

**RICHMOND COUNTY BOARD OF SUPERVISORS**  
**January 8, 2015**

**MINUTES**

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 8<sup>th</sup> day of January 2015, thereof in the Public Meeting Room of the County Office Building.

Present:

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

Also Present:

R. Morgan Quicke, County Administrator  
Denise Dunaway, Development Services Manager  
Dr. Greg Smith, Superintendent, Richmond County Public Schools  
Douglas A. Bryant, Sheriff  
Steve Smith, Captain, Sheriff's Office  
Greg Baker, Chief of Emergency Services  
Randy Passagaluppi, RCVFD Chief  
David Thomas, RCVFD Assistant Chief  
Edith Anne Sanders, Treasurer  
Joseph Quesenberry, Planning & Zoning Administrator  
Jennifer Delano, Commissioner of the Revenue

**CALL TO ORDER – R. MORGAN QUICKE**

Mr. Quicke called the meeting to order at 9:00 a.m.

**ANNUAL ORGANIZATIONAL BUSINESS**

Mr. Morgan Quicke opened the floor for nominations for the Chairman of the Board of Supervisors for the calendar year 2015.

***“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders - abstain, Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton - aye: to elect F. Lee Sanders as Chairman of the Richmond County Board of Supervisors for the calendar year 2015.”***

Chairman Sanders gave the invocation and led everyone in the Pledge of Allegiance.

Chairman Sanders asked for nominations for the Vice-Chairman of the Board of Supervisors for the calendar year 2015.

***“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 elect Richard E. Thomas as Vice-Chairman of the Richmond County Board of Supervisors for the calendar year 2015.”***

Chairman Sanders asked for a motion to re-adopt the Richmond County Board of Supervisors by-laws and public hearing procedures.

***“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 re-adopt the by-laws and rules of order of the Richmond County Board of Supervisors for the calendar year 2015.”***

***“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 set the calendar year 2015 Board of Supervisors meetings for the 2<sup>nd</sup> Thursday of each month, with the meeting to begin at 9:00 a.m. and with all advertised public hearings to be held at 7:00 p.m. on the same day; hold all meetings in the Richmond County Public Meeting Room, with the alternate site to be the General District Courtroom should the Public Meeting Room be unavailable for any reason. In the case of inclement weather or other weather emergencies or holidays that prohibit holding the meeting on the regular scheduled day, the Board meeting is automatically rescheduled to the Wednesday after the 2<sup>nd</sup> Thursday.”***

Chairman Sanders asked for a motion to authorize signatures on county checks.

***“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 authorize the Chairman or Vice-Chairman, Treasurer and County Administrator as authorized signatures on County checks.”***

## **APPOINTMENTS**

***“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 Pemberton – aye: to appoint F. Lee Sanders, Richard E. Thomas, Robert B. Pemberton, and Richard Gouldin (citizen member) to the Northern Neck Planning District Commission for the calendar year 2015.”***

***“On a motion made by Robert 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 appoint F. Lee Sanders to the Northern Neck Planning District Commission Executive Committee with Richard E. Thomas as the alternate member to the NNPDC Executive Committee.”***

***“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 appoint Jean C. Harper to the Richmond County Department of Social Services Board.”***

***“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 appoint F. Lee Sanders to the Northern Neck Regional Jail.”***

***“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 appoint Robert B. Pemberton to the Rappahannock River Basin Commission with Richard E. Thomas to serve as the alternate.”***

***“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: to appoint F. Lee Sanders as Director of the Richmond County Emergency 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 appoint R. Morgan Quicke as the Richmond County Emergency Services Deputy Director.”***

***“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 appoint Greg A. Baker as Richmond County Emergency Services Coordinator.”***

***“On a motion made by Robert 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 appoint R. Morgan Quicke as Richmond County Emergency Services Deputy Coordinator.”***

#### **RICHMOND COUNTY PUBLIC SCHOOLS – DR. GREG SMITH**

Dr. Greg Smith gave a brief presentation to the Board on the progress of the school construction project. Dr. Smith said that the January 21, 2015 completion date has been bumped back to mid February.

Dr. Smith said the normal winter activities and sports are underway - basketball, scholastic bowl, college and scholarship applications, and academic bench marking.

Dr. Smith explained the policy for delaying school due to cold weather.

#### **VIRGINIA DEPARTMENT OF TRANSPORTATION - MR. DAVID BROWN**

Mr. Brown told the Board that crews have been busy with vegetation removal, shoulder repairs, and ditch cleaning.

Mr. Brown asked the Board to start considering projects for the Secondary 6-year plan process. He said he would be contacting Mr. Quicke before the end of next month to discuss this matter further.

Mr. Thomas told Mr. Brown about the low shoulders on Canal Road.

Chairman Sanders reported a culvert on the corner of Scates Road and Menokin Road that is in need of repair.

### **SHERIFF**

Sheriff Bryant reported that the Sheriff's Office had dispatched 634 calls for service (police, fire & rescue) since December 11, 2014. There were 8,278 total calls during the year of 2014. There have been 155 calls so far in 2015.

The Northern Neck Regional Jail population for Richmond County this week is 28.

Sheriff Bryant reported that the total delinquent fines and costs collected for the month of December was \$20.00. \$126,048.81 has been collected since April 2007.

Sheriff Bryant reported that during 2014, the Sheriff's Office served 3,877 civil papers, 932 misdemeanor arrest warrants, and 232 felony warrants. There were 40 arrests made for driving under the influence of alcohol.

Sheriff Bryant reported that they had extradited two people from North Carolina in the past week.

Sheriff Bryant told the Board that Animal Control Officer Richard Thomas will be in law enforcement basic school January 12<sup>th</sup> through May 20<sup>th</sup>. The staff will handle animal control calls until Richard returns.

### **ANIMAL CONTROL**

Sheriff Bryant presented the following Animal Control report for the month of December: 29 total calls answered; 17 dogs transferred to the pound; 1 dog bite; and 3 licenses inspected.

Sheriff Bryant reported that the Animal Control Officer assisted the deputies with 16 calls.

Sheriff Bryant informed the Board that he would not seek re-election in the upcoming year and he plans to retire effective June 1, 2015. Sheriff Bryant said that Captain Smith will run for Sheriff in November. Sheriff Bryant said he has total confidence in Captain Smith.

**TREASURER**

Ms. Edith Anne Sanders, Treasurer, presented the Trial Balance Report for the month of December 2014.

**COMMISSIONER OF THE REVENUE**

Mrs. Jennifer Delano, Commissioner, stated that the offices successfully made it through the December 5<sup>th</sup> tax deadline with lots of early mornings and late nights.

Mrs. Delano said the personal property data is in the process of being sorted through and will be sent to the printer soon.

Mrs. Delano updated the Board on the current reassessment, stating that they are busy checking data to assure accuracy before the notices are printed. Mrs. Delano said there are not many changes and because of that, the Assessor does not expect many hearings.

**PLANNING/ZONING/LAND USE**

Joseph Quesenberry presented the Planning and Zoning staff report to the Board. He reminded the Board about the Special Exception request by Greg Allison, which is scheduled for 7:00 p.m. tonight.

Mr. Quesenberry said he has been working on the utility audit with Troy & Banks and Mr. Quicke. Fortunately, they have found a good amount of money that the County will be saving on the utilities.

Mr. Quesenberry said that the Planning Commission is currently reviewing Richmond County's Animal Control Ordinance. The ordinance has not been updated since 1962 and there are many state code changes that need to be enforced.

Mr. Quesenberry reminded the Board that he has been working with FEMA on updating the Flood Plain Ordinance and changes to the flood plain maps. There will be an open house on January 14, 2015 from 5 to 7 p.m. at RCC for property owners to view the maps. He expects a good number of waterfront property owners to attend.

Mr. Quesenberry was pleased to inform the Board that the grant application for the Farnham Creek Boat Landing had been approved. He would update the Board once more information becomes available.

**EMERGENCY SERVICES**

Greg Baker gave the following report for the months of November and December 2014: 260 calls; 3 calls for mutual aide into Richmond County; 8 calls for mutual aide to bordering counties; 1 fly-out; 8 fire department assists; and multiple standbys with little or no issues.

The Department has received 100% grant funding for a new computer, which will be used for reporting to the State Office of EMS.

Mr. Baker said that the department has had several of RCC's EMS program students doing a ride along.

Mr. Baker said that the deficit from the Medicaid Re-validation has been received and the total amount collected during the months of November and December for recovery billing was \$70,166.71

Chief Baker thanked Chief Passagluppi and his fireman for their continued assistance and especially thanked Assistant Chief Thomas for always being there as a helping hand.

### **RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT**

Chief Passagaluppi, RCVFD, presented the following report for December 2014: Company 1: 14 calls; Company 2: 5 calls (1 EMS assist); Company 3: 9 calls (5 EMS assists). Total calls for the month of December 2014 – 28 (6 EMS assists).

Chief Passagaluppi reported that the fire department responded to a structure fire on Richmond Road, near the Recycling Center, on Sunday, December 28<sup>th</sup>. Units arrived on scene to find smoke coming from the second story of the home. Fire was quickly extinguished by personnel and minimal damage was reported. The residents were unable to occupy the home and they were assisted by the Red Cross.

Assistant Chief Thomas reported that there was an accident on Christmas Eve and 16 volunteers responded. He added that Richmond County is fortunate to have a great group of volunteers.

### **PUBLIC COMMENT**

Mr. Quicke informed the Chairman that no one signed up for public comment.

### **BAY CONSORTIUM WORKFORCE INVESTMENT BOARD – MR. MIKE JENKINS**

Mr. Jenkins, Executive Director, briefly explained to the Board that their main responsibility is to administer the Federal Workforce Investment Act, which is designed to provide assistance to adults, dislocated workers, and services to youth. Mr. Jenkins also discussed the 2013-2014 Annual Report and Audit, which was provided to the Board in their packets.

Mr. Jenkins said that Congress has passed a new Workforce Innovation and Opportunity Act. This Act will replace the federal legislation that they are currently working under. This change will take place on July 1, 2015 and it is the first change in federal workforce legislation in over 14 years. The new Act is designed to present a leaner and more streamline system to work with.

### **FY16 PROPOSED BUDGET SCHEDULE**

Mr. Quicke provided the Board with the proposed FY16 budget schedule. There were no comments regarding the proposed schedule.

### **BUDGET COMMITTEE REPORT/UPDATE**

Mr. Quicke gave a brief presentation to the Board summarizing what the Budget Committee discussed at their meeting in November. ([Power Point Presentation](#))

Mr. Haynes commented that there isn't anything they can do about most of the decreases in revenue but the FY 2016 debt service in the amount of \$40,000 can be cured once the funds gradually build up.

Mr. Haynes said that they should avoid financing anything other than the structure itself and the CIP gives us money to pay for upfront costs. With the Courthouse nearly paid for and the school project about complete, we don't anticipate any major expenditures. It helps a lot to use the CIP to pay for all of the incidental expenses, including legal fees and surveys.

Mr. Quicke said that as we move into the future, the expenditures will go from the construction phase to the maintenance phase, which will still take a considerable amount of money.

Mr. Haynes said it would be nice to have enough cash to cover certain issues.

### **REAL ESTATE COLLECTIONS – TWICE A YEAR**

Mr. Quicke informed the Board that he has been researching the possibility of collecting real estate taxes twice a year. This would be a big move for the county and it would increase the fund balance by 10-12% (approx. 2.6 million) in a onetime windfall due to the way the taxes would be collected the first year. It would hopefully allow the county to stop borrowing a \$3,000,000 note each year and paying back \$25,000 in interest.

Mr. Quicke said he is concerned over the effects that this would have on the Treasurer's Office and the Commissioner of the Revenue's office.

Mr. Quicke provided the Board with a chart showing the ups and downs in the balances over the last three years. ([Available Cash Chart](#))

Mr. Quicke recommended asking Davenport and Company to provide a small report/presentation showing the positive and negative effects this would have on the county. This study would cost between \$3,000 and \$5,000.

Mr. Haynes asked Mr. Quicke to speak with the Treasurer and the Commissioner and get their opinion before commissioning Davenport and Company. Mr. Haynes explained that this would be a onetime fix and if the county doesn't get the revenues in line with the expenditures, the county will end up back in the same place.

Mr. Quicke said that a lot of localities have taken the one time fix over the past 4 to 5 years, but the outcome depends on how you manage your finances afterwards.

Mr. Haynes stated that if the county chooses to do this, it needs to be done in conjunction with some type of guideline.

Mr. Quicke suggested a 15% fund balance policy, which would not allow us to go below that.

Mr. Haynes said if we continue to put it off, it will be much more painful when the county is forced to address it. Mr. Haynes said that it is encouraging that all of the revenue trends are trending upwards and he thinks that policy changes can overtime turn things around.

Chairman Sanders asked Mr. Quicke to talk with the Treasurer and the Commissioner of the Revenue before moving forward.

Mrs. Delano said her main concern is staffing. Other localities have designated real estate offices but her staff does it all.

#### **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 February 2015.”*

#### **MONTHLY APPROPRIATIONS – RICHMOND COUNTY SCHOOL BOARD**

*“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – nay; John L. Haynes, Jr. – nay; Robert B. Pemberton – aye: to appropriate \$1,255,743.00 to the Richmond County Public Schools for the month of February 2015.”*

#### **APPROVAL OF MINUTES – NOVEMBER 13, 2014**

*“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 December 11, 2014 meeting.”*

**OTHER BUSINESS**

Mr. Thomas thanked the volunteers for their service to the County and wished everyone a Happy New Year.

Mr. Haynes thanked Sheriff Bryant for his service to Richmond County.

Mr. Pemberton suggested having an economic development partnership with the Town of Warsaw, consisting of two Town Council members, 2 Board of Supervisor members, the Town Manager, and the County Administrator. He feels it is important to work together to make the Town more business and user friendly.

Mr. Quicke mentioned the Legislative Day for VACO on February 5, 2015. He asked members to let him know if they wished to go.

**CLOSED SESSION**

*“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: as permitted by Virginia Code Section 2.2-3711(A)(1), salary or other compensation of specific employees.”*

**CERTIFICATION MOTION AFTER RECONVENING IN PUBLIC SESSION**

*“On a motion made by John L. Haynes, Jr., the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – 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.

**RECESS**

Chairman Sanders recessed the meeting until 7:00 p.m. to hear five (5) public hearings.

**RECONVENE MEETING – 7:00 P.M. - PUBLIC HEARINGS**

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  
Joseph Quesenberry, Planner  
Denise Dunaway, Development Services Manager  
Greg Allison  
John Lewis  
Pat Weakland

**CALL TO ORDER**

Chairman Sanders called the meeting back to order at 7:00 p.m.

**PUBLIC HEARINGS**

Mr. Quicke read the notice of public hearing.

1. Gregory R. Allison, 293 King Lane, Farnham, VA 22460, has applied for a special exception in order to operate a private airstrip on property zoned Agricultural, General (A-1). The proposed airstrip is to be located on the aforementioned property at 293 Kings Lane, and is further identified as Parcel 27 on Tax Map 124. Documents regarding this request are available in the Richmond County Administrator's office.

Mr. Quesenberry informed the Board that all adjacent members were notified and the notice was printed in the Northern Neck News for two weeks.

Mr. Quesenberry explained to the Board that Mr. Allison is requesting a special exceptions permit (2-2-2A-19) for a private airstrip. Mr. Allison constructs and flies ultraviolet aircraft as a hobby and a part time endeavor. Mr. Allison's existing airstrip is approximately 1000' feet from any neighboring dwelling or public road. Mr. Quesenberry recommends placing a limit on operation between sunrise and sunset daily, which is also a FAA regulation. Mr. Quesenberry informed the Board that the Planning Commission recommended approval of this project with an 8-0 vote. Mr. Quesenberry read a letter from Ms. Edna Davis, an adjoining property owner, objecting to Mr. Allison's request due to the low flying and noise.

Mr. Haynes questioned if Ms. Davis has personally observed the noise. Mr. Quesenberry said that Ms. Davis' niece had told her about the noise.

Mr. Thomas questioned the location of Ms. Davis' property. Mr. Quesenberry couldn't verify which parcel is Ms. Davis' but since she did receive certified notification, her property must touch Mr. Allison's.

Mr. Haynes asked Mr. Quesenberry if he had received any opposition to Mr. Allison's request other than Ms. Davis. Mr. Quesenberry said he had not received any opposition other than Ms. Davis and that Mr. Allison had supporters at the Planning Commission meeting.

Chairman Sanders opened the public hearing.

Chairman Sanders closed the public hearing.

***“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 the special exception request by Greg Allison with the operation hours between sunrise and sunset.”***

Mr. Haynes recommended to Mr. Allison to contact Ms. Davis about her concerns.

2. To receive public comment on a proposed amendment to the Richmond County Zoning Ordinance, Section 2-2-2A “Special Exception Uses,” item 22 “Limited food service and sales permitted as an accessory use.” The proposal would allow for limited food service and sales in Agricultural General (A-1) Zones as an accessory use to the following Special Exception Uses: Antique Shops, Bed and Breakfasts, Campgrounds, Livestock Auction Markets, Commercial Marinas, Clubs or Lodges and Assembly/Retreat Facilities. Proposed language may be viewed in person at the Richmond County Administrator's office at 101 Court Circle, Warsaw, Virginia 22572 between 9:00 A.M. and 5:00 P.M.

Mr. Quicke read the notice of public hearing.

Mr. Quesenberry read his staff report stating “In accordance with our current Zoning Ordinance, the proposed food service and sales amendment is precluded from being a primary use in A-1 zones and must only be utilized as a Secondary Use by Special Exception approval. Supporting documentation must be received upon application of the Special Exception Permit that states a primary use of the structure other than food service and sales. The County Planning and Zoning Administrator will be instituting an administrative guideline form that will allow us to monitor all food service activity and ensure compliance with the above proposed amendment.”

Mr. Quesenberry told the Board that the proposed amendment was unanimously approved by the Planning Commission.

Mr. Thomas asked Mr. Quesenberry to define “Limited Food Service”. Mr. Quesenberry said that they put this stipulation on it to prevent any franchise or big food company from coming in to an agricultural zone and setting up shop. In order to have a Limited Food Service, you have to have a primary use, such as an antique shop.

Mr. Thomas asked what the definition of “Assembly Retreat” was. Mr. Quicke read the definition of an Assembly Retreat.

Mr. Thomas questioned the USDA and Health Department regulations. Mr. Quesenberry said that documents must be provided from all appropriate regulatory authorities before operation can begin.

Chairman Sanders opened the public hearing.

Chairman Sanders closed the public hearing.

***“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 amend the Richmond County Zoning Ordinance , Section 2-2-2A “Special Exception Uses, item 22 “Limited food service and sales permitted as an accessory use.”***

3. To receive public comment on the Fiscal Year 2016-2020 Capital Improvement Plan. The Capital Improvement Plan provides long-term planning objectives from each department in identifying future improvement needs. The proposed FY 16-20 CIP can be viewed in person at the Richmond County Administrator’s office at 101 Court Circle, Warsaw, Virginia 22572 between 9:00 A.M. and 5:00 P.M.

Mr. Quicke read the public notice.

Mr. Quicke told the Board that the FY16-FY20 proposed CIP documents were in their packets. He said that the committee worked hard on the proposed CIP and recommended it to the Planning Commission, which they approved.

Mr. Quicke briefly went over some of the changes to the CIP.

Mr. Haynes questioned the bus garage item in the CIP. Mr. Quicke said that this item had previously been approved in last year’s CIP, it has just been shifted from FY16 to FY17.

Chairman Sanders opened the public hearing.

Chairman Sanders closed the public hearing.

The Board unanimously agreed to table this item and asked Mr. Quicke to add it to the February 12, 2015 meeting agenda.

4. In accordance with §24.2-306 of the Code of Virginia, 1950 as amended, the Richmond County Board of Supervisors hereby gives notice that a Public Hearing will be held at the same time and place as listed above, to hear Public Comment regarding a request by the Richmond County Electoral Board to change the location of a polling precinct. The Voting District is that of District 5 and the request is to move the polling location from Newland Church of Christ, located at 1044 County Bridge Road, Warsaw, Virginia 22572, to the Newland Firehouse, located at 587 County Bridge Road, Warsaw, Virginia 22572. This change would go into place for the 2015 General Election.

Mr. Quicke read the public notice.

Mr. Quicke told the Board that he had received a letter from the Chairman of the Richmond County Electoral Board requesting this change. Mr. Quicke provided the Board with a vicinity map showing both locations.

Mr. Thomas asked if the purpose of the location change was for better access.

Mrs. Packett, Registrar, said that they received a complaint back in 2013 about the parking lot not having enough lighting. Mrs. Packett feels like it is better to use a county supported building other than a church for the polling location.

Chairman Sanders commented that the ladies auxiliary and the fireman are aware of this and have no problem with using the building as a polling location.

Chairman Sanders opened the public hearing.

Chairman Sanders closed the public hearing.

***“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 change the District 5 Voting District polling precinct from Newland Church of Christ to the Newland Firehouse, located at 587 County Bridge Road.”***

5. To receive Public Comment on the proposed changes to Section 5-B-1 of the “Ordinance for Tax Relief for Elderly and Disabled Persons.” This change would replace the word “relative” with the word “occupant” in regards to other residents that occupy a residence owned by an applicant for tax relief under the previously approved ordinance. Further information regarding this change can be viewed in the Richmond County Administrator’s office at 101 Court Circle, Warsaw, Virginia 22572.

Mr. Quicke read the public notice.

Mr. Quicke explained a discrepancy between the tax relief application and ordinance between the word “relative” and “occupant”. Mr. Quicke said that this was brought to his attention by a tax payer that had been denied relief because of an occupant’s income. The taxpayer pointed out that the ordinance reads “relatives income”.

Mr. Haynes wanted to verify that the intent of the program would not be changing. Mr. Quicke said this was just a housekeeping item.

Mr. Pemberton questioned how we verify the information on the application.

Mr. Quicke said that 99% of the time, we are working with the same applicants each year.

Chairman Sanders opened the public hearing.

Chairman Sanders closed the public hearing.

***“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 make a change to Section 5-B-1 of the “Ordinance for Tax Relief for Elderly and Disabled Persons. This change will replace the word “relative” with the word “occupant” in regards to other residents that occupy a residence owned by an applicant for tax relief under the previously approved ordinance.”***

### **OTHER BUSINESS**

Mr. Quicke said he had received a call from Mr. Slusser, Town Manager, in reference to the Town and County working together on Economic Development. Mr. Quicke said that the Town Council would like to schedule a breakfast meeting.

Mr. Quicke said he would try and set up a special called meeting in February with the Town Council.

### **ADJOURNMENT**

After no further business, Chairman Sanders adjourned the meeting at 7:35 p.m.

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F. Lee Sanders, Chairman  
Richmond County Board of Supervisors