

**Minutes
Windsor Town Council Intergovernmental Meeting
Town Hall
July 11, 2018**

The Windsor Town Council met in an Intergovernmental meeting on July 11, 2018 at 6:00 p.m. in the Council Chamber of the Windsor Town Hall, Windsor, Virginia. Terry Whitehead, Town Clerk, recorded the minutes for the Town of Windsor, and Carey Mills Storm, Clerk of the Board, recorded the minutes for Isle of Wight County.

Present for Windsor: Mayor Carita J. Richardson
Vice Mayor Durwood V. Scott
Councilman N. Macon Edwards, III
Councilman Greg Willis
Councilwoman Flemming
Councilman Tony Ambrose
Councilman Walter Bernacki
Michael Stallings, Town Manager

Present for Isle of Wight: Rudolph Jefferson, Board of Supervisor, Chairman
Don Rosie, Board of Supervisor
Randy Keaton, County Administrator
Don Robertson, Assistant County Administrator
Jamie Oliver, Transportation Project Manager
Chris Morello, Interim Director of Economic Development
Tony Wilson, Director of Public Works
Mark Popovich, County Attorney

Mayor Richardson welcomed everyone and thanked them for attending the meeting. Chairman Jefferson opened the meeting for the Isle of Wight County Board of Supervisors. Mayor Richardson opened the meeting for the Windsor Town Council.

Route 460 Smart Scale Applications

Jamie Oliver, Isle of Wight County Transportation Project Manager, stated that Isle of Wight County is planning to submit two proposals for improvements to the Route 460 corridor in Windsor to the Virginia Department of Transportation's Smart Scale this month. She explained that the window for localities to submit proposals for evaluations will close on August 1, 2018. She asked that Council submit a letter or resolution of approval by December, 2018 if they are in agreement with the proposals after review. She noted that projects that score high enough on the scale will be given full funding from the state.

Mrs. Oliver explained that the first proposal focuses on adding turn lanes to the north and south legs of the intersection at Route 258 and Route 460 and adding sidewalks on the north side of the intersection to connect with existing sidewalks on Route 460. She said the second proposal focuses on improving the six-way intersection by turning it into a four-way intersection by eliminating the intersections at Bank Street and Church Street.

Mayor Richardson expressed her concerns with closing the Church Street intersection and redirecting traffic to Roberts Avenue or Lovers Lane onto Route 460. She said without traffic lights, it is very difficult and creates safety issues when making a left turn onto Route 460 from Roberts Avenue or Lovers Lane.

Councilman Bernacki stated that farmers often use Church Street to move their heavy equipment, and if the road is closed to through traffic, they would need to use Route 460 instead. He said this could result in taking up more than one lane on Route 460 with their wide, slow-moving vehicles which would create safety issues.

Mrs. Oliver reviewed the traffic count data, and Council continued to discuss their concerns regarding having to redirect school buses and large trucks if the Church Street intersection is eliminated.

Mayor Richardson asked if the County had received the concept plan prepared by Walter Kulash in 2016 on behalf of the Southern Environmental Law Center. She explained that the proposal called for the creation of a five-lane highway within the existing corridor with a center turn lane and curb and gutter sidewalks on either side. She said this would only affect a few businesses. She said it also suggested a method of redesigning the six-way intersection without closing Church Street that would improve the level of service and safety at that intersection.

Mrs. Oliver said VDOT had indicated that it does not consider the proposal to be feasible and would not be pursuing the Kulash plan.

After further discussion, Council supported the proposal for the improvements to the Route 258 intersection and the proposal to eliminate the Bank Street intersection at the six-way intersection. Council requested additional time to discuss and consider the proposal to eliminate the Church Street intersection. Mrs. Oliver agreed that only eliminating the Bank Street intersection would improve the level of service at the six-way intersection from an F rating to a low C rating.

Library

Randy Keaton, Isle of Wight County Administrator, said he will be meeting with Jenny Bakos, Blackwater Regional Library Director, on Friday, July 13, 2018 to discuss ideas and options for improving all the libraries in the County.

Councilwoman Flemming explained that the Windsor library is utilized a lot, especially by families with small children, but the facility does not have enough room to get everyone inside when some programs are held. She also expressed her concerns with the lack of space for staff. She asked that options to improve the space issues at the Windsor Library be discussed at the July 13, 2018 meeting with Ms. Bakos.

Mr. Keaton said he will share the information he receives from the regional level regarding the space issues at the Windsor Library with Council after the meeting with Ms. Bakos.

Fire Department

Mr. Stallings explained that a representative from the Windsor Volunteer Fire Department attended a recent Council meeting with concerns regarding the Aid to

Localities (ATL) grant funds. The members of the fire department have requested that Isle of Wight County not count any received grant funds against the Windsor Volunteer Fire Department's own operating budget and restore its funding as before.

Mr. Keaton explained that last fiscal year he met with all the fire departments in the County to discuss their budgets and to see what funds they needed for operations. He reviewed the FY2018 and FY2019 Windsor Volunteer Fire Department budget and explained that the Windsor Volunteer Fire Department is fully funded by the County based on the expenses provided by the department. He stated that Windsor and Smithfield are the only two departments receiving ATL grant funds, and the County wanted the budget to be reflective of total funds regardless of the source.

Councilman Bernacki stated that not every fire department is the same. He explained that there are different jurisdictional requirements that have different response requirements that require different equipment. He explained that the \$10,000 received from the ATL grant may be money needed for specific equipment for the Windsor Fire Department that is not required at another fire department based on their jurisdiction. He stated that each department knows better how to allocate these funds based on their particular requirements. He said the Windsor Volunteer Fire Department covers two districts and service expectations have increased for all fire departments. He said these issues along with public safety must be taken into consideration when the funds are distributed by the County.

Chairman Jefferson stated that the County has made it clear that every fire department and EMS agency in the County is being fully funded by Isle of Wight County, and if any agency needs anything beyond their budget, the funds will be provided. He said he feels that if the County is fully funding the fire departments, then the ATL grant funds should be directed to the County.

Chairman Jefferson and Mr. Keaton assured Council that funds are available if they are needed by the fire departments for the long term.

Youth Development Center

Mr. Robertson reported that Isle of Wight County is in negotiations with the state's Department of Juvenile Justice to establish a juvenile correctional center in the Shirley T. Holland Intermodal Park. He explained that back in December, 2017, the county was advised that the state was in the process of developing a Youth Development Center in the City of Chesapeake, but that project fell through. He said they needed a super majority vote to transfer the property from the city to the state, and they fell one vote short.

Mr. Robertson explained that the proposed 60 bed facility would house juveniles and young adults aging from 14 to 21 years of age. He said the facility would provide 240 jobs, and salaries will average \$60,000. He said the County is looking at this as having a positive economic impact on the area by bringing in a substantial number of jobs and creating infrastructure at the intermodal park.

Mr. Robertson said the correctional center would be more similar to a school campus than a typical prison. He said it would offer academic, athletic and career-training facilities and be focused on rehabilitation rather than punishment. He said the facility will

be fenced in with very little access. He said there is no other facility in Virginia like this currently. He said the state is interested in locating the facility in this area because many of the youth that will be housed in this facility will be from the Hampton Roads area. He explained that it is important for the rehabilitation process to keep the families connected to the youth and keep them in their own community. He said it will be more convenient for the families to visit this area.

Mr. Robertson said Isle of Wight plans to provide the state with 20 acres of land and up to \$500,000 toward utility costs. He said the state budget has been approved for this project, and the facility would likely open sometime during the next two years.

Chris Morello, Interim Director of Economic Development, said the county had been considering having the detention facility become the first occupant of the park's third phase which extends from Walters Highway to the Buckhorn road area. He said that a recent preliminary environmental survey of this land has identified numerous areas that are potentially wetlands.

Mayor Richardson asked how the town's police department will be involved in security regarding the facility. She commented that there is usually only one officer on duty during a shift.

Mr. Robertson said he does not know the specific answer to that question, but the state will be holding a public information session to address rumors, concerns, and questions.

Councilman Edwards asked what the economic benefits would be to our citizens, the town, and to the county. He also asked if the county would be receiving rent on the land and would there be any improvements to Buckhorn Road because it is a very narrow road.

Mr. Robertson said this facility will provide 240 jobs, and the employees, vendors and service providers will be hopefully spending their money locally in the town or close by. He said there is also the potential that more homes may be purchased in this area. He said the state will be responsible for their share of providing the infrastructure for water and sewer services at the site which would potentially provide additional water and sewer to the area. He stated that the county has not had conversations with the state regarding Buckhorn Road; therefore, he can't say whether any improvements would be proposed or proffered at this time. Mr. Keaton said there will be no rent from the land because it will be deeded to the state.

Councilman Ambrose expressed his concerns with the lack of transparency throughout the planning process of this facility.

Mayor Richardson said a letter of support based on preliminary information was sent to Del. Emily Brewer in April on behalf of Council. She said the letter did not support the project; however, it did support the prospect based on additional information.

Mr. Stallings explained that when the letter was sent out, the town had been informed about the possibility of the facility in general, but it was still prospective.

Mayor Richardson agreed with Councilman Edwards regarding the condition of Buckhorn Road. She said it is not safe for large service vehicles or increased traffic volume.

Vice Mayor Scott asked where the \$500,000 is coming from to contribute to the infrastructure for this facility. Mr. Keaton explained that this money is in the Capital Budget for the Shirley T. Holland Industrial Park. He said investing this money into the park with the state's share will extend water and sewer to the industrial park.

Vice Mayor Scott stated that by donating this land to the state, it will take away any possibility of the town or county ever collecting taxes for additional revenue. He said this facility may deter other business from locating at the industrial park.

Mayor Richardson asked if a final decision has been made by the county regarding this facility.

Mr. Keaton explained that the board has already asked for this facility to be built in Isle of Wight County. He said the state has not approved the property previously discussed, but the facility will be located in Isle of Wight County.

Council expressed their concerns with not holding a public hearing to receive comments from the citizens.

Mr. Robertson said no public hearing was needed prior to the board giving its consent because the board does not own the land in the intermodal park. He explained that the land is owned by the Isle of Wight County Economic Development Authority (EDA), and to date, they have not voted to donate the land to the state. He said another reason no hearing was held was because until very recently, the county was uncertain whether the state was planning to move forward with the project.

Chief Riddle expressed concerns regarding the classification of the inmates and the impact the facility would have on his agency and its resources. He also said he felt that his agency and the town's local government had been excluded from conversations regarding the facility.

Mr. Keaton said the county has been providing information to the town as it became available. He noted that the state will be having a kick-off meeting for the local government on Friday, July 20, 2018 at 10:00 a.m., in a location to be determined. He said there will also be a public information meeting at the Windsor High School where the public can ask questions and have their concerns addressed. Mr. Keaton said this public information meeting will be scheduled after the state has approved a site for the facility.

Others

Maintenance Building

Mayor Richardson said the town has plans to build a new maintenance building, but the environmental requirements are very costly. She asked Mr. Keaton if the Environmental Protection Agency (EPA) regulations have been relaxed.

Mr. Keaton said he will contact Don Jennings, Isle of Wight County General Services Director, regarding the EPA regulations. He said he will contact Mr. Stallings with this information.

Drainage Issues

Mayor Richardson reported that a Drainage Committee was formed in the town a couple of years ago. She said they identified the areas in town with the worst drainage issues and created a priority list. She said she wanted to make the county aware that the town has hired an engineering firm to check into these drainage issues on the priority list.

Sewer Study

Mr. Keaton reviewed the sewer study showing sewer capacity in the different zones within the town. Mayor Richardson thanked the Isle of Wight representatives for their help with having the sewer study conducted.

Mayor Richardson explained that a small business is interested in locating on a lot past the Dairy Queen on Route 460, but there is no sewer hook-up. She said there is a septic tank on this property, and the prospective business owner would like to know if he can utilize it.

Mr. Stallings suggested that the prospective business owner contact the Health Department regarding the use of the septic tank.

Councilman Edwards asked for an update on the sewer capacity issues on Lovers Lane that was discussed at the previous Intergovernmental meeting. He said there is no sewer capacity on Lovers Lane, and this system cannot extend to this area.

Mr. Keaton said he understood from Mr. Jennings that we need to look at a separate system that would tie into the HRSD line.

Mr. Stallings said he will speak with Mr. Jennings regarding this issue and report back to Council.

Mayor Richardson thanked everyone for attending the meeting.

The meeting adjourned at 9:15 p.m.

Respectfully Submitted,

Terry Whitehead
Town Clerk

TOWN OF WINDSOR
RECORD OF
COUNCIL VOTES

Council Meeting Date *July 11, 2018 Intergovernmental Mtg.*

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Jerry Whitehead, Clerk