

RICHMOND COUNTY BOARD OF SUPERVISORS

March 13, 2014

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 13th day of March 2014 thereof in the Public Meeting Room of the County Office Building.

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
Jennifer L. Clark, Finance Officer
Dr. Greg Smith, Superintendent, Richmond County Public Schools
Douglas A. Bryant, Sheriff
Edith Anne Sanders, Treasurer
Mitchell Paulette, Captain, EMS
Randy Passagaluppi, Chief, RCVFD
David Thomas, Assistant Chief, RCVFD
James Oliver, Interim Director, DSS
Paul Lee, Robinson, Farmer, Cox Associates

WELCOME AND CALL TO ORDER – CHAIRMAN SANDERS

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

RICHMOND COUNTY PUBLIC SCHOOLS – DR. GREG SMITH, SUPERINTENDENT

Dr. Greg Smith, Superintendent, reviewed the snow day make-up schedule. Make up days are January 27, February 17, March 31 and April 21. The school district is keeping Memorial Day as a reserve.

The SOL date was set back a week. Dr. Smith stated that there were 990 mandatory instruction hours. Supervisor Haynes asked how the school district would change 180 days to 990 instructional hours and stated they may have to convert to the second option.

Dr. Smith presented a PowerPoint presentation on the construction progress update and noted that a baseball game is scheduled for next week.

SHERIFF

Douglas A. Bryant, Sheriff, reported that his office has dispatched 629 calls for service (police, fire & rescue) since February 13, 2014. There have been 1448 calls this year.

The Northern Neck Regional Jail population for Richmond County this week is 22.

Sheriff Bryant reported that \$80.01 has been collected for delinquent fines and costs collected for the month of February, making the total collected since April 2007 (when the program started) \$123,757.59.

The DMV2GO Mobile Van will be in the courthouse parking lot on Friday, March 14, 2014 from 9:00 a.m. to 4:00 p.m. This will be the parking lot behind Coggin Furniture. All services will be available that can be done at the DMV offices.

The Sheriff's Office received a donation and was able to purchase 100 T-Shirts for the students at Rappahannock High School and Richmond County Intermediate School. These T-Shirts say no spice and promote the awareness of the ill effects of spice usage. The Sheriff's Office is coordinating with the Rappahannock Booster Club to have the T-Shirts dispersed.

On March 12th, at approximately 9:45 there was a house fire in the Downings area on Hales Point Road. The residence was totally destroyed. There were no injuries and everyone was able to get out of the residence. The Red Cross is working with the family and currently they are staying at the Northern Neck Inn.

On a final note, Sheriff Bryant reported there were no serious injuries or problems during the winter storms.

TREASURER

Mrs. Edith Anne Sanders, Treasurer, presented the Trial Balance Report for the month of February 2014.

COMMISSIONER OF THE REVENUE

Mrs. Jennifer W. Delano, Commissioner, stated that all property forms were mailed out in February and so far a good number of taxpayers have submitted the forms back into the office. These forms are due back no later than May 1st in order to avoid the 10% late filing penalty. The Commissioner's Office has also received all of the vehicle data from the Department of Motor Vehicles and staff is currently sifting through all of it, adding the new vehicles to taxpayer accounts and disposing of all of the ones that were really meant to be for the City of Richmond.

The 2015 General Reassessment is still in full swing. The appraisers are finishing up the new construction permits and are still travelling around the county going to every parcel of property. Mr. Fred Pearson recently brought in their computer equipment so they will be able to start data entry soon.

The Commissioner of the Revenue staff is in the middle of the tax filing season. 2013 Virginia State Returns have been flowing in and Mrs. Delano anticipates a large amount of returns to come in around April 15th. The process has already begun with staff processing all returns and submitting to the Department of Taxation for final refund issuance and tax due filing.

EMERGENCY SERVICES

Captain Mitchell Paulette gave the following report for the month of February 2014:

90 calls for the month of February; 1 call was answered by off duty providers; 1 mutual aid assistance to Westmoreland County; 0 mutual aid calls into Richmond County; 2 providers went to the Richmond County Little League coaches meeting to discuss recognition and management of concussions and basic First Aid.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT

Chief Randy Passagaluppi, RCVFD, presented the following report for January 2014 as follows: Company 1: 12 calls (0 EMS assist); Company 2: 7 calls (5 EMS assist); Company 3: 11 calls (5 EMS assist). Total calls for the month of January 2014 – 30 (10 EMS assist)

The Richmond County Volunteer Fire Department Officers for FY 2014 are as follows:

Chief: Randy Passagaluppi; Assistant Chief: David Thomas; President: Ben Lewis; Vice-President: Ray Hinson; Secretary: Edwin Fallin; Treasurer: Leslie Clarke; Chaplain: Danny Maupin; Captain 1: Timmy Brann; Captain 2: Wayne Mothershead; Captain 3: Chris Kues

Chief Passagaluppi presented the following report for the month of February 2014 as follows: Company 1: 12 calls (1 EMS assist); Company 2: 2 calls (0 EMS assist); Company 3: 3 calls (1 EMS assist). Total calls for the month of February 2014 – 17 (2 EMS assist)

Chief Passagaluppi stated that the RCVFD has been very fortunate during the extreme cold weather and snow storms during the month of January and February with no significant calls in the county.

The whole station generator has been installed for Fire Station 3 and is currently up and running. Chief Passagaluppi would like to thank the Board of Supervisors, citizen donations and grant money from the USDA that helped fund this much needed project.

The Hales Point Road structure fire caused only minor injuries and residents were treated by EMS staff for smoke inhalation; there was no transport.

Supervisor Haynes congratulated David Thomas on being Assistant Chief for the RCVFD.

PUBLIC COMMENT

Mr. Joseph Gaines (82 Hinson Road, Warsaw) asked why the public comment portion of the agenda had been changed from the end of the meeting to after staff reports. It was explained that the January 14, 2010 public comment was scheduled after other business per Richmond County By-Laws; however, in January 12, 2012, the Public Comment portion was changed to follow staff reports.

Mr. Gaines asked if there was any good news on the economic, employment, etc. for Richmond County.

Mr. Quicke stated that a 10-acre parcel in the Commerce Park was sold to Helena Chemical Company and they will be starting construction in the next few weeks. Mr. Quicke added that there was nothing definite but he had some inquires in other parcels in the Commerce Park. Also the Family Dollar should begin construction on their new store at Court Circle and 360.

Mr. Gaines inquired if the county was seeking any federal and state grant money. Chairman Sanders stated that the Sheriff, EMS & IT Departments were always looking for grant funds.

Supervisor Haynes told Mr. Gaines being this was public comment portion of the meeting, it was not the time for a question and answer session; however, Board members would be happy to discuss any of the following with Mr. Gaines on a one on one basis.

Mr. Russell G. Acree (193 Front Street, Sharps) discussed Richmond County having three members of the same immediate family serving as officers of the County. Mr. Acree submitted a letter to be a part of these minutes. ([Mr. Acree's Letter](#))

Mr. Pat Weakland (1539 Threeway Road, Warsaw) agreed with Mr. Gaines that the public comment portion of the meeting should be placed back to the end of the meeting. Mr. Weakland feels that after hearing all the agenda items, a citizen may want to speak in reference to the agenda item.

Mrs. Mabel Lewis, Chairman, Electoral Board, (4412 Farnham Creek Road, Farnham) told the Board she had attended a State Board of Election meeting and that the WinVote machines would no longer be allowed for use prior to the Presidential Election in 2016. The new machines will be mandated and the county can either purchase or lease the new machines. The estimated cost of these new machines is \$69,225 and this includes 7 machines. These machines would need to be stored in a climate controlled space. These machines would need to be delivered to the precincts prior to the election. Some other mandates are that a picture identification has to be presented at the day of election. There is quite a bit of paperwork that the Registrar's Office needs to have in place and to the State Board of Elections and Mrs. Lewis stated she would be available to help in the Registrar's Office.

Chairman Sanders asked if a citizen shows his driver's license as a form of picture identification, would that be acceptable. Mrs. Lewis stated that even if the driver's license was shown, only a provisional ballot could be used.

Supervisor Thomas asked when the deadline for obtaining the picture identification would be and Mrs. Lewis stated July 1, 2014.

There being no other public comments, Chairman Sanders closed this portion of the meeting.

FY 13 AUDIT PRESENTATION – PAUL LEE, ROBINSON, FARMER AND COX

Mr. Paul Lee, Robinson, Farmer and Cox, reviewed the FY 13 Audit Report. Mr. Lee stated the audit work went very smoothly and the one concern Mr. Lee has is the county's fund balance being low. Mr. Lee discussed Exhibit 1 & 11 (full accrual). Exhibit 111 (page 13) recommends 15-20% budget fund balance. Mr. Lee stated that would only be a \$18 million operational budget. \$2.7-\$3.4 million should be assigned to undersigned funds. As of June 30, 2013, the General Fund balance was \$130,000.00. Mr. Lee also noted that the tax collection is very high (almost 100%). The Board asked Mr. Lee if the county were to go to a twice a year tax collection, how that would impact the county's finances. Mr. Lee stated that the twice a year tax collection would only be a one-time fix past the initial first year. Mr. Lee stated that it would help with giving two windows of cash (June & December).

Supervisor Haynes stated that the fund balance concerned him. Mr. Lee stated that in the year 2015 the county would see a significant number in Exhibit 1. Mr. Lee also noted that most localities will be in the same negative number. Virginia Retirement System will also be addressed in the upcoming years.

FRANK ALBERT JOHNSON – STRATEGIC PLANNING

Mr. Frank Albert Johnson discussed some strategic planning for Richmond County such as HFBP; HFBP Vision; HFBP Mission; HFBP Beliefs; HFBP Leadership Development; HFBP Strategic Planning; HFBP Leadership Development; HFBP Strategic Planning; and HFBP Service Model. ([Strategic Planning Powerpoint](#))

RICHMOND COUNTY DEPARTMENT OF SOCIAL SERVICES – BY-LAWS ADOPTION

Mr. Quicke presented the amended proposed By-Laws to keep the County Administrator on the Department of Social Services Board but as a nonvoting, ex-officio member. Mr. Quicke recommended this after talking to many individuals, including the current Interim Director of Social Services. Supervisors Haynes stated he felt it would be a good idea to have the County Administrator as an ex-officio member.

Mr. Quicke noted the amended DSS By-Laws consist of a 7-member Board (1 member per district; one Board of Supervisors member and the County Administrator).

“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 adopt the Richmond County Department of Social Services By-Laws as amended.” ([DSS By-Laws](#))

RICHMOND COUNTY BOARD OF SUPERVISORS BY-LAW AMENDMENT

Mr. Quicke stated that after some discussion on the issue of public comment in the By-Laws for the last two months, Supervisor Haynes was speaking about the “Richmond County Board of Supervisors

Public Comment Period Policy”. This policy states the following: “This time is to allow the Board to hear concerns or recommendations from citizens of the County.”

Mr. Quicke stated that at the February 13, 2014 meeting the following be inserted into the By-Laws: “Public Comment shall be open to all citizens, landowners and businesses of Richmond County.”

Supervisor Haynes stated he didn’t believe his wording included businesses. Mr. Haynes referenced a state code in which the provision was to only allow citizens and landowners to speak at the Public Comment portion of the meeting.

Supervisor Thomas stated he felt that it was a public meeting and everyone should have the right to speak and have the Freedom of Speech.

Supervisor Haynes stated that the current Public Comment Period states that this time is to allow the Board to hear concerns or recommendations from citizens of the County.

“On a motion made by John L. Haynes, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – nay; Jean C. Harper – aye; John L. Haynes – aye; Robert B. Pemberton – aye: to adopt the amended Richmond County Comment Period Policy.” ([Public Comment Period Policy](#))

RICHMOND COUNTY PLANNING COMMISSION – ORDINANCE AMENDMENT UPDATE

Mr. Quicke stated that the Planning Commission held their Public Hearing on the Pier Length Ordinance Amendment at their February 10th meeting. They deferred their recommendation that they are required to make until the March meeting.

The Planning Commission voted at their March 10th meeting, to recommend on a 6 to 4 vote to remove Section 4-14-8D of the Richmond County Zoning Ordinance and to let the State (VMRC) take care of pier length regulation.

Mr. Quicke requested the Board of Supervisors advertise for a public hearing on April 10, 2014 at 7:00 p.m. to hear public comment on the request to remove Section 4-14-8D of the Richmond County Zoning Ordinance and to let the State (VMRC) take care of pier length regulation.

Supervisor Pemberton asked why the Board of Supervisors needs to hold another public hearing after it has been approved by the Planning Commission. Mr. Quicke stated that the Planning Commission acts an advisory commission and makes recommendations to the Board of Supervisors.

“On a motion made by Robert B. Pemberton, the Board of Supervisors 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 advertisement for a public hearing on Thursday, April 10, 2014 at 7:00 p.m. in the Public Meeting Room to hear a request to remove Section 4-14-8D of the Richmond County Zoning Ordinance and to let the State (VMRC) take care of pier length regulation.”

EMERGENCY OPERATIONS PLAN – PET SHELTERING

Mr. Quicke discussed with the Board at last month's meeting the subject of Pet Sheltering in the Emergency Operations Plan. Mr. Quicke stated that the Northern Neck Planning District Commission is working with the counties and their emergency personnel regarding the required update of the Emergency Operations Plan (EOP). One of the required components of the new EOP is that the governing body must go on record as either supporting pet sheltering or not supporting it.

Mr. Quicke stated that after speaking with the county's Animal Control Officer, Kim Lindberg, about the possibility of Richmond County entering into Pet Sheltering, Mr. Quicke and Officer Lindberg both feel that at this time it is a service that Richmond County cannot support. Having only one Animal Control Officer who would be heavily involved with the sheltering of pets is not feasible when that one person has to be present throughout the entire event. Larger localities that employ multiple officers can staff such a shelter in an appropriate manner, but it is something Richmond County cannot do at this time.

If the Board wishes to take this recommendation, it will require a motion that will need to be put in the updated EOP.

“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 not include Pet Sheltering in the Richmond County Emergency Operations Plan.”

MONTHLY APPROPRIATIONS

“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 \$75,000.00 to the Richmond County Department of Social Services for the month of April 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.; Robert B. Pemberton – aye: to appropriate \$1,214,300.00 to the Richmond County Public Schools for the month of April 2014.”

APPROVAL OF MINUTES – FEBRUARY 13, 2014

Mr. Quicke noted that Supervisor Thomas had one clarification in the minutes, which is on page 2 and the correction is made where Mr. Thomas stated the fuel tanks have been replaced with fiberglass tanks, and asked if the removal of the storm pipe affects these tanks.

Mr. Quicke noted an addition to the Minutes- in the closed session, the action was not included in the minutes and are added as follows:

ACTION FROM CLOSED SESSION

“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

increase Mercedes Pierce, Development Services Administrative Assistant, annual salary to \$25,000.00 effective February 1, 2014.”

“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 increase Denise V. Dunaway, Development Services Manager, annual salary to 40,164.00 effective February 1, 2014.”

“On a motion made by John L. Haynes, 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 hire an interim Director for Richmond County Department of Social Services.”

Supervisor Harper noted one correction on page 3 of the Minutes where it speaks about the supplemental appropriation and By-Laws to be placed back on the agenda at a future meeting.

“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 February 13, 2014 Minutes with corrections as submitted.”

OTHER BUSINESS

Supervisor Thomas updated the Board on his “Community Chat” meeting held at the Cultural Center in which Denise Dunaway and Mercedes Pierce (staff) were there to help answer questions and give information regarding the Tax Relief for the Elderly and the Tax Relief for the Veterans. The meeting went very well.

Supervisor Haynes stated that Mr. Joseph Gaines and Mr. Patrick Weakland both requested the Public Comment Period be held at the end of the meeting and stated this could be discussed further in upcoming meetings.

Supervisor Haynes stated that \$130,000.00 is the true reserve of Richmond County and stated that the county is in a financial peril.

RESOLUTION – URGING THE GOVERNOR OF VIRGINIA AND THE VIRGINIA GENERAL ASSEMBLY TO TIMELY PASS A CLEAN BUDGET

Mr. Quicke read the following resolution in which Delegate Margaret Ransone has asked the Board of Supervisors to adopt:



Richmond County Board of Supervisors

101 Court Circle P.O. Box 1000 Warsaw, Virginia 22572 (804) 333-3415 FAX (804)333-3408 www.co.richmond.va.us

Resolution Urging the Governor of Virginia and the Virginia General Assembly to timely pass a clean budget

WHEREAS, each year the foremost duty of the Virginia General Assembly is to pass a budget or budget amendments that serve as Virginia's financial blueprint for each fiscal year; and

WHEREAS, Virginia is consistently recognized for its sound fiscal management and budgetary practices as illustrated by its AAA bond rating and the strong bond ratings of many local government divisions throughout the Commonwealth; and

WHEREAS, Richmond County is currently in the process of developing and adopting its budget for the upcoming fiscal year; and

WHEREAS, The Richmond County Board of Supervisors relies on the timely passage of a budget to allocate funding to local government services and make policy and hiring decisions for the upcoming fiscal year; and

WHEREAS, The residents of Richmond County depend on county government to provide critical services such as education and public safety; and

WHEREAS, failure to pass a timely budget will result in uncertainty for the County of Richmond, which receives over 40% of its funding as direct aid from the Commonwealth; and

WHEREAS, the Richmond County School Board relies on the timely passage of the state budget in order to set its budget and make staffing decisions, which includes teacher contracts; and

WHEREAS, interruption of the provision of educational services to Richmond County students will have a significant negative impact on students and families, and

WHEREAS, the interruption of public safety services would likely result in the loss of property, serious injury, or loss of life for Richmond County citizens, and

WHEREAS, critical mental health services to Richmond County residents are provided via funds that flow from the state budget through county, and

Richard E. Thomas
Election District 1

Jean C. Harper
Election District 2

John L. Haynes, Jr.
Election District 3

Robert B. Pemberton
Election District 4

Lee Sanders
Election District 5

R. Morgan Quicke
County Administrator

WHEREAS, the Virginia General Assembly adjourned sine die on Saturday, March 8, 2014 without adopting a budget for the two year biennium beginning July 1, 2014, be it

RESOLVED by the Richmond County Board of Supervisors, That the Governor of Virginia and the Virginia General Assembly are urged to pass a budget as soon as practicable to ensure the continued functioning of state and local governments; and, be it

RESOLVED FURTHER, That the issue of Medicaid Expansion under the Affordable Care Act should be decoupled from budget negotiations and considered in a separate legislative session to facilitate prompt passage of a state budget; and, be it

RESOLVED FURTHER, That the Richmond County Board of Supervisors shall transmit copies of this resolution to the Honorable Terence R. McAuliffe, Governor of the Commonwealth of Virginia and the members of the Virginia General Assembly so that they may be apprised of the sense of the Richmond County Board of Supervisors in this matter.

This Resolution duly passed by the Richmond County Board of Supervisors, March 13, 2014.



Chairman, Richmond County Board of Supervisors
F. Lee Sanders

“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. – abstain; Robert B. Pemberton – aye: to adopt the Resolution Urging the Governor of Virginia and the Virginia General Assembly to timely pass a clean budget.”

UPDATE – BOARD OF ZONING APPEALS (WHELAN’S MARINA)

Mr. Quicke updated the Board that the Board of Zoning Appeals met on February 25, 2014 regarding the Whelan’s Marina and voted to approve the after the fact variance with conditions and if the conditions are not met the variance will be void.

BURN BUILDING – REQUEST FOR FUNDING

Mr. Quicke stated he had received a request from Northumberland County in regard to the Burn Building needing some repairs that make this building unusable for volunteers to train. Since this Burn Building is utilized by Richmond County also, they would like to request funds to go toward this project. Northumberland County will be applying for a \$92,000.00 grant through the Fire Programs. If the four counties contribute, the cost to each county would be \$10,652.00. Westmoreland County has already

approved their share of the funding. Mr. Quicke stated there were some funds Richmond County could utilize for this project in the Economic Development Budget. These funds would come out of the funding for the Store Front Program which has expired.

Before the vote, Supervisor Thomas stated that he had two sons volunteering on the RCVFD. Chairman Sanders also stated his son also volunteered on the RCVFD.

“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 Richmond County’s share (\$10,652) to be dedicated to repairs to the Burn Building.”

NATIONAL DAY OF PRAYER – MAY 1, 2014

Mr. Quicke told the Board of Supervisors that Pastor Danny Maupin had requested using 101 Court Circle near the flagpole for the National Day of Prayer on May 1, 2014. Supervisor Haynes stated he attended last year and thought it was a great ceremony. By consensus, the Board approved allowing the use of county property for the National Day of Prayer on May 1, 2014.

CLOSED SESSION – ADVICE FROM COUNSEL 2.2-3711(A)(7)

“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)(7) Advice from Counsel.”

CERTIFICATION MOTION AFTER RECONVENING IN PUBLIC 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: 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 RESULTING FROM 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: to have the County Administrator and County Attorney to form a letter to the Attorney General in regard to the concurrent service of Robert B. Pemberton.”

RECESS UNTIL 1:00 P.M. – BUDGET WORKSESSION

Chairman Sanders recessed the meeting until 1:00 p.m. in which the Board of Supervisors will hear presentations on the FY15 Budgets.

RECONVENE MEETING – 1:00 P.M. FOR FY 15 BUDGET PRESENTATIONS

Chairman Sanders reconvened the meeting at 1:00 p.m. (Board Members Present: F. Lee Sanders; Richard E. Thomas; Jean C. Harper; John L. Haynes, Jr.; Robert B. Pemberton) (Also Present: R. Morgan Quicke; Jennifer L. Clark).

SHERIFF

Sheriff Douglas A. Bryant presented his budget proposal to the Board. Sheriff Bryant stated that he did all he could to limit increases. The one increase requested is salaries through the longevity plan. This is very important and necessary to assure that the Sheriff's Office maintains an experienced staff. Fortunately, a large portion of this budget will be reimbursed from the state and through grants.

Sheriff Bryant respectfully requested the Board of Supervisors approve the Sheriff's budget as presented.

EMERGENCY SERVICES

Captain Mitchell Paulette presented the budget for the Department of Emergency Services. Captain Paulette stated the question that has sparked heated debate in rural localities and metropolitan cities across the country. It is a question this entire department is facing now. In a time of low economic growth and prosperity and budget cutbacks, it becomes an even tougher question to find an answer for. When this department was formed there were no models for staff to follow. Staff broke new ground and laid the foundation for the surrounding counties to use and build their career departments around. Now this department is faced with the task of retaining the quality providers that are employed with Richmond County EMS. As other counties have gone to career staffing, they have come to the realization that they have to pay a competitive wage to not only get the same quality providers, but to keep them as well. The counties that directly border Richmond County have all in the last few years, gone to some form of career staffing.

Captain Paulette discussed EMS Retention Plan Proposal; Career Development Proposal; Approved Certifications for Master Medic Qualification; Proposed Pay Scale for Intermediates; Proposed Pay Scale for paramedics; Current pay and Benefits Statistics for RCDES and Surrounding Counties.

Captain Paulette discussed Salary Increase Proposal Option 1 and Salary Increase Proposal Option 2.

Chairman Sanders asked if this retention plan would be funded the same way as the Sheriff's Department retention. Captain Paulette stated that it was a plan comparable to the Sheriff's Retention Plan.

Supervisor Thomas asked if it would be retroactive to the years of service a current employee has with the Department. Mr. Thomas also noted that the step progression training would be mandatory with certification to be employed by the Department.

Captain Paulette invited the Board to come take a tour of the EMS building.

RICHMOND COUNTY FAMILY DEVELOPMENT CENTER

[Family Development Center Budget Request Letter.](#)

Mr. Haynes asked what the qualifying conditions are for adjusting registration fees. Mrs. Walker said if participants qualify for free lunch, then they qualify for the program.

Mrs. Walker invited the Board for a tour and lunch at the Family Development Center and she invited the Board for the fundraiser on April 5th for praise, sing, and silent auction.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT

Chief Randy Passagaluppi and Assistant Chief David Thomas presented the budget proposal for the RCVFD. Chief Passagaluppi stated that the budget proposal remains the same as far as the operating budget which is \$90,000.00. The RCVFD is requesting an increase towards the fire apparatus fund from \$30,000.00 to \$40,000.00. In FY 2013/2014, the RCVFD had requested an increase of \$20,000.00. Knowing the financial hardship the county is faced with, the department is now asking for a more modest increase of \$10,000.00.

The last apparatus purchase was in 2010, which was for a 3000 gallon tanker with a price of \$310,000. The price reflected includes the truck cost only, with no installed equipment.

The RCVFD has formed a committee to research the replacement of the 1985 Fire Engine. The Department has been working with several companies that have used apparatus. Even used apparatus in good condition is difficult to find and comes with a high price.

The increase, if approved, will be a great benefit to the Department's ability to replace equipment. Chief Passagaluppi thanked the Board for their generous contributions in the past and hope that the County will be able to continue the support the RCVFD.

BAY TRANSIT/BAY AGING

[Bay Transit/Bay Aging Budget Request Letter.](#)

Supervisor Thomas asked what the cost would be for a second bus for Richmond County. Mr. Pollard said they may be able to work out a split shift with another county.

BREAK

RICHMOND COUNTY LITTLE LEAGUE

[Richmond County Little League Budget Request Letter and Information.](#)

Supervisor Haynes asked if they accepted out of county students to play Richmond County Little League. Mrs. Lucas said if a child is a student in Richmond County, then they qualify to play Richmond County Little League.

Mrs. Lucas said that the registration fee is between \$80 and \$90 per child. Little League offers hardship forms for children whose families are unable to afford the program. The registration fee covers the participant's cap and uniform only. The registration fee is a small part of operational expenses.

Mr. David Reams discussed pursuing a contract for lighting for the ball fields. Supervisors Thomas asked if it was legal for the county to finance with a company. Mr. Quicke replied stating that due to procurement laws, there would have to be a request for proposals.

Supervisor Thomas complimented the Little League on the work they had done on the fields.

RICHMOND COUNTY YMCA

[Richmond County YMCA Budget Request Letter.](#)

Mr. Patton and Mr. Belfield requested some information on lease arrangements from the county for the soccer fields. Supervisors Haynes said this was budget presentation and not the time to discuss the soccer fields.

Supervisor Haynes stated that he felt it was risky to put funds in this field because the county could have the option to sell it.

Supervisor Thomas stated that maybe the YMCA could use some of the old Richmond County fairgrounds as a short term solution. Supervisor Thomas said there is a three-acre tract; however they would need five acres to do two full soccer fields.

RICHMOND COUNTY LIBRARY

[Richmond County Public Library Budget Request Letter.](#)

Supervisor Thomas stated the children's program was a positive program.

RAPPAHANNOCK COMMUNITY COLLEGE

[Rappahannock Community College Budget Request Letter.](#)

RICHMOND COUNTY PUBLIC SCHOOLS

[Richmond County Public Schools Budget PowerPoint.](#)

Supervisor Haynes asked with the increased number of students, would they be able to offer specialized programs.

Supervisor Haynes asked how much funds would be leftover in the school budget for FY14.

Supervisor Haynes does not feel the \$60,000 that the school is subsidizing for county employee insurance premiums is legal and ethical.

RECESS

Chairman Sanders recessed the meeting until 7:00 p.m.

RECONVENE

Chairman Sanders reconvened the meeting at 7:00 p.m. to receive public comment on the proposed FY15-FY19 Richmond County Capital Improvement Plan.

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
Jennifer L. Clark, Finance Officer
Dr. Greg Smith, Superintendent, RCPS
Joyce Pemberton, Planning Commission Member

Mr. Quicke read the public notice and reviewed the [Capital Improvement Plan](#). Mr. Quicke said that the Planning Commission approved and recommended this at their January 6th meeting.

Supervisor Thomas asked if the voting machines would be a part of the CIP. Supervisor Haynes noted that it may be cheaper to lease the machines then actually purchase them.

PUBLIC COMMENT

Mrs. Joyce Pemberton asked if the drainpipe at the school would be included in the CIP. Mr. Quicke said that there may be some funding from VDOT for the repair.

There being no further comments, Chairman Sanders closed this portion of the meeting.

QUESTIONS & COMMENTS FROM THE BOARD

Supervisor Haynes asked if the relocation of the bus garage was temporary or permanent. Dr. Smith stated this was just a lease while construction was going on and then the bus garage could be relocated on school property.

Supervisor Harper questioned the paving for the football and baseball fields to the Walnut Street entrance. Dr. Smith said the construction bid included the paving.

Supervisor Harper asked about the playground equipment and if there would be grant funding to help with the costs.

There being no further questions or comments from the Board, Chairman Sanders asked the Board if they were ready to vote on the Capital Improvements Plan.

“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 accept the Capital Improvement Plan as presented.”

OTHER BUSINESS

Mr. Quicke invited the Board to the annual Northern Neck Regional Jail Board Dinner at Stratford Hall on April 2, 2014 and asked the Board to RSVP.

Mr. Quicke is planning on reviewing the applications for the Planner position.

RECESS

Chairman Sanders recessed the meeting until March 24, 2014 at 6 p.m. for a budget worksession.

RECONVENE

Chairman Sanders reconvened the meeting on March 24, 2014 at 6:00 p.m. for the FY15 budget worksession.

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
Jennifer L. Clark, Finance Officer
Dr. Greg Smith, Superintendent, RCPS

BUDGET WORKSESSION

Mr. Quicke presented a PowerPoint presentation for this worksession. ([Worksession PowerPoint](#))

Supervisor Thomas asked if the Richmond County Public Schools would have funds to return out of their operating budget this year. Dr. Smith stated they had a fund balance of \$0. They have 1,158 students.

Supervisor Haynes stated that the additional funds per student come from the composite index. The composite index dropped and this is the reason the school receives more funds.

The Board discussed that this would be the last year of receiving income from Verizon for the Industrial Development Authority. The Board also discussed the impact the State budget would have in relation to the county budget.

Mr. Quicke is working with the Library Board for level funding.

Supervisor Pemberton questioned how the E911 fund balance money would be allocated. Mr. Quicke explained that a transfer has not been made from the E911 fund to the general fund for years while the county has continued to incur E911 expenses.

Supervisor Thomas asked for an update on the ambulance recovery program. Mr. Quicke said that Mercedes Pierce, Development Services Administrative Assistant, has contacted delinquent account holders to try and collect payments and set up payment arrangements.

Supervisor Thomas discussed the loss of real estate taxes from the Warsaw Healthcare Center.

Supervisor Thomas asked what the cost to the county would be to phase in the VRS Enhanced program for the Emergency Services department. Mr. Quicke stated between \$54-55,000.

Supervisor Pemberton asked if the EMS department was a part of the VALORS (multiplier). Mr. Quicke said the Sheriff's department did have that in place.

Supervisor Pemberton stated he thought the retention plan was a good idea and an incentive for employees to stay with Richmond County. Mr. Quicke said that a step increase over five years would be a \$36,000 cost to the county.

Chairman Sanders stated the Sheriff's budget should reflect only two new cars at \$55,000 for the FY15 budget.

Supervisor Thomas asked if there was an option to recycle brush for mulch to make available for citizens.

Supervisor Thomas supported the Northern Neck Free Health Clinic budget.

Supervisor Haynes said that the county needed a five year plan with a goal to make the fund balance \$3.5 million.

Mr. Quicke suggested establishing a fund balance policy.

Supervisor Haynes suggested reducing the school budget and the general budget and make realistic goals that the county can achieve.

Mr. Quicke stated the ultimate goal was for the county not to have to seek a Revenue Anticipation Note each year.

Supervisor Haynes stated once the county was solvent, the fund balance being established would be the goal.

Supervisor Harper suggested cutting 2% for the entire budget and Mr. Quicke suggested cutting 1% off the Constitutional Officers budget.

Supervisor Thomas asked if there were any deficiencies in any of the departments.

Supervisor Haynes asked Mr. Quicke to put together a chart of the percentage of increase for each department.

Supervisor Harper and Supervisor Haynes asked what the county's options were with the Department of Social Services lease.

ADJOURNMENT

Chairman Sanders adjourned the meeting at 8 p.m. Another work session has been scheduled for April 10, 2014 at 1 p.m.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors