIC COOPERATIVE

Attached is a memorandum from Central Virginia Electric Cooperative for the Board's consideration. Also attached is a Resolution in Support.

Documents:

[CENTRAL VIRGINIA ELECTRIC COOPERATIVE SUPPORT MEMO.DOC](#)  
[CENTRAL VIRGINIA ELECTRIC COOPERATIVE SUPPORT RESOLUTION.DOCX](#)

#### 4.V. **RECOMMENDATIONS: Staff Recommends The Board:**

- a. Approve the appropriations as presented;
- b. Approve the County Attorney invoice of \$23,716.50;
- c. Authorize the appropriation of additional ARPA funds to fully fund the utility project at Yellow Branch and to make any necessary amendments to documents to facilitate the completion of that project; and
- d. Approve the Support Resolution as requested by Central Virginia Electric Cooperative for the purpose of strengthening their 2023 VATI grant application.

## 5. APPOINTMENTS

Attached for your review is a list of appointments.

### Documents:

[APPOINTMENTS.DOCX](#)

## 6. MATTERS FROM THE BOARD

A few minutes is scheduled at each meeting to discuss matters from the Board.

### Documents:

[MATTERS FROM THE BOARD.DOCX](#)

## 7. CLOSED MEETING

None

## 8. 7:00 P.M. PUBLIC HEARINGS

Paul E. Harvey, Director of Community Development/Assistant County Administrator

The following Public Hearings were advertised (ad attached) for:

### Documents:

[BOARD AD.DOC](#)

### 8.I. PL-23-177 SPECIAL USE PERMIT REQUEST - 629 FARMCREST ROAD

This request is from Stuart Squier, agent for Michael D. and Lori H. Webb, for a special use permit to construct and operate a telecommunications tower on property zoned Agricultural. The property is located in the Rustburg Election District. The applicant is requesting to construct a 197-foot steel monopole telecommunications tower (199 feet with lightning rod). The applicant will be leasing a 5,625 square foot area from the property owners for the purpose of constructing and operating the tower.

A narrative submitted by the applicant regarding compliance with the Standards for Telecommunication Antennas and Towers in the Zoning Ordinance for the proposed tower is included in the packet along with a conceptual site plan and supporting documents. Staff has reviewed the proposal and believes that the applicant has justified the need for a new tower and that the applicant's services goals can be met by approval of the application.

**RECOMMENDATION: The Planning Commission recommended approval of this request by vote of 5-0 citing good zoning practice, with the following conditions: the applicant construct the tower in general conformance to the narrative, site plan, and supporting documents submitted with this request.**

Documents:

[PL-23-177 BOARD PACKET.PDF](#)

8.II. PL-23-178 SPECIAL USE PERMIT REQUEST - 532 MEMORY LANE

This request is from Stuart Squier, agent for James E. Jr. and Ashley E. Baker, for a special use permit to construct and operate a telecommunications tower on property zoned Agricultural. This property is located in the Rustburg Election District. The applicant is requesting to construct a 195-foot steel monopole telecommunications tower (199 feet with lightning rod). The applicant will be leasing a 5,625 square foot area from the property owners for the purpose of constructing and operating the tower.

A narrative submitted by the applicant regarding compliance with the Standards for Telecommunication Antennas and Towers in the Zoning Ordinance for the proposed tower is included in the packet along with a conceptual site plan and supporting documents. Staff has reviewed the proposal and believes that the applicant has justified the need for a new tower and that the applicant's service goals can be met by approval of the application.

**RECOMMENDATION: The Planning Commission recommended approval of this request by vote of 5-0 citing good zoning practice, with the following conditions: the applicant construct the tower in general conformance to the narrative, site plan, and supporting documents submitted with this request.**

Documents:

[PL-23-178 BOARD REPORT.PDF](#)

8.III. PUBLIC HEARING - CODE UPDATE

Semi-annually the Board of Supervisors updates the Code of Campbell County with mandated changes that result from action of the General Assembly and discretionary changes that are initiated by either the Board or

staff during the year.

Some of the proposed amendments to the County Code for the regular fall update are mandated changes to mirror state law changes that were effective July 1. Others are discretionary changes requested by staff or are minor amendments clarifying certain aspects of the Code. Staff will review the summaries for the semi-annual update at the Board meeting. The amended text for all chapters is available electronically with a paper copy available in the County Administrator's Office. The summary of all changes is attached to this memorandum. The proposed changes to Chapters 21 and 22 of the County Code will be reviewed at a Planning Commission public hearing on December 4, 2023, and a summary of the recommendations will be provided to the Board prior to the public hearing.

**RECOMMENDATION:** Staff recommends that the Board hold the required public hearing on the proposed and accept public comment. Following the public hearing, staff requests that the Board take action on adopting such code changes as the Board decides.

Documents:

[PUBLIC HEARING CODE UPDATE FALL 2023.DOCX](#)  
[PUBLIC NOTICE - PLANNING COMMISSION.DOCX](#)  
[PUBLIC NOTICE - BOARD OF SUPERVISORS.DOCX](#)

## **9. AGENCY MINUTES AND REPORTS**

Documents:

[ROBERT E LEE SOIL AND WATER CONSERVATION DISTRICT - OCTOBER 2023.DOCX](#)  
[LIBRARY BOARD OF TRUSTEES - OCTOBER 2023.DOCX](#)  
[SOCIAL SERVICES BOARD - OCTOBER 2023.PDF](#)  
[SOCIAL SERVICES BOARD BUDGET COMMITTEE - NOVEMBER 2023.PDF](#)

## **10. INFORMATIONAL ITEMS**

Documents:

[EXPENDITURE REVENUE SUMMARY - OCTOBER 2023.DOCX](#)  
[NEW EMPLOYEE REPORT - NOVEMBER 2023.PDF](#)  
[SCHOOL APPROPRIATIONS - NOVEMBER 2023.PDF](#)

## **11. BOARD OF SUPERVISORS MEETING SCHEDULE**

Revised 11/20/2023

**Tuesday, December 5th**

6:00 PM - Regular Administrative Business Meeting

7:00 PM - Public Hearings

Tuesday, December 12th

6:00 PM - Board Work Session (Budget Revenues)

**Tuesday, December 19th**

11:00 AM - Swearing-in Ceremony (Campbell County Circuit Court)

**Tuesday, January 2nd**

6:00 PM - Regular Administrative Business Meeting

7:00 PM - Public Hearings

Tuesday, January 9th

7:00 PM - Joint Meeting with School Board

Tuesday, January 16th

6:00 PM - Board Work Session

**Tuesday, February 6th**

6:00 PM - Regular Administrative Business Meeting

7:00 PM - Public Hearings

Tuesday, February 13th

5:30 PM - EMSAC/FAC - Board of Supervisors Meeting Room

Tuesday, February 20th

6:00 PM - Board Work Session

Tuesday, February 27th -

6:00 PM - **Budget Work Session**

Thursday, February 29th -

6:00 PM - 2nd Budget Work Session (tentative)

11.I. RECOMMENDATIONS: Staff Recommends The Board:



1. **Approve the appropriations as presented;**
2. **Approve the County Attorney invoice of \$23,716.50;**
3. **Authorize the appropriation of additional ARPA funds to fully fund the utility project at Yellow Branch and to make any necessary amendments to documents to facilitate the completion of that project; and**
4. **Approve the Support Resolution as requested by Central Virginia Electric Cooperative for the purpose of strengthening their 2023 VATI grant application.**

[campbellcounty.gov](http://campbellcounty.gov)

Residents having any questions or comments regarding any of the above agenda items may click [here](#) to provide the Board of Supervisors your feedback.