

**At a Special Meeting of the Sussex County Board of Supervisors
Held in the General District Courtroom on
Thursday, April 12, 2018 at 5 pm**

BOARD MEMBERS PRESENT

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

STAFF PRESENT:

Vandy V. Jones, III, County Administrator
Danielle Powell, Interim County Attorney
Millard P. Stith, Independent Consultant
John Broderick, Director of Finance & Business Operations for Public Schools
Deste J. Cox, Chief Deputy Treasurer
Brenda H. Drew, Housing Coordinator
Julius Hamlin, Director of Instructions
Arthur Jarrett, Superintendent of Sussex County Public Schools
Ernest Giles, Sheriff
James Mason, Virginia Cooperative Extension
Kelly W. Moore, Interim Finance Supervisor
Lyndia P. Ramsey, Commonwealth Attorney
Timmy Sloan, Jr., Sussex Social Services Department
Jenell L. Whitfield, Secretary I/Receptionist
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board

Item 1. Call to Order/Determine Quorum

The April 12, 2018 Special meeting (Budget Work Session) of the Sussex County Board of Supervisors was called to order by Chairman Seward.

Item 2. The Invocation

The Invocation was offered by Supervisor Stringfield.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Agenda Amendments

There were no agenda amendments.

Item 5. Approval of Regular Agenda

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR BLOWE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the April 12, 2018 agenda of the Special Meeting as presented.

Voting aye: Supervisors Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisors Blowe, Fly

Item 6. FY2019 Budget Work Session

Item 6.1 Sussex County Public Schools

County Administrator Jones stated that this second Budget Work Session was basically designated for Outside Agencies.

County Administrator Jones noted that Dr. Jarrett (Superintendent of the Public Schools), Mr. John Broderick (Director of Finance & Business Operations), and Mr. Julius Hamlin (Director of Instructions) were present to answer and/or explain any questions.

Dr. Jarrett stated that the School Board is requesting is \$7,994,170.00 which is level funding for FY2019.

There was discussion regarding the Pre-K and 4 Year Old Waiting List. Dr. Jarrett stated that the majority of the students on the list were served. Only three (3) or (4) children may not have been served.

There were questions and discussions regarding whether the funding that the County provides for the Improvement Association can be given directly to the school; the school, in turn, would allocate the funding to the Improvement Association for the Head Start Program.

Dr. Jarrett stated that the School Division and the Improvement Association, specifically the Head Start program, have been working together, in tandem, to serve the needs of the 4 year old children in the entire County of Sussex. Dr. Jarrett also stated that the Sussex County School Board is a sovereign Board unto itself. It's governed, creates policies and governs the schools. Under the Constitution of the Commonwealth of Virginia, the School Board cannot levy or collect taxes. Therefore, the School Board has to come to the Board of Supervisors, which is a funding Board—to appropriate funding to the School Board. The School Board is not an appropriating Board. If the Board of Supervisors provides funding to the School Board for the Head Start Program or other organizations, it would be beyond what the School Board can do legally.

Dr. Jarrett stated that some school divisions who have an actual Head Start program, have to apply for a grant, get approved and funding is appropriated to the school division. However, Sussex County School Board did not apply for the grant, the Improvement

Association applied and was granted the grant. Only one (1) grant will be given for a region—in which the Improvement Association has that grant.

There was also discussion regarding the drop in the “Other Revenue” line item. Dr. Jarrett explained that the line item was reduced due to the School Board requesting a grant from Virginia State University. Each year this line item will be reduced.

There was an inquiry of the base pay for beginning teachers. Dr. Jarrett stated the base pay for teachers is approximately \$43,000.00 for State certified teachers. There are approximately eight (8) teachers with provisional licensures who have three (3) years to get certification. Dr. Jarrett gave a brief description of the process of teachers with provisional licenses obtaining their professional licensure.

There was inquiry regarding State reimbursement to the School Division for Average Daily Membership (ADM). Dr. Jarrett stated that it varies from school to school, depending upon what the school’s basic rate is. Sussex’s rate is approximately \$9,000.00 per child. Dr. Jarrett also stated that it varies from year to year and district to district based on the composite index, the amount of taxes collected each year in the locality, wherein a formula is used to determine the rate.

There were discussions regarding programs at Rowanty Vocational Technical Center (“Rowanty”) and other schools. Dr. Jarrett stated that programs at Rowanty are updated annually. Sussex has students attending John Tyler Community College, Appomattox Regional Governor School, and Richard Bland College. There are approximately 14-15 students in dual enrollment.

Item 6.2 Outside Agencies

Copies of the Outside Agencies requests of the organizations were provided to the Board members.

The Improvement Association

Supervisor Tyler made a disclosure that the Virginia State and Local Government Conflict of Interests Act requires that he makes disclosure of certain interests in order to participate in a transaction which otherwise affects his personal interest as a member of certain defined groups.

Therefore, Supervisor Tyler made the following disclosure:

1. The transaction involved is the adoption of the budget.
2. I have a personal interest in the Improvement Association and the Association receives funding in the budget.
3. I am a member of a group of three or more persons, the members of which are affected by this transaction, namely the budget.
4. I affirmatively state that, notwithstanding my personal interest, and the effect it may have on the aforementioned group, I am able to participate in the transaction

fairly, objectively, and in the public interest.

The disclosure will be placed in the file.

Ms. Loretta Miller, the Head Start Program Director, gave a brief presentation on the Head Start Program. Ms. Miller stated that Improvement Association is a non-profit, community action agency that was organized in 1968. She announced that to commemorate being in the County 50 years and serving in its capacity, a Community Action Day has been scheduled for Saturday, May 19, 2018 at the Jessica A. Moore Foundation, located in Waverly, Virginia, from 10:00 a.m. – 1:00 p.m. and at the Jefferson Elementary School Grounds from 3:00 p.m. – 6:00 p.m. Everyone was welcomed to attend.

The Honorable Charlie Caple, Jr. and Ms. Laverne Ford of the Improvement Association Board of Directors were present as well.

Ms. Miller reviewed the Improvement Association's mission, goals, programs, and curriculums.

Ms. Miller stated funding was allotted to help individuals with homelessness situations (or to avoid homelessness) and emergency situations. Ms. Miller also stated that 18 households and 41 individuals were served. Children, from grades 6 – 12, were helped through the Project Discovery Program. And, the Improvement Association was professionally able to serve at least 90 disadvantaged children in the community.

Ms. Miller stated that the Improvement Association focuses on Early Childhood Education. The Improvement Association teachers have, at minimum, a Bachelor's Degree in Early Childhood Education. The teachers are required to complete home visits at least twice a year. Sussex County Head Start program services 64 children and families and provides services for 147 households.

Ms. Mary Barraclough discussed how the Improvement Association is working in alignment with the school system. Ms. Barraclough noted that funding received for the Head Start Program has a 20% match. The majority of the match is from the public school system in transportation.

It was stated that the in kind donation for the school system has never been forwarded to the Improvement Association backed with documentation to record in the ledger. They can only record documentation that substantiates costs. The 20% match is determined by the total amount of grant for all localities, divided by the number of children (262) served in the total area, which gives a cost of approximately \$8,000.00 per child. The \$8,000 per child multiplied by the 64 children will give the amount for Sussex which equals the 20% match of that amount.

There were discussion regarding the Feed Program. The Feed Program is a USDA provision of classroom space for feeding children. The schools send a monthly invoice with how many children were fed. Yearly totals are calculated for breakfast, lunch, and staff for reimbursement of meals. It was stated that it's not a 100% reimbursement.

The Improvement Association has requested a \$47,000.00 increase from the County. The increase is for teachers' salaries and fringe benefits. The Improvement Association teachers are making less and having to do more.

During discussions, it was noted that the County needs full disclosure of what the County is providing the Improvement Association.

Virginia Cooperative Extension

County Administrator Jones noted that Ms. Shevonne Newby, the Family and Consumer Services Extension Agent, and the Director were unable to be in attendance. Mr. James Mason, the 4-H Agent, was present to answer any questions.

Mr. Jones gave a brief overview of the Virginia Cooperative Extension. He stated that the Virginia Cooperative Extension has been in Sussex for a number of years. The Agriculture and Natural Resources ("ANR") Agent position became vacant due to a retirement. The State didn't fill the position at that time. The local Extension Agency was informed by the State that they would provide some funding for the ANR Agent position—who would be a shared agent with Surry County. In addition to the ANR Agent position, they also wanted an ANR Program Assistant position. The ANR Program Assistant position, while not being a full ANR Agent position, will be trained in that position, to cover when the ANR Agent wasn't at a location, so that each location will have 5-day coverage.

County Administrator Jones stated that level funding has been provided to the Virginia Cooperative Extension for the last couple of years at approximately \$70,000.00 in consideration of possibly filling the ANR Agent position. Even though there have level funding provided, the County has only been billed for services used. The request before the Board now is approximately \$78,508.00.

Wakefield Volunteer Fire Department

County Administrator Jones stated that Wakefield Volunteer Fire Department ("VFD") request is in regards to the CIP portion of the budget for the new fire truck. The Wakefield VFD chief was present to answer any questions.

There was discussion of using the \$50,000.00 to purchase breathing apparatus, at which time it was stated that a fire truck wasn't needed. The Chief explained that the manufacturers went out of business. Parts could not be purchased.

There was discussion of options of purchasing the fire truck: paying cash up front or entering an annual lease agreement for three (3) years at approximately \$180,000.00 per year with an interest of approximately \$39,000.00 per year.

County Administrator Jones stated that he would have the actual numbers after he reviews the specifications that had just recently been given to him.

There was also discussion for the County to start setting aside money to purchase fire trucks every three (3) years.

Faith Based Coalition

Mr. Robert Hamlin thanked the Board for the funding previously provided. Mr. Hamlin gave a brief overview of the short and long term goals for the Faith Based Coalition. Mr. Hamlin noted that one (1) of the goals was to build a multi-purpose building in the County and a reorganization of the Faith Based Coalition Board.

Mr. Hamlin provided a breakdown of monies that were spent from the funding provided by the County received in September 2017. Some of those items were: held a Sex Trafficking Seminar (\$2,075); assisted Sussex County High School Football Team in playoff (\$1,000); worked with Senior Sisters for Females for sanitary purposes in school (\$140); helped Social Services with Angel Tree Program (\$593.11); renewed State licenses (amount was inaudible); supplies (\$90.28); paid for post office box (\$32); paid for post office box for year (amount was inaudible); donated to Save-A-Seed for Summer Camp (\$250); supplies (\$47).

Mr. Hamlin stated that the Faith Based Coalition still had approximately \$2,295.22 of the funding from the County. He also noted that the Faith Based Coalition was in the process of changing their name.

Save-A-Seed

Ms. Carolyn Cooper-Wright provided an overview of how Save-A-Seed originated, their purpose and mission. Ms. Cooper-Wright stated Save-A-Seed was primarily a youth program. A narrative was provided with the budget request.

Ms. Cooper-Wright noted some the programs/events provided by Save-A-Seed that the youth participated in to include: summer camp, Swim RVA, sponsored trip to Pocahontas State Park; attended gym; partnered with Wakefield 4-H Center; participated in the Farmer's Market; and, the youth help beautify property.

Miles B. Carpenter Museum

Ms. Shirley Eley, Director of the Miles B. Carpenter Museum, was unable to attend the meeting and asked Ms. Thelma Wyatt to attend in her stead. However, Ms. Wyatt had a prior engagement and had to depart the meeting early.

Item 6.3 General Budget Discussions

County Administrator Jones stated that there was no general agenda, just general discussions of the budget.

There was general discussions regarding General Fund Balance – budget pulling down numbers; Reserve Fund – restore Reserve Fund; Debt Service – reduced due to paying off

debt - roll money; revenue line item for Iluka Resources; exemption of certain companies from Merchant's tax; and Unassigned Fund Balance.

Item 7. Citizens' Comments (8:00)

Citizens' comments were heard from:

- Ora Briggs (Stony Creek District) – Inequities within County with recreation; infrastructure of property to assist recreation; children population.
- Kevin Bracy (Stony District) – Budget; funding outside agencies.
- Ernest Giles (Waverly District) – Taking care of youth; Parks and Recreation revenue; review budget with County.

Item 8. Adjournment

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the April 12, 2018 Special Meeting of the Sussex County Board of Supervisors is hereby adjourned at 8:57 p.m.

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

Voting nay: none

Item 8.1 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, April 19, 2018 at 7 p.m. in the Judicial Center - General District Courtroom, 15098 Courthouse Road, Sussex, VA 23884.