

RICHMOND COUNTY BOARD OF SUPERVISORS

October 9, 2014

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 9th day of October 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
Denise Dunaway, Development Services Manager
Dr. Greg Smith, Superintendent, Richmond County Public Schools
Douglas Bryant, Sheriff
David Thomas, RCVFD Assistant Chief
Greg Baker, Chief of Emergency Services
Edith Anne Sanders, Treasurer
Jennifer Delano, Commissioner of the Revenue
Ed Brown, Richmond County Fair Association

WELCOME AND CALL TO ORDER – CHAIRMAN SANDERS

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

RICHMOND COUNTY PUBLIC SCHOOLS – DR. GREG SMITH

Dr. Smith gave a brief presentation to the Board on the progress of the school construction project.

Dr. Smith informed the Board that the Richmond County Public School is one of 22 schools in Virginia that are fully accreted. Dr. Smith is very pleased and gives complete credit to the students, staff, and parents.

Dr. Smith recently received notice from the National Federation of State Schools that Ms. Ellen Gaines has been named the NFHS Softball Coach of the Year.

Dr. Smith stated that Richmond County Public Schools has received the School Security Equipment Grant in the amount of \$63,108 for 2014/2015 school year. Dr. Smith praised Delegate Ransone for being a strong supporter of this grant program.

Dr. Smith invited the Board to tour the school after the meeting.

VDOT

Mr. David Brown informed the Board they are in the process of finishing up the fall mowing. Within the next few weeks, crews will be busy sweeping the curb and gutters within the Town of Warsaw; ditch maintenance and cutting back vegetation will be done throughout the county. They are currently preparing for winter by suiting up the snow equipment.

Mr. Brown told the Board that they have completed all of the re-surfacing projects in Richmond County until next year and they have completed the work on the Downing Bridge.

Mr. Brown reported that the speed study on Rt. 608, Farnham Creek Road, has been completed and a 45 mph speed limit sign will be posted soon. Also, advanced warning signs before the curves will be installed soon on Rt. 661, Totuskey Church Road.

Mr. Pemberton asked Mr. Brown to cut back vegetation near the Sharps Post Office.

SHERIFF

Sheriff Bryant reported that the Sheriff's Office has dispatched 691 calls for service (police, fire & rescue) since September 11, 2014. There have been 6345 calls this year.

The Northern Neck Regional Jail population for Richmond County this week is 24.

Sheriff Bryant reported that the total delinquent fines and costs collected for the month of July was \$372.00. \$124,375.81 has been collected since April 2007.

Sheriff Bryant reported that the Rotary Club's Octoberfest was a success on September 20, 2014. The weather was good and there was a large attendance.

The Sheriff's Office also assisted with the Mulberry parade and everything went well.

The National Drug Takeback and Community Day was a success with 55 pounds of prescription drugs being collected. Also that day, 14 children participated in the child ID program, EMS gave blood pressure and glucose checks, and a blow-up jump house was available for the kids.

ANIMAL CONTROL

Sheriff Bryant presented the following Animal Control report for the month of September: 46 total calls answered; 1 dog trapped; 8 dogs transferred to the pound; 1 cat transferred; and 2 licenses inspected.

Sheriff Bryant reported that the Animal Control Officer assisted the deputies with 38 calls.

TREASURER

Ms. Edith A. Sanders, Treasurer, presented the Trial Balance Report for the month of September 2014.

COMMISSIONER OF THE REVENUE

Mrs. Delano reported to the Board that the Commissioner's Office is still working on desk work for all taxpayers and personal property items. Taxpayers can expect to receive personal property bills very soon.

Mrs. Delano reported that real estate bills were mailed out the end of September. Mrs. Delano provided the Board with a comparison chart which showed a decrease in the overall tax amount of \$9,636.00 over last year.

As of September 30, 2014, the Commissioner's Office mailed out 675 Land Use Revalidation forms to taxpayers who participate in the program. Of the 675 forms, 43 are required to pay the 6 year revalidation fee, which is \$10.00 per form. The forms are due back to the office no later than November 1 in order to remain in the program for the next tax year.

Mrs. Delano reminded the Board about the appointments to the Board of Equalization.

Mrs. Delano told the Board that they are gearing up for the 2015 State Income Tax filing season and they will start online training in November.

RICHMOND COUNTY DEPARTMENT OF EMERGENCY SERVICES

Chief Baker gave the following report for the month of September 2014: 119 calls; 4 calls for mutual aide to bordering counties; 2 fly-outs; and multiple standbys with little or no issues.

Chief Baker stated that the total amount collected during the month of September for recovery billing was \$18,375.00.

Chief Baker reported that one of his full time employees gave his resignation recently and he would be advertising for that position very soon.

The Department had their two year re-license inspection by the Virginia Office of EMS on the response vehicles, training records, and personnel records. All were found in good order and a new license was issued.

All of the Emergency Support Function's (EFS's) for the County's Emergency Operations Plan (EOP) update has been completed and turned in to the State Office for review, but the Planner has resigned his position and everything is currently at a standstill. Chief Baker asked the Board to adopt a resolution to re-adopt the old plan for up to 6 months until the position is filled and a draft can be presented to the Board for review.

Mr. Quicke read the Emergency Operations Plan Resolution.

“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 adopt the following resolution.”

Resolution
Emergency Operations Plan

WHEREAS, there exist many dangers of many types, including man-made disasters, natural disasters, and possible hostile actions of an unknown enemy; and

WHEREAS, the safety and protection of citizens and property is of foremost concern to the Board of Supervisors of Richmond County; and

WHEREAS, the Board of Supervisors desires and the Commonwealth of Virginia statutes require the adoption of appropriate planned protective measures; and

WHEREAS, the current Emergency Operations Plan expires on October 14, 2014; and

WHEREAS, the current Emergency Operations Plan is currently being reviewed and updated to reflect current County operations and in a format that meets local, state and federal expectations, and

WHEREAS, that review and updating process is expected to require an additional six months beyond the current expiration date, and

WHEREAS, the County wishes to continue its current Emergency Operations Plan until such time as the newly formatted plan is ready for adoption,

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Richmond County hereby re-adopts the current Emergency Operations Plan this ___th day of _____ 2014.

Mr. Haynes asked Chief Baker if the recovery billing amount collected in September was on the average. Chief Baker responded that the amount is actually down and a meeting has been

scheduled to discuss this issue. Mr. Quicke commented that it takes \$28,000 in recovery money a month to meet budget.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT

Assistant Chief David Thomas, RCVFD, presented the following report for September 2014: Company 1: 16 calls; Company 2: 7 calls; Company 3: 6 calls (2 EMS assists). Total calls for the month of September 2014 – 29 (2 EMS assists).

Assistant Chief Thomas reported that the sale of the Susan G. Komen Breast Cancer Foundation arm bands continue to be a success and will be available until the end of October. The golf cart raffle drawing will be held Saturday, October 11th during Warsawfest. On November 1st at 6:00 p.m. at the RHS football field, the Richmond County Fire Department, Richmond County Sheriff's Office, Warsaw Town Police Department, and the Virginia State Police will be participating in a flag football game. All proceeds will benefit the after prom committee.

RICHMOND COUNTY FAIR ASSOCIATION – 2014 FAIR REPORT

Mr. Ed Brown reported to the Board that the 26th Annual Richmond County Fair was a success. New to the fair this year was a stage and livestock building that were constructed by local firms. All exhibits were asked to be picked up on Sunday in order to keep the Exhibit Hall full until the final day of the fair. Attendance numbers were around 10,000 with approximately 3,000 attending on opening night. Mr. Brown explained how important the Scholarship Program is and how it is funded. Mr. Brown informed the Board that Mr. Liddington feels strongly about the Scholarship Program and asked the organization to remain committed to the program.

Mr. Haynes congratulated the Fair Committee for the job that they have done and said that he is sorry to see Mr. Liddington go.

Chairman Sanders said that Mr. Kelly Liddington will be retiring on November 1, 2014.

Mr. Quicke read a resolution honoring Mr. Liddington.

“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 adopt the following resolution:”

RESOLUTION HONORING RICHMOND COUNTY AGRICULTURAL EXTENSION AGENT KELLY J. LIDDINGTON

WHEREAS, Mr. Kelly J. Liddington began his career with the Richmond County office of Virginia Cooperative Extension in 1987 and has served as the office's Agricultural and Natural Resources (ANR) agent and Unit Coordinator; and

WHEREAS, Mr. Liddington has also served as the regional livestock agent for a 10 county region of the Northern Neck and Middle Peninsula of Virginia; and

WHEREAS, Mr. Liddington maintained an active 4-H program within Richmond County, increasing youth participation in 4-H camp and other programs, during a 12-year period when the County did not have a 4-H position; and

WHEREAS, Mr. Liddington has been instrumental in the planning and implementation of countless educational programs, conveying research-based information from various Extension program areas, to the benefit of Richmond County and regional communities; and

WHEREAS, Mr. Liddington was instrumental in organizing and motivating community volunteers to bring back a County fair for the citizens of Richmond County and the Northern Neck, which has now been in existence for more than 26 years with an annual attendance of over 12,000, through the formation of the Richmond County Fair Association (RCFA); and

WHEREAS, Mr. Liddington assisted producers of vegetable crops within the Northern Neck in the formation of the Northern Neck Vegetable Growers' Association (NNVGA) and the operation of the Northern Neck of Virginia Farmers' Market; and

WHEREAS, Mr. Liddington has been the recipient of numerous distinguished awards for his service to Extension, including Virginia Tech's Alumni Award for Excellence in Extension in 2014; and

WHEREAS, Mr. Liddington has announced his retirement from Richmond County effective November 1, 2014;

NOW THEREFORE BE IT RESOLVED, that the Richmond County Board of Supervisors expresses our sincere appreciation and gratitude to Mr. Kelly Liddington for his wonderful and impactful years as the Agricultural Extension Agent for Richmond County. Mr. Liddington has been a true and dedicated public servant for all of the citizens of Richmond County over his 27 years of service to the County and will be greatly missed.

BE IT FURTHER RESOLVED, that a copy of this Resolution, passed by the Richmond County Board of Supervisors on October 9, 2014, be entered into the permanent records of the Richmond County Board of Supervisors.

F. Lee Sanders, Chairman

Date

BOARD OF ZONING APPEALS – RE-APPOINTMENT

Mr. Quicke informed the Board that District 1 Representative Elizabeth Burruss' term will expire on November 30, 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 re-appoint Ms. Elizabeth Burruss to the Board of Zoning Appeals for a five year term which will expire on November 30, 2019.”

PLANNING COMMISSION – RE-APPOINTMENT

Mr. Quicke informed the Board that the term for Mr. Clifton Jenkins, District 5 Planning Commission Member, will expire on December 31, 2014. Mr. Jenkins is eligible to serve another four year term.

“On a motion made by F. Lee Sanders, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to re-appoint Mr. Clifton Jenkins to the Planning Commission for a four year term which will expire on December 31, 2018.”

RICHMOND COUNTY PUBLIC LIBRARY BOARD – APPOINTMENT

Mr. Quicke informed the Board that he had received a letter from Mr. Dayle Collins regarding an appointment to the Richmond County Library Board. The letter stated that a member had recently resigned and the Library Board is requesting that the Board of Supervisors appoint Ms. Janice Dockins to fill the vacant position.

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to appoint Ms. Janice Dockins to the Richmond County Public Library Board.”

RICHMOND COUNTY BOARD OF EQUALIZATION – 2015 APPOINTMENTS

Mr. Quicke reminded the Board that each member will need to submit a name to the Circuit Court Judge for appointment to the Board of Equalization. Mr. Quicke explained that 30% of the members shall be commercial or residential real estate appraisers, other real estate professionals, builders, developers, or legal or financial professionals. Mr. Quicke gave each member a copy of the code section.

Chairman Sanders recommended appointing Ms. Sue France to serve on the 2015 Board of Equalization.

Mr. Haynes informed Mr. Quicke that he has a recommendation but would like to research the code provision more carefully.

Mr. Pemberton recommended appointing Mr. Grayson Smith to serve on the 2015 Board of Equalization.

Chairman Sanders asked that all names be submitted by the November board meeting.

VACO – ANNUAL BUSINESS MEETING

Mr. Quicke informed the Board that Mr. Pemberton plans to attend the annual conference in November and could be appointed as the Richmond County representative.

“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 designate Mr. Robert B. Pemberton to represent Richmond County at the VACO Annual Business Meeting.”

PURCHASE OF COUNTY VEHICLE

Mr. Quicke explained to the Board that he would like to purchase a vehicle for county use. This vehicle would be a multi-purpose car that would be available for use by all county departments for various situations to save on mileage being paid out and to avoid driving personal cars at times.

Mr. Quicke reminded the Board that this need has been outlined in the Capital Improvement Plan since the beginning and the funds are available in the CIP to make the purchase. Mr. Quicke asked the Board to allow him to obtain prices and purchase a used vehicle at a cost not to exceed \$13,000.00.

Mr. Haynes asked how much money is in the Capital Improvement Plan.

Mr. Quicke stated that the CIP has a balance of \$59,000. He said they had hoped to receive one of the used sheriff’s office vehicles but one has not become available.

Mr. Haynes asked Mr. Quicke to make a note to start addressing the budget committee. Mr. Haynes said that the balance is a poor amount to have in the Capital Improvement Plan.

Mr. Thomas asked the time frame to receive a used car from the Sheriff’s Office.

Mr. Quicke said it would be next year, after July 1, when new cars are purchased but the Sheriff’s Office has an agreement with the school board to turn over used cars to them.

Mr. Pemberton questioned the amount being paid each month for mileage.

Mr. Quicke estimated around \$3,000 per month on average.

Mr. Thomas questioned how many needs this would solve.

Mr. Quicke stated that it would not meet all of their needs and will not save the entire mileage bill. It could save between \$700 and \$1000 per month.

Mr. Thomas questioned if Social Services had any extra vehicles.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – nay; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to allow Mr. Quicke to get estimates for a used vehicle and discuss further at the November 2014 meeting.”

MONTHLY APPROPRIATIONS – RICHMOND COUNTY DEPARTMENT OF SOCIAL SERVICES

“On a motion made by Jean C. Harper, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to appropriate \$89,000.00 to the Richmond County Department of Social Services for the month of November 2014.”

MONTHLY APPROPRIATIONS – RICHMOND COUNTY SCHOOL BOARD

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – nay; John L. Haynes, Jr. – nay; Robert B. Pemberton – aye: to appropriate \$1,255,743.00 to the Richmond County Public Schools for the month of November 2014.”

APPROVAL OF MINUTES – SEPTEMBER 11, 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 approve the minutes from the September 11, 2014 meeting.”

OTHER BUSINESS

Mr. Thomas suggested scheduling a tour of the school facility after the November 13, 2014 Board meeting. He reminded everyone to come out and support Warsawfest on October 11th. He said he had attended a meeting about the Artesian Trail and recommended that the Board take a closer look to see what it has to offer.

Mr. Quicke informed the Board that Lisa Hull will be on the November agenda to discuss the Artesian Trail and other items.

Mrs. Harper praised Mr. David Brown, VDOT Residency Administrator, for doing a great job for Richmond County.

Mr. Haynes thanked Mr. Kelly Liddington for his service to Richmond County and thanked everyone that helped with the fair.

Mr. Quicke informed the Board that the Planning Commission met on October 6, 2014 and recommended approval for a special exception request. Mr. Quicke asked the Board for permission to advertise the public hearing for November 13, 2014 at 7:00 p.m. Mr. Quicke suggested including the polling place location change be included this meeting.

“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 advertise for a public hearing on November 13, 2014 to hear a special exception request and a polling place location change request.”

Mr. Quicke confirmed that the DMV Mobile Unit will be here on October 24, 2014 from 9:00 am to 4:00 pm.

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), a personnel matter involving performance evaluation of a specific employee; and Virginia Code Section 2.2.3711 (A)(3), a matter involving the acquisition of property for public purposes.”

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.

ADJOURNMENT

After no further business, Chairman Sanders adjourned the meeting.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors