

RICHMOND COUNTY BOARD OF SUPERVISORS
February 12, 2015

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 12th day of February 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
David Brown, Superintendent, VDOT
Ed Ellis
Dayle Collins
Approximately 20 others

CALL TO ORDER

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

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 project should be complete within 30 days and there will be a grand opening celebration the last week in August.

Dr. Smith showed the Board a recruiting video made by the Vocational Center's staff and students. He stated that the programs are 100% fully staffed.

Mr. Haynes asked how many students from Richmond County are enrolled in the Technical Center. Dr. Smith said he thinks the number is around 70. Mr. Haynes said he is a huge supporter of the programs offered at the Vocational Center.

Mr. Thomas asked Dr. Smith to briefly go over the Skills USA competition. Dr. Smith explained the program and said that the students compete on a statewide and national level and they do exceptionally well. Dr. Smith said that the auto body program has been the most consistent in the competitions.

VIRGINIA DEPARTMENT OF TRANSPORTATION - MR. DAVID BROWN

Mr. Brown told the Board that crews have been busy with vegetation removal, low shoulder repairs, and ditch cleaning, which will continue until spring.

Mr. Brown said that they will switch over to summer operations in May.

Mr. Thomas informed Mr. Brown of a washed area under a guard rail near 1595 Folly Neck Road.

Chairman Sanders reported that guardrail end caps are laying on the ground on Menokin Road.

Mr. Haynes wanted to remind the general public to use the call center to report road issues. Mr. Brown said the call center number is 1-800-FOR-ROAD.

SHERIFF

Sheriff Bryant reported that the Sheriff's Office has dispatched 839 calls for service (police, fire & rescue) since January 8, 2015. There have been 1,013 calls so far in 2015.

The Northern Neck Regional Jail population for Richmond County this week is 27.

Sheriff Bryant reported that there were no delinquent fines and costs collected for the month of January and \$126,048.81 has been collected since April 2007.

Sheriff Bryant reported that recently there has been an increase in fraudulent activity. The Sheriff's Office received a report of someone who attempted to file their income tax and they were advised by the IRS that their taxes had already been filed. Investigation seems to lead back to the use of Turbo Tax filing.

The Sheriff's Office is preparing for another citizens' police academy this spring. The first class is Tuesday, March 10th. Applications may be picked up at the Sheriff's Office for those interested in attending.

ANIMAL CONTROL

Sheriff Bryant presented the following Animal Control report for the month of January: 24 total calls answered; 8 dogs transferred to the pound; and 4 dogs trapped.

TREASURER

Ms. Edith Anne Sanders, Treasurer, presented the Trial Balance Report for the month of January 2015. Ms. Sanders gave an update on the dog tag sales and reported that delinquent tax notices have been sent out and the land sale data has been turned over to John Hutt.

COMMISSIONER OF THE REVENUE

Mrs. Jennifer Delano, Commissioner, reported that a total of 6,868 general reassessment notices were mailed out on January 28th and that Mr. Pearson is currently scheduling hearing appointments until Friday, February 13th. After Mr. Pearson has completed all of his hearings, the reassessment book will be printed. Mrs. Delano said that the Board of Equalization hearings will be scheduled between March 9th and 27th, with the exception of March 12th.

Mrs. Delano said that M & W Printers will be mailing out approximately 4,600 personal property forms today. The personal property forms are due back no later than May 1st to avoid the late filing penalty.

Mrs. Delano reported that on January 27th, the Tidewater District Commissioner's Association took the annual trip to Richmond to visit with the local legislators. The key items that they pushed for were to restore funding for the Career Development Program and the funding of more positions within the offices, which will help alleviate the burden at the local level.

PLANNING/ZONING/LAND USE

Joseph Quesenberry presented the Planning and Zoning staff report to the Board for the month of January.

Mr. Quesenberry reported that the Farnham Creek landing and pier application has been approved by the Department of Game and Inland Fisheries. This allocates \$35,000 towards rehabilitating the boat landing, parking area, and construction of a new courtesy pier. The county is required to provide a 25% match, which is \$8,700, but he is working diligently to offset the monetary match by working with volunteers and the Friends of the Rappahannock.

Mr. Quesenberry said that there is a special exceptions application by Shandy Hall, LLC for a boathouse restoration that will need approval by the Board. The Planning Commission recommended approval with a 9-0 vote.

Mr. Quesenberry informed the Board that at next month's Planning Commission meeting, Mr. Charles Kline with the Department of Conservation and Recreation will be speaking to the

members and the public about the new Flood Plain update. Mr. Quesenberry told the Board that he has been working with Mr. Kline and FEMA on the changes and updates to the Flood plain maps and ordinance. Recently, 183 letters were sent out to property owners that will be affected by the changes.

Mr. Quesenberry said that the Planning Commission recently heard a brief presentation by the developers of Fones Cliffs. The owner of the 976 acres, Diatomite Corporation, has filed an application to rezone acres from A-1 to R-3 in order to develop a 718 lot subdivision in the Carters Wharf area. Mr. Quesenberry told the Board that he will continue to provide updates as they become available.

“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 advertise a public hearing for a special exception request by Shandy Hall, LLC on March 12, 2015 at 7:00 p.m.”

Mr. Thomas questioned the flood plain changes and how the changes will affect the property owners. Mr. Quesenberry explained that in 2008, you were either in the flood plain or not. Now, there are 5 classifications that properties fall in.

EMERGENCY SERVICES

Greg Baker gave the following report for the month of January 2015: 110 calls; 1 call for mutual aid into Richmond County; and 3 calls for mutual aid to bordering counties.

During the month of January, \$25,630 was collected through EMS recovery billing.

Mr. Baker told the Board that he has been working with a representative from VDEM on their EOP and he should have final recommendations by the end of next week.

Recently, the Department taught a concussion seminar to the Richmond County Little League coaching staff.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT

Assistant Chief Thomas, RCVFD, presented the following report for January 2015: Company 1: 15 calls (3 EMS assists); Company 2: 7 calls (4 EMS assists); Company 3: 6 calls (5 EMS assists). Total calls for the month of January 2015 – 28 (12 EMS assists).

Assistant Chief Thomas reported that the fire department responded to 334 calls (61 EMS assists) during 2014.

PUBLIC COMMENT

Mr. Ed Ellis, 2284 River Road, Lancaster, Virginia 22503, explained to the Board that he was issued a building permit for a mobile home in 1989 for property he owned in Robley. His

permit was revoked due to complaints from adjoining property owners and he was issued a refund check from Richmond County in the amount of \$79.00. Recently, he came across the check and letter issued in February 1989. Mr. Ellis said he never cashed the check because he was considering a lawsuit against the county due to his troubles moving the mobile home from the property.

Mr. Quicke told the Board that Mr. Ellis contacted him last month about the issue and he told him that he was unable to write him a check, but he could ask the Board of Supervisors to consider it.

Mr. Haynes said this type of decision is not supposed to be made during public comment. Mr. Haynes said he would be willing to make a motion to issue a refund check to Mr. Ellis during other business.

FY14 AUDIT PRESENTATION – MR. PAUL LEE, ROBINSON, FARMER AND COX

Mr. Paul Lee gave a brief report to the Board about the FY14 Audit. Mr. Lee reminded the Board that the fund balance should be somewhere between 15 to 20% of the annual budget, which would be about 4.6 million dollars. Mr. Lee recommended the Board focus on trying to increase the fund balance, which will help with short-term borrowing.

Mr. Haynes commented that each year Mr. Lee cautions the Board and the Board continues to disregard his recommendations. Mr. Haynes asked Mr. Lee if he runs into this same problem with other jurisdictions. Mr. Lee said he doesn't feel like we disregard his recommendation, it is painful to have to do some things in order to get to this level, like increasing taxes, cutting expenditures. He has other localities that are dealing with the same problems.

Mr. Haynes said other members focus on a \$20,000 to \$25,000 cost involved with the short-term anticipation note. What they are not factoring in is, if there is a sufficient fund balance, interest revenue would be generated each year.

Mr. Lee said that is probably accurate; although, you are not receiving a lot of interest right now, but not paying a lot either.

Mr. Lee mentioned that the tax collection from last year was a little more than 98%. While you are working on the budget, you can expect to collect what you are setting the levy at.

Mr. Lee told the Board that next year's VRS unfunded pension benefit obligation will need to go on the Unit 1 and 2 reports. Mr. Lee said for the County, this won't be a big issue but it will be a fairly large number for the School Board. When that number is put on the financial statement next year, the exhibit amount for the schools will be a negative figure. The biggest concern is to wait and see what the bond companies do when they see that number.

Mr. Haynes asked if there was a possibility that the County may not be able to borrow. Mr. Lee responded he didn't think so because everyone in the state and country are faced with the same problem. Mr. Lee said he is unsure what it will do to the interest rate.

Mr. Lee reminded the Board that when bond money is being spent on the school project, it is important to appropriate those funds.

Mr. Lee recommended the County purchase an integrated general ledger system for the County and the Treasurer's Office so everyone is using the same system.

Mr. Haynes said he talked to the previous Administrator about updating the system and thinks it will save money. Mr. Haynes asked that this discussion be placed on the next meeting agenda and thanked Mr. Lee for bringing it to their attention.

FY16-FY20 CAPITAL IMPROVEMENT PLAN

Mr. Quicke stated that the required public hearing was held in January and is ready for adoption as presented or with any changes the Board may wish to move forward with. Mr. Quicke said the Planning Commission worked hard on this for several months.

Mr. Haynes said he felt like the basic function of the Planning Commission it to make sure that any proposed capital improvement projects are in conjunction with the comprehensive plan. Mr. Haynes believes the Board should discuss capital improvement projects before the Planning Commission reviews it.

Mr. Quicke said that the code reads that the Planning Commission may prepare an annual plan for the Board, not shall. If the Board chooses to amend the process in the upcoming year, that is perfectly fine.

Mr. Haynes said the process needs to be corrected in the future. The Planning Commission is meant to design and advise the Board on the Comprehensive Plan. Mr. Haynes asked that discussion about the process for future capital improvement plans be placed on the agenda.

“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 FY16-FY20 Capital Improvement Plan.”

RICHMOND COUNTY – TOWN OF WARSAW ECONOMIC DEVELOPMENT MEETING - TOPICS

Mr. Quicke reminded the Board about a joint meeting with the Warsaw Town Council on February 19, 2015 at 7:30 a.m. to discuss moving forward with Economic Development initiatives throughout the Town and the County. He asked the Board if there was a specific topic that they would like to discuss at the meeting.

Mr. Haynes said he would be out of town that day.

Mr. Pemberton said he thinks all attending should go into this meeting with an open mind and share their ideas.

RAPPAHANNOCK HIGH SCHOOL – AFTER PROM REQUEST

Mr. Quicke said that he has received a request from the Rappahannock High School After Prom Celebration Committee asking the Board for a contribution to help fund this event.

“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 contribute \$250.00 to the Rappahannock High School After Prom Celebration Committee.”

RICHMOND COUNTY PUBLIC LIBRARY BOARD APPOINTMENT

Mr. Quicke said that he has received a request from the Richmond County Public Library Board regarding a vacant position on the Library Board. They have offered the name Mrs. Elizabeth A. Tribble for this appointment.

Mr. Haynes asked Mr. Dale Collins, Chairman of the Richmond County Public Library Board, about the process of identifying a candidate for the Board. Mr. Collins said in this case, he went to the Town Council and Mrs. Tribble’s name was given. The Board members interviewed Mrs. Tribble and she met a lot of the member qualifications that they were looking for. Mr. Haynes questioned who at the Town recommended Mrs. Tribble. Mr. Collins said the name came from Mr. Milstead.

Mr. Haynes said he was concerned because Mrs. Tribble has just moved to the County. Mr. Collins said that the Board is made up of senior citizens and he wished to find younger people that have children and can bring some expertise to the Board. The Library Board members were very impressed and felt that Mrs. Tribble would be a strong addition to the Board.

Mr. Haynes said he understood that Mrs. Tribble has announced that she will be running for Commonwealth’s Attorney and has moved to the County so she could be eligible to run for that position. Mr. Haynes said it doesn’t appear that Mrs. Tribble moved here for her abiding love for Richmond County, but as a career move. His concern is that long term residents were passed over for consideration and if Mrs. Tribble loses the election, she may go somewhere else.

Mr. Collins said he recognizes that the Board may see that as a risk but they have to look at what the Library Board is faced with right now and they can’t predict what may happen in the future. Mr. Haynes said that the library is almost wholly supported by some type of tax payer funding and feels like the public should have some type of input. Mr. Haynes said he hears all of the time from citizens that they were not aware of appointments.

Mr. Haynes said he is uncomfortable with this appointment.

Mr. Collins said that they are a small organization with limited resources. The members are highly qualified and are very dedicated.

Mr. Haynes said he loves the library and just has concerns with the selection process.

Mr. Pemberton said that last year the Library Board presented Ed Marks and Walter Ball for appointment and with the request of one Board member, the voting was delayed a month. After no public interest or recommendations, the Board appointed Mr. Marks and Mr. Ball.

“On a motion made by Robert B. Pemberton, 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 appoint Elizabeth A. Tribble to the Richmond County Public Library Board.”

Mr. Haynes said he did not like last year’s process but does not remember the Board requesting a delay.

RICHMOND COUNTY – TIRE DISPOSAL

Mr. Quicke said that Mr. Thomas requested this item be placed on the agenda for discussion.

Mr. Thomas said he would like to come up with a solution to dispose tires that would eliminate tires being dumped along the highways. Mr. Thomas suggested checking with other counties to see if they had a means of tire disposal.

Mr. Quicke said the brush area at the transfer station may work for the disposal area, but it would be limited hours.

Mr. Thomas said this service should be for homeowners only.

Mr. Quicke said he would gather some information and report back to the Board.

Mr. Haynes asked Mr. Quicke if the weekend hours have been cut back. Mr. Quicke responded that the sites are open until 5 p.m. Mr. Haynes said the trash site and brush site were closing midday on a Sunday. Mr. Quicke said that they could have been bringing in a dumpster.

Mr. Haynes asked if the site accepts tires now. Mr. Quicke said they do accept tires but in a very limited capacity and they must be cut up, which most people don’t have a means to do.

MONTHLY APPROPRIATIONS – RICHMOND COUNTY DEPARTMENT OF SOCIAL SERVICES

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; 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 March 2015.”

MONTHLY APPROPRIATIONS – RICHMOND COUNTY SCHOOL BOARD

“On a motion made by Robert B. Pemberton, 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 March 2015.”

APPROVAL OF MINUTES – JANUARY 8, 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 January 8, 2015 meeting.”

OTHER BUSINESS

Mr. Thomas encouraged all members to attend the joint meeting with the Town Council on February 19th and attend with an open mind.

Ms. Harper asked for an update on the Bridge House property. Mr. Quicke said the Bridge House Commission recently had a meeting and they have contracted with an Auction Company from Virginia Beach to auction off all contents on April 3, 2015. A reserve has been placed on the property in the amount of \$200,000. Mr. Quicke said this property was offered to the Community Services Board, but they have declined due to budget cuts.

Mr. Haynes said he would not be available for the joint meeting with the Town Council on February 19th. Mr. Haynes told the Board that when he was first elected to the Board, he tried to get something like this going and they were not interested at that time. He cautioned the members that sometimes their goals are not always the same as ours and he hopes that can be overcome.

Mr. Haynes brought up Mr. Ellis’ request for reimbursement of a \$79.00 check that he did not cash.

“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 issue a reimbursement check to Mr. Ed Ellis in the amount of \$79.00.”

Mr. Pemberton said that he recently visited the General Assembly, along with Chairman Sanders and Mr. Quicke, and it was a very informative and successful trip.

Mr. Quicke informed the Board that next month’s meeting will kick off the budget process, starting with presentations at 1:00 p.m. on March 12th.

CLOSED SESSION

“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: as permitted by Virginia Code Section 2.2-3711(A)(1), salary or other compensation of specific employees; as permitted by Virginia Code Section 2-2-3711(A)5 – discussion concerning a prospective business or industry where no previous announcement has been made of the business’ or industry’s intent in locating or expanding its facilities in the community; and as permitted by Virginia Code Section 2-2-3711(A)7 – consultation with legal counsel, or a briefing by staff about potential future litigation.”

CERTIFICATION MOTION AFTER RECONVENING IN PUBLIC SESSION

“On a motion made by Robert B. Pemberton, the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; 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 7:30 a.m., Thursday, February 19, 2015, to hold a joint meeting with the Town Council of the Town of Warsaw regarding Economic Development, to be held in the Council Chambers of the Town of Warsaw.

RECONVEYNE

The Board meeting reconvened on February 19, 2015 at 7:30 a.m. in the Warsaw Town Council Chamber.

Board Members Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Robert B. Pemberton

Town Council Members Present:

Mark Milstead, Mayor
Paul Yackel
Ogle Forrest
Randy Phelps
Ralph Self

William Washington
Roger Lee

Also Present:

R. Morgan Quicke, County Administrator
Walter Ball
John Brown
John Haynes
John Slusser, Town Manager

Chairman Sanders called the meeting back to order at 7:30 a.m.

GENERAL DISCUSSION

Mayor Milstead said his main goal is to start a capital improvement plan so people will want to live and work here.

Mr. Yackel said that Warsaw is the center of the County and if we can encourage businesses to come to Warsaw, it will be good for the Town and the County. He said that the Town Council and the Board of Supervisors have the same interests in mind and he doesn't see why the two can't work together.

Mr. Phelps said there are a lot of good things going on in the County, including the school construction and the Main Street Program. Mr. Phelps wants the Town to move forward with infrastructure capital improvements. The Town has a state of the art sewer plant and he would love to work with the County and bring County users on the system.

Mr. Pemberton said he doesn't want to see Warsaw fall apart like Farnham has. He wants to see the Town and the County work together and move in a prosperous direction.

Mr. Thomas said the mirror image to Richmond County is the Town of Warsaw. He would like to see a better definition of the Main Street Program, informing people that it includes the whole town, not just Main Street. He encourages the Town and the County to work together on projects, have the same rules, and reduce expenses to those wanting to create a business.

Ralph Self said we are here to represent the Town and the County citizens and we need to make good decision in order to move forward. He would like to see the Town and the County work harder together to make the area appealing for businesses.

Roger Lee said he would like to see the bodies come together at least four times a year and look at the problems and work together. Warsaw is a small town and more can be accomplished together than apart.

Mr. Washington said we need a shared vision on what we are trying to accomplish. Warsaw is in Richmond County and it only makes sense to work together and accomplish the

same goals. Mr. Washington stated they need to adjust and adapt and do well for their constituents.

Mr. Forrest said this is a good opportunity to work together for the future of the Town and the County, as a combined unit. He feels that we need to promote the best things we have in our county, which include the best available education, pretty real estate, and good EMS and law enforcement organizations. Mr. Forest said we need to encourage young people to move into Richmond County to raise their children.

Chairman Sanders and Mayor Milstead suggested forming a smaller committee from the County and the Town and start meeting quarterly.

Mayor Milstead asked if there is anything that the Town can do to help the County.

Chairman Sanders said that marketing the Commerce Park would be a big step.

Members of the Town Council and the Board of Supervisors briefly discussed some of the ideas that were brought up before adjourning the meeting.

ADJOURN

After no further business, Chairman Sanders thanked everyone for their input and adjourned the meeting.

F. Lee Sanders, Chairman, BOS