

**RICHMOND COUNTY BOARD OF SUPERVISORS  
DECEMBER 10, 2015**

**MINUTES**

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 10<sup>th</sup> day of December, 2015, thereof in the Public Meeting Room of the County Office Building.

Present:

F. Lee Sanders, Chairman  
Richard E. Thomas, Vice-Chairman  
Jean C. Harper, Member  
John L. Haynes, Jr., Member  
Robert B. Pemberton, Member

Also Present:

R. Morgan Quicke, County Administrator  
Denise Dunaway, Development Services Manager  
Rosa Forrester, Clerk of the Circuit Court  
Jennifer Delano, Commissioner of the Revenue  
Edith Anne Sanders, Treasurer  
Halle Keyser, Registrar  
Joyce Pemberton  
Bristow Balderson  
John Lewis  
Approximately 10 others

**CALL TO ORDER**

Chairman Sanders called the meeting to order at 9:00 a.m., gave the invocation, and led everyone in the Pledge of Allegiance.

**RESOLUTIONS AND RECOGNITIONS**

Mrs. Harper presented Ms. Rosa Forrester with a Resolution and thanked her for many years of service to Richmond County as Clerk of the Circuit Clerk.

Mr. Haynes presented Ms. Edith Anne Sanders with a Resolution and thanked her for many years of service to Richmond County as Treasurer.

Mr. Richard Thomas read a Resolution thanking Mr. Emery for his years of service to Richmond County as Commonwealth Attorney.

*“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve the following resolutions for Rosa Forrester, Edith Anne Sanders, and Wayne Emery:”*

**A RESOLUTION HONORING THE SERVICE OF ROSA FORRESTER TO RICHMOND COUNTY**

**WHEREAS**, Rosa Forrester was first appointed as Deputy Clerk in Richmond County in July of 1970, and began her first term as Clerk of the Circuit Court January 1, 1980; and

**WHEREAS**, Rosa Forrester has spent her entire career working to make the Clerk’s Office of Richmond County, most welcoming and inviting to citizens and visitors alike, all while working to preserve and enhance the records of Richmond County; and

**WHEREAS**, Rosa Forrester has been an integral member over the years of the Virginia Court Clerks Association and has been extremely vital in the annual planning and preparation of the annual Clerks Convention; and

**WHEREAS**, Rosa Forrester has been a large part of her community, serving on many distinguished local boards throughout her career, working to make Warsaw and Richmond County a better place to live, work and play, most notably through her efforts with the Richmond County YMCA and the Rappahannock High School After Prom Committee; and

**WHEREAS**, Rosa Forrester announced her intentions to not seek a further term as Clerk of the Circuit Court and retire as of December 31, 2015;

**NOW THEREFORE BE IT RESOLVED**, that the Richmond County Board of Supervisors expresses our sincere appreciation and gratitude to Rosa Forrester for her wonderful and impactful years as the Circuit Court Clerk of Richmond County. Mrs. Forrester has been a true and dedicated public servant to all of the citizens of Richmond County over her 45 years working within the Circuit Court Clerk’s Office of Richmond County and more importantly her 35 years serving as Clerk;

**BE IT FURTHER RESOLVED**, that a copy of this Resolution, passed by the Richmond County Board of Supervisors on December 10, 2015, be entered into the permanent records of the Richmond County Board of Supervisors.

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F. Lee Sanders, Chairman

**A RESOLUTION HONORING THE SERVICE OF EDITH ANNE SANDERS TO RICHMOND COUNTY**

**WHEREAS**, Edith Anne Sanders came to work in the Treasurer's Office of Richmond County on September 1, 1970, as a part time Deputy Treasurer at the request of then Treasurer, Elnora F. Campbell and Board of Supervisors Member, Everette Sanders; and

**WHEREAS**, Edith Anne Sanders worked under the direction of the two previous Treasurers of Elnora F. Campbell and Lois O. Shockley; and

**WHEREAS**, Edith Anne Sanders began her official duties as Treasurer of Richmond County on January 1, 1992; and

**WHEREAS**, Edith Anne Sanders has spent nearly 45 years, 24 as Treasurer, in the Treasurer's Office of Richmond County, diligently and thoughtfully working for the citizens of Richmond County on a daily basis, and working to make the office run as efficiently and effectively as possible at all times; and

**WHEREAS**, Throughout her time of service to Richmond County, Edith Anne Sanders has also been a member of the American Heart Association, Warsaw-Richmond County Chamber of Commerce, Business and Professional Women's Club of Essex County and the Northern Neck and has been a longtime and dedicated member of Cobham Park Baptist Church; and

**WHEREAS**, Edith Anne Sanders announced her retirement earlier this year and decided not to seek reelection for a seventh term as Treasurer of Richmond County;

**NOW THEREFORE BE IT RESOLVED**, that the Richmond County Board of Supervisors expresses our sincere appreciation and gratitude to Edith Anne Sanders for her wonderful and impactful years as the Treasurer of Richmond County. Mrs. Sanders has been a true and dedicated public servant to all of the citizens of Richmond County over her 45 years working within the Treasurer's Office of Richmond County and more importantly her 24 years serving as Treasurer;

**BE IT FURTHER RESOLVED**, that a copy of this Resolution, passed by the Richmond County Board of Supervisors on December 10, 2015, be entered into the permanent records of the Richmond County Board of Supervisors.

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F. Lee Sanders, Chairman

**A RESOLUTION HONORING THE SERVICE OF WAYNE EMERY TO RICHMOND COUNTY**

**WHEREAS**, Wayne Emery was elected as Commonwealth's Attorney for Richmond County, and took office January 1, 1996; and

**WHEREAS**, Wayne Emery has worked for nearly 20 years to prosecute the crimes of Richmond County and to make our County a safer place to live, work and play; and

**WHEREAS**, Wayne Emery, from 1996 through 2012, served in the dual capacity as both Commonwealths Attorney for Richmond County and County Attorney; and

**WHEREAS**, Wayne Emery has been an influential figure in the Richmond County community, serving on many boards, commissions and organizations both personally and professionally; and

**WHEREAS**, Wayne Emery has announced his retirement, effective December 31, 2015 as the Commonwealth's Attorney of Richmond County;

**NOW THEREFORE BE IT RESOLVED**, that the Richmond County Board of Supervisors expresses our sincere appreciation and gratitude to Wayne Emery for his wonderful and impactful years as the Commonwealth's Attorney of Richmond County. Mr. Emery has been a true and dedicated public servant to all of the citizens of Richmond County over his nearly 20 years working as Commonwealth's Attorney for Richmond County

**BE IT FURTHER RESOLVED**, that a copy of this Resolution, passed by the Richmond County Board of Supervisors on December 10, 2015, be entered into the permanent records of the Richmond County Board of Supervisors.

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F. Lee Sanders, Chairman

Mr. Pemberton presented Ms. Joyce Pemberton with a Certificate of Appreciation for her 16 years of service to the Richmond County Planning Commission.

Chairman Sanders presented Mr. Bristow Balderson with a Certificate of Appreciation for his 20 years of service to the Richmond County Board of Zoning Appeals.

**VDOT**

Mr. Quicke reported that the Oak Row Road project is now complete and VDOT is still working with the YMCA on the abandonment of George Brown Lane, which is in front of the YMCA facility.

**SHERIFF**

Mr. Quicke presented the Sheriff's report for the month of November. He reported that the Sheriff's Office dispatched 577 calls for service, bringing the total for the year to 6627. He said that the Richmond County jail population for the past week was 21.

Mr. Quicke reported that the Sheriff's Office worked the Christmas parade with no problems and that they participated in the Wounded Warrior Fundraiser and raised \$775.00 for the cause.

Mr. Quicke reported that the office assisted Haynesville Correctional Institution with its Visitor Interdiction and they assisted with the Regional Area Medical Program at the Richmond County Elementary School.

**TREASURER**

Edith Anne Sanders, Treasurer, presented the Trial Balance Report for the month of November, 2015.

**COMMISSIONER OF THE REVENUE**

Jennifer Delano, Commissioner, was pleased to report that they survived the tax deadline. She said that they are currently adding and deleting vehicles from the personal property records and working on the 2015 land transfers.

Mrs. Delano thanked the Constitutional Officers that are either retiring or not returning for their dedication to Richmond County and said that each will be missed.

Mrs. Delano wished everyone a Merry Christmas and a Happy New Year.

**PLANNING & ZONING**

Mr. Quicke told the Board that the Planning Commission held a public hearing on December 7<sup>th</sup> regarding the proposed Solar Panel Ordinance. He said the Planning Commission tabled the decision due to one minor change. Mr. Quicke recommended that the Board hold a public hearing on January 14, 2016 regarding the proposed Solar Panel Ordinance.

***“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to schedule a public hearing on January 14, 2016 at 7:00 p.m. to hear public comment regarding the proposed Solar Panel Ordinance.”***

Mr. Quicke informed the Board that the Planning Commission will hold a public hearing in January regarding the annual 5 year Capital Improvement Plan.

Mr. Quicke told the Board that the District 2 Member of the Planning Commission, Pat Weakland, resigned at the December 7<sup>th</sup> Planning Commission meeting. Mr. Quicke said the resignation will be effective December 31, 2015.

**EMERGENCY SERVICES**

Mr. Quicke gave the following report for the month of November, 2015: 98 calls; 3 calls for mutual aid into Richmond County; and 3 fly-outs. He reported that during the month of October, \$31,524.00 was collected through EMS recovery billing.

Mr. Quicke said that the process has started for Code Red and it should be in place and working in the next few weeks. He said that the department assisted with the RAM event at the elementary school for the 2-day event.

Mr. Quicke said that they are trying to fill two-full vacancies within the organization.

**PUBLIC COMMENT**

Mr. John Lewis asked the Board to consider adding an additional public comment period at the end of the Board meetings in order to give citizens a time to comment on any decisions that are made during the meeting. Mr. Lewis said he feels like there were citizens that would have liked to comment after last month's meeting.

Mr. Lewis thanked everyone for their service to Richmond County and wished everyone a happy holiday.

**MP-NN COMMUNITY SERVICES BOARD – APPOINTMENT**

Mr. Quicke said he talked to Sheriff Smith regarding the MP-NN Community Service Board appointment and he agreed to serve.

*“On a motion made by Richard Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to appoint Sheriff Steve Smith to the MP-NN Community Services Board for a three year term, which will expire on December 31, 2018.”*

**FARNHAM CREEK BOAT LANDING - UPDATE**

Mr. Quicke provided the Board with a post construction picture of the Farnham Creek Boat Landing. He said that the project should be complete by next week.

Mr. Quicke asked the Board if they wanted to hold a ribbon ceremony at the Farnham Creek Boat Landing. Mr. Thomas said he thought it would be a good idea and recommended inviting Mr. Quesenberry back to the ceremony. Mr. Quicke said that a ribbon cutting and sign unveiling ceremony would be nice. He said that DGIF has been a big part of the project so he would invite them to participate.

Mr. Quicke and the Board agreed to schedule the ribbon cutting and sign unveiling ceremony on the afternoon of January 14, 2016. Mr. Quicke said he would put a notice in the newspaper.

**LITTLE FLORIDA – ZONING CASE UPDATE**

Mr. Quicke said he has nothing to report regarding the Little Florida zoning case.

**MONTHLY APPROPRIATIONS – RICHMOND COUNTY DEPARTMENT OF SOCIAL SERVICES**

*“On a motion made by Jean C. Harper, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to appropriate \$85,000.00 to the Richmond County Department of Social Services for the month of January 2016.”*

**MONTHLY APPROPRIATIONS – RICHMOND COUNTY PUBLIC SCHOOLS**

*“On a motion made by Jean C. Harper, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to appropriate \$1,295,860.00 to the Richmond County School Board for the month of January 2016.”*

**SUPPLEMENTAL APPROPRIATIONS**

*“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve a supplemental appropriation in the amount of \$33,783.00 for line item 6659, Fire Programs Contribution, for the Department of Fire Suppression/VFD.”*

*“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve a supplemental appropriation in the amount of \$5,027.00 for line item 5720, Workers Compensation, for the Department of Miscellaneous and Contingencies.”*

*“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve a supplemental appropriation in the amount of \$9,390.00 for line item 6100, Professional Services, for the Department of Electoral Board.”*

*“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve a supplemental appropriation in the amount of \$70,000.00 for line item 8005, Motor Vehicles, for the Department of Sheriff/Law Enforcement.”*

*“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve a supplemental appropriation in the amount of \$150,000.00 for line item 8004, Mapping System Maintenance, for the Department of E911.”*

**APPROVAL OF MINUTES – NOVEMBER 12, 2015**

*“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve the minutes from the November 12, 2015 meeting.”*

**OTHER BUSINESS**

Mr. Thomas thanked all for their service to Richmond County and told Mr. Haynes and Mrs. Harper that he has enjoyed working with them. Mr. Thomas wished everyone a Merry Christmas.

Mrs. Harper thanked everyone in District 2 for the opportunity to serve them and told Mr. Parr that she looks forward to seeing him sitting with the members. She thanked the Board members for all of their help while she served on the Board. Mrs. Harper praised and thanked the Vocational Center for the excellent meal that they recently prepared for the staff. Mrs. Harper wished everyone a Merry Christmas.

Mr. Haynes thanked the outgoing officials and thanked Mrs. Harper for her services to the Board and the Social Services Board. He congratulated Mr. Sanders on his re-election and welcomed Mr. Parr and Mr. Herbert. Mr. Haynes urged Mr. Parr and Mr. Herbert to take full advantage of the certification program and the other opportunities that are offered to them and wished them good luck. Mr. Haynes wished everyone a Merry Christmas.

Mr. Pemberton said he echo’s Mr. Thomas’ words and told Mr. Haynes and Mrs. Harper it has been a pleasure to serve with them on the Board. Mr. Pemberton wished everyone a Merry Christmas.

Chairman Sanders said it has been a pleasure to work with Mr. Haynes and Mrs. Harper and wished them both well. Chairman Sanders wished everyone a Merry Christmas.

Mr. Quicke asked the Board to visit the Extension Office site and see the improvements that have been made to the property and buildings. Mr. Quicke said the finance forum will be January 6<sup>th</sup> from 10 to 3. He said that the dinner in Essex County will be January 7<sup>th</sup> at 7:00 p.m. and the County Christmas lunch will be held on December 21<sup>st</sup> at noon. Mr. Quicke reminded the Board about the reception for Edith Anne Sanders, Rosa Forrester, and Wayne Emery that will be on December 14<sup>th</sup> from 4 to 6. Mr. Quicke said that he, Mr. Parr, and Mr. Herbert recently attended the Sands Anderson training.

Mr. Haynes also recommended the new Board members attend the upcoming business forum.

**ADJOURNMENT**

After no further business, Chairman Sanders adjourned the meeting at 9:45 a.m.

A handwritten signature in black ink, appearing to read 'F. Lee Sanders', written over a horizontal line.

F. Lee Sanders, Chairman  
Richmond County Board of Supervisors

