

**At a Regular Meeting of the Sussex County Board of Supervisors
Held in the General District Courtroom on
Thursday, August 18, 2016 at 7 pm**

BOARD MEMBERS PRESENT

Keith C. Blowe
C. Eric Fly, Sr.
Alfred G. Futrell
Susan B. Seward
John A. Stringfield
Rufus E. Tyler, Sr.

STAFF PRESENT:

Deborah A. Davis, County Administrator
Vandy V. Jones, III, Deputy County Administrator
John P. Woodley, County Attorney
John Broderick, School Board's Director of Finance
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk to the Board
Deste J. Cox, Deputy Treasurer
Andre M. Greene, Director of Community Development
Kelly Moore, Accounts Payable Clerk
Valarie Patterson Ricks, Lieutenant
Marquitta Shaw, Housing Assistant
Eddie T. Vick, Public Safety Coordinator
Gary Williams, Circuit Court Clerk
Onnie L. Woodruff, Treasurer
Monica J. Whitney, Permits Technician
Faye Yelverton, General District Court Clerk

1. Commencement

1.01 Call to Order/Determine Quorum

The August 18, 2016 meeting of the Sussex County Board of Supervisors was called to order by Chairman Blowe.

1.02 The Invocation

The Invocation was offered by Supervisor Tyler.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

Supervisor Fly requested to move July 21, 2016 minutes from under the consent agenda, and place under Action Items as 6.0 to amend the July 21, 2016 minutes.

County Administrator Davis added the following under Action Items as: (1) 6.12 Release of Liability and Utility Easement for New Trailer at Atlantic Waste Disposal; (2) 6.13 Request for School Budget Re-Appropriation; and, (3) as 6.14 Request for Waiver of Building Permits.

Vice Chair Seward requested to add under Action Items as 6.15 the \$25,000.00 received from Atlantic Waste Disposal, Inc. be allocated to the 132 Fund (Landfill Reserve Fund).

1.05 Approval of Regular Agenda

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the August 18, 2016 regular agenda, inclusive of moving the July 21, 2016 minutes from the under the consent agenda and placing under Actions Items as 6.0 to amend the minutes; also adding under the Action Items as (1) 6.12 Release of Liability and Utility Easement for New Trailer at Atlantic Waste Disposal; (2) 6.13 Request for School Budget Re-Appropriation; (3) as 6.14 Request for Waiver of Building Permits; and, (4) as 6.15, the allocation of the \$25,000.00 received from Atlantic Waste Disposal, Inc. to the 132 Fund (Landfill Reserve Fund).

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

2. Approval of Consent Agenda

Chairman Blowe reminded members that the July 21, 2016 Board of Supervisors meeting minutes were removed from the Consent Agenda and placed under Action Items for amendment.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the consent agenda inclusive of the following: (a) Approval of Warrants and Vouchers, (b); Budget Appropriations, \$14,510.76 General Registrar; (c) Acceptance and Appropriation of Department of Criminal Justice Services Victim Witness Grant #17-T9574VG15, \$78,025.00; (d) Recognition of September as Hunger Action Month; (e) Recognition of September as National Suicide Awareness Month; and, (f) Recognition of September as National Disaster Preparedness Month.;

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Chairman Blowe reminded Board members and citizens that September is National Suicide Awareness and National Disaster Month.

3. Recognitions/Awards

3.01 Recognition of Award to Stony Creak Volunteer Rescue Squad

County Administrator Davis reported that Mr. Steve White and his wife, Carolyn, were both nominated to receive the Old Dominion Emergency Medical Services Alliance's (ODEMSA) 2016 Regional Award for Outstanding EMS Provider. The ODEMSA regional award is a reflection of how much Mr. & Mrs. Steve White's action are valued in the Central Virginia EMS System. The Award is also a small token of appreciation for all that Mr. & Mrs. White do to enhance prehospital patient care in the Old Dominion EMS Alliance (ODEMSA) region.

The ODEMSA Regional Awards were presented to Mr. & Mrs. White on August 6, 2016 at the Annual ODEMSA Picnic at the Metro Richmond Zoo in Chesterfield County.

Sussex County applauds the Stony Creak Volunteer Rescue Squad and Mr. & Mrs. White for all the work they have done and their efforts in the community.

Chairman Blowe acknowledged and recognized Vice Chair Seward for being appointed to the Environment and Agriculture Steering Committee.

4. Public Hearings - none

5. Appointments

5.01 Appointment to Industrial Development Authority (IDA) Board of Directors

County Administrator Davis stated there is still a vacancy on the Industrial Development Authority Board of Directors due to Mr. Bruce Spencer not desiring to serve again. An appointment is needed to fill the term to expire May 15, 2017.

County Administrator Davis advised that this appointment was not district specific.

Supervisor Futrell stated that he would contact his nominee for confirmation.

This item was tabled until the September 15, 2016 Board of Supervisors meeting.

6. Action Items

6.00 July 21, 2016 Meeting Minutes

County Administrator Davis advised that at the July 21, 2016 meeting Vice Chair Seward had done some research and had requested some amendments to the conditions for the Conditional Use Permit Application #2016-02, Christopher A. Harris, applicant, which were approved by the Board. County Administrator Davis advised that the minutes needed to be amended to include the approved conditions.

Supervisor Fly advised that at the July 21, 2016 Board meeting, he had requested the Board to allocate \$10,000.00 to the Courthouse Fire Department (an annual expense) for their

operational fund to be taken from the Reserve Funding. The motion for this allocation was made by Supervisor Fly, seconded by Supervisor Futrell which passed with Supervisors Blowe, Fly, Futrell and Seward voting aye. Supervisors Stringfield and Tyler were absent. He advised that when the Board returned from Closed Session at the July 21, 2016 Board meeting to take action on the Closed Session item, it was requested by Ms. Carol White, Sussex County's Financial Consultant, that the funding be taken from the Contingency Fund instead of the Reserve Fund. The motion was made by Supervisor Fly, seconded by Supervisor Futrell. However, the recorder was not recording, the motion was not reflected in the minutes.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the amended July 21, 2016 Meeting minutes to note that the funding for the \$10,000.00 to the Courthouse Fire Department (an annual expense) should be taken from the Contingency Fund instead of the Reserve Fund; and

FURTHER RESOLVED that the following amendments requested that were approved be added: to the conditions for the Conditional Use Permit Application #2016-02, Christopher A. Harris, applicant:

1. If required, the applicant shall secure and maintain a kennel permit from the County each year the facility is in operation.
2. The conditional use permit shall not be transferable or assignable.
3. All outstanding issues noted by the animal control office must be completed prior to operation.
4. The conditional use permit is for a dog boarding facility only. Any use other than a dog boarding operation is not allowed and requires approval from the Board of Supervisors.
5. The applicant shall adhere to all local and state regulations regarding the siting and operation of a dog boarding facility.
6. No more than 20 dogs will be kept at the proposed facility at any given time.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

6.01 Presentation and Acceptance of Virginia Department of Forestry Funds

Mr. Dennis Gaston, Department of Forestry, gave a brief presentation,

Mr. Gaston stated that the Department of Forestry has the Big Woods state forest range which is approximately 2,000 acres. Mr. Gaston stated that state forests are managed to be perpetually sustainable as an example to private landowners. The State Forest is self-supporting. Ninety-five percent (95%) of the State Forest budget is from timber sale. The state is exempt from real estate taxes, so in lieu of real estate taxes the Department of Forestry normally shares with the County, twenty-five percent (25%) of their gross proceeds from timber cut in Sussex County for the last fiscal year. There was one (1) successful timber sale this last fiscal year. Sussex County's share of the sale is \$21,880.50. Mr. Gaston presented check to the Treasurer.

6.02 Crater Regional Workforce Development Board Update, Martha Dodd-Slippy

Ms. Martha Dodd-Slippy, Chair of the Crater Regional Workforce Development Board, introduced Mr. L. C. Sullivan, Executive Director Crater Regional Workforce Development Group.

Ms. Dodd-Slippy provided a brief overview to explain the new mandates of the Workforce Innovation and Opportunity Act (WIOA) and the increased partnership between County Boards of Supervisors and City Councils and the Workforce Development Board.

Ms. Dodd-Slippy advised that there is a new WIOA Board and reviewed the members.

She advised that each Board member will be on at least one (1) committee; some may be on two (2) committees.

At least one (1) Chief Local Elected Official (CLEO) and one (1) alternate from Sussex County are needed to attend the WIOA Board meetings. The WIOA Board will meet with the CLEOs at least twice a year. She anticipates that it will be on a fifth (5th) Thursday.

The functions of the CLEOs are: applies for Local Workforce Development Area (LWDA) designation; develops CLEO consortium agreement among jurisdictions; appoints the local Workforce Development Board; serves as grant recipient for Local Workforce Development Area funding; assumes liability for the funds; and, designates fiscal agent.

Handouts were provided to the Board of the different services to employers and work-based training offered through Crater Regional Workforce programs.

6.03 General District Court Requests

Mr. Vandy V. Jones, III, Deputy County Administrator, presented the Board with two (2) requests from Ms. Faye Yelverton, Clerk of the General District Court and Juvenile and Domestic Relations District Court.

The first request is the replacement of carpeting in the general district court. It was reported that the carpet is worn and stained. The stains are from adhesive seeping up into the carpet. Cleaning has not been able to remove the stains. The Clerk of the General District Court has stated that she and the former Clerk have visited various carpet companies over the last couple of years and have approved the carpet choices that represent the three (3) estimates that have been received. The lowest estimate is \$8,700.00.

Ms. Yelverton stated that the former Clerk stated that there was an approval for the carpet previously. However, Deputy County Administrator Jones stated that there were no documentation found of this approval.

The question was asked were there tears in the carpet. Ms. Yelverton stated that there were tears in the carpet.

Copies of Ms. Yelverton's letter of request and the three (3) estimates are provided in the Board packet.

Deputy County Administrator Jones stated the second request is for shredding services to purge backlog of dated documents in the General District Court. The State Supreme Court and Auditors have noted the need for the General District Court to expunge the dated documents. The cost of the shredding services will be \$1,270.00.

It has been requested that funds be allocated from the Contingency Fund to cover these items.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the funding for the replacement of the carpet in the General District Court; and,

FURTHER RESOLVED that the funding will be delayed to be placed in the Fiscal Year 2017/2018 budget.

Voting aye: Supervisors Fly, Seward, Stringfield

Voting nay: Supervisors Blowe, Futrell, Tyler

Motion was tied. Mr. Bill Collins, Tiebreaker, was called to the floor for tiebreaker vote.

Mr. Collins voted no. The motion failed.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the appropriation of \$8,700.00 for the replacement of the carpet in the General District Court.

Voting aye: Supervisors Blowe, Futrell

Voting nay: Supervisors Fly, Seward, Stringfield

Abstained: Supervisor Tyler

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the appropriation of \$1,270.00 from the Contingency Fund for shredding services for the General District Court Clerk's Office.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Supervisor Fly made motion for a ten (10) minute recess, seconded by Supervisor Seward. Motion was rescinded.

6.04 Emergency Operations Plan Update

Mr. Eddie Vick, Public Safety Coordinator, prepared draft revisions of the Sussex County Emergency Operations Plan (EOP). A CD of the draft revisions was provided to Board members for review. No paper copies were issued because it was a large document of 800+ pages.

Mr. Vick provided an overview of some of the changes/updates in the EOP. Some of the changes include the shelter locations. Previously the schools were used for shelter location; however, the schools are no longer used. Mr. Vick stated that Ms. Chequila Fields, Director of Social Services, is in charge of the shelters. He and Ms. Fields discussed convenience centers versus shelters. Sussex Central High School is the County's main shelter location.

Mr. Vick stated that the remainder of EOP basically stayed the same. He advised that Board that EOPs have to be updated every four (4) years.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts and approves the Emergency Operations Plan Update.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent during vote: Supervisor Fly

6.05 Results of RFP #2016-02, General Reassessment Services

County Administrator Davis stated that the Board authorize staff to advertise for Request for Proposals for General Reassessment Services #2016-02 – General Reassessment Services). The Committee consisted of Keith Blowe, Chairman of the Board of the Supervisors, Deborah Davis, County Administrator, Mr. Vandy Jones, Deputy County Administration, and Ellen Boone, the Commissioner of the Revenue.

Staff received two (2) responses. Proposals were received from, Pearson's Appraisal Services, Inc. of Richmond VA and Wampler Eanes Appraisal Group of Daleville VA. Wampler Eanes price is \$13.95/acre. Their overall score was 98. Pearson Appraisal Services, Inc. price is \$15.49/acre. Their overall score was 115.

The Committee recommends Pearson's Appraisal Service based on experience, familiarity with Sussex County and the additional fee of \$10.00 mobile homes, each with digital photo required by Wampler Eanes.

ON MOTON OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes and approves the transfer and appropriate funds from the general fund to a line item under the Commissioner of the Revenue, in the amount of \$150,000.00; and

FURTHER RESOLVED that the Sussex County Board of Supervisors hereby accepts the Proposal for General Reassessment Services for Tax Year 2018 from Pearson's Appraisal Services.

Voting aye: Supervisors Blowe, Seward, Stringfield, Tyler

Voting nay: Supervisors Fly, Futrell

6.06 Results of RFP #2016-03, Emergency Medical Services

Mr. Vick, Public Safety Coordinator, reported that Requests for Proposal (RFP) were advertised for Emergency Medical Services. Staff received four (4) responses to RFP. Responses were received from: (1) American Medical Response, (2) Life Care Medical Transport, (3) LifeStar Ambulance Services, and (4) Medical Transport, LLC (MTI).

Mr. Vick provided a breakdown of cost for each emergency medical service provider.

American Medical Response	\$85.00-\$95.00/hour	Overtime-rate not given
Life Care Medical Transport	\$59.90/hour	Overtime \$89.85/hour
LifeStar Ambulance Services	\$48.00/hour	No Overtime rate
Medical Transport, LLC (MTI)	\$52.61/hour	No Overtime rate

Based on responses received, the lowest responsible bidder is LifeStar Ambulance Services.

The County currently has three (3) contracts. Each contract has a different date. Mr. Vick stated that the County had to submit to them the start dates in writing which will be approximately October 1. This will allow the new provider time to prepare.

Mr. Vick stated that the contract will increase the budget by approximately \$89,000.00 should the County award LifeStar Ambulance Services. The contract will mirror what the County is already doing. If any there are any add-ons, it will done at the same rate.

There was also some discussion regarding billing. Mr. Vick stated that the medical providers have to make every attempt to collect the data so that rescue squads can collect money. Mr. Vick stated that ways to see how revenue share can be done to reduce cost are being discussed.

A copy of the RFP was included in the Board packet.

ON MOTION SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts LifeStar Ambulance Services' bid of \$48.00 per hour with no overtime rate as the Emergency Medical Service provider for Sussex County.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

6.07 Purchase of Self Contained Breathing Apparatus Request

Mr. Eddie T. Vick, Public Safety Coordinator, reported that each day firefighters enter into many dangerous environments which include smoke filled structure, hazardous materials scenes and other immediately dangerous to life and health (IDLH) atmospheres.

Mr. Vick reported that the Self Contained Breathing Apparatus (SCBA) used by the County fire departments are outdated. Most of the SCBA bottles (140 in the system) are already out of compliance (15 years life cycle) and must be replaced. The replacement cost for each bottle is approximately \$915.00 each. He stated even if the current bottles were replaced, the apparatus is still outdated.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the use of the \$440,000.00 for the purchase of fire trucks to be used towards the purchase of new Self Contained Breathing Apparatus and spare bottles for all of the County departments; and from the fire truck escrow account

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: Supervisor Fly

6.08 Radio System Update/Contingency Data

The radio system update/contingency data was discussed at the previously held Special Meeting held August 18, 2016 at 5:00 p.m. A more detailed report is included in the Board packet.

Mr. Eddie T. Vick, Public Safety Coordinator, stated that the Board needs to decide which tower is preferred, the Self Supporting Tower (\$325,000.00) or the Guyed Tower (\$200,000.00). A tower will be needed that will hold the communication equipment. Mr. Vick does not want to stop or slow down the project. The goal is December 2016.

Mr. Vick will provide a more realistic cost in next couple of days. Mr. Vick stated that at this point the County has a contract which defines what's going to happen and what the County pays for. The only outstanding items are hardware (\$366,460.15) and the acceptance (\$183,230.07). A copy of spreadsheet with breakdown of invoices are included in the Board packet.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves moving forward with the Guyed Tower (\$200,000.00).

Voting aye: Supervisor Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

6.09 Lottery for Localities

County Administrator Davis reported that staff received an email and documentation from The Honorable Greg Eanes, Mayor of the Town of Crewe. Mayor Eanes submitted a copy of a formal request from the elected leadership of the Nottoway County communities to their legislators requesting a change in the current Virginia state law to allow a five percent (5%) return of lottery sales to Virginia localities. This plan, as proposed, will not take away money from the school systems.

The request is urging county administration, local town and city councils and County Board of Supervisors to go on record in support, by contacting the state representatives and by urging the Virginia Municipal League and Virginia Association of County to make it a part of their 2017 legislative agenda.

Staff contacted the Virginia Lottery and requested sales data for the past several years. The data below was provided by Ms. Amy Roper, Policy, Process and Legal Document Administrator for the Virginia Lottery.

Sussex County Central Region (1) Lottery Sales

<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
\$6,032,486	\$5,789,635	\$6,180,473	\$6,531,311
<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	
\$7,038,589	\$5,978,544	\$6,667,926	

(A copy of the email and well as a letter to legislators is included in the Board packet.)

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the county administrator to move forward to submit letter to legislators to be included in the 2017 legislative agenda to allow a five percent (5%) return of lottery sales to Virginia localities.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

6.10 Request to Transfer Housing Office Responsibilities to State of Virginia

Supervisor Fly reported that at the July 21, 2016 Board meeting, Ms. Fairburn, Director of Housing Choice Vouchers (HCV), gave a presentation on overview of the Section 8 Housing Program. In the presentation, Ms. Fairburn shared information that some smaller localities, as well as some larger localities including Isle of Wight, were transferring their Section 8 Housing Program back to the State. He stated that Ms. Fairburn stated that Sussex County could transfer their Section 8 Housing Program as well. The citizens/participants would have the same services—instead of services being paid by Sussex County, services would be provided by the State of Virginia.

Supervisor Fly stated that it was his understanding that all of Sussex County’s participants in the Section 8 Housing Program would be transferred to the Franklin’s Section 8 Housing Program. Information would need to be provided by September 2016.

Supervisor Fly requested that this item be tabled until the September 15, 2016 Board of Supervisors meeting to allow staff to see what impact it would have on the County as far as what the County would lose, have to pay out, etc. He had initially done his calculations based on three (3) employees instead of the two (2) employees the Housing Department actually has.

After discussion, it was decided that the Personnel Committee will hold a meeting on this item and provide a recommendation at the September 15, 2016 Board of Supervisors meeting.

6.11 Building at Animal Shelter

Supervisor Futrell stated that the building at the animal shelter is too good to not to use. The roof needs repair; however, he feels it's worth repairing. He stated that the building could be used for Animal Control. Futrell stated that the County could save money if someone was hired to do oil changes, tire rotation, brakes and other light work in lieu of sending work out. A motor pool could be created.

During the discussions, it was stated there wasn't any written agreement between the County and the School Board.

It was also stated that the when the school's garage was built, it was to service the county vehicles as well as the school system vehicles; however, servicing of the county's vehicles did not occur.

County Administration was tasked with scheduling a meeting with the School Board to discuss the sharing of school's garage to provide/share services of the County's vehicles.

6.12 Release of Liability & Utility Easement of New Trailer at Atlantic Waste Disposal, Inc.

County Administrator Davis shared that the County received a request from Atlantic Waste Disposal, Inc. for a Release of Liability & Utility Easement.

Atlantic Waste Disposal, Inc. has placed another trailer at the landfill to house some of their staff. In order to complete the process, Prince George Electric Cooperative is requiring a release of liability and utility easement.

Copies of the Release of Liability & Utility Easement were provided to the Board members.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the county administrator to execute the Release of Liability & Utility Easement requested from Atlantic Waste Disposal, Inc.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

6.13 Request for School Budget Appropriation

Mr. Broderick, the School Board's Finance Director, reported that the School Board finished the fiscal year 2015/2016 with a balance of \$20,540.48. This remaining balance is the result of a credit the School Board had with the Virginia Retirement System. The

School Board is requesting the County to re-appropriate the entire amount back to the School System. The money will be used to fund capital improvement projects for the school system.

During discussion, it was noted that there is 50/50 Agreement regarding any remaining balance/funds would be divided with the County.

Supervisor Futrell made motion, seconded by Supervisor Stringfield to return the \$20,540.48 back to the school.

Supervisor Fly offered a substitute motion.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves re-appropriating \$10,270.24 to the School Board in accordance with the 50/50 agreement.

Voting aye: Supervisors Blowe, Fly, Seward, Stringfield, Tyler

Voting nay: Supervisor Futrell

6.14 Request for Waiver of Building Permit Fees

County Administrator Davis reported that the Improvement Association is in its beginning stages of constructing a new building in Waverly. A request has been made to waive the building permit fees in the amount of \$792.42.

The county administrator denied the request. The executive director has asked the county administrator to seek the county attorney's opinion and requested this item to be placed on the agenda.

County Attorney Woodley stated that it is unclear as to where the authority lies to waive the building permit fees on a case by case basis. However, the Improvement Association is an organization that receives support from the County which turns this matter into an accounting measure. County Attorney Woodley recommends that the County does not waive the building permit fees, but allocate the additional amount of \$792.42 to the Improvement Association if the Board deems it an appropriate use of the Improvement Association's funding from the County.

Supervisor Fly made the motion to approve the \$792.42 to the Improvement Association for the building permit fees. Supervisor did not receive a second on his motion. Supervisor Fly withdrew his motion.

After discussion, staff was tasked with researching files to see if the County has waived fees for other non-profit [503(C)] organizations.

6.15 Allocation of \$25,000.00 Received from Atlantic Waste Disposal, Inc.

Supervisor Seward requested that \$25,000.00 received from Atlantic Waste Disposal, Inc. for the sale of trees be accepted and appropriated to the 132 Landfill Reserve Account.

After discussion, it was decided by that the Board would table this item until Mr. Woodruff, the Treasurer, gave his report.

The item was returned to the table by motion of Supervisor Fly, seconded by Supervisor Seward with a unanimous vote of aye.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves allocation of the \$25,000.00 received from Atlantic Waste Disposal, Inc. for the tree sales to the 135 Fund.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

7. Reports of Departments/Agencies

7.01 Public Safety Coordinator/Animal Services Report – information only

7.02 Housing Programs – information only

7.03 County Administration Updates – information only

7.04 Treasurer’s Report, Onnie L. Woodruff, Treasurer

Mr. Woodruff, Treasurer, gave a brief overview of the overall budget. (A copy of his report is included in the Board packet.)

Mr. Woodruff stated that he reported at the July 21, 2016 that on a cash basis, the general fund ended with a balance of \$4.8 million dollars for FYE 2016 which an increase of \$82,000 over last year’s balance on June 30, 2015. To better monitor cash flow and also increase the Reserve Fund, Mr. Woodruff recommends that the Board considers appropriating and transferring \$700,000.00 from the General Fund to the RCPF (135 Fund).

It was discussed that the \$166,000.00 balance from the \$400,000.00 in the contingency will pay the current bills for the radio communication system. However, it was advised not to appropriate any more funding for the radio communication system until Request for Proposals have been submitted.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves appropriating and transferring \$700,000.00 from the general fund to the RCPF (135).

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Tyler

Voting nay: none

Absent during vote: Supervisor Stringfield

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the

encumbrance of the unexpended capital project balances for FYE 2016 with a budget appropriation for FYE 2017 as follows:

Acct. #100 93100 0305 Trf to MegaSite from Gen Fd Loc Cont.	\$ 67,000
Acct. #100 21400 1225 214 210 GIS System Planning	53,752
Acct. #302 91300 0001 Fire Truck	400,000
Acct. #302 92450 8212 New Radio System Communication	1,166,261
Acct. #302 94400 8212 Renov/Repair Bldg/Clk & Tr & COR	249,317
Acct. #302 94400 8216 Hist. Courthouse Roof Replacement	14,797
Acct. #305 91400 0101 MegaSite Prof. Serv. Tobacco Com. Grant	<u>673,518</u>

TOTAL ENCUMBERED \$2,624,645

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Mr. Woodruff also reported that the Drug and Asset Forfeiture proceeds for Sussex are allocated to the Sheriff and Commonwealth Attorney's Offices under the Drug Forfeiture Fund. Mr. Woodruff stated that there is a standing resolution that authorizes the Treasurer to receipt and appropriate all receipts and beginning balances for Drug and Asset Forfeiture proceeds and Dare Contributions through the fiscal year to allow for proper internal controls, reporting and tracking purposes. The total beginning 2016 fiscal balance for the Drug Fund was \$9,482.85. The total proceeds collected were \$6,955.38 for a total appropriation of \$16,438.23 for the fiscal year.

Mr. Woodruff stated that there were no receipts or beginning balances for the Dare program for FYE 2016; However, there have been some receipts for this fiscal year.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the appropriation of the \$16,438.23 drug forfeiture and DARE proceeds and beginning balances for FYE 2016; and

FURTHER RESOLVED that the Treasurer is authorized to continue appropriating all proceeds and beginning balances for the Drug Forfeiture funds and the Dare funds.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

7.05 Atlantic Waste Disposal, Jason Williams, Senior District Manager

Mr. Jason Williams, Senior District Manager of Atlantic Waste Disposal, gave a brief update on Atlantic Waste Disposal activities.

Mr. Williams stated that Phase I 30-acre capping project was completed in July.

In the Phase II project, all stormwater structures are in place and operational. Gas well drillings are scheduled for late September, early October of this year. This project should be completed at the end of the year 2016.

Phase III capping project design is complete and is currently being reviewed by staff. Construction is scheduled to start in early 2017.

Phase IV capping project which is at the top of the landfill is still anticipated to be completed in 2016.

Atlantic Waste is continuing to improve the gas collection system. New flares have been purchased and are on site. They will be installed in the next thirty (30) days. Mr. Williams reported that thirty-five (35) gas wells have been installed this year. Atlantic Waste is planning to install twenty-four (24) more before the end of the year.

Mr. Williams reported that the Waste Water Treatment Plant is expected to be completed in the second (2nd) quarter of 2017.

Mr. Williams stated that the Environmental Research and Education Foundation (EREF) has a website (erefdn.org).

Supervisor Fly made the motion to table items 7.06, 9.01 through 11.06 until the September 15, 2016 Board of Supervisors meeting and bring item 6.05 back to the floor for discussion. After brief discussion, Supervisor Fly withdrew his motion. Chairman Blowe advised that the motion may be revisited.

7.06. Board Report – NACo Annual Conference

Tabled until the September 15, 2016 Board of Supervisors meeting.

8. Citizens' Comments (9:08 pm)

Comments were heard from:

- Otto Wachsmann (Stony Creek District)
- Susan Moore (Waverly District)
- Milton Moore (Wakefield District)
- Bill Collins (Courthouse District)
- Anne Joyner (Wakefield District)
- Nick Sheffield (Courthouse District)

9. Unfinished Business

9.01 Comprehensive Plan Amendment #2016-01, Chapter 9: Land Use & Development and Chapter 10: Plan for the Future (Projected Future Land Use & County-wide Goals)

Mr. Andre Greene, Director of Community Development, stated that this item was tabled from the July 21, 2016 Board of Supervisors meeting to give the Board time to review information.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Comprehensive Plan Amendment #2016-01, Chapter 9: Land Use & Development and Chapter 10: Plan for the Future (Projected Future Land Use & County-wide Goals with the understanding the Comprehensive Plan is being updated.

Voting aye: Supervisors Blowe, Futrell, Stringfield, Tyler

Voting nay: Supervisors Fly, Seward

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby table Items 7.06 Board Report – NACo Annual Conference; 9.02 Meals Tax Discussion; 9.03 Planning Commission Membership 9.04 VHDA Memorandum of Understanding, 11.01-11.06 Board Comments; and

FURTHER RESOLVED that the Sussex County Board of Supervisors hereby returns Item 6.15 Allocation of \$25,000.00 received from Atlantic Waste Disposal, Inc. for trees sold back on the floor for Board members to vote.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

9.02 Meals Tax Discussion

Tabled until the September 15, 2016 Board of Supervisors meeting.

9.03 Planning Commission Membership

Tabled until the September 15, 2016 Board of Supervisors meeting.

9.04 VHDA Memorandum of Understanding

Tabled until the September 15, 2016 Board of Supervisors meeting.

10. New Business – none

11. Board Member Comments – tabled until the September 15, 2016 Board meeting.

11.01 Blackwater District

11.02 Courthouse District

11.03 Henry District

11.04 Stony Creek District

11.05 Wakefield District

11.06 Waverly District

12. Closed Session - none

13. Adjournment

13.01 Adjournment

Supervisor Fly made the motion to be adjourned, Supervisor Seward seconded the motion. However, the previous motion brought tabled Item 6.15 General Reassessment Services back to floor to be voted upon.

SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the August 18, 2016 meeting of the Sussex County Board of Supervisors is hereby adjourned at 11:30 p.m.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

13.02 Next Meeting

The next Board of Supervisors meeting will be Thursday, September 15, 2016 at 7 p.m. in the General District Courtroom – Judicial Center located at 15098 Courthouse Road, Sussex, VA 23884.