

**At a Regular Meeting of the  
Sussex County Board of Supervisors  
Held in the General District Courtroom on  
Thursday, March 19, 2026 at 6 pm**

**BOARD MEMBERS PRESENT**

Steve E. White, Chair (Via Telephone)  
Phyllis T. Tolliver, Vice Chair  
Rufus E. Tyler, Sr.  
C. Eric Fly, Sr.  
Alfred. G. Futrell  
Wayne O. Jones  
Thomas W. Baicy, III

**STAFF PRESENT:**

Richard Douglas, County Administrator  
David Conmy, Deputy County Administrator/  
Economic Development Director  
Danielle Powell, County Attorney  
Deste J. Cox, Treasurer  
Stevie Cox, Grant Writer  
Jaime Poole, Finance Consultant  
Shilton R. Butts, Assistant to the County Administrator/  
Clerk to the Board of Supervisors

**1. Commencement**

**1.01 Call to Order/Determine Quorum**

Vice Chair Tolliver called the March 19, 2026 regular meeting of the Sussex County Board of Supervisors to order.

**1.01a Approval of Board Member Participating by Phone under Board Remote Participation Policy**

Chair White noted that he was participating remotely (via telephone) due to personal reasons.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR JONES and carried:  
RESOLVED that the Sussex County Board of Supervisors hereby approve of remote participation by Supervisor White.

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

Voting nay: none

Absent during vote: Supervisor Tyler

**1.02 The Invocation**

The Invocation was offered by Supervisor Fly.

### 1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

### 1.04 Agenda Amendments

Supervisor Baicy requested to remove under Item 2. Approval of Consent Agenda, Item 2.01 February 13, 2026 Personnel Committee meeting minutes.

Administrator Douglas requested to remove under Item 3. Presentations, Items 3.01 FY2025 Audit Presentation and 3.02. General Reassessment Update.

Supervisor Baicy requested to add under Item 9. New Business, as Item 9.01 Recycling Options.

### 1.05 Approval of Regular Agenda

ON MOTION OF SUPERVISOR JONES seconded by SUPERVISOR FLY and carried: RESOLVED that the Board of Supervisors hereby approve the March 19, 2026 agenda inclusive of (1) removing under Item 2. Approval of Consent Agenda, Item 2.01 February 13, 2026 Personnel Committee meeting minutes; (2) removing under Item 3. Presentations, Items 3.01 FY2025 Audit Presentation and 3.02. General Reassessment Update; and (3) adding under 9. New Business, as Item 9.01 Recycling Options. All Board members present voted aye

## **2. Approval of Consent Agenda**

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approve the Consent agenda inclusive of the following: (a) February 19, 2026 regular and March 5, 2026 Joint School Board and Board of Supervisors Meeting minutes; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report and Financial Update; (d) Departmental Reports; (e) Employee Leave Carryover Request; and (f) County Health Insurance Renewal. All Board members present voted aye.

## **3. Recognitions/Awards/Presentation**

### 3.01 FY2025 Audit Presentation – Taylor Stover, Robinson, Farmer, Cox Associate

*This item was moved to the April Board meeting during agenda amendments.*

### 3.02 General Reassessment Update – Bob Pearson, Vision Government Solutions

*This item was moved to the April Board meeting during agenda amendments.*

### 3.03 FY2027 County Revenue Projections

Treasurer Deste Cox presented an updated County revenue projections for FY27. The following was reviewed:

Real Estate: Treasurer Cox noted that the 2026 Reassessment is in progress. Property values and tax rate will determine any change in proposed revenue for FY27. Preliminary figures indicate an increase in property value. Prior to the reassessment, \$.01 in tax rate represented \$132,000 in Real Estate and Public Service revenue. For the purpose of the FY27 Budget, a conservative 20% increase in overall real estate value has been included, using a tax rate of \$.46. (She noted that it was up to the Board to accept the tax rate.) This would result in additional revenue of \$255,774. It was noted that in this scenario, \$.01 of tax rate would represent \$155,000 in revenue.

Disabled Veterans: The Disabled Veterans relief program is mandated by the Commonwealth of Virginia. Tax relief for Disabled Veterans provides a total tax exemption on the dwelling and up to one acre of land owned by a Disabled Veteran. To qualify for the exemption, the veteran must have a 100% service-connected, permanent and total disability as certified by the U.S. Department of Veterans Affairs. Qualification is not based on income or financial assets. Currently, 72 veterans are receiving the exemption in Sussex County. In addition, upon the death of the disabled veteran, the exemption is transferred to the surviving spouse, who will continue to receive the exemption until their (the spouse) death. The amount of tax exempted for Disabled Veterans in FY26 was approximately \$76,600, which was a 21% increase over the previous year.

Elderly or Disabled: Tax relief for individuals who are 65 and older or disabled provides tax relief on the primary dwelling and up to one acre of land owned by the applicant. Qualification for this program is based on income and net financial asset levels. Annual application must be submitted to the Commissioner of the Revenue to determine eligibility. Currently, 32 taxpayers are receiving relief. The amount of real estate taxes exempted for the Elderly/Disabled Relief Program in FY26 is approximately \$18,900.

Personal Property – Motor Vehicles: 2026 Personal Property taxes are projected to increase 8.6%, based on the actual 2025 tax assessment. A revenue increase of \$419,000, for a total budgeted FY27 amount of \$5,243,400, is anticipated.

The Disabled Veterans exemption on vehicles is granted to approximately 62 citizens in Sussex and the vehicle tax exempted totals approximately \$52,480.

Fire and Rescue personal property exemption has been budgeted at \$0. The tax rate was reduced in 2025 to \$0. In FY26, forty four (44) volunteers were certified for the Fire/Rescue reduction.

Machinery & Tools: Machinery & Tools tax has decreased in the past year. Assessments are projected to decrease 27% for the 2026 tax year, resulting in \$505,250 decreased tax revenue.

Meals Tax: As the County completes its first full year under the Meals Tax Ordinance, revenue is averaging \$41,000 per month. FY27 revenue is projected at \$502,000, a budget increase of approximately \$200,000.

Landfill Revenue: FY27 revenue from landfill host fees is projected at \$5,600,000, a 5.5% decrease from the FY26 budgeted amount. This decrease reflects the actual revenue currently being collected.

Summaries of the Revenue, as well as the spreadsheets of all of the categories of the budget were provided to the Board. It was noted that the spreadsheet with the revenue detail listed the tax without the reassessment and tax with the reassessment.

No action was requested at the time, but the figures will be used by staff in the completion of the FY27 Proposed County Operating Budget

#### **4. Public Hearings**

There was no Public Hearing.

#### **5. Appointments**

There were no Appointments.

#### **6. Action Items**

##### 6.01 Concurrent Resolution Extending the Corporate Life of the Sussex Service Authority

Included in the packet for the Board's consideration is a concurrent resolution (Sussex County, Stony Creek, Waverly, Wakefield) extending the corporate life of the Sussex Service Authority for 50 years. While the SSA was created in 1997, this resolution extending its life is necessary for the recent incurrence of debt through the Virginia Resources Authority for critical infrastructure improvements. This resolution has been reviewed by the County Attorney.

Staff recommended approval of the concurrent resolution extending the corporate life of the Sussex Service Authority.

A copy of the concurrent resolution was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approved the concurrent resolution of the Town Councils of the Towns of Stony Creek, Virginia, Wakefield, Virginia, and Waverly, Virginia, and the Board of Supervisors of Sussex County, Virginia for the purpose of extending the corporate life of the Sussex Services Authority, to wit:

WHEREAS, the Town Councils of the Towns of Stony Creek, Virginia, Wakefield, Virginia, and Waverly, Virginia and the Board of Supervisors of Sussex County, Virginia duly created the Sussex Service Authority (the "Authority") in 1997 as authorized by the Code of Virginia of 1950, as amended (the "Code"), for the purposes set forth in the Articles of Incorporation of the Authority (the "Articles"); and

WHEREAS, under the Code, the Authority exists for a period of 50 years from the date of formation; and

WHEREAS, pursuant to Section 15.2-5114 of the Code, the governing bodies of the localities that are members of the Authority may extend the Authority's term of existence from time to time by duly adopting a resolution therefor, provided such extension is not for a term greater than fifty years from the date such resolution is adopted; and

WHEREAS, to facilitate the incurrence of debt by the Authority to accomplish the purposes for which the Authority was created, the governing bodies of the localities that are members of the Authority desire to extend the corporate life of the Authority until fifty years from the date of the adoption of this resolution; and

NOW, THEREFORE, IT IS RESOLVED BY TOWN COUNCILS OF THE TOWNS OF STONY CREEK, VIRGINIA, WAKEFIELD, VIRGINIA, AND WAVERLY, VIRGINIA, AND THE BOARD OF SUPERVISORS OF SUSSEX COUNTY, VIRGINIA, IN SEPARATE MEETINGS ASSEMBLED:

1. The Authority shall have a term of existence as a corporation of 50 years from the date that the last member jurisdiction approves this Resolution, and for such period or periods as may from time to time be further provided by appropriate resolutions of the governing bodies acting pursuant to the Code.

2. This Resolution shall take effect immediately upon its adoption.

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

Voting nay: none

Abstained: Supervisor Baicy

Absent during vote: Supervisor Tyler

#### 6.02 Planning Services Contract with the Berkley Group

Administrator Douglas stated that included in the packet for the Board's consideration is a proposed new contract with the Berkley Group planning and other local government consulting services (a contract was previously approved in 2020). This contract provides for a one-year term, renewable for up to five years. The payment schedule for services would be determined for each work order (planning staff services, solar CUP review, etc.), as was the case with the previous contract. Approval of this contract would allow for the continued use of Berkley for staffing of county planning functions.

There was discussion of the dollar amount of what the County paying for consulting services, as it was listed in the contract.

Staff recommended approval of the proposed contract with the Berkley Group for consulting services.

A copy of the proposed contract was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR BAICY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approve the proposed contract with the Berkley Group for consulting services. All Board members present voted aye.

## **7. Citizens' Comments**

Citizens' Comment were heard from Catrina Turnbull (Yale District) regarding assessment question and why 40%; problems for neighbors on set income to pay.

## **8. Unfinished Business**

There was no New Business.

## **9. New Business**

*This item was added under agenda amendments.*

Supervisor Baicy discussed recycling services.

County Administrator: Look into options for restarting recycling services (including appliances, metals, and furniture) at county convenience sites and develop a plan with associated costs for the board's consideration.

There was discussion of when the County cut recycling in approximately 2023 at the convenience centers.

There was discussion of ongoing issues with the Courthouse convenience sites

## **10. Board Member Comments**

10.01 Blackwater District – none

10.02 Courthouse District – none

10.03 Henry District – absent during comments

10.04 Stony Creek District – Complaints about dumpsters being full and locked gates; meeting with Waste Management;

10.05 Wakefield District – Eastern Senior Citizens of Sussex Rainbow Tea – April 4 – 3 p.m. at Wakefield Foundation (\$10/Ticket); Cost of Living; Tough decisions for citizens to live a better life.

10.06 Waverly District – Get out and vote.

10.07 Yale District – none

**11. Closed Session**

11.01 Convene to Closed Session

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby convene to Closed Session for (a) discussion or disposition the conveyance of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, applicable Virginia Code Section 2.2-3711(A)3, acquisition of real property for public purpose; and (b) consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Code Section 2.2-3711(A)8, pending applications. All Board members present voted aye.

11.02 Reconvene to Open Session

ON MOTION OF SUPERVISOR JONES, seconded by SUPERVISOR BAICY and carried:

RESOLVED that the Sussex County Board of Supervisors hereby reconvened to Open Session; and

FURTHER RESOLVED THAT that the Sussex County Board of Supervisors convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Sussex County Board of Supervisors hereby approves adoption of resolution for certification, to-wit:

WHEREAS, that the Sussex County Board of Supervisors convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors hereby certifies that, to the best of each member's knowledge (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard discussed or considered.

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

Voting nay: none

**12. Adjournment**

#### 12.01 Adjournment

ON MOTION OF SUPERVISOR JONES, seconded by SUPERVISOR TYLER and carried: RESOLVED that the March 19, 2026 regular meeting of the Sussex County Board of Supervisors hereby adjourned at 7:20 p.m. All Board members present voted aye.

#### 12.02 Next Meeting

The next regular Board of Supervisors meeting is scheduled to be held, Thursday, April 16, 2026 at 8 p.m.