

At a Special Meeting of the Board of Supervisors
Held in the Social Services Conference Room
Tuesday, June 26, 2024 - 9 a.m.

BOARD MEMBERS PRESENT

Thomas W. Baicy, III
C. Eric Fly, Sr.
Alfred G. Futrell
Wayne O. Jones
Phyllis T. Tolliver
Rufus E. Tyler, Sr.
Steve D. White

STAFF PRESENT

Richard Douglas, County Administrator
Ellen G. Boone, Commissioner of Revenue
John Broderick, Director of Finance and Business Operations
Debbie Broughton, Animal Services Director
Deste J. Cox, Treasurer
Eric Danuser, IT Manager
Ernest Giles, Sheriff
Julius Hamlin, Division Superintendent
Sareese Messier, General Registrar
Kelly W. Moore, Finance Director
Titiana D. Nicholson, CSA Director
Michael Poarch, Planner
Regina Sykes, Commonwealth's Attorney
Beverly H. Walkup, Planning Director
Shilton R. Butts, Assistant to the County Administrator/
Clerk of the Board

Item 1. Call to Order/Determine Quorum

Chairman Jones called the June 26, 2024 Special meeting of the Sussex County Board of Supervisors to order.

Item 2. Invocation

The invocation was offered by Supervisor White.

Item 3. The Pledge of Allegiance

There was no Pledge of Allegiance.

Item 4. Agenda Amendment

Administrator Douglas requested to move Item 10. Stony Creek PER to Item 6.

Item 5. Approval of Agenda

ON MOTION OF SUPERVISOR BAICY, seconded by SUPERVISOR WHITE and carried: RESOLVED that the Sussex County Board of Supervisors here approved June 26, 2024 Special meeting agenda inclusive of moving Item 10. Stony Creek PER to Item 6 on the agenda. All Board members present voted aye.

Item 6. Stony Creek Preliminary Engineering Report (PER)

Supervisor Baicy provided a summary of the meeting with Sussex Service Authority (SSA) and the Engineers for Sussex and the Service Authority respectively. He noted that the meeting was regarding Waste Water Treatment Plant (WWTP) for the SSA in Stony Creek. Supervisor Baicy stated that the capacity that the WWTP currently has no capacity for any growth. It was noted that the PER is a report that's required/mandatory to be a borrow money. He noted that he believed there was a maximum of \$75,000.

It was noted that improvements needed to made to be able

Administrator Douglas stated that he had discussed the proposed actions with Davenport & Company, LLC and the bond counsel, McGuire Woods. He stated that Virginia Funding would be the best option for funding.

It was noted that David Conmy, the Deputy County Administrator/Director of Economic Development) has spoken with the property owners.

There was inquiry of the scope of work to include finding a site. There was discussion of the timeline. Mr. Irving advised that the study would include finding a site.

Supervisor Tyler inquired for clarification of whether a specific site had been identified. Administrator Douglas confirmed that a specific site was located. There was inquiry of whether the potential capacity of serving the southern end (going south) toward the Jarratt corridor.

Administrator Douglas noted that it will be built in increments. He noted that some of it will be to handle a lot more future capacities. It will review what the County needs.

Frank Irving explained that the PER basically spells out what the engineer needs to provide/draw up as far as technical plans. It will show the location of the site. He spoke to the timeline. He noted with the site location, they would not have to go through the extra permitting with DEQ, which could be six months to a year.

There was discussion of the requirement or the need of an MOU.

ON MOTION OF SUPERVISOR BAICY, seconded by SUPERVISOR TOLLIVER and carried:
RESOLVED that the Sussex County Board of Supervisors hereby approved the PER report.

Voting aye: Supervisors Baicy, Futrell, Jones, Tolliver, White

Voting nay: Supervisor Fly

Abstained: Supervisor Tyler

Item 7. Discussion of Proposed FY25 Operating Budget and Recommended Changes

Administrator Douglas stated that he wanted to make the Board aware that had to be adopted by the end of the month of the doors would be closed. He stated that, at the direction of the Chairman to balance the budget, it was still based on the ten cent tax increase to provide the current level of funding to the school. Administrator reviewed the stated changes, regarding the shortfall of the miscellaneous items in the Fire & Rescue's budget and the made adjustments. He noted that he presented a balanced budget with the changes/adjustments noted.

Sussex County Public Schools FY25 Budget Request.

Administrator Douglas that it had been requested to discuss the Sussex County Public Schools' funding first. He stated that based on the Finance Committee discussed, the Schools' Budget reflects a \$500,000 increase. The request was approximately **\$1.17?** Million. He stated that they had been discussing level funding.

Supervisor Tolliver noted that the Finance Committee just received a handout that the Finance Committee didn't review or have time to review. Chairman Jones noted that the full Board votes on items.

It was noted the changes/differences in the items the Finance Committee discussed.

There was discussion of the five cents tax increase and a \$.10 tax increase. It was noted that the difference in the increase would be the amount of money taken out of the Reserve Fund to balance the budget.

Supervisor Tyler suggested to have the Finance Committee meet with the recommendation of the County Administrator and then return with a recommendation. However, discuss and approve the public schools' request.

Supervisor Fly noted that there should be discussion of the tax rates (five cents or ten cents) prior to any discussion of any budgets.

There was inquiry of the State allocation to the Schools and what the allocation pays. John Broderick, stated that the request for the additional funds to cover the two years of funding that had been cut out of the budget.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR WHITE and carried:
RESOLVED that the Sussex County Board of Supervisors hereby approves the Sussex County Public Schools request for \$8,496,170 for the FY25 School Budget.

Voting aye: Supervisors Baicy, Futrell, Jones, Tolliver, Tyler, White
Voting nay: Supervisor Fly

1. Court and Other Fines and Forfeitures (Revenue) - \$50,000

Administrator Douglas stated that the amount was based on positive trends in the Courts' Revenue. He stated that it allows for the Sheriff's budget in Selective Enforcement to be funded as last year.

Sheriff Giles noted life, health and safety. He noted that there was one budget he made a Capital Improvement request for \$61,000. The jail needs toilets and repairs. He has a contractor that will do everything for this amount.

2. Sheriff – Selective Enforcement - Increase \$50,000

This line item was reduced by \$50,000. Due to positive trends in the Courts' Revenue in was increased

3. Sheriff-Field Operations-Miscellaneous Others-Increase \$2,000

No vehicles reflected. Bring back to level funding.

There was discussion of the purchase of vehicles. There was discussion of 10-Year replacement schedule of lease purchase of \$138,000.

Sheriff Giles suggested giving the \$50,000 in Selective Enforcement and the \$2,000 in the Sheriff's Miscellaneous Other budget back to the County. Sheriff Giles stated that in addition, the \$272,625 in the Selective Service Program be done away with in the Sheriff's Department. In lieu of this, sixty percent (60%) of whatever the Sheriff's Department bring in in ticket revenue, goes back to the Sheriff's SPOT Operations budget so that he can pay overtime. He noted that it would be an approximately \$274,000 savings.

Treasurer Cox noted that there would be a reduction in revenue, so it would be an even swap.

Finance Director Moore inquired as to if the Board considered the 60% back to the Sheriff's budget; what would be the process, i.e. would it be done twice a year; quarterly, etc. It was suggested that the Finance Committee discuss this. It was suggested that the Treasurer, Sheriff and the County Administrator meet to discuss this matter.

Supervisor White made the motion, seconded by Supervisor Tyler. Supervisor Tyler withdrew his second on the motion regarding the tax rates from 10¢ to five cents.

It was discussed that Administrator Douglas stated that if the Solar Project wasn't approved, he would ask the Board to consider the first year's payment of \$138,000 to purchase vehicles.

There was discussion of the budget didn't change.

There was discussion of adopting the budget and revisit any changes/cuts that are needed.

Treasurer Cox suggested the Board consider the tax rates first. The Commissioner of Revenue needs to do her books. She has 90 days to get her books to the Treasurer so that they could bill timely. She stated that if the Board was considering reducing some the expenditures and get money from the Reserves, the Board could adopt a five cents tax increase, budgeted to pull from the Reserves. Then in July or August, revisit making the cuts in the budget and not have to pull from the Reserves. Because of semantics, the tax rates needed to be adopted.

4. Treasurer-Bank/CC & Other Fees-Increase \$5,000

He stated that discussion of the Finance Committee was approximately \$70,000 with the County not absorbing credit card fees policy change. If the Board's in agreement, an Ordinance will be presented to the Board at its July meeting. He stated that this line item could not be zeroed out due to bank \$5,000 in bank fees.

5. County Administration-Salaries and Wages/Benefits-Proposed CSA Position-Reduce \$70,000

Administrator Douglas that this is a \$70,000 proposed CSA position.

6. Animal Services-Equipment Lease/Rental-Reduce \$22,500

It was noted that this was a typographical error. It should have been changed to \$2,500. This was a savings of approximately \$22,500.

7. Public Works-Salaries and Wages/Benefits-Maintenance Sup. Position-Reduce \$90,000

This item reduction was from a proposed position.

8. Public Works-Solid Waste Management-Convenience Centers-P/T Salaries--Reduce \$60,000 (second day closure)

This reflected a second day closure. Convenience sites are already closed one day a week. Sunday was selected to be the second day of closure for the Solid Waste Management Convenience Centers.

9. Parks/Recreation/Cultural-MSA Museum-Increase \$1,500

Administrator Douglas stated that this was a request from Waverly Miles B. Carpenter Museum request for \$1,500.

10. Parks/Recreation/Cultural-Sussex County Youth & Adult Recreation Association-Increase \$5,000

Administrator Douglas stated that the outside agencies always put in the last year's funding. SCYARA's funding was zero. After discussion of the Chairman, since the SCYARA pool was open, \$5,000 was placed in their budget.

11. Fire & Rescue-Ambulance & Rescue-Other Equipment Purchases-Reduce \$35,000 (turnout gear)

Administrator Douglas stated that this was a reduction of \$35,000 for turnout gear.

12. Fire & Rescue-Ambulance & Rescue-Volunteer Rescue Squads-Reduce \$16,000

Administrator Douglas stated that Waverly Rescue offered to give back and not request their \$8,000. He stated to be fair across the Board added Stony Creek as well, for a total of \$16,000.

Vice Chairman stated, as Chief of Stony Creek Volunteer Rescue Squad (SCVRS), that this item wasn't discussed with SCVRS, although they didn't request the funding.

13. Fire & Rescue-Emergency Services-Maintenance Services Contract-Reduce \$4,614

Administrator Douglas stated that Emergency Services Maintenance Services Contract was reduced by \$4,614.

14. Miscellaneous Fire & Rescue (Items not transferred in proposed budget, to include a reduction in Communication Equipment f \$28,650) – Increase \$326,308)

The shortfall of the Fire & Rescue budget of miscellaneous items that were not transferred over, was reconstructed. It was a mistake with the software the Chief of Fire & Rescue was using of not transferring the \$350,000 of critical items such as vehicles maintenance and liability insurance. Administrator Douglas stated that he made adjustments to accommodate these items.

15. Non-Departmental – Contingency Account – Reduce \$25,000

To balance the budget, \$32,000 from the Contingency Account was used.

Item 8. Consideration of CY24 Tax Rate Resolution

Administrator Douglas noted that there was a 10¢ increase in Real Estate taxes. There was discussion of the recommendation of the Finance Committee for a five cents tax increase.

Chairman Jones inquired of the Treasurer and the Finance Director regarding balancing the budget with the five cents increase and or 10¢ increase.

Treasurer Cox stated that with the five cents increase to the taxes, there would be a deficit. There would have to be an increase in Revenue. Funds would have to be taken from the Reserves Fund or cut some expenditures to balance the budget. She noted that she didn't think that County had time for any additional funding from cigarette, meals or real estate taxes or solid waste fees to implement.

It was noted that \$220,000 was taken from the Escrow Reserves (basically the Fire & Rescue Reserves) to help offset some of the debt deficits in the budget.

There was discussion of the Board making tough decisions for the betterment for the children of Sussex County.

There was discussion of environmental sensitive areas.

There was discussion of the amount of tax rate increase and the amount to pull from the Reserves.

Supervisor Fly made the motion, seconded by Supervisor Tolliver to adopt the budget as proposed with a five cent tax increase, and pull the remainder of \$670,000 from the Reserves with the understanding that the Board will come back in August to do further cuts on the budget to reduce the burden on the reserves. Treasurer Cox suggested adopting the tax increase separately.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TOLLIVER and carried: RESOLVED that the Sussex County Board of Supervisors hereby set the levy on the Sussex County on the Real Estate property taxes to fifty-three cents (53¢).

Voting aye: Supervisors Baicy, Fly, Futrell, Jones, Tolliver, White

Voting nay: Supervisor Tyler

Item 9. Consideration of FY25 Budget Resolution

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TOLLIVER and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopt the FY25 Budget as presented, with a five cent tax increase; and

BE IT FURTHER RESOLVED that the remainder \$670,000 be taken from the Reserves with the understanding that the Board will come back in August to do further reductions in the budget to reduce the burden on the reserves.

Voting aye: Supervisors Baicy, Fly, Futrell, Jones, Tolliver, Tyler

Voting nay: Supervisor White

Item 10. Consideration of Capital Improvement Plan

This item was tabled until the next meeting. Finance Director clarified that this item was not the Big Ticket item. This is the Capital Improvement Plan that the Board will adopt going forward.

Item 11. Citizens' Comments

Comments were heard from:

- William Ricks (SCYARA) – Thanked the Board for considering them in the budget; SCYARA Pool opened Sunday; 100+ children at pool.
- Walt Lanier – Vote on previous solar meeting.

- Kevin Bracy – Management of funds/Reserves; water and sewer; employee position; sheriff's vehicles; moving County forward.
- Regina Sykes (CWA) – Proposed budget passed doesn't include two big ticket items - case management system and additional funding for employee taking pay cut; money brought to the County; amendment for items omitted; readdress two line items.
- Ernest Giles (Sheriff) – Echoed CWA comments; discussed budget; trying to help County; vehicles and toilets; apologize; not against anyone; want someone to listen; thanked the Board.

Supervisor Futrell departed at 11:29 a.m.

Item 12. Adjournment

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR TOLLIVER and carried: RESOLVED that the Sussex Board of Supervisors hereby adjourned the June 26, 2024 Special meeting at 11:36 a.m. All Board members present voted aye. All Board members present voted aye.