

**RICHMOND COUNTY BOARD OF SUPERVISORS**  
**July 14, 2016**

**MINUTES**

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 14th day of July 2016, thereof in the Public Meeting Room of the County Office Building.

Present:

F. Lee Sanders, Chairman  
Richard E. Thomas, Vice-Chairman  
Robert B. Pemberton, Member  
J. David Parr, Member  
William C. Herbert, II, Member

Also Present:

R. Morgan Quicke, County Administrator  
Hope D. Mothershead, Administrative Assistant  
Dr. Greg Smith, RCPS, Superintendent  
Kristie S. Brann, Treasurer  
Barry Sanders, Director of Code Administration  
Stephan B. Smith, Sheriff  
Mitch Paulette, EMS  
Halle Keyser, Registrar  
Chris Jett, Technology Director  
Mable Lewis, Chair of Richmond County Electoral Board  
Vanessa Livingstone, Director of Social Services  
Approximately 23 others

**CALL TO ORDER**

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

**RCPS**

Dr. Smith briefed the Board on the School's accomplishments. Dr. Smith shared state championship baseball caps with the Board members. Rappahannock High School had 86 graduates in June, with many attending 4-year and 2-year colleges in the fall. Dr. Smith commented that the new school year is approaching quickly and the staff is preparing diligently.

**SHERIFF**

Sheriff Smith presented the following report for the month of June: 693 calls for service; served 566 civil papers; 34 arrests with 45 warrants served; and served 100 traffic summons. Sheriff Smith reported that the jail population this week for Richmond County was 16.

Sheriff Smith advised that the Sheriff's Office assisted with the Naylor's Triathlon and also the Rappahannock Church of Christ ride-in and both events went well. The Sheriff's office is working on a schedule for some upcoming classes on self-defense and home defense that will be held for the community. Sheriff Smith commented that the new vehicles have been purchased and the set-up on them is complete. Sheriff Smith reported that he was pleased with the call volume over the 4<sup>th</sup> of July holiday. The volume of calls was low. Sheriff Smith has had complaints about wildlife on Morgan Lane and Hamilton Boulevard.

Mr. Herbert asked about the body cameras for the police officers. Sheriff Smith reported that the cameras were up and running. Sheriff Smith indicated that they were a big help with complaints coming into the office and also helpful for evidentiary status in court.

**ANIMAL CONTROL**

Sheriff Smith presented the following Animal Control report for the month of June 2016: 26 dog calls; 1 farm livestock call; 9 wildlife calls and 16 dogs were transferred to the pound.

Sheriff Smith said that the Animal Control Officer responded to 38 deputy calls, 3 squad assist, 28 papers served, 7 warrant arrests, 5 traffic summons and 1 case arrest.

**TREASURER**

Kristie Brann, Treasurer, presented the Trial Balance Report for the month of June, 2016. Mrs. Brann advised that the personal property civil warrants were broken into two parts (1<sup>st</sup> and 2<sup>nd</sup> half of alphabet). The 2<sup>nd</sup> half of the alphabet will be heard in July in Circuit Court. This method is proving as an effective tool in collecting outstanding real estate taxes.

Mr. Quicke added that the balances were offset by the three payrolls in June for the Richmond County Public Schools. He indicated that he was happy with the uncollected tax numbers.

**PLANNING & ZONING**

Barry Sanders, Director of Code Administration, presented comparison reports on building permits for the last two fiscal years. Construction costs were down this past year, mainly due to the Northern Neck Electric project which drove up the construction amounts for 2014/2015. Mr. Sanders updated the Board that Rappahannock Church of Christ will have a 700 seat sanctuary in their new space at the old supermarket. He added that one house is completed in the Naylor's Beach area with three others under construction.

Mr. Quicke announced that the Planning Commission has approved a recommendation of a special exception request from Mr. & Mrs. Wayne Pierson and a public hearing needs to be scheduled and advertised. Mr. Quicke advised that the typical time for the public hearing would be a night of the County fair and asked if having the public hearing at 1:00 p.m. would be feasible.

***“On a motion made by Richard E. Thomas, the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to advertise and hold the special exception public hearing at 1:00 p.m. on August 11, 2016.”***

### **CHIEF OF EMERGENCY SERVICES**

Mitch Paulette presented the following EMS report for the month of June: 125 calls in Richmond County; 2 fly outs of critical patients; requested mutual aid from surrounding departments 3 times and gave mutual aid to Westmoreland 3 times.

Mr. Paulette advised that the departments’ educators conducted a C.P.R. class for the Richmond County Sheriff’s Office and the Providers did multiple public events to include an Intro to First Aid and C.P.R. for the YMCA counselors.

Mr. Paulette commented that the Triathlon at Naylor’s Beach was a success with no serious injuries even with the over 20 water rescues that were performed during the Olympic swimmers course.

### **PUBLIC COMMENT**

Mr. Howard Mowry addressed the Board and first wanted to commend the efforts of the EMS workers for their timeliness and professionalism provided to him during his time of need. Mr. Mowry has some concerns that include the timing of the monthly Board of Supervisors meeting, the possibility of televising the meetings and the presentation of the monthly agenda. Mr. Mowry was also concerned about the appropriations of funds to specific agencies or departments. Lastly, Mr. Mowry is interested to know when a revenue stream can be expected from the Fones Cliff project.

Mr. Joe McCauley introduced himself as the former Manager of the Rappahannock River Valley Refuge Fish and Wildlife Service from the years of 2000-2010 and is now in a fellowship with Chesapeake Conservancy. Mr. McCauley addressed the Board with his concerns about the Fones Cliff project. He wanted to know what the County requires on timing and wanted to know if the tax assessment for Diatomite has changed as a result of the re-zoning. The amount of water required for a golf course is also a concern of Mr. McCauley. He asked if the Fones Cliff project would be using ground water or water from the Rappahannock. Mr. McCauley, also is in hopes that the Rappahannock Refuge Friends Group will be promoted in the area.

Mr. Hank Becker addressed the Board with his concerns about the portion of Indianfield Road that is currently closed. He and Mr. Paul Sanders (who could not attend meeting but wrote in an

email with concern) each own property adjoining this highway. He indicated that there is a lot of traffic through the area that drives around the barricades and a number of people will hang out at the bottom of the hill. Mr. Becker is concerned about the safety of the individuals. Mr. Becker asked if it were possible to have a gate installed to keep vehicles from driving to the bottom of the hill.

Ms. Kathleen Harrigan introduced herself to the Board as the Executive Director of the Friends of the Rappahannock. Her office is based in Fredericksburg and she is available to this area. Ms. Harrigan will be following the Fones Cliffs project to make sure that the Rappahannock River and tributaries are protected as part of the project.

### **FONES CLIFFS RESORT AND SPA – MR. ROB SMITH**

Mr. Rob Smith addressed the Board to provide information on the Fones Cliffs project. Helping Mr. Smith with the presentation was Mr. Lester George, a Golf Course Architect. The presentation is the fourth time he has been before the Board since November. Mr. Smith indicated that Phase One was a conceptual “blob” plan. He has been working hard the last 8 months on a more concrete plan by identifying all uses that were approved for zoning, where they would be located and how the project could be the best it could be. Mr. Smith commented that the project has received a tremendous amount of media coverage and Mr. Lester George is very enthusiastic about the project. Mr. George wants to build a national reputation golf course and his idea is that everything else will follow. Mr. George has been instrumental in many destination golf courses for the last 27 years. After much consideration and drawings, Mr. George and his team prepared drawings of the proposed “Virginia True”. Mr. George presented to the Board the drawings which included an 18-hole golf course, public amphitheater, Luke’s Island, three docking locations, lodge, equestrian area and a recreational lake. Mr. George also commented that he and his team is very interested in doing this project with a “soft hand” and keeping much of the land structure in the existing state.

### **DEPARTMENT OF SOCIAL SERVICES – MS. VANESA LIVINGSTONE**

Ms. Livingstone addressed the Board to discuss the possibility of joining with Essex County to share a CSA coordinator position. Mr. Quicke advised that after the CSA coordinator position would help control the costs paid out by each County for the at-risk youth foster children. Mr. Quicke commented that the budget allows for a CSA coordinator but in the past it has been covered by other Social Service employees. The CSA coordinator would oversee the services provided to the children and make sure the children are progressing in a reasonable manner/cost. Mr. Quicke and Ms. Livingstone will continue to work with Ms. Pam Smith from Essex County to discuss the logistics of the possible position. Mr. Herbert asked if there would be a contract with Essex County. Mr. Quicke indicated that he would suggest a 2-3 year contract with Essex County for the position and the contract would detail hours, benefits, etc.

**OLD BUSINESS**

**DISTRICT 4 POLLING PLACE CHANGE – ELECTORAL BOARD REQUEST**

Mr. Quicke addressed the Board to discuss the request from the electoral Board to move the District 4 polling place. Mr. Quicke advised that if the Board wishes to consider the request, a Public Hearing would need to be scheduled for August and a decision made soon thereafter. Also added by Mr. Quicke was that the Code of Virginia prohibits a change of the polling place within 60 days of an election. Mr. Pemberton commented that he felt the polling place should remain where it is because of the upcoming presidential election. If moved at a later date, Mr. Pemberton would like to find a location within District 4. Chairman Sanders asked Ms. Mabel Lewis if any other places have been considered for the move and Ms. Lewis indicated that no other location had been specified at the present time. Ms. Lewis is concerned about the current location and feels that a handicap ramp would need to be installed before the November election. Mr. Herbert asked if a handicap device was available for poll members to go out to the vehicle for voting. Ms. Lewis commented that the problem with the device was that it would take two poll workers from the building and they were already short-handed on workers. Mr. Pemberton is in hopes that the problems can be worked through for the election this year. Mr. Quicke will work with Ms. Lewis on the polling place issues.

**VJCCCA – ADDITIONAL FY17 APPROPRIATION**

Mr. Quicke reminded the Board that in June, the Board adopted the Resolution to fund the VJCCCA for the annual amount of \$11,698.00. This year, the Rappahannock Area on Youth, who oversee this project, asked for an additional \$840.00 as an administrative fee to help assist the update of their case management system. Mr. Quicke advised that the amount is based on the usage of the program over the last 3 years.

Mr. Herbert commented that he thought the program was very important for the youth and that the County should be able to fund the difference of \$840.00 to support the updated case management system.

***“On a motion made by William C. Herbert, II, the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to pay an additional amount of \$840.00 to VJCCCA to help with the costs of a new case management system.”***

**NORTHERN NECK REGIONAL JAIL – SERVICE AGREEMENT CHANGES**

Mr. Quicke advised the Board that a Service Agreement is very close to being finalized for the addition of Gloucester County as an owner/member of the Northern Neck Regional Jail. The Jail Board will be holding a special meeting to approve the agreement and recommend it to the governing bodies for approval. Upon approval, a public hearing will be required. Mr. Quicke recommended the Board approve the holding of the Public Hearing for the August meeting in anticipation of the agreement being final.

Chairman Sanders indicated that prisoners have already moved into the facility as of July 1<sup>st</sup>, pending final approval. Chairman Sanders advised the Board that this was a good deal for the County. Mr. Thomas asked if there would be any problems with scheduling the public hearing prior to the agreement being finalized. Mr. Quicke indicated that he would get each Board member a copy of the proposed agreement.

***“On a motion made by Richard E. Thomas, the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to schedule the Service Agreement Public Hearing for August 11, 2016 at 1:00 p.m.”***

**NEW BUSINESS**

**APPROPRIATE FY17 BUDGET**

Mr. Quicke advised that by motion of the Board, the FY17 adopted budget needs to be appropriated, with the Department of Social Services and the School Board continuing on a monthly appropriation.

***“On a motion made by Richard E. Thomas, the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to adopt the following resolution.”***

**RESOLUTION  
APPROPRIATION OF FY17 Budget**

WHEREAS, the Board of Supervisors of Richmond County approved the Fiscal Year 2016-2017 Budget on May 12, 2016, and

WHEREAS, by the Code of Virginia, no monies may be spent until the budget has been appropriated, and

WHEREAS, the Richmond County Board of Supervisors will continue monthly appropriations to the Department of Social Services and the Richmond County School Board,

THEREFORE BE IT RESOLVED, that the Richmond County Board of Supervisors does hereby appropriate in full the Fiscal Year 2016-2017 Adopted Budget.

July 14, 2016

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F. Lee Sanders, Chairman  
Richmond County Board of Supervisors

**RESOLUTIONS - RICHMOND COUNTY SCHOOL BOARD**

***“On a motion made by Robert B. Pemberton, the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to adopt the following resolution.”***

RESOLUTION

WHEREAS, Section 22.1-122 of the Code of Virginia states that the School Board shall examine and approve all claims against it and authorized payment thereof; and

WHEREAS, this section also provides for the drawing of special warrants when the School Board has by resolution authorized the payment thereof, and

WHEREAS, the regular meeting of the Richmond County School Board falls too early in the month for the payment of the bills,

WHEREAS, from time to time warrants have to be drawn for situations deemed an emergency,

NOW, THEREFORE, BE IT RESOLVED, that the Richmond County School Board by this resolution does authorize and direct the Superintendent and the Director of Finance to draw any warrants they deem necessary for payment. A list of all warrants drawn shall be presented to the School Board at their next regular meeting

Respectfully submitted,  
RICHMOND COUNTY SCHOOL BOARD

John A. Brown  
Chairman

Susan H. Johns  
Clerk

***“On a motion made by Robert B. Pemberton, the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to adopt the following resolution.”***

RESOLUTION

BE IT RESOLVED, by the School Board of the County of Richmond, in regular session at Warsaw, Virginia, on Wednesday, July 13, 2016, that this Board requests of the Board of Supervisors of said County permission to transfer funds from one category to another within the Budget as set for 2016-2017.

Respectfully submitted  
RICHMOND COUNTY SCHOOL BOARD

John A. Brown  
Chairman

Susan H. Johns  
Clerk

**NORRIS BRIDGE REPLACEMENT RESOLUTION**

Mr. Quicke advised the Board of a resolution prepared by the Planning District Commission, in advance of the application by the PDC and Lancaster County to VDOT for replacement of the Norris Bridge.

*“On a motion made by William C. Herbert, II, the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to adopt the following resolution.”*

**Resolution in Support of the Northern Neck Planning District Commission  
Robert O. Norris Bridge Replacement HB2 Project Application to the  
Commonwealth Transportation Board**

**WHEREAS**, road transportation is vitally important to the Northern Neck Region, and specifically Route 3 corridor improvements are essential, and

**WHEREAS**, Route 3 serves as the access road to current businesses and industries, to all of the industrial sites and buildings, and to tourist attractions, and

**WHEREAS**, for many, Route 3 is the transportation link to jobs outside the region, and

**WHEREAS**, the Northern Neck Counties have a long standing general objective to work toward making Route 3 improvements from Route 301 in King George County to Route 33 in Middlesex County, and

**WHEREAS**, the Robert O. Norris Bridge is an important and essential link to the Route 3 Corridor, and

**WHEREAS**, the Robert O. Norris Bridge was originally built in 1957, substantially repaired in 1994 and currently in need of additional substantial repairs, and

**WHEREAS**, the Northern Neck Region localities feel that the Robert O. Norris Bridge should be replaced, and

**WHEREAS**, the Northern Neck Planning District Commission will be submitting an HB2 Application to the Commonwealth Transportation Board to have the Robert O. Norris Bridge replacement included in the Virginia Department of Transportation FY 2018 Six-Year Improvement Program,

**THEREFORE BE IT RESOLVED**, that the Board of Supervisors of Richmond County, hereby fully endorses and supports this application and urges the Commonwealth Transportation Board to include this project in the Virginia Department of Transportation FY 2018 Six-Year Improvement Program.

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**F. Lee Sanders, Chairman**  
**Richmond County Board of Supervisors**

**BOARD APPOINTMENTS – RICHMOND COUNTY PUBLIC LIBRARY BOARD**

Mr. Quicke advised the Board that based on a letter from Mr. Dayle Collins, Chairman of the Richmond County Public Library Board, there are three vacant positions requiring appointments.

Mrs. Carolyn Loritsch was selected to fill the unfinished term of Mr. Ramsey. This term will expire June 30, 2018, at which time Mrs. Loritsch will be eligible for re-appointment to a full four-year term.

Mrs. Marilyn Carter was selected to fill a four-year term which will expire June 30, 2020.

Mrs. Terri Jones was selected to fill a four-year term which will expire June 30, 2020.

***“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to approve the appointment of Mrs. Carolyn Loritsch, Mrs. Marilyn Carter and Mrs. Terri Jones to the Richmond County Public Library Board.”***

**WORLD WAR I – WORLD WAR II COMMEMORATION COMMISSION**

Mr. Quicke informed the Board that he and Mr. Parr attended an informational meeting on July 7, 2016 to hear preliminary information on the purpose of the Commission. The Board still needs to appoint someone to act as a representative. Mr. David Parr has agreed to continue to act on behalf of Richmond County. Mr. Thomas suggested that Mr. David Griffith of Emmerton, may be interested in helping with the Commission.

**JOINT RICHMOND COUNTY BOS – RICHMOND COUNTY SCHOOL BOARD MEETING**

Mr. Quicke alerted the Board that he and Dr. Smith had talked about having a joint meeting to discuss items such as the old Intermediate School building. The meeting can be used to discuss ways to use and maintain the structure.

Mr. Herbert asked when the meeting would be scheduled and Mr. Quicke indicated that he would schedule with Dr. Smith. Chairman Sanders and Mr. Thomas commented that they thought the meeting was a good idea.

**USE OF CIRCUIT COURT JUDGE’S OFFICE FOR RETIRED JUDGE, JUDGE TALIAFERRO**

Mr. Quicke advised the Board that Judge Taliaferro has requested continued use of his old office for his part time work with the Courts. Judge Taliaferro intends to transition into a part time role for the Supreme Court of Virginia, involving mediation of conflicts, as well as substituting as Judge on an as needed basis. Mr. Quicke added that the new Judge, Judge McKenney, would have his primary office in Northumberland, thereby creating a vacant space that Judge Taliaferro could use with the Board’s approval.

Chairman Sanders indicated that he had no problem in the office being used by the Retired Judge Taliaferro.

*“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to allow Judge Taliaferro to continue to use the space consisting of his primary office.”*

**RICHMOND COUNTY FAIR ASSOCIATION – SPONSORSHIP REQUEST**

Mr. Quicke presented the Board with a Sponsorship Request from the Richmond County Fair Association. Mr. Quicke reminded the Board that employees are provided for help with the Fair during the week. Mr. Thomas added that he thought the County was already doing their part to help out with the Fair.

**ONGOING PROJECTS/ISSUES**

**LITTLE FLORIDA**

Mr. Quicke announced that an appeal has been filed with the courts.

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

*“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to appropriate \$85,000.00 to the Richmond County Department of Social Services for the month of August, 2016.”*

**MONTHLY APPROPRIATIONS – RICHMOND COUNTY PUBLIC SCHOOLS**

*“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr - aye: to appropriate \$2,580,232.00 to the Richmond County School Board for the months of August and September, 2016.”*

**APPROVAL OF MINUTES – JUNE 9, 2016 AND JUNE 28, 2016**

Mr. Herbert asked for a correction in the number of County entrance signs to a total of four.

***“On a motion made by William C. Herbert, II, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to approve the minutes as corrected from the June 9, 2016 and June 28, 2016 meeting.”***

**OTHER BUSINESS**

Mr. Thomas offered congratulations to the 2016 graduates. He thanks everyone for their thoughts, cards and fruit basket last month. Mr. Thomas has been approached with a problem on speeding on Scott Town Road. He asked if VDOT could help with a reduced speed limit or “Children at Play” signs. Mr. Pemberton added that he had contacted VDOT about the signs and it would be the responsibility of the County and would cost approximately \$850.00. Mr. Thomas asked if a speed limit of 25 mph could be considered for the safety of the children. Mr. Quicke advised that he would discuss the issue with VDOT.

Mr. Parr mentioned the EMS service of Richmond County. The EMS workers were needed by his mother recently and he commends them for their efforts.

Mr. Herbert noted that he visited the Intermediate School where the Public Library has been relocated for the summer. He was impressed and felt it was a great addition for the summer.

Chairman Sanders congratulated Mr. Quicke on his new appointment to the State Executive Council for Children’s Services. Mr. Quicke commented that this is the Board that governs CSA expenditures and thanked the Board for their congratulatory words.

Mr. Quicke alerted the Board about the revenue shortfall from the State of Virginia. The state will re-evaluate revenues and possibly hold back the 2% raises for workers. The County approved the 2% raises but may be impacted if the State of Virginia does not fund the difference. Mr. Quicke commented that Tire Collection was now complete and he is still hearing positive comments about the event.

Mr. Quicke asked the Board if they wanted to continue with the abandonment of the portion of Indianfield Road mentioned earlier in the meeting. Mr. Thomas asked if once the abandonment took place, would the owners be able to re-claim the property. Mr. Quicke answered that the land would revert back to the private prior owners once the abandonment is complete. Mr. Quicke will work with VDOT to place a more appropriate barrier while navigating through the process of abandonment. Mr. Parr asked about a possibility of a pump house at the bottom of the hill and the thought of not blocking access for repairs, etc.

**CLOSED SESSION**

***“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton –***

*aye: as permitted by Virginia Code Section 2.2-3711(A)(1), personnel matter involving the performance evaluation of specific employees.”*

**CERTIFICATION MOTION AFTER RECONVENING IN PUBLIC SESSION:**

*“On a motion made by Robert B. Pemberton, the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: that the Board certifies that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.”*

**ACTION FROM CLOSED SESSION**

There was no action taken by the Board of Supervisors resulting from the closed session.

**ADJOURNMENT**

After no further business, Chairman Sanders adjourned the meeting.

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F. Lee Sanders, Chairman  
Richmond County Board of Supervisors