

Richmond County Board of Supervisors

101 Court Circle P.O. Box 1000 Warsaw, Virginia 22572 (804) 333-3415 FAX (804) 333-3408 www.co.richmond.va.us

August 11, 2016

RICHMOND COUNTY BOARD OF SUPERVISORS

AGENDA

9:00 A.M.

1. Call to Order, Invocation and Pledge of Allegiance
2. Resolution – Rappahannock High School Baseball Team – 1A State Champions (1)
3. Monthly Staff Reports
 - Richmond County Public Schools
 - VDOT
 - Sheriff
 - Treasurer
 - Commissioner of the Revenue
 - Planning/Zoning/Land Use
 - Chief of Emergency Services
 - Fire Chief
4. Public Comment
5. Mr. Chuck Walsh – MP-NN Community Services Board

OLD BUSINESS

6. EMS Building – RFP Results and Discussion
7. Indianfield Road – Permanent Road Closure/Abandonment
8. Speed Study Request – Route 3 – (Warsaw – Emmerton) (2)
9. Richmond County Personnel Policy – Discussion (3)

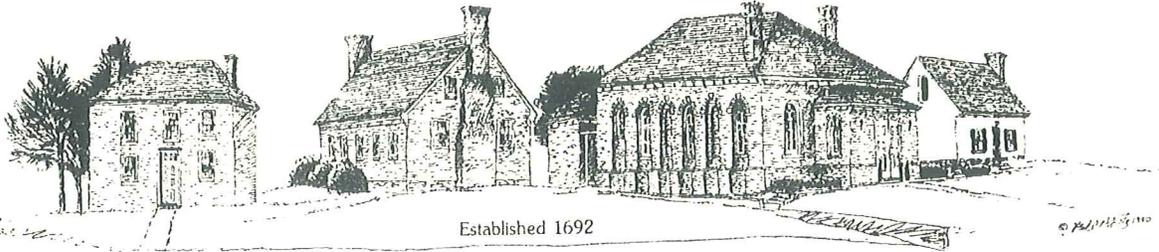
NEW BUSINESS

10. VACO – Christmas Ornament Request (4)
11. Merrimac Center – Reappointment of County Administrator to Board

ONGOING PROJECTS/ISSUES

12. Little Florida – Zoning Case
13. Monthly Appropriations- Richmond County Department of Social Services
14. Monthly Appropriations- Richmond County School Board
15. Monthly Supplemental Appropriations
16. Approval of Minutes - July 14, 2016
17. Other Business
18. Recess until 1:00 P.M. for Public Hearing
 - Larry W. and Sandra P. Pierson of 198 Memorial Drive, Warsaw, VA 22572, have applied for a Special Exception Permit in order to allow for replacement of boathouse roof with decking. The property in question is located at 184 Rappa Point Road, Warsaw, VA and is further described as Lot 18, Block A, Rappa Point (Tax Map No. 14B-18).
 - On Thursday, August 11, 2016, at the County Administration Building at 101 Court Circle, Warsaw, VA, the Board of Supervisors of Richmond County, Virginia will hold a public hearing on the proposed approval of a Second Amended Cooperation Agreement and a Financing Lease (the “Documents”) relating to the operation of the Northern Neck Regional Jail (the “Jail”). Under the Documents, the Counties of Richmond, Westmoreland and Northumberland (the “Lessor Counties”) will agree to reconstitute the Northern Neck Regional Jail Board to make Gloucester County a full participating member, and to give Gloucester a non-exclusive leasehold interest in the Jail for a 15 year term, in exchange for rental payments totaling \$10,260,797 over the 15 years. This public hearing is being held to comply with the requirements of Virginia Code § 15.2-1800 for the sale of public property, because the Documents provide that, at the end of the 15 year lease term and after receipt of all rental payments, the Lessor Counties will convey to Gloucester County a 25% undivided interest in the Jail and all related property. Copies of the Documents are available for public inspection at the office of the Richmond County Administrator at the address mentioned above.
19. Adjourn

Next Regular Meeting: September 8, 2016 – 9:00 A.M.



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TO: Richmond County Board of Supervisors
FROM: R. Morgan Quicke, County Administrator
DATE: August 4, 2016
RE: August 11th Board of Supervisors Meeting

RMQ

Dear Board Members:

Please find enclosed the information needed for the August 11th Board of Supervisors Meeting, set to begin at 9:00 A.M. in the County Public Meeting Room. There are two Public Hearings scheduled for the **1:00 P.M.** portion of the meeting. The first is a Special Exception request from Wayne and Sandra Pierson, requesting alteration to a legal-nonconforming use (boathouse) and the second is to approve the amended service agreement to the Northern Neck Regional Jail, allowing Gloucester County to join as an equity/owner locality. Documents for the public hearings can be found behind the "Public Hearing" tab.

Prior to Staff Reports, we will be joined by the players and coaches of the 1A State Champions, the Rappahannock High School Varsity Baseball Team! A resolution has been drafted in honor of their wonderful State Championship!

At the conclusion of staff reports, Mr. Chuck Walsh, Executive Director of the Middle Peninsula-Northern Neck Community Services Board, has asked to present to the Board the Biennium Performance Contract for approval. The Code of Virginia requires each Community Services Board to submit to the governing body of each political subdivision that established it, a biennium performance contract for community mental health, intellectual disabilities and substance use services, for its approval prior to submission of the contract to the Virginia Department of Behavioral Health and Development Services. Information provided by Mr. Walsh is enclosed separately.

AGENDA ITEMS

OLD BUSINESS

EMS Building – RFP Results and Discussion

Our Request for Proposals for the future of the EMS building were due July 21st and we received three. For clarification on the process, RFP's are not submitted to the County with costs, they are presented in a format that proves the respondents can perform the work and can perform it well. It is more of a resume from the companies in hopes the County will like what they are about and call them for an interview. Unlike a Request for Bids (RFB), where the County can only base the decision off of price, the RFP gives the locality more latitude in picking the company that best suits the needs of the project.

I would recommend that our next step include the formation of a panel, made up of one or two BOS members, the EMS Chief and Captain and the County Administrator. The purpose of the panel will be to further review the proposals submitted, interview selected companies and recommend to the full Board at the September meeting the top pick.

I have not included in the Board Packet the RFP's due to their size, but the three respondents were: HDH Architecture, Engineering and Environmental, Perretz and Young Architects and J.L. Howeth, P.C. If you wish to review, please come by the office at anytime.

Indianfield Road – Permanent Road Closure/Abandonment

At the July meeting, Mr. Hank Becker spoke during public comment about the future of Indianfield Road, and the portion of the road that is closed currently. We had discussed sometime ago the permanent closure of this road and beginning the formal process with VDOT. If this is the will and intention of the Board, I would recommend we move forward with VDOT to permanently abandon this portion of the road.

Speed Study Request – Route 3 (Warsaw to Emmerton)

Mr. Herbert brought up at the July meeting the 55MPH speed limit along Route 3 between the Warsaw Town Limits and Emmerton, where the four lanes goes back to two lanes. I have spoken with Mr. Carter White of VDOT about this and since Route 3 is a Primary, it would take legislative action from the General Assembly to see this speed limit be increased to 60MPH. I have drafted the attached resolution for the Board's consideration, in support of the General Assembly doing a speed study in hopes of changing the speed limit to 60MPH.

Richmond County Personnel Policy – Discussion

At the June meeting I provided the Board with a draft of the proposed rewrite of the Richmond County Personnel Policy. I have spoken with several of you privately about different revisions and additions and I wanted to bring it back to the full board for discussion. It is my hopes that we can have the new policy adopted this fall.

One of the major new inclusions to the policy is the recently drafted salary scale for Richmond County Employees. This is something that the County has never before had, but something that I feel is important moving forward to make sure our Human Resource practices are the best as possible. I have designed this scale to a recently approved salary scale that Essex County implemented.

NEW BUSINESS

VACO – Christmas Ornament Request

Please see the attached letter from VACO, requesting Counties to submit ornaments for the Governor's Mansion. This request is similar to last year.

Merrimac Center – Reappointment of County Administrator to Board of Directors

I was informed by the Merrimac Center that my appointment had ended effective June 30, 2016. I would request the Board of Supervisors reappoint me to this board for a new two year term, ending June 30, 2018.

PUBLIC HEARINGS

1. Wayne and Sandra Pierson –

- Mr. and Mrs. Pierson are requesting a Special Exception to enlarge an existing, legal, non-conforming use. Their request is for an existing boat house, located at Naylor's Beach. Their request is for additional height of approximately two feet in order to create a space to be able to sit on. The Planning Commission unanimously approved the request at their July meeting.

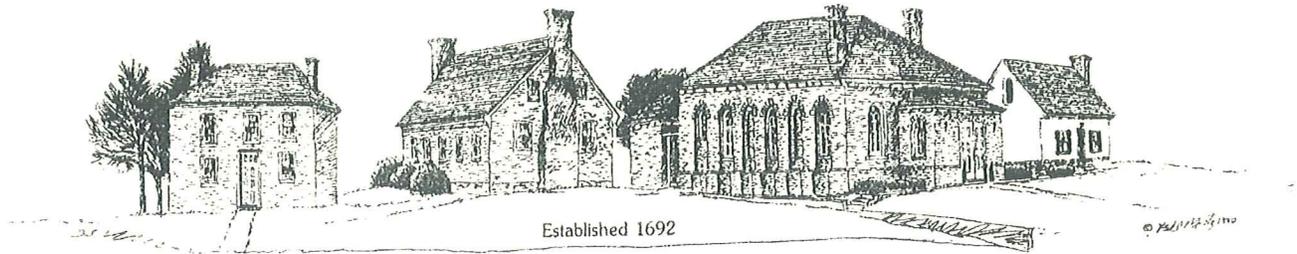
2. Northern Neck Regional Jail – Amended Agreement

- At the August 3rd meeting of the Northern Neck Regional Jail Board, the final touches were put on the Lease Agreement as well as the Financing Agreement. Both of these agreements are attached. The Jail Board along with Gloucester County have worked very hard to ensure that the documents protect all parties to the greatest extent, while also allowing for pleasant working relationships beneficial to all.

Included for the Board's consideration is a resolution of approval of both documents. The final numbers of this deal total more than \$10,200,000 over the next 15 years from Gloucester County to NNRJ.

I have asked the Regional Jail Superintendent, Mr. Ted Hull, to be in attendance to answer any questions there may be.

Resolution – Rappahannock High School Baseball Team – 1A
State Champions



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A Resolution Recognizing the Rappahannock High School Varsity Baseball Team – 1A State Champions

WHEREAS, the Rappahannock High School Baseball team competed and won the State 1A Championship in Radford, Virginia on June 11, 2016 by defeating Windsor High School by a score of 8-7; and

WHEREAS, the 2016 Rappahannock High School Baseball team with an overall record of 20-7 will be remembered for their heart and never-say-die attitude, as they won the championship game in the bottom of the 7th inning with 2 strikes and 2 outs; and

WHEREAS, the Rappahannock High School Baseball team consisted of Brayden Clark, Austin Douglas, Jonathan Douglas, Connor France, Tyler Hennage, Romeo Jackson, Blake Jenkins, Ryan Martin, Joseph Pierson, Daniel Ritchie, Kaleb Self, Devin Sisson, Brandon Whaley, Derek Wiseman and was led by their Coaches Jim Bieger, Carl Blue, Evan Thrift, and Garrett Withers; and

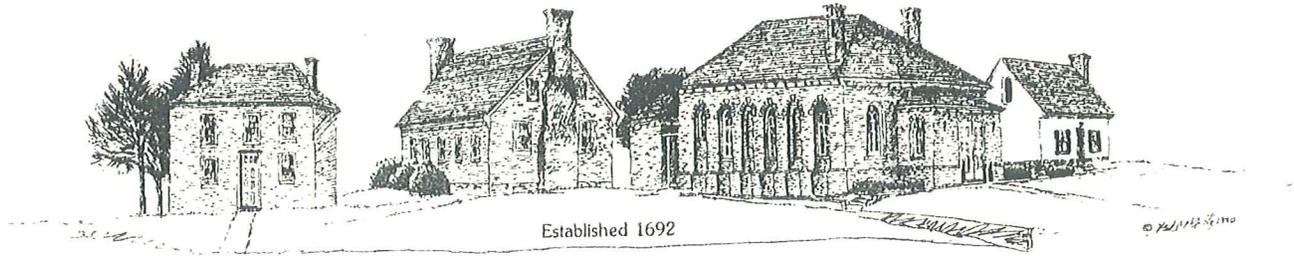
WHEREAS, Coach Jim Bieger was named the Coach of the Year by the Virginia High School League and VHSL Coaches Association; and

NOW BE IT RESOLVED by the Richmond County Board of Supervisors that we express our congratulations, admiration and pride to this outstanding group of Rappahannock High School students and their coaches for their exceptional accomplishments at the Conference, Regional and State levels.

BE IT FURTHER RESOLVED that a copy of this resolution is made a part of the minutes of the August 11, 2016 meeting of the Board of Supervisors of Richmond County, Virginia.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Speed Study Request – Route 3 – (Warsaw-Emmerton)



Richmond County Board of Supervisors

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A Resolution Requesting a Route 3 Speed Study in Richmond County

WHEREAS, the Richmond County Board of Supervisors formally requests the Virginia General Assembly and the Virginia Department of Transportation to conduct a speed study along Route 3 in Richmond County, between the Town Limits of the Town of Warsaw and Emmerton; and

WHEREAS, the current speed limit along this stretch of road is 55 MPH; and

WHEREAS, the Board of Supervisors would like to look into making this stretch of road 60 MPH.

August 11, 2016

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Richmond County Personnel Policy – Discussion

GRADE	Minimum	Midpoint	Maximum	Positions Assigned	Range Spread	Midpoint Progression
1	\$20,000	\$26,000	\$32,000	Custodian	60%	6%
				DSS - Office Associate II		
2	\$21,200	\$27,560	\$33,920	Deputy I - CoR Office	60%	6%
				Deputy I - Treasurer's Office		
				Deputy I - Clerk's Office		
3	\$22,472	\$29,213	\$35,955		60%	6%
4	\$23,820	\$30,966	\$38,112	DSS- Admin Program Asst. II	60%	6%
5	\$25,249	\$32,824	\$40,399		60%	6%
6	\$26,764	\$34,793	\$42,823	EMS- Basic	60%	6%
				Dispatcher - Sheriff's Office		
				Deputy II - CoR Office		
				Deputy II - Treasurer's Office		
				Deputy II - Clerk's Office		
				Secretary- Sheriff's Office		
7	\$28,370	\$36,881	\$45,392	DSS - Self Sufficiency Specialist II	60%	6%
8	\$30,072	\$39,094	\$48,116	Admin. Asst - Planning/Zoning	60%	6%
				Deputy III - CoR Office		
				Deputy III - Treasurer's Office		
				Deputy III - Clerk's Office		
9	\$31,876	\$41,440	\$51,003	EMS- Intermediate	60%	6%
				DSS - Benefit Programs Specialist II		
10	\$33,789	\$43,926	\$54,063	Code Compliance Officer	60%	6%
				Planner		
				Admin Assistant - Sheriff's Office		
				Deputy - Sheriff's Office		
				Animal Control Officer - Sheriff's Office		
				Dispatch Supervisor - Sheriff's Office		
				DSS - Family Services Specialist III		
11	\$35,816	\$46,562	\$57,307	Lieutenant - EMS	60%	6%
				EMS - Paramedic		
				Director of Maintenance		
				Victim Witness - Comm. Attorney Office		
12	\$38,324	\$49,821	\$61,318	Sergeant - Sheriff's Office	70%	7%

				Investigator - Sheriff's Office		
				DSS - Benefit Programs Supervisor		
13	\$41,006	\$53,308	\$65,611	Captain - EMS	70%	7%
				Admin Asst. - Comm. Attorney Office		
				DSS- Family Services Specialist IV		
14	\$43,877	\$57,040	\$70,203	Registrar	70%	7%
15	\$46,948	\$61,033	\$75,118		70%	7%
16	\$50,235	\$65,305	\$80,376	Captain - Sheriff's Office	70%	7%
17	\$53,751	\$69,877	\$86,002	Director of IT	70%	7%
				Director of Finance and Administration		
				Director of Code Administration		
				Chief of Emergency Services		
18	\$58,051	\$75,467	\$92,882	Director of Social Services	80%	8%
19	\$62,695	\$81,504	\$100,313		80%	8%
20	\$67,711	\$88,025	\$108,339	County Administrator	80%	8%
21	\$73,127	\$95,067	\$117,006		80%	8%
22	\$78,978	\$102,672	\$126,366		80%	8%

VACO Christmas Ornament Request

President
Judy S. Lyttle
Surry County

President-Elect
Mary W. Biggs
Montgomery County

First Vice President
William A. Robertson, Jr.
Prince George County

Second Vice President
Sherrin C. Alsop
King and Queen County

Secretary-Treasurer
Donald L. Hart, Jr.
Accomack County

Immediate Past President
Penelope A. Gross
Fairfax County

Executive Director
Dean A. Lynch, CAE

General Counsel
Phyllis A. Errico, Esq., CAE

TO: County Board Chairs, County Administrators and County Managers

FROM: Amy Sales, CMP
Operations and Support Coordinator

DATE: July 25, 2016

SUBJECT: The Executive Mansion Request for Holiday Tree Ornaments

The Executive Mansion recently announced that the theme for its 2016 Holiday Tree will be "Home for the Holidays." VACo has been asked to assist in collecting ornaments from Virginia counties for the tree displayed in the mansion's ballroom.

Each locality is asked to submit one hand-crafted ornament that uniquely represents their community. The guidelines for making and submitting ornaments are attached.

The holiday tree will be on view to the public throughout the season and will be seen by thousands of visitors to the Executive Mansion. This project is a wonderful opportunity to celebrate what makes each Virginia county special.

What to do:

Step One:

Please assist VACo by letting us know by August 30, 2016, if you plan to participate. Simply e-mail asales@vaco.org with the subject line: "Yes! We're sending an ornament." In the body of the e-mail, please note the name of your county along with the contact person who will be coordinating the project.

Step Two:

Handmade ornaments must be submitted to VACo by November 1, 2016. They can be mailed to:

Virginia Association of Counties
ATTN: Amy Sales
1207 East Main Street, Suite 300
Richmond, VA 23219-3627

Show Virginia your local pride and holiday spirit!

1207 E. Main St., Suite 300
Richmond, Va. 23219-3627

Phone: 804.788.6652
Fax: 804.788.0083

E-mail: mail@vaco.org
Web site: www.vaco.org

Guidelines for “Home for the Holidays”

- Each participating locality is asked to submit one holiday ornament.
- The theme of the ornament is up to the locality; however, we suggest a depiction of some unique feature that is specific to it, such as an historic home, a noted person, a natural feature, an animal or plant from the region, etc.
- Examples of materials that could be used for creating the ornament include: clay, glass, shells, fabric, wood, found objects, objects from nature and agricultural items.
- Preferred size of the ornament should be no larger than 6”. Shape and material is the artist/artisan’s choice. The finished ornament should be sent along with the name of the locality and artist placed on the back or bottom of the ornament.
- The artist/artisan should reside in or near the locality. Ideas for where to find the artist: A college, a local arts society, wood workers organization, glass maker society, etc. As we may feature a children-themed tree in the future, we are asking that this year’s ornaments be created by adults (college-aged and above).
- **No purchased ornaments.** The exception might be a purchased holiday ball with a hand-painted scene of something in your community.
- **Deadline for submitting the ornament is November 1, 2016.**

We recognize that there will be questions and we welcome you to phone or email so that we can work with you on what we hope will be a fun and creative project that displays our pride in our Commonwealth. You are welcome to contact either the VACo or VML office, as appropriate; or you may email the Executive Mansion at: stacy.ellis@governor.virginia.gov.

The mansion will officially open for the holiday season the evening of the Capitol Tree Lighting. The tree will be available for viewing during our open house as well as during normal tour hours. For more detailed information on specific event dates and tour times, please visit our website at www.executivemansion.virginia.gov.