

# **RICHMOND COUNTY BOARD OF SUPERVISORS**

**February 14, 2013**

## **MINUTES**

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 14th day of February 2013 thereof in the Public Meeting Room of the County Office Building.

**Present:**

F. Lee Sanders, Chairman  
Courtney M. Sisson, Vice-Chairman  
Richard E. Thomas, Member  
Jean C. Harper, Member  
John L. Haynes, Jr., Member

**Also Present:**

R. Morgan Quicke, County Administrator  
Jon Grimm, Planning and Zoning Director/Assistant County Administrator  
Jennifer L. Clark, Finance Officer  
Edith Anne Sanders, Treasurer  
Jennifer W. Delano, Commissioner of the Revenue  
Douglas A. Bryant, Sheriff  
D. Barry Sanders, Code Administrator  
Greg Baker, Chief, EMS  
Sarah Schmidt, Assistant Superintendent, Richmond County Public Schools  
Susan H. Johns, Clerk, Richmond County Public Schools  
Randy Passagaluppi, Chief, Richmond County Volunteer Fire Department  
Mabel Lewis, Chairman, Richmond County Electoral Board  
Hillary Pugh, Warsaw Farmers Market  
Keith Peyton, Richmond County Public Schools (Public Comment)  
Shawn Collins, Richmond County Public Schools (Public Comment)  
Angela Turner, Richmond County Public Schools (Public Comment)  
Amy Erwin, Richmond County Public Schools (Public Comment)  
Che Paulman, Richmond County Public Schools (Public Comment)  
Diane Siason, Northern Neck News

### **CALL TO ORDER, WELCOME, INVOCATION & PLEDGE OF ALLEGIANCE – CHAIRMAN SANDERS**

Chairman Sanders called the meeting to order at 9:00 a.m. He then welcomed everyone; gave the invocation and led the Pledge of Allegiance.

### **RICHMOND COUNTY PUBLIC SCHOOLS – SARAH SCHMIDT, ASSISTANT SUPERINTENDENT**

Mrs. Schmidt gave a presentation on the Northern Neck Technical Center STEM (Science, Technology, Engineering and Math) Academy.

The Northern Neck Technical Center (NNTC) through leadership in Richmond County has applied to the Virginia Department of Education for approval to operate a STEM academy in agriculture and maritime studies.

The academy will offer students the opportunity to obtain jobs in agriculture and the maritime industry by offering training in the following career pathways; plant systems, maritime maintenance, and engineering and technology. Training in these pathways will prepare students for jobs in forestry, agribusiness, boat repair and design, as well as computer assisted (CAD). These pathways will also assist students in transitioning to either Rappahannock Community College or another four-year educational institution.

The Virginia Employment Commission projects a 13 to 16 percent increase in jobs in Agriculture and Engineering, Buildings and Grounds, and Transportation and Materials Moving. All these are areas that students in which students will be prepared to work, if participating in this academy.

NNTC will partner with Project Lead the Way (PLTW) to provide courses for students in the pathways. NNTC will provide a teacher to attend PLTW training and PLTW will provide curriculum and online learning experiences for teachers to use.

PLTW is a nationally recognized organization for providing STEM learning experiences. 97% of PLTW seniors intend to pursue a four-year degree or higher, compared to the national average of 67%. ([http://www.pltw.org/sites/default/files/PLTW%200verview%202012-13\\_1.pdf](http://www.pltw.org/sites/default/files/PLTW%200verview%202012-13_1.pdf))

The teachers who teach using the PLTW curriculum will need to have a certified license.

- Plant Systems Teacher: will need a collegiate/professional teaching license with at least 39 semester hours in agriculture.
- Maritime Teacher: will need a technical/professional teaching license, including skills in working with inboard/outboard engines and transmissions, and also propulsion and steering systems.

There are four main courses offered through the STEM academy.

- Two foundation courses will be offered to students in their home schools through a “hybrid” model (online learning and teacher directed learning).
    - Introduction to Engineering Design (9<sup>th</sup> or 10<sup>th</sup> grade)
    - Principals of Engineering (10<sup>th</sup> or 11<sup>th</sup> grade)
- \*Specialization courses will be offered after foundation courses are successfully completed. A hybrid model will be used.
- Civil Engineering and Architecture (11<sup>th</sup> or 12<sup>th</sup> grade)
  - Biotechnical Engineering (11<sup>th</sup> or 12<sup>th</sup> grade) – this course will use selected units of the Project Lead the Way Curriculum, as appropriate

Local Businesses will also work with NNTC in this venture: Rappahannock Community College; Whelan's Marina; Bay Consortium Workforce Investment Board; Richmond County Extension Office; Friends of the Rappahannock; Northern Neck Vegetable Growers Association; Montague Farms; STEM Education Alliance from William and Mary; Northern Neck Nursery; Historyland Nursery; and the Southeast Maritime and Transportation Center.

Ms. Schmidt told the Board that Dr. Smith was attending a meeting in Richmond today regarding funding of this program. Supervisor Sisson asked Ms. Schmidt when the Schools anticipate receiving an answer to the funding; Ms. Schmidt stated hopefully by next month.

Ms. Schmidt invited the Board of Supervisors to a program on February 21, 2013 at Richmond County Elementary School from 6:00 p.m. to 7:30 p.m.

### **VIRGINIA DEPARTMENT OF TRANSPORTATION**

Mr. R. Morgan Quicke, County Administrator, gave an update on VDOT issues since Mr. David Brown, Residency Administrator, was unable to attend the meeting. The speed study requested on Ivondale and Farnham Creek Road was still being reviewed. Mr. Quicke also gave an update on the Intersection Study.

### **SHERIFF**

Sheriff Douglas A. Bryant reported that his office has dispatched 716 calls for service since January 9<sup>th</sup> and the total calls for 2013 is 897.

The Northern Neck Regional Jail population for Richmond County this week is 33.

The total delinquent fines and cost collected for the month of January 2013 is \$98.85 making the total collected since April 2007 - \$120,702.47.

Sheriff Bryant said he had received positive feedback from both parents and school officials in reference to having Deputy Russell Baughan patrolling the schools. Supervisor Thomas asked if Deputy Baughan participated in the mentoring programs. Sheriff Bryant said not at this time; however, he has other deputies that present programs at Richmond County Elementary School. Deputy Baughan also helps with the school traffic.

Sheriff Bryant stated that he was pleased to report that the Sheriff's Office has sent two deputies to Advance Methamphetamine Investigative training. This was a result of the recent discoveries and the effort to keep up with the new trends that are facing us.

Sheriff Bryant said the Sheriff's Office was planning for the Octoberfest event.

### **TREASURER**

Mrs. Edith Anne Sanders, Treasurer, presented the monthly Trial Balance Report for the month of January 2013. Mrs. Sanders stated that the second mailing of past due taxes had been

completed. Richmond County has \$175,533.51 in uncollected real estate and personal property taxes. As far as personal property taxes, a DMV stop will be done in the next week. The delinquent tax land sale is in the process and all taxes must be paid in full including attorney fees.

### **COMMISSIONER OF THE REVENUE**

Mrs. Jennifer W. Delano, Commissioner of the Revenue, gave the following report:

**REAL ESTATE:** Staff has started working on the 2012 Real Estate Transfers to compile the 2013 Land Book to turn over to the Treasurer. Staff has also begun to sort through the 2012 Building Permits to begin the assessment process of New Construction.

**PERSONAL PROPERTY:** M & W Printers mailed out approximately 4500 personal property forms on January 17<sup>th</sup>. So far the office has been receiving a high volume of the completed forms back to the office. Mrs. Delano stated she was very impressed with their service and professional quality of the work. Mrs. Delano stated it has helped her office staff with the workload of printing and stuffing envelopes and expressed her appreciation to the Board of Supervisors for allowing her to have this service outsourced to save time and money for her office. The personal property forms are due back by May 1, 2013.

**STATE INCOME:** 2012 Virginia State Tax Returns have started to flow in. The Department of Taxation has made several changes to the processing of these forms for this tax season. The main change is regarding the issuing of refunds. Mrs. Delano provided the Board with a handout regarding this change. Ultimately, paper checks will no longer be an option for a way for taxpayers to receive their money. The options are either Direct Deposit into either a checking or savings account or by a Refund Debit Card. Mrs. Delano stated she anticipated that her office will have questions regarding the Debit Cards from some of the taxpayers but her office will assist the citizens however they can. The taxpayer must activate the debit card and must have their birth date, social security number and card number in order to activate the card. They can either cash it in at a bank or ATM or use it for purchases.

### **ANIMAL CONTROL**

Mr. Quicke presented the following report for the Animal Control Officer (in her absence): 30 – dog calls; 27 – dogs taken to the shelter; 18 – owner surrenders; 1 – dog bite (current on rabies vaccination); 1 – cat call; 1 – wildlife (possum) making the total calls for January 2013 – 32.

### **CODE COMPLIANCE**

Mr. Quicke presented the following report for the Code Compliance Officer (in his absence): 2 – site plans were reviewed regarding E&S and Stormwater Management (they were both found to be adequate and were approved); 24 – active land disturbing projects in the County; 2 – land disturbing projects were completed; 1 – new land disturbing permit was issued; made a total of 35 E&S site inspections; there was not a Wetlands Hearing held in January and there is not a wetlands hearing scheduled for February as there is nothing on the agenda at this time.

### **CODE ADMINISTRATOR**

Mr. D. Barry Sanders, Code Administrator, presented the building permit report for the month of January 2013. There were 17 new projects begun with fees collected of \$2,341.70 and construction cost of \$601,229.94.

Mr. Sanders said he had received plans for a 16-unit apartment; plans for a renovation at the former Farnham Manor; and was expecting to receive plans for the new Family Dollar Store in the next week.

### **EMERGENCY SERVICES**

Chief Greg Baker, EMS, provided the following report for January 2013: 108 – 911 calls in Richmond County; 2 – calls for mutual aide to bordering counties for ALS provider; 2 – calls to bordering counties for mutual aide; 0 – mutual aide calls into Richmond County; 4 – calls in Richmond County which were handled by off-duty personnel and VFD; 2 – fly-outs.

Chief Baker stated the State has finalized the new protocol updates late December and his department spent most of the month in-servicing all department members as well as administering protocol tests that was required by the OMD is now complete.

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

Chief Randy Passagaluppi, Richmond County Volunteer Fire Department, provided the following report for January 2013: Company 1 – 18 calls (with 1 EMS assist); Company 2 – 12 calls (with 4 EMS assist); Company 3 – 11 calls (with 7 EMS assist). Total calls for January 2013 – 41 (with 12 EMS assist).

There was one major fire for January, Company 3 responded for a residence on fire at 100 Pinecrest. Upon arrival of fire units, the firemen encountered a heavy fire in one end of the residence, were able to save a small portion of the home, the fire displaced two elderly residents. Assisting Company 3 was Company 1 as well as Montross Fire Department. Chief Passagaluppi stated that he was very proud of the work of the fireman on this call.

### **PUBLIC COMMENT**

Chairman Sanders opened the meeting up for the public comment period.

Mr. Keith Peyton, Mr. Shawn Collins, Ms. Angela Turner, Ms. Amy Erwin, Ms. Che Paulman, teachers at Richmond County Public Schools, stated their concerns individually regarding salaries, retirement contributions and health insurance premiums.

Mr. Peyton (third generation educator) presented a Salary and Health Insurance Analysis, attached: [Salary and Health Insurance Analysis - 2-2013.pdf](#)

Supervisor Sisson questioned how the Richmond County Public Schools bid out their health insurance plan. Mrs. Sarah Schmidt and Mrs. Susan Johns, RCPS, stated that the schools are not included in the county's insurance plan, resulting in a smaller pool with higher premiums and deductibles. Mrs. Johns added that the inclusion would be beneficial and is something she and her staff are investigating.

Supervisor Haynes stated the schools are facing the same problems obviously as the private sectors in regards to health insurance and compensation. According to Supervisor Haynes' interpretation of a document provided by School Superintendent Dr. Greg Smith, local educators were well compensated in a regional comparison. The percentage of expenditures for instruction in Richmond County is 65.7 percent, so the overall compensation is the highest in the area. Supervisor Haynes noted that some of it has to do with a high percentage of teachers with a long tenure, and he has discussed this with Dr. Smith; but, notwithstanding the statements that have been made, the percentages for instruction is 65.7%, which once again is the highest in the area.

#### **FY 2012 AUDIT PRESENTATION – PAUL LEE, ROBINSON, FARMER & COX**

Mr. Paul Lee, Robinson, Farmer & Cox, presented the FY 2012 Audit Presentation. Mr. Lee stated that no management letter was issued this year. The County has \$2,000,000.00 in assigned and unassigned funds in the General Fund. Mr. Lee also noted that 10% is expenditures.

The tax collection for this fiscal year was at 98.2% collected which is a high percentage.

By FY 2015, the county will need to include unfunded pension for the county and schools.

Supervisor Haynes asked Mr. Lee if the 10% reserve is lower than it should be. Mr. Lee stated that 15-20% would be the ideal percentage.

#### **RICHMOND COUNTY ELECTORAL BOARD – MABEL LEWIS**

Ms. Mabel Lewis, Chairman, Richmond County Electoral Board, requested that the Board of Supervisors consider advertising for an Assistant Registrar. In case of sickness or an emergency, the Registrar's Office is covered. Mrs. Martha Packett, General Registrar, is doing a wonderful job; however, a part-time Registrar is needed and must be trained on all office duties.

Ms. Lewis also stated that it is a possibility that Richmond County will be required to purchase new voting machines in the near future. The company that supplied the Winn-Vote machines is no longer in business so State Board of Elections may mandate the County to purchase a different voting machine. Supervisor Thomas asked if this could be incorporated into the Capital Improvement Plan with a line item and value of the machine. Also, Supervisor Thomas asked if this purchase might be phased-in between now and prior to the next Presidential Election.

Ms. Lewis stated that it is important for the Registrar and Electoral Board attend meetings to keep update on bills from the Legislative and General Assembly and bring it to the Board of Supervisors' attention when needed.

Supervisor Haynes asked Ms. Lewis if Mrs. Charlotte Pierson (former General Registrar) was helping in the Registrar's Office on a part-time basis. Ms. Lewis stated that Mrs. Pierson was not interested in as many hours as was needed. Supervisor Thomas asked if funding was included in the current FY 2012-2013 budget and Mr. Quicke concurred that it was.

#### **RICHMOND COUNTY PLANNING COMMISSION APPOINTMENTS**

*“On a motion made by F. Lee Sanders, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appoint Glen Bowen to the Richmond County Planning Commission.”*

*“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appoint Jessie L. Clark to the Richmond County Planning Commission.”*

#### **RICHMOND COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY APPOINTMENTS**

*“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to reappoint William Johns to the Richmond County Industrial Development Authority with term ending December 31, 2016.”*

#### **RAPPAHANNOCK RIVER BASIN COMMISSION APPOINTMENTS**

Mr. Quicke stated that the Rappahannock River Basin Commission appointees must be a Board of Supervisors' member; however, staff can attend the meetings and give a report to the Board.

*“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appoint John L. Haynes to the Rappahannock River Basin Commission with term expiring December 31, 2013.”*

#### **WARSAW FARMERS MARKET REQUEST**

Ms. Hillary Pugh requested the Board of Supervisors approval to locate this year's Farmers Market along Court Circle and in front of the Circuit Court. Ms. Pugh stated the idea is to start it along Court Circle right near The Daily and continue it down to the Marshall Davison/Tayloe Murphy Law Office and to also have some of their vendors set up right in front of the Circuit Court Building and the County Administration Building. The Farmers Market's schedule is May 11<sup>th</sup> – September 13<sup>th</sup> (2<sup>nd</sup> Saturday of the month). Ms. Pugh also stated that the vendors will have to sign a statement removing liability from the County or Farmers Market organization.

Ms. Pugh also stated that all of the businesses (The Daily & Coggin Furniture) along Court Circle have been contacted and are in favor of it being located there. The Morse Family Produce

has been offered a location at no cost for their produce stand; however, the Morse's declined due to the fact that they are opened longer than the Farmers Market schedule and have no problem with the Farmers Market being relocated. Sheriff Bryant has also given the okay to proceed and VDOT will have to be contacted regarding closing Court Circle but shouldn't be a issue. John Slusser, Town Manager, has also approved the relocation. Supervisor Thomas asked if the VDOT permit would have to be done annually. Mr. Quicke and Ms. Pugh said that was a point they would have to find out from VDOT officials.

***“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to grant permission to the Farmers Market to locate on county property as requested.”***

### **DIRECTOR OF PLANNING & ZONING**

Mr. Jon Grimm, Director of Planning & Zoning/Assistant County Administrator, gave the following summary of Planning Commission actions for 2012 as a start towards creating a Planning Commission Annual Report.

#### **Richmond County Planning Commission Significant Accomplishments – 2012**

- Recommendation after years of work, an update to the 2001 Comprehensive Plan
- Recommendation to the Board of Supervisors, a first-ever Capital Improvements Plan
- Recommendation to modify Section 3.10-1-B regarding required membership of a Board of Zoning Appeals member sitting on the Commission
- Recommended Zoning and Subdivision Ordinance amendments for Chesapeake Bay Preservation Act Resource Protection Areas
- Approved three (3) Special Exception requests: A Clubs and Lodges and Assembly Retreat Center at Mt. Airy; An antique shop on Hales Point Road; A boat/marine repair facility at Naylor's
- Recommended approval for a rezoning by C. J. Sills for a multi-family structure located on History Land Highway, Farnham, Virginia.

Mr. Grimm requested the Board of Supervisors schedule a public hearing on April 11, 2013 at 7:00 p.m. to consider final approval of the Comprehensive Plan.

***“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to schedule a public hearing on April 11, 2013 at 7:00 p.m. to consider final approval of the Comprehensive Plan.”***

Mr. Grimm also noted that a cell tower is being proposed off of Richmond Hill Road which would require a special exception (Route 3 @ Totuskey Creek and Route 360).

### **YMCA SOCCER FIELDS**

Chairman Sanders presented a drawing that shows possible locations for the YMCA Soccer Fields. The original Community Park plan shows soccer fields being on the opposite side of the Belle

Ville Plantation. By keeping them on the same side as the Fair Property and the Little League Property, it will eliminate costs associated with building a new road to the opposite side of Belle Ville.

Mr. Quicke stated if the Board wishes to proceed further with this proposal, Resource International can do a concept plan.

Supervisor Haynes said he had discussed the proposal with Jason Patton and Phillip Belfield of the Richmond County YMCA and they had asked for a short-term lease agreement prior to begin work on the fields.

By consensus, the Board agreed to proceed with this proposal for the Richmond County YMCA Soccer Fields. Supervisor Thomas also noted it would be beneficial to the Fair Association and Little League. Supervisor Thomas also suggested lighting in the parking areas.

### **FY 14 BUDGET SCHEDULE**

Mr. Quicke presented a proposed FY 14 Budget Adoption Schedule. After reviewing the dates, the Board approved the schedule as follows:

- Thursday, March 14:** Budget Presentations from Departments/Organizations (1:00 – 5:30)
- Monday, March 25:** Richmond County Public Schools Budget Presentation (6:00 P.M.)
- Wednesday, March 27:** Work Session (6:00 P.M.)
- Tuesday, April 9:** Work Session (6:00 P.M.)
- Thursday, April 11:** Work Session (If Needed -1:00 P.M.)
- Thursday, April 25:** FY 14 Budget Public Hearing (7:00 P.M.)
- Thursday, May 9:** FY 14 Budget Adoption (7:00 P.M.)

### **ADVERTISEMENT OF PUBLIC HEARING FOR THE SALE OF 10 ACRES AT THE COMMERCE PARK**

Mr. Quicke reported that an agreement has been reached with Helena Chemical Company to sell them 10 acres at the Commerce Park for \$18,000.00 per acre. In addition, Mr. Quicke has worked with the Town of Warsaw on the proposed project in relation to the zoning and everything appears to be in order. Mr. Quicke presented the following: Concept Plan; Acceptance letter from Richmond County to Helena; Letter from Helena to Town of Warsaw; Letter from Warsaw to Helena.

Mr. Quicke requested the Board of Supervisors schedule a public hearing for March 14, 2013 at 7:00 p.m. Representatives from Helena will be present to give an overview of the proposed use of the property.

***“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to authorize advertisement for public hearing on March 14, 2013 at 7:00 p.m. for the sale of 10 acres at the Commerce Park.”***

### **PUBLIC MEETING DEFINITION**

Mr. Quicke stated that Supervisor Haynes has asked that this be placed on the Agenda and Mr. Quicke asked Supervisor Haynes to present the documents for the Board's information.

Supervisor Haynes cited §2.2-3707 (G) as follows: Nothing in this chapter shall be construed to prohibit the gathering or attendance of two or more members of a public body (i) at any place or function where no part of the purpose of such gathering or attendance is the discussion or transaction of any public business, and such gathering or attendance was not called or prearranged with any purpose of discussing or transacting any business of the public body or (ii) at a public forum, candidate appearance, or debate, the purpose of which is to inform the electorate and not to transact public business or to hold discussions relating to the transaction of public business, even though the performance of the members individually or collectively in the conduct of public business may be a topic of discussion or debate at such public meeting. The notice provisions of this chapter shall not apply to informal meetings or gatherings of the members of the General Assembly.

Supervisor Haynes cited Attorney General's Opinion 1976-77 #308A reply to The Honorable Wiley F. Mitchell, Jr., Member, Senate of Virginia: This is in reply to your recent letter wherein you ask whether a chance meeting of two or more members of a local governing body at a social function or elsewhere is subject to the opening meeting requirements of the Freedom of Information Act as amended by Chapter 677, (1977) Acts if Assembly, effective July 1, 1977.

Section 2.1-343, Code of Virginia (1950), as amended, requires that all "meetings" of public bodies, including local governing bodies, shall be public meetings. Section 2.1-341(a) defines what constitutes a "meeting" required to be public. Prior to its amendment by Chapter 677, §2.1-341(a) provided, in relevant portion:

"...Nothing in this chapter shall be construed as to define a meeting as a chance meeting of two or more members of a public body, or as an informal assemblage of the constituent membership at which matters relating to the exercise of official functions are not discussed."

Section 2.1-341(a) was amended by Chapter 677 so as to replace the above-quoted provision with the following provision: "...Nothing in this chapter shall be construed to make unlawful the gathering or attendance of two or more members of a body or entity at any place or function where no part of the purpose of such gathering or attendance is the discussion or transaction of any public business, and such gathering or attendance was not called or prearranged with any purpose of discussing or transacting any business of the body or entity."

The amended provisions of §2.1-341(a) set forth above, in my opinion, provide that, effective July 1, 1977, a chance gathering of two or more members of a governing body at a social function or elsewhere does not constitute a "meeting" required to be public, even where such gathering results in discussion of official business among members of the governing body, provided discussion of official business was not the purpose of the gathering and the gathering was not prearranged for the purpose of discussing official business.

Citizen Media Law Project: A “meeting” does not include purely social and ceremonial gatherings, nor would it likely apply to an academic conference or similar event that members of a public body happened to attend. Virginia FOIA does not cover attendance of members of a public body at

- Any place or function where no part of the purpose of such gatherings or attendance is the discussion or transaction of any public business, and such gatherings or attendance was not called or prearranged with any purpose of discussing or transacting any business of the public body; and
- A public forum, candidate appearance, or debate, the purpose of which is to inform the electorate and not to transact public business or to hold discussions relating to the transaction of public business, even though the performance of the members individually or collectively in the conduct of public business may be a topic of discussion or debate at such public meeting.

Supervisor Haynes stated that Ms. Kathy Clarke had sent a email to Mr. Quicke (County Administrator) stating this was a violation of the Freedom of Information Act. Supervisor Haynes asked Mr. Quicke if he had forwarded Ms. Clarke’s email to each of the Board of Supervisors’ members in which it was acknowledged and Mr. Quicke stated it was forwarded to the Board members. Supervisor Haynes asked Mr. Quicke if he received any complaints other than Ms. Clarke. Mr. Quicke stated he had not received any other complaint.

Supervisor Haynes stated the County has obtained legal opinion from their County Attorney, Sands Anderson. As long as the “meeting” is not planned; it is not illegal nor a violation. Supervisor Haynes also noted that at the “meeting” Ms. Clarke’s complaint there was no county business discussed as the school board referendum and the school construction were not issues for the Board of Supervisors.

### **RICHMOND COUNTY SCHOOL PROJECT UPDATE**

Mr. Quicke gave a brief update on the school project. Chairman Sanders stated he had taken a tour of the girls’ softball field and that it was a field they should be proud of.

### **MONTHLY APPROPRIATIONS**

*“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appropriate \$85,000.00 to the Richmond County Department of Social Services for the month of March 2013.”*

*“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appropriate \$1,140,200.00 to the Richmond County School Board for the month of March 2013.”*

### **APPROVAL OF MINUTES – JANUARY 10, 2013**

*“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to approve the Minutes of January 10, 2013 as presented.”*

## **OTHER BUSINESS**

Supervisor Thomas wished everyone a Happy Valentine's Day and he shared a story of a student on the bus earlier that morning had wished him a Happy Valentine Day and he said it uplifted him and he wished to pass that along to everyone at the meeting.

Supervisor Haynes stated that the Local Government Attorneys of Virginia, Inc. (LGA) has named Andrew R. McRoberts of the Richmond law firm of Sands Anderson (county attorney) the 2012 winner of the Edward J. Finnegan Award.

Chairman Sanders presented a request for a contribution from the RHS After Prom Celebration Committee for Prom 2013.

***“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to make a contribution of \$100.00 to the RHS After Prom Celebration Committee for Prom 2013.”***

Chairman Sanders read a note from Charlotte Pierson thanking the Board of Supervisors for the dish garden sent to her in the loss of her mother.

Mr. Quicke stated he had received a letter from Darlene Nichols congratulating Richmond County for their high rating on the county's website.

Mr. Quicke asked the Board to consider amending the travel policy to have the mileage rate for employees using their personal vehicles on county business to the IRS rate of \$0.56.5 per mile. The policy now says the mileage rate is \$0.51.5 per mile.

The Board asked Mr. Quicke to include this issue on the agenda for the March 14, 2013 meeting so it can be discussed further.

Mr. Quicke told the Board that there is \$34,094.15 in the Courthouse Maintenance Fund as noted in the Treasurer's Trial Balance Report that can only be used for repairs and maintenance to the new courthouse and Sheriff's office. Mr. Quicke plans to send out Request for Proposals in April or May 2013 which will include the scope of work. Supervisor Sisson suggested placing the RFP on the county's website.

## **ADJOURNMENT**

There being no further business, Chairman Sanders adjourned the meeting at 11:30 a.m.

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F. Lee Sanders, Chairman  
Richmond County Board of Supervisors

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