

RICHMOND COUNTY BOARD OF SUPERVISORS
September 8, 2016

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 8th day of September 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
Kristic S. Brann, Treasurer
Barry Sanders, Director of Code Administration
Jennifer Delano, Commissioner of the Revenue
Stephan B. Smith, Sheriff
Dr. Greg Smith, RCPS, Superintendent
Carter White, VDOT, Assistant Resident Engineer
Vanessa Livingstone, Director of Social Services
Randy Passagaluppi
Lee Caps
Rob Smith
Approximately 30 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.

RICHMOND COUNTY LITTLE LEAGUE JUNIOR SOFTBALL TEAM

The members of the Richmond County Little League Junior Softball Team were in attendance at the meeting. The board offered congratulations to the team who recently won the Virginia State Championship in Coeburn, Virginia.

Chairman Sanders read a Resolution recognizing the Richmond County Little League Junior Softball Team.

“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.”

A Resolution Recognizing the Richmond County Little League Junior Softball State Champions!

WHEREAS, the Richmond County Little League Junior Softball Team recently won the Virginia State Championship in Coeburn, Virginia over Coeburn, Tazewell, Damascus, Louisa and Virginia Beach; and

WHEREAS, the Richmond County Little League Junior Softball team traveled to North Carolina for the Southeast Regional’s where they finished as the Runners-Up; and

WHEREAS, the Richmond County Little League Junior Softball team consisted of Rilee Baughan, Ashley Perrey, Kayla Packett, Grace Minor, Savannah Goodman, Elizabeth Norris, Blaire Sydnor, Skylar Blackwell, Maddie Baughan, Cassie Jenkins, Ty Rich, Willa Remolds, Samantha Wright, Coaches Al France and Bill Perrey and Manager Lizzie Sydnor; 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 Richmond County Little League players, coaches and their families for their exceptional accomplishments at the State and Regional Level;

BE IT FURTHER RESOLVED that a copy of this resolution is made a part of the minutes of the September 8, 2016 meeting of the Board of Supervisors of Richmond County, Virginia.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Congratulations were awarded to the team from the audience and Board members.

TREASURER

Kristie Brann, Treasurer, presented the Trial Balance Report for the month of August, 2016. Mrs. Brann reported that the uncollected real estate for 2015 is \$253,872.49.

RICHMOND COUNTY PUBLIC SCHOOLS

Greg Smith addressed the Board and advised that the school is in their biggest week of the school year. Dr. Smith indicated how special it is to start fresh each new school year with new challenges and expectations. He is excited about the potential that this year holds for the

students and staff. Dr. Smith reported that as of October 1, 2016, the JROTC program at the High School will be fully accredited and funded. Congressman Wittman has helped tremendously with the process.

Dr. Smith advised the Board that at the close of the 2015/2016 school year, he is happy to report that with savings throughout the year, the school will be able to return approximately \$140,000.00 to the county CIP project.

Billy Herbert asked how many students were currently enrolled at Richmond County Public School. Dr. Smith answered that currently 1,258 students were enrolled in the school system but the total number varies throughout the school year.

VDOT

Carter White addressed the Board and advised that the barricade signs for Indianfield Road are being manufactured. These signs will be the type that bolts into the highway and hopefully will resolve some of the issues. VDOT will begin their final grass cut/trash pickup for the year on September 12th. Mr. White also advised that the sweeping for the Town of Warsaw will also begin soon in preparation for Warsaw Fest. Mr. Thomas thanked Carter White for all of the hard work.

SHERIFF

Sheriff Smith presented the following report for the month of August: 646 calls for service; served 336 civil papers; 53 arrests with 70 warrants served; and served 69 traffic summons. Sheriff Smith reported that the jail population this week for Richmond County was 18.

Sheriff Smith advised that the Sheriff's Office assisted with the Richmond County Fair and everything went well. One incident that occurred at the Fair is still under investigation. Sheriff Smith added that after a four-month investigation on the sale and distribution of an illegible synthetic cannabis (spice) a search warrant was served on a local business where both owners were arrested and the business has not re-opened.

Sheriff Smith added that the Sheriff's Office has started teaching a conceal carry class once a month at our office. Officer Charles Bowles, who is a certified firearms instructor, has been teaching the class. The dates for the classes are posted on the website and typically fill within four hours of being posted.

ANIMAL CONTROL

Sheriff Smith presented the following Animal Control report for the month of August 2016: 10 dog calls; 1 wildlife calls; 1 dog bite call; 1 cat call and 6 dogs were transferred to the pound.

Sheriff Smith said that the Animal Control Officer responded to 48 deputy calls, 2 squad assist, 1 fire assist, 5 papers served, 9 warrant arrests, 4 traffic summons and 1 case arrest.

Mr. Quicke asked about a drug take-back day. Sheriff Smith advised that there would be a day set aside in October but the sheriff's office is willing to collect throughout the year and accordingly dispose.

COMMISSIONER OF THE REVENUE

Jennifer Delano advised the Board that she and her staff were working on completing the 2016 real estate book. Mrs. Delano confirmed that currently 15 disabled veterans qualify for tax relief on an approximate amount of \$14,500.00.

PLANNING & ZONING

Barry Sanders, Director of Code Administration, presented a monthly report of building activity in Richmond County. During the month of August, six new homes have started, three being in Bailey Ridge. Another project that Mr. Sanders noted was a 12-unit apartment complex of Packett Rentals that began in August. Mr. Sanders advised that the Northern Neck Electric project should be close to completion by the end of September and also Rappahannock Church of Christ is beginning to hang drywall in their new facility.

As to the zoning violations, Barry Sanders noted that he and Dwayne Sanders are still working with a few landowners to remedy violations.

Barry Sanders acknowledged that the Planning Commission met and approved a Special Exception application and amendment to the zoning ordinance, which will now require a public hearing for the Board of Supervisors.

“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 schedule a public hearing for October 13, 2016 at 7:00 p.m. for discussion of the approved recommendations from the Planning Commission (Special Exception Request and Amendment to Zoning Ordinance.)”

FIRE DEPARTMENT

Randy Passagaluppi addressed the Board and gave the following total call numbers: Company #1 – 13 calls (1 EMS assist), Company #2 – 8 calls (4 EMS assist), Company #3 – 3 calls (3 EMS assist).

Mr. Passagaluppi indicated that he was happy with the working relationships with the surrounding counties and helicopter services.

Mr. Herbert asked if the helicopters were dispatched out of Richmond. Randy Passagaluppi advised that most of the time the helicopters that assist Richmond County are from Stafford and West Point. Sometimes the weather will not allow the helicopters to fly but the dispatchers work hard to find other agencies to assist. Randy Passagaluppi stated that the Washington helicopters are not usually used but have assisted in the past.

Chairman Sanders encouraged Randy Passagaluppi to keep up the good work.

PUBLIC COMMENT

Phillip Belfield updated the Board on the developments of the Richmond County YMCA. The Y has been busy and is excited about the new year. The Summer Camp was successful with between 70-92 children each week. Phillip Belfield advised that the Y provided back to school shopping for 32 children with the help of 26 volunteers. Mr. Belfield invited everyone to attend the "Dancing with the River Stars" event to be held on October 15, 2016.

Ed Brown addressed the Board with a summary of the 28th annual Richmond County Fair held August 9-13, 2016. This family oriented fair entertained 8,249 visitors during the 5-day event. The extreme heat may have had some impact on the total number of visitors. Mr. Brown noted that advance ticket sales were higher this year than usual as the banks and local merchants did a great job of selling the advance tickets. This year's fair included two entertainment features: BMX Stunt bikes and Timber Show. Mr. Brown advised that the 4-H Entries were down this year but is in hopes that new kids will be introduced to the program. The baby pigs at the fair were a big hit with the other farm animals. Per Mr. Brown, Rosedale provided the carnival rides and did a great job. Mr. Brown would like to thank all of the county volunteers (Sheriff's Office, Maintenance, Rescue Squad, Fire Department) for all of their help in making the Fair a successful event. Mr. Herbert and Chairman Sanders congratulated Mr. Brown on a job well done.

Rob Smith addressed the Board to give an update on the Fones Cliff Resort and Spa. He advised that his team is still working on modifying the routing of the golf course but feels that the time invested will pay off in making this a nationally recognized golf course. Mr. Smith is in hopes to submit a Phase 1 plan soon.

OLD BUSINESS

EMS BUILDING – RFP RESULTS AND DISCUSSION

Mr. Quicke advised the Board that the EMS Building Committee met with the three firms who submitted RFP's for the project. Mr. Quicke feels that each meeting was productive and there are a few buildings that the committee would like to visit. Mr. Quicke is in hopes that a recommendation can be made at the next Board meeting for the project. Chairman Sanders and Mr. Thomas agreed that the meetings were productive.

PERSONNEL POLICY

Mr. Quicke advised the Board that he would like to move forward with the adoption of the new and updated Personnel Policy in October; therefore, he was available to answer any questions on concerns about the Policy. Mr. Quicke asked the Board to review all documents received with the possibility of discussing and approving in October.

JOINT BOARD OF SUPERVISORS/SCHOOL BOARD MEETING

Mr. Quicke advised that the joint meeting of the two boards will be held at the Northern Neck Technical Center on September 20th at 12:00 p.m. Lunch will be provided by the culinary class prior to the meeting. Agenda items include the future uses of the Richmond County Intermediate School and the year-end CIP Fund Balance.

INSTALLATION OF TV SYSTEM IN PUBLIC MEETING ROOM

Mr. Quicke indicated that he met with Chris Jett and Mr. Parr a few weeks back to discuss the installation of three TV's in the Public Meeting Room for better viewing during presentations for both Board Members and the Public. Mr. Quicke advised that the estimated cost for this endeavor is between \$3,000 and \$5,000. The installation would include:

- 3 – 65 inch TV's
- Wiring, installation and hookups
- 1 Laptop Computer

Mr. Parr added that with the proposed setup, two of the TV's would face the Public from an angle and the other TV would face the Board. Mr. Quicke recommends that the Board move forward with this project and for the money to come from the Capital Improvement Plan.

“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 proceed with the installation of a TV system in the public meeting room not to exceed \$5,000.00.”

NEW BUSINESS

LOTTERY FOR LOCALITIES – PROPOSAL

Mr. Quicke explained an initiative to the Board that would allow localities to receive 5% of the Lottery Sales from within their locality. As it currently stands, the 1.8 Billion Dollar Virginia Lottery is untaxed in localities. Of that 1.8 Billion, 60.6% goes to prizes, 28.9% goes towards the Public School System, 5.6% goes to retailers and 4.9% to operating costs. The proposal as presented proposes the 5% kickback to the localities unrestricted general fund to be pulled from the 60.6% of prize money, not the 28.9% that goes towards the public school system.

At the August 19th meeting of the VACO Finance Committee, Mr. Quicke heard the presentation from the Mayor of Crewe who has developed this initiative. To date about 15 localities have passed a resolution in support of the initiative with many more doing so throughout September. The main concern to the VACO committee was that the General Assembly would not remove a portion of this 5% from the 28.9% school portion of the Lottery Fund. The VACO Finance Committee decided to hold off until November to formally approve this as a part of the annual Legislative Agenda.

Mr. Quicke prepared a Resolution for the Board to consider.

“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 adopt the following resolution.”

RESOLUTION IN SUPPORT OF “LOTTERY FOR LOCALITIES”

WHEREAS, the Virginia Lottery is a 1.8 Billion dollar business run by the State of Virginia; and

WHEREAS, the Virginia Lottery provides crucial funding to Virginia’s K-12 education; and

WHEREAS, the Virginia Lottery is untaxed in Virginia Localities, therefore potentially taking away from sales of goods and services which are taxed at a 5.3% sales tax, of which 1% is returned to the localities; and

WHEREAS, this proposal aims to collect 5% of all lottery sales in each locality, and bring that money back to the General Fund of the County’s and Town’s to replace those monies that could be captured with the sales of goods and services; and

WHEREAS, this 5% shall not be taken from the 28.9% of monies that are used for education dollars, but the 60.6% of the 1.8 Billion dollars that is returned in prize money;

NOW THEREFORE BE IT RESOLVED, by the Board of Supervisors of Richmond County, we hereby support the proposed “Lottery for Localities” initiative and urge the Virginia General Assembly to duly consider in the upcoming 2017 Session of the General Assembly.

September 8, 2016

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

MERRIMAC CENTER – SERVICE AGREEMENT PROPOSED CHANGES

Mr. Quicke addressed the Board to explain the changes to the Service Agreement for Merrimac Center. To begin Mr. Quicke provided some background on the center.

- The Merrimac Center is the Juvenile Detention facility that Richmond County joined during the creation of the facility in the mid 1990's. Richmond County owns the center along with 17 other jurisdictions which include: York County, James City County, Gloucester County, Mathews County, Middlesex County, King William County, King and Queen County, New Kent County, Charles City County, Essex County, Caroline County, Hanover County, Westmoreland County, Northumberland County, Lancaster County, the City of Williamsburg and the City of Poquoson. The center houses all Juveniles from Richmond County who are committed to the center by the Courts. Richmond County usually averages five (5) children there each year for an average of 50 total detention days each year. The center is run by an Executive Director who is hired by the Board. The Board consists of a member from each jurisdiction which meets quarterly. An executive board of 6 members is appointed from within the entire Board, and the executive board meets monthly.

Mr. Quicke advised that two changes to the service agreement are being proposed. All changes to the service agreement require 100% approval of all 18 Governing Bodies, therefore it is quite a challenge to have approval from all governing bodies.

The first amendment deals with how Richmond County is billed for detention days – currently billed monthly per juvenile per day.

As simple as this formula is, Mr. Quicke added that it makes yearly budgeting very difficult for localities, including Richmond County. Every year \$12,000 is budgeted for Juvenile Detention Services. Sometimes Richmond County is well under \$12,000 and sometimes (FY15) well over that (\$75,000).

This change would allow billing for services to go off of a five year rolling average, therefore at the beginning of each budget year each locality would know exactly how much their budget will need to be for the year, no matter how little or how many children are in the facility. For Richmond County it will mean that in FY18 our budgeted number will be about \$18,000.

The second amendment deals with the creation of a capital maintenance account to be shared equally by all 18 member jurisdictions, separate of the yearly cost of operations. This amount will be adopted in the yearly Merrimac budget, and shared equally among all localities. The building was built in 1994 and therefore in planning our future capital expenditures that will be needed. How this will work:

Merrimac proposes a \$50,000 Capital Maintenance Budget for FY18. Each locality will be responsible for \$2,778. By instituting this change, it will allow us to segregate our child days vs. our capital expenditures; therefore keeping our daily per diem's lower going forward.

Mr. Quicke recommends to the Board that both of these service agreement amendments be agreed upon.

Mr. Pemberton asked if all localities would have to agree to make the changes. Mr. Quicke assured him that all localities would need to agree and many localities may not simply because they do not use the facility on a regular basis. Mr. Thomas asked if other localities dropped out, if the share of Richmond County would increase going forward with the Capital Maintenance Budget. Mr. Quicke advised that the share would change but it would be a good deal for all of the owning counties. Mr. Herbert liked the idea of a set fee each year. Mr. Quicke agreed that it would help out with fluctuations from year to year.

“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 adopt the following resolution.”

**RESOLUTION OF THE MEMBER JURISDICTIONS OF THE MIDDLE PENINSULA
JUVENILE DETENTION COMMISSION ADDING A SECTION NUMBERED
4.1:1 TO THEIR 1994 SERVICE AGREEMENT**

Be it concurrently resolved by the Middle Peninsula Juvenile Detention Commission, the Boards of Supervisors of the Counties of Caroline, Charles City, Essex, Gloucester, Hanover, James City, King and Queen, King William, Lancaster, Mathews, Middlesex, New Kent, Northumberland, Richmond, Westmoreland and York, and the Councils of the Cities of Poquoson and Williamsburg, that the Service Agreement adopted by all of them effective December 12, 1994 is amended by adding a Section 4.1:1, as follows:

Section 4.1:1. Maintenance and Replacement Reserve

Notwithstanding any other provision of this Agreement, the Commission may, as part of any annual budget, set an amount to be held in a Maintenance and Replacement Fund, which will be in addition to any usage charges and will be divided equally among all Member Jurisdictions and invoiced with the first billing to them in each fiscal year.

Adopted the ____ day of _____, 2016, by the Board of Supervisors (City Council) of the County (City) of _____, Virginia.

Clerk

“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 adopt the following resolution.”

**RESOLUTION OF THE MEMBER JURISDICTIONS OF THE MIDDLE PENINSULA
JUVENILE DETENTION COMMISSION AMENDING SECTIONS 3.7 AND 4.1 OF THEIR
SERVICE AGREEMENT**

Be it concurrently resolved by the Middle Peninsula Juvenile Detention Commission, the Boards of Supervisors of the Counties of Caroline, Charles City, Essex, Gloucester, Hanover, James City, King

and Queen, King William, Lancaster, Mathews, Middlesex, New Kent, Northumberland, Richmond and Westmoreland, and the Councils of the Cities of Poquoson and Williamsburg, that sections 3.7 and 4.1 of the Service Agreement adopted by all of them effective December 12, 1994, are amended and readopted as follows:

Section 3.7 Annual Budget.

The Commission shall provide to each Member Jurisdiction on or before each January 1 the Commission's Annual Budget for the next Fiscal Year including any proposed capital projects. Beginning with the budget for Fiscal Year 2018, and in each Fiscal Year thereafter, the Commission shall establish each Member Jurisdiction's annual charge for the Fiscal Year based on the ratio of such Member Jurisdiction's usage of space in the Detention Center during the preceding five Fiscal Years to the aggregate usage of space by all Member Jurisdictions during the same five Fiscal Years.

Section 4.1 Payments from Member Jurisdictions.

- (a) Each Member Jurisdiction agrees to pay the Commission its annual charge for each Fiscal Year based on usage as determined by the method prescribed in Section 3.7.
- (b) One fourth of the annual charges due from Member jurisdictions shall be invoiced quarterly by the Commission not later than the first day of the quarter. Such charges shall be due and payable to the Commission no later than 30 days from – the date of the invoice, and if not paid when due shall bear interest at the rate set forth in Section 2.2-4352 of the Code of Virginia unless otherwise provided by law.
- (c) If the amount owed by any Member Jurisdiction based on the usage calculation in Section 3.7 is below \$2,500, for any Fiscal Year, such Member Jurisdiction shall pay the Commission a minimum charge for such Fiscal Year of \$2,500 to cover general and administrative expenses.

Adopted the _____ day of _____, 2016, by the Board of Supervisors (City Council) of the County (City) of _____, Virginia.

Clerk

FY17 – 2% EMPLOYEE RAISES – STATE REVENUE NUMBERS

Mr. Quicke advised that in the FY17 Budget, a 2% raise was approved for all full time employees of Richmond County. The raises were approved in conjunction with the raises approved by the General Assembly for State Employees and State Supported Local Employees, which were contingent on State revenue's being sufficient. Mr. Quicke added that at a meeting on the Senate Finance Committee and the House Budget and Appropriations Committee on August 26, 2016, the Governor eliminated the State raises that were to go into place December 1, 2016. Mr. Quicke explained that without State support the total costs of the raises/benefits will be \$28,748.00, but with the county paying the full bill instead of the \$15,291.00 that was anticipated.

Mr. Thomas asked if this needed approval today. Chairman Sanders offered that it could be tabled until next month for more discussion.

OUTSIDE AGENCIES – REQUIRE AUDIT FOR BUDGET PURPOSES

Mr. Quicke reminded the Board that at the August Board Meeting, the potential requirements were discussed of all outside agencies that the Board of Supervisors each year, to provide to the County an audit/expense report. Mr. Quicke has asked our surrounding counties if they require such information and it turns out that Westmorland County does have similar requirements while neither Lancaster nor Northumberland required these documents.

Mr. Pemberton suggested that since the taxpayers money is being used by the various agencies, it would be a good idea to have some type of informal Income/Expense Report provided for the agencies receiving more than \$5,000.00. Mr. Thomas thought that the information was already being provided when the agencies asked for money. Mr. Herbert added that he thought asking for documentation on where money is being spent would be a good idea for anymore than \$5,000.00. Mr. Thomas asked if just the money provided from the county needed to be accounted for or would it be for all money received. Mr. Pemberton added that he thought an informal accounting of all funds would be beneficial.

Mr. Quicke added that he thought it was just good government practices since it amounts to \$500,000.00 per year, the County should know more about how the funds are being used.

Mr. Pemberton suggested that the discussion be tabled and added to next month's agenda.

UPCOMING BOARD APPOINTMENTS

Mr. Quicke advised the Board of some upcoming appointments. On the Board of Zoning Appeals, Mr. Louis Thompson's term expires on November 30, 2016. As it currently stands, District 2 has two members on the BZA and District 4 has none. Mr. Quicke recommends this position be transferred to District 4 and that would give each district a BZA member. Remember, this is an appointment made by the Circuit Court Judge, generally with the recommendation of the Board of Supervisors. Membership currently includes:

Elizabeth Burruss
Term Expires: 11/30/19
Voting District 1

S. Louis Thompson
Term Expires: 11/30/16
Voting District 2

Harry F. Smith, Jr., Chairman
Term Expires: 11/30/17
Voting District 2

Robert Carter Wellford, III
Term Expires: 11/30/18
Voting District 3

Judy Sydnor
Term Expires: 11/30/20
Voting District 5

Mr. Quicke also added for information purposes that on the Planning Commission, there are several terms expiring on 12/31/2016:

District 1 – Cassandra Jackson	(Not Eligible for Reappointment)
District 3 – Jesse Clark	(Eligible for Reappointment)
District 3 – Rick Cox	(Not Eligible for Reappointment)
District 4 – John Lewis	(Eligible for Reappointment)
District 5 – Glenn Bowen	(Eligible for Reappointment)

Chairman Sanders shared that he thought Rick Cox and Cassandra Jackson were able to serve another term. Mr. Quicke agreed to check the notes in his office for clarification.

ONGOING PROJECTS/ISSUES

MONTHLY APPROPRIATIONS – RICHMOND COUNTY DEPARTMENT OF SOCIAL SERVICES

“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 appropriate \$85,000.00 to the Richmond County Department of Social Services for the month of October, 2016.”

MONTHLY APPROPRIATIONS – RICHMOND COUNTY PUBLIC SCHOOLS

“On a motion made by Robert B. Pemberton, 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 \$1,290,116.00 to the Richmond County School Board for the month of October, 2016.”

SUPPLEMENTAL APPROPRIATIONS

“On a motion made by Robert B. Pemberton, 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 \$185,960.30 to the Richmond County School Board for the remaining federal programs from the 2015-2016 fiscal year to be spent in the 2016-2017 fiscal year."

APPROVAL OF MINUTES – AUGUST 11, 2016

"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 from the August 11, 2016 meeting."

OTHER BUSINESS

Mr. Thomas offered congratulations to the girls' softball team and also wished for a safe school year.

Mr. Parr mentioned that he was happy for the girls' softball team and knew that the talent of each player came with many years of support from coaches and parents. Mr. Parr also appreciates the classes offered by the Sheriff's Office.

Mr. Pemberton acknowledged the new county signs that have been installed. He thought they looked fantastic and has heard lots of positive responses from others.

Chairman Sanders indicated that he had received a letter from York County and asked Mr. Quicke to explain. Mr. Quicke advised that the letter referenced an initiative that would give counties the taxing authority that cities and towns now have. York County is asking for local support for this initiative. Mr. Thomas indicated that it was his understanding that the meals tax paid to the town helped pay for water, sewer, etc. provided by the town. He questioned what the county would offer to the establishments that paid the taxes outside of the Town. Mr. Quicke assured the Board that this letter was only looking for support of the initiative, not approving it for Richmond County specifically.

Mr. Quicke agreed to prepare a resolution in support.

Chairman Sanders, Mr. Quicke and Mr. Thomas attended a VACORP meeting. Chairman Sanders acknowledged that it was a very informative meeting.

Mr. Quicke reminded everyone that Household Hazardous Waste Collection day was October 15, 2016 at Indianfield Convenience Center from 1:00 p.m. – 4:30 p.m.

Mr. Quicke informed the Board that he was contacted by Travis Fauntleroy who is the coach of the NNK Warriors (formerly Northern Neck Youth Football League). Mr. Fauntleroy indicated that this team is still a Richmond County based team and would appreciate the annual contribution from Richmond County, which has not been released this year. The name change /organization change allows the children to play different teams. Chairman Sanders indicated that the amount was in the budget but there was some thought that the team would now benefit children outside of the Richmond County area. Mr. Parr asked if all children who tried out for

the team would be accepted or are only a select few accepted for the team. Mr. Quicke advised that he would discuss further with Mr. Fauntleroy.

RECESS

Chairman Sanders recessed the meeting until September 20, 2016 at 12:00 p.m. for Joint Meeting of Board of Supervisors and Richmond County School Board at the Northern Neck Technical Center.

RECONVEYNE MEETING -- 12:00 P.M. -- JOINT MEETING BETWEEN BOARD OF SUPERVISORS AND RICHMOND COUNTY SCHOOL BOARD

F. Lee Sanders, Chairman Board of Supervisors
Richard E. Thomas, Vice-Chairman Board of Supervisors
Robert B. Pemberton, Member Board of Supervisors
J. David Parr, Member Board of Supervisors
William C. Herbert, II, Member Board of Supervisors
John A. Brown, Chairman, School Board
Ken Blackley, School Board Member
Vivian G. Wood, School Board Member
Patricia P. Pugh, School Board Member

Others Present:

R. Morgan Quicke, County Administrator
Dr. Greg Smith, School Superintendent
Hope Mothershead
Janet Rice
Phillip Belfield
Trey Davis

CALL TO ORDER

Mr. Brown and Chairman Sanders called the meeting to order at 9:00 a.m. and led everyone in the Pledge of Allegiance, followed by a moment of silence.

AGENDA APPROVAL

"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 agenda for the Joint Meeting on Tuesday, September 20, 2016."

Mrs. Wood made a motion, seconded by Mr. Blackley to approve the agenda for the meeting. The motion carried with all members voting AYE. A copy of the Agenda is attached as Exhibit I.

MEAL INVOCATION AND LUNCH

Mr. Brown offered the Meal Invocation and Lunch was provided by the NNTC Culinary Arts Program (Chef – Gary Whitcotton).

NEW BUSINESS

The Future of the RCI Campus

Dr. Smith addressed the Board and Members to discuss the possibilities and the future of the RCI Campus. He shared a slide show with current status photos of each area of the campus (Exhibit II). Since the RCI Campus was closed to students, the grounds have been cared for, one of the mobile classrooms was sold and the 7th grade building has been painted inside. Dr. Smith advised that the 6th grade building and portions of the 7th grade building were used over the summer by the RCC Library. The 8th grade building is currently being used by the YMCA for summer/after-school programs. Dr. Smith acknowledged that the school campus still looked attractive but plans needs to be made for moving forward. Dr. Smith presented plans to demolish the 6th grade building and replace it with a 3-bay garage to serve as the bus garage for Richmond County. Currently, the county spends \$25,500.00 per year renting a building for the purpose of a bus garage. The proposed plan also included the demolition of the old buildings behind the main structure at the RCI campus. Mr. Thomas asked about the possibility of asbestos in the quonset hut. Dr. Smith acknowledged that existing asbestos had been discussed. Mr. Thomas asked if this area was on Town sewer and Dr. Smith indicated that it was a private sewer and would not be affected by the new proposed structure. The following was provided by Dr. Smith as an estimate of construction costs:

PROPOSED VEHICLE MAINTENANCE FACILITY

ESTIMATE OF CONSTRUCTION COSTS

DEMOLITION OF EXISTING STRUCTURES

Demolish Existing Brick School Building 15,600 sf = \$62,400 to \$78,000
Demolish Existing Metal Quonset Hut 3,000 sf = \$6,000 to \$9,000
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Haul and Disposal 1 lump sum = \$15,000 to \$25,000
Allowance for Hazardous Materials 1 lump sum = \$20,000 to \$30,000
Subtotal for Demolition of Existing Structures \$108,300 to \$149,000

NEW VEHICLE MAINTENANCE BUILDING

Prefabricated Metal Building:

General Conditions & Mobilization 1 lump sum = \$70,000 to \$75,000
Slab-on-Grade 6,000 sf = \$42,000 to \$54,000

Metal Building 6,000 sf = \$90,000 to \$102,000
Overhead Doors and Doors 6,000 sf = \$27,000 to \$33,000
Interior Construction 6,000 sf = \$7,000 to \$10,000
Plumbing 6,000 sf = \$13,200 to \$13,800
HVAC 1 lump sum = \$20,000
Electrical 6,000 sf = \$16,800 to \$19,200
Subtotal for New Vehicle Maintenance Building \$286,000 to \$327,000

Sitework: Building Pad, Utilities, Concrete Aprons, Stone for Driveways (no asphalt) – 1 lump sum = \$20,000 to \$50,000

Total for New Vehicle Maintenance Building and Sitework \$306,000 to \$377,000

**Estimated Total Construction Costs:
Demolition and New Building \$414,300 to \$526,000**

*Non-Construction Costs: Fees, Inspections, Contingency, etc. \$30,000 (Remaining VPSA Construction Loan)

Finance Plan

\$460,000 Est. Total Cost
\$100,000 Use of CIP Savings
=

\$360,000 Total Financed Portion (10 yr. note, \$3,518 Month, \$42,216 Year) Currently: Rent – \$25,500 per year. More – \$16,716

Mr. Herbert mentioned that he thought a great amount of planning had gone into the project and asked about the estimated square footage amounts. Dr. Smith noted that the above numbers are just estimates and many times the costs are less when actually quoted by contractors. Chairman Sanders asked if it was a chance of doing the project over a few years so that the debt did not have to be incurred. He suggested the possibility of bidding out the demo and site work, then addressing a plan for payment of the building, etc.

Mr. Parr asked about the heating and cooling units currently in the buildings at the RCI campus. Dr. Smith commented that there were window units for air and oil heat in the seventh grade building. The eighth grade building has heating and cooling units in three of the classrooms but not in the gym area. Mr. Thomas indicated that the heating and cooling in the existing rental building used for the bus garage is also not very cost effective.

Mr. Quicke asked about a proposed timeline. Dr. Smith noted that he could bid out the demo anytime and find out actual costs for demolition. Mr. Quicke indicated that he would check with the County Attorney about financing through the IDA, but ultimately the financing would have to be bid upon.

Mr. Thomas noted that the School Board needed to be aware that the weight load on some of the prefab metal buildings were not sufficient for the snow loads in the area. Dr. Smith added that the snow load and wind load would be addressed.

Dr. Smith noted that a plan would have to be in place for the contents of the building before demolition. Many attempts have been made to sell/auction the contents with no success. He suggested advertising the items for pickup by citizens or possibly inquiring if the metal recycling group would be interested in the items.

Dr. Smith asked how the Board wished for him to proceed. All Board members decided that Dr. Smith should proceed with the RFP for demolition and then address the actual costs of the project.

RCI Gym HVAC Replacement – Use of CIP Funds

Dr. Smith advised that the heating unit in the 8th grade building is not working properly and with the age of the system, it is beyond repair. Dr. Smith proposed to the Board a new Heating/Cooling Unit for the 8th grade building at the RCI Campus. The cost of the new system is approximately \$87,000.00. This unit would only serve the gym and the School Board would like to draw on the CIP funds for completion of the project.

Chairman Lee Sanders inquired if the YMCA would help with the costs of the heating and cooling system. Dr. Smith feels that if the YMCA contributes they may desire some level of ownership. Chairman Sanders feels that, if necessary, the YMCA should pay some form of rent to help cover the costs of the system. Dr. Smith indicated that if the building is not heated, it will not be able to be used and will need to be winterized.

Mrs. Pugh asked if the heating and cooling update would require an upgrade to the windows in the gym. Dr. Smith suggested that to re-insulate all the windows would probably not be cost-effective. Mr. Thomas suggested smoking the windows to help with sunlight but realizing the quality of lighting is then lost.

Mr. Parr indicated that he was concerned about the size of the unit. Dr. Smith noted that Honeywell quoted the price based on a partial capacity of 150 students and he felt confident that it would serve the gym.

Mr. Quicke mentioned that bundling the two projects may be more cost effective for financing but that plan does not suit the time crunch for the heating/air system.

Dr. Smith reminded the Board that the CIP funds were set up for projects like the heating/cooling unit. Chairman Sanders advised that he understood that the projects needed to happen but needed to happen within the budget.

Dr. Smith indicated that the facility is not being used by the school and would not affect the school if the facility was closed for the winter months. Rental agreements have been set up with all agencies who use the building except for the YMCA.

Mr. Herbert suggested getting firm figures on the heating/cooling system and then possibility working with the YMCA to discuss arrangements.

The Board members agreed for Dr. Smith to advertise the RFP for the heating and cooling system and bring back firm numbers for the project.

Mr. Herbert indicated that the heating and cooling was a more critical fix than the bus garage project. Dr. Smith advised that Tom Collins would keep the current bus garage location available as long as it was needed.

Mr. Brown thanked everyone on behalf of the School Board and he felt the dialog at the meeting was beneficial to all. Chairman Sanders agreed that the meeting was productive.

All meeting attendees thanked the students from the NNTC Culinary Arts Program for the wonderful lunch.

ADJOURNMENT

After no further business, Mr. Brown and Chairman Sanders adjourned the meeting.



F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Richmond County Public Schools & Richmond County Board of Supervisors
Joint Meeting
Tuesday, September 20, 2016
Agenda

1. Call to Order – Board of Supervisors Lee Sanders (Return to Session)
2. Call to Order – School Board John Brown
3. Pledge of Allegiance/Silent Prayer John Brown
4. Agenda Approval Lee Sanders/John Brown
5. Meal Invocation John Brown

Lunch NNTC Culinary Arts Program: Chef – Gary Whitecotton

6. New Business:

- The Future of the RCI Campus
 - Current Status
 - 6th Grade Building Demo
 - Bus Garage - New Construction
 - 7th Grade Building
 - 8th Grade Building
- RCI Gym HVAC Replacement – Use of CIP Funds

7. Miscellaneous

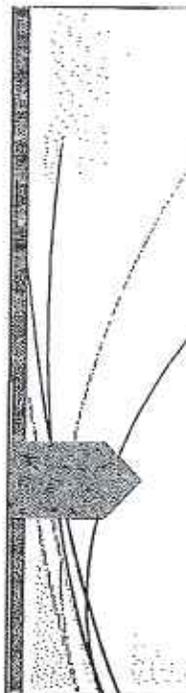
8. Adjournment:

- Board of Supervisors Lee Sanders
- School Board John Brown

9. Next Meeting Dates:

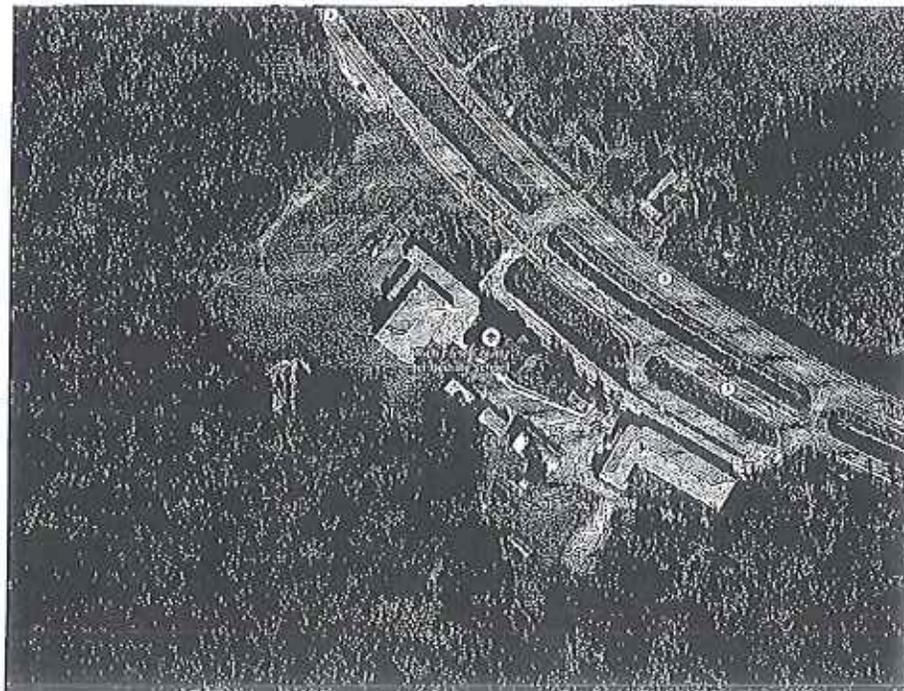
School Board – Wednesday, October 12, 2016 @ 10:00AM
 BOS – Thursday, October 13, 2016 @ 9:00AM

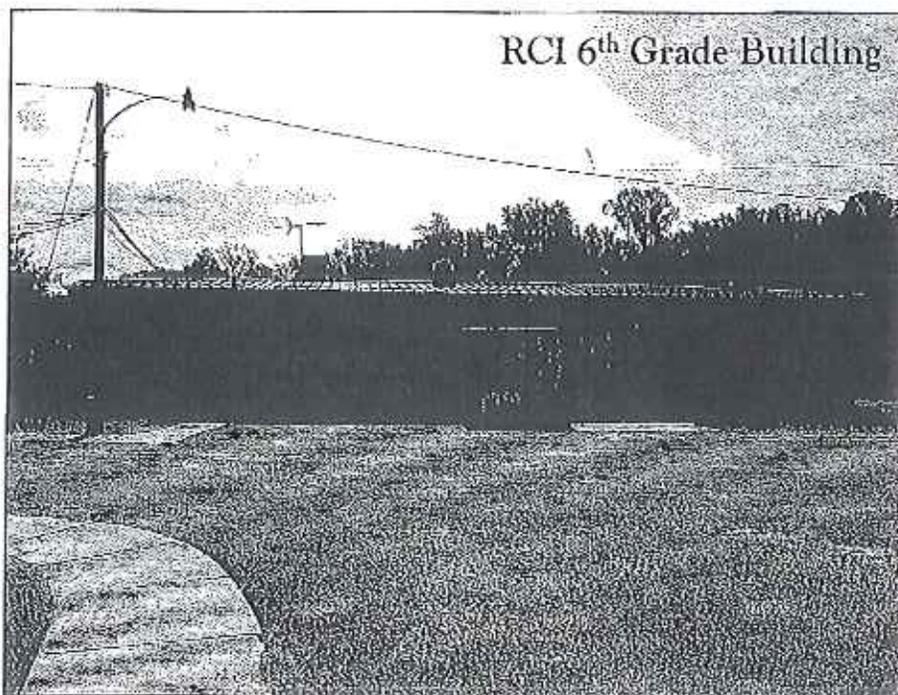
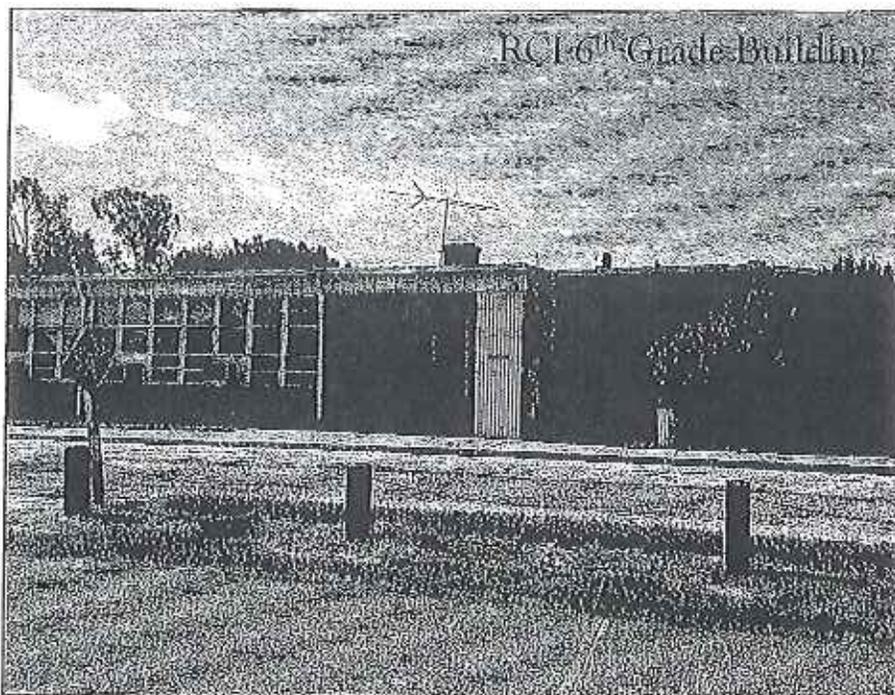
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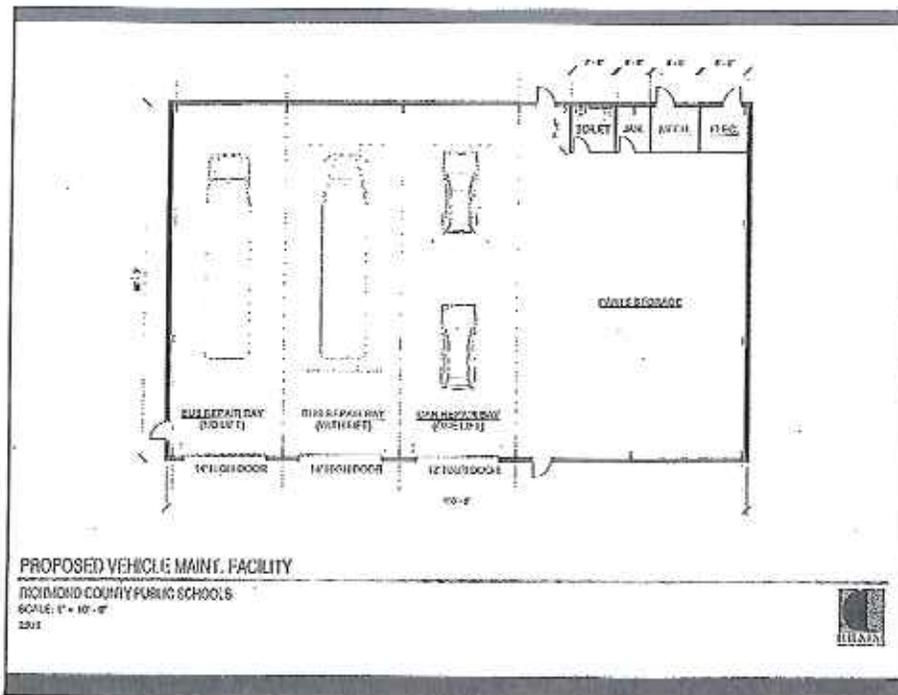


The Future of the RCI Campus

Joint Meeting of the Richmond County School Board &
Board of Supervisors
September 20, 2016







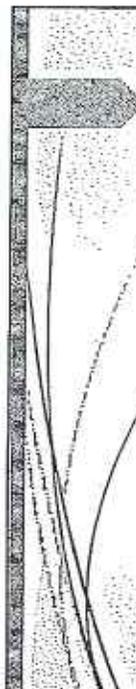
Proposed Vehicle Maintenance Facility

ESTIMATE OF CONSTRUCTION COSTS

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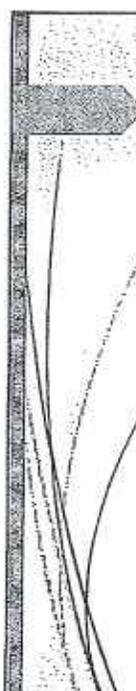
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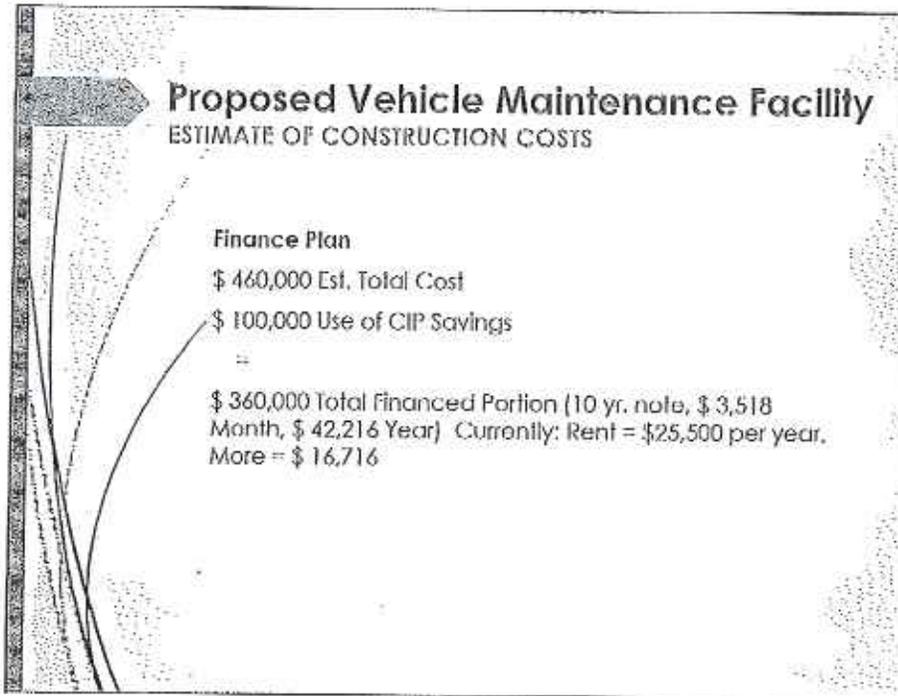
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