At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 9th day of August, 2018, thereof in the Public Meeting Room of the County Office Building.

Present:
F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Robert B. Pemberton, Member
William C. Herbert, II, Member
J. David Parr, Member

Also Present:
R. Morgan Quicke, County Administrator
Liz Hylan, Admin. Asst.
Hope D. Mothershead, Planning/Zoning
Barry Sanders, Director of Code Administration
Stephan Smith, Sheriff
Dr. Smith, RCPS
Carter White, VDOT
Mitch Paulette, Chief, Emergency Services
Kristie Brann, Treasurer
Approximately 25 others

CALL TO ORDER

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

RESOLUTION- RAPPAHANNOCK HIGH SCHOOL- GIRLS SOFTBALL STATE CHAMPIONSHIP

Mr. Quicke along with Mr. Pemberton recognized the Rappahannock High School Girls Softball Team for their State Championship win.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to approve the following Resolution for the Rappahannock High School Girls Softball Team State Championship.”
A Resolution recognizing Rappahannock High School’s Softball Team

WHEREAS, the Rappahannock High School Softball team competed and won the State 1A Championship in Radford, Virginia on June 9, 2018 by defeating Auburn High School by a score of 5-1; and

WHEREAS, the 2018 Rappahannock High School Softball team with an overall record of 23-3 will be remembered for their ability to play as a team, and beating an undefeated team in the state championship game; and

WHEREAS, the Rappahannock High School Softball team consisted of Regan Allen, Rilee Baughan, Ella Campbell, Maeve Collins, Sarina Darby, Caroline Davenport, Savannah Goodman, Elizabeth Kellum, Trynity Lee, Anna Lewis, Grace Minor, Elizabeth Norris, Brooke Passagaluppi, Ashley Perrey, Meredith Slaw, Karli Taylor, Julia Whelan and was led by their Coaches Ellen Gaines, Patty Ptucha and Shawn Collins; and

WHEREAS, Senior Meredith Slaw was named the Virginia High School League 1A Player of the Year; and

WHEREAS, Coach Ellen Gaines was named the 1A Coach of the Year by the Virginia High School League and Virginia High School Coaches Association; and

NOW BE IT RESOLVED by the Richmond County Board of Supervisors that we express our congratulations, admiration and pride to this outstanding group of Rappahannock High School students and their coaches for their exceptional accomplishments at the District, Regional and State levels.

BE IT FURTHER RESOLVED that a copy of this resolution is made a part of the minutes of the August 9, 2018 meeting of the Board of Supervisors of Richmond County, Virginia.

__________________________________________________
F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Date

MONTHLY STAFF REPORTS

RICHMOND COUNTY PUBLIC SCHOOLS

Dr. Smith commented how proud he is of the Richmond County High School Sports Teams that made it to State Championship.

Dr. Smith shared the FY 2017-2018 End of Year Funds report as of June 30th, 2018.
Dr. Smith noted the School Bus Garage should be completed and turned over to the School August 28th, 2018.

Dr. Smith reported Richmond County Public Schools are fully accredited through the new Department of Education rating system. Dr. Smith also reported the 2019 Niche rankings have come out and Richmond County Public Schools were voted 18th for best school district in Virginia out of 131, best place to teach in Virginia 5 out of 131, the most diverse school district in Virginia 22 out of 131, districts with the best teachers in Virginia 16 out of 131, and safest school district 7 out of 131.

Dr. Smith noted the 2019 school year is in the process of starting Monday, August 20th, with 11 new teachers and 1 paraprofessional coming in, Thursday, August 23rd. Staff returns, Monday, August 27th, crisis management in service working with local law enforcement, Wednesday, August 29th, is open house, and the first day of school will be September 4th.

**VDOT**

Carter White noted the primary mowing has been caught up, due to the recent rainfall and washouts it had gotten behind. Mr. White also noted contract mowers have been contacted to do secondary roads in the next week or two.

The Board members addressed Mr. White with a few site issues, signage down, and pothole issues located throughout the County.

Mr. Quicke asked for an update with the contractors picking up trash prior to cutting, and the trash had been cut over due to not being picked up beforehand along 360. Mr. White noted the situation has been addressed and due to the budget, VDOT has been cutting the grass instead of the contractors.

**SHERIFF**

Sheriff Smith presented the following report for July, 2018: 830 calls for service; 272 civil papers; 37 arrests with 67 warrants served; 93 traffic summons.

Sheriff Smith noted that as to the animal control division, there were 30 calls for service in July, 2018, with 6 dogs transported to the Westmoreland Animal Shelter. Sheriff Smith also noted that there was 1 dog bite case, and 1 cruelty to animals warrant served.

Sheriff Smith noted the Sheriff’s office recently conducted Active shooter training at Rappahannock High School with staff members.

Sheriff Smith mentioned National Night Out turned out well but was cut short due to the weather. Sheriff Smith also mentioned the event is already in the plans for next year.

Sheriff Smith reported the office is currently investigating a homicide that occurred in the Farnham area.
TREASURER

Kristie Brann, Treasurer, shared trial balances with the Board members and noted that the uncollected real estate tax amount for 2017 was $206,922.56.

Mrs. Brann mentioned 2018 personal and real estate taxes will be billed out hopefully September and October.

PLANNING/ZONING/LAND USE

Mrs. Mothershead reported for the month of July 2018, 9 Zoning permits were issued and 1 Zoning Violation was addressed.

Mrs. Mothershead noted the next scheduled Planning Commission meeting is September 10, 2018.

Mrs. Mothershead mentioned there are currently no pending matters to be heard by the wetland board however, many projects have been permitted that do not require board approval.

Mrs. Mothershead noted the Anti-Litter Committee is scheduled to meet on August 14th. Mrs. Mothershead also noted they are excited about getting the committee started with clean-up efforts within the County.

Mrs. Mothershead mentioned the Chesapeake Bay Restoration Fund Advisory Committee is accepting applications for grants to support Chesapeake Bay-related education and restoration activities. Mrs. Mothershead also mentioned a grant amount will be applied for to help absorb some of the costs of the Household Hazardous Waste Collection and Tire Recycling Events.

Barry Sanders reported for July 2018, there were 20 new projects; $2,490.59 collected in fees, and total construction cost of $1,182,697.00.

Mr. Sanders noted The Bailey Ridge Subdivision has started with three or four houses in the process of going up and a couple houses have already sold.

Mr. Sanders mentioned the Farnham Dollar General Store has finally broken ground, and is in the process of getting plans out to local sub-contractors to do some site work.

Mr. Sanders noted the Bus Garage is in the process of being complete. Mr. Sanders also noted Dominion Power has been working to get the power hooked up.

EMERGENCY SERVICES

Chief Paulette addressed the Board and gave the following report for the month of July: Richmond County Department of Emergency Services ran 116 calls for service with 68 transports in July. Total collected revenue recovery for the month was $36,905.84.
Chief Paulette noted on July 6th the on-duty crews visited with the kids from the YMCA summer program and let them tour the units and talked with the kids about EMS.

Chief Paulette mentioned on July 21st the on-duty crew was on stand-by at the Warsaw Picking in the Park event.

Chief Paulette noted EMS has been working on the Department’s agency re-certification, which is due for renewal in September. Chief Paulette also noted this is a bi-annual inspection of the departments operations and equipment and is performed by our Virginia Office of EMS representative. Chief Paulette mentioned he is pleased that the efforts of the entire staff have them ready for inspection over a month early.

Chief Paulette mentioned they have sourced enough supplies to have acquired their temporary EMS Transport License for the new Medic 1 and, after driver/operator orientation, the truck will be placed in service.

Chief Paulette noted the Emergency Services tent is at the Richmond County Fair this week. Chief Paulette also noted they are doing a brief CPR hands only training at their booth for anyone in the public who is interested.

**PUBLIC COMMENT**

Shari Faina addressed the board with questions and concerns regarding the Richmond County Animal Shelter. Ms. Faina asked that herself and/or her group be considered and included in the conversation concerning the policies of this Animal Shelter and the animals of Richmond County in general.

Kennon Morris representing Northern Neck Lumber addressed the Board with a few myths and concerns regarding Fones Cliff. Mr. Morris noted that between May and July it rained 20-25 inches and there is not a place along the Rappahannock River that does not have erosion. Mr. Morris also noted that the History of Fones Cliff goes back to the Civil War and no one ever brings it up. Mr. Morris mentioned Fishing and Wildlife has caused most of the stress with Fones Cliff.

**OLD BUSINESS**

**OUTDOOR MUSIC FESTIVAL ORDINANCE- DISCUSSION**

Mr. Quicke addressed the board with the proposed revisions to the Outdoor Music Festival Ordinance. Mr. Quicke mentioned the County Attorney Andrew McRoberts has spent time revising and amending the current ordinance to better-fit needs.

Mr. Quicke noted much of the ordinance is the same as the current Ordinance, but with changes that will give the County and the applicant better guidance when applied for.
Mr. Quicke mentioned if the Board wishes to move forward with this Ordinance Amendment, a Public Hearing will need to be scheduled.

Mr. Quicke noted he would meet with the County Attorney to remove the Jail time language from the Ordinance and get more information in cooperating ways to define other gatherings outside of music and have to report at next month’s Board Meeting, before proceeding with a Public Hearing.

**RICHMOND COUNTY ANIMAL SHELTER- DISCUSSION**

Mr. Quicke recalled the bids for the Animal Shelter came in higher than anticipated last fall. Mr. Quicke noted bids were in the neighborhood of $650,000 on a project that had projected prices in the $300,000 range. Mr. Quicke also noted the original design showed the building at 2,274 square feet.

Mr. Quicke mentioned he spoke with the architects to provide a scaled down modified version of the original for discussion. Mr. Quicke discussed the outlining differences in the two-plans, as well as the original 2,274 square foot design and the amended 1,575 square foot design.

Mr. Quicke noted the new budget that is showing on the project is $525,000. Mr. Quicke also noted he has attached a spreadsheet showing ways in which the project could be paid for without a major impact to the budget or un-assigned fund balance. Mr. Quicke mentioned he has reached out to Union Bank for proposed interest rates on $250,000 at 2 years, 3 years, and 5 years. Mr. Quicke also provided a spreadsheet for review.

Mr. Quicke mentioned from the 2017 Loan, $129,000 was left for the Animal Shelter, leaving a difference of $396,000. Mr. Quicke noted Chairman Sanders has proposed using part of the portion of the FY18 surplus associated with the Richmond County Public Schools, which at this time is unofficially estimated at $140,000.

Mr. Quick noted the contract with Westmoreland County runs until June 30, 2019 at an annual cost of a little more than $43,000. Mr. Quick also noted if additional time is needed past June 30th, 2019, a new contract with Westmoreland County for services would be needed, which could result in the yearly cost to the shelter increasing.

Mr. Quicke noted he believes the animal shelter should be able to operate the shelter at or near the current $50,000 budgeted. Mr. Quicke also noted there would probably be in need for part-time hours at the shelter to help the Animal Control Officer.

Mr. Thomas suggested if the plans for the shelter proceed, possibly looking into making sure one end of the building would be easy to add on to later on down the road if needed for more space.

Sheriff Smith noted he has looked over the new plans and has recommended a few changes.

Mr. Quicke mentioned he hopes to have the new shelter in full operation by July 2019.
NEW BUSINESS

APPRAISAL PROPOSAL - CURRENT EMS FACILITY

Mr. Quicke noted he met with Ty Brent, from Coastline Appraisal recently to look at the current EMS facility and talk options what to do with this building once everything has been moved to the new EMS facility in the Fall.

Mr. Quicke reviewed a proposal to have a commercial appraisal done on the building, to give the Board a better idea of the potential market value of the property.

“On a motion made by William C. Herbert, II, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to move forward with the Appraisal.”

RICHMOND COUNTY FAIR - FUTURE BOOTH

Mr. Quicke discussed with the Board a question brought up by Mr. Pemberton about the possibility of the County having a booth at the Richmond County Fair each year beginning in 2019.

Mr. Pemberton noted he thinks it is a good idea and having County employees volunteer each night working the booth.

Mr. Quicke believes the booth will be a good idea on a factual basis to give the public the opportunity to come ask questions, comments, or give feedback regarding anything going on in the County or Building and Zoning department.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to buy a booth at the Richmond County Fair beginning 2019.”

INDIANFIELD BRUSH SITE- ACCEPTANCE OF COMMERCIAL BRUSH

Mr. Quicke mentioned he was contacted recently by a local landscaper asking about the feasibility of the County working on a program to accept commercial brush at the Indianfield site. Mr. Quicke also mentioned currently contractors are required to dispose of their brush elsewhere, many times in other locations.

Mr. Quicke noted this would be a fee based service, figured on size of the trailer load being disposed. Mr. Quicke also noted Contractors would be required to have an account set up through the County Administrator’s office prior to utilizing the site in a commercial nature. Mr. Quicke noted trailer size would be limited to 18’ in length, and dump trailers would be allowed.

Mr. Thomas noted his concern with mixing commercial and residential is the traffic, and the commercial drivers dropping off big loads holding up the residential who have small loads.
Mr. Quicke mentioned he would create a policy and present it at the September Board Meeting.

**BUDGET AMENDMENT- NORTHERN NECK REGIONAL JAIL- FY18**

Mr. Quicke advised the Board about a request from the Northern Neck Regional Jail regarding a budget amendment needed for the close out of the Fiscal Year 2018 budget.

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to approve the budget amendment needed for the close out of the Fiscal Year 2018.”

**RESOLUTION- VRS- LINE OF DUTY ACT**

Mr. Quicke explained that VRS had contacted the office for a copy of a resolution recognizing volunteer fire and rescue members as part of the official safety program of Richmond County. In order for our volunteer members to be included under the Line of Duty Act, the code requires a resolution. Mr. Quicke presented a resolution for approval.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to approve the Resolution for Volunteer Fire and Rescue Departments Eligibility for LODA Benefits.”

Resolution

Volunteer Fire and Rescue Departments Eligibility for LODA Benefits

WHEREAS, Richmond County wishes to comply with State Code 9.1-400 recognizing local fire and emergency volunteer departments; and

WHEREAS, Richmond County recognizes the Richmond County Volunteer Fire Department and the Richmond County Department of Emergency Services; and

WHEREAS, for such fire and rescue volunteer departments to be eligible for benefits of the “Line of Duty Act” a resolution must be approved by the governing body; and

NOW THEREFORE BE IT RESOLVED that Richmond County acknowledges the important contribution made by the members of each fire and rescue volunteer department to the County and wishes to make available the benefits of the “Line of Duty Act”.

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Date:  August 9, 2018

F. Lee Sanders, Chairman  
Richmond County Board of Supervisors
ONGOING PROJECTS

CONSTRUCTION UPDATE - EMS FACILITY

Mr. Quicke reported the progress of the EMS facility is coming along well. Mr. Quicke noted the completion date still remains for the middle of October through the first of November.

RADIO SYSTEM UPDATE

Chief Paulette noted emails have been sent but he has not had any responses back yet. Chief Paulette also noted Essex County had preliminary coverage testing but Richmond County was not included.

Chief Paulette mentioned they have radios scheduled to be installed, but currently at a standstill due to coverage testing.

FONES CLIFF - COMPLIANCE ISSUE

Mr. Quicke reported maintenance efforts continue on site. Mr. Quicke also reported Richard English continues to work with the owners and engineers to bring the site into full compliance.

BOARD APPOINTMENTS


Mr. Quicke noted the first Anti-Litter Committee meeting is scheduled to be held Tuesday, August 14\textsuperscript{th}, 2018 at 6:30 p.m.

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; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: To approve the September 2018 appropriation of Richmond County Department of Social Services for $85,000.00.”

MONTHLY APPROPRIATIONS - RICHMOND COUNTY SCHOOL BOARD

“On a motion made by William C. Herbert, II, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: To approve the September 2018 appropriation of Richmond County School Board for $1,372,229.00”
MONTHLY SUPPLEMENTAL APPROPRIATIONS

There are no Monthly Supplemental Appropriations for September 2018.

APPROVAL OF MINUTES – JULY 12, 2018

“On a motion made by William C. Herbert, II, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to approve the minutes from the July 12, 2018 meeting as presented.”

OTHER BUSINESS

Mr. Quicke recognized Gloria Gray on her retirement effective August 31, 2018. Mr. Quicke noted Ms. Gray has been employed with Richmond County since December 2001.

Mr. Quicke mentioned the advertisement for a new Building Official has been put in the newspaper with plans to have someone by October to work alongside Mr. Sanders until his retirement in December.

Mr. Quicke noted Reassessment RFP’S are due back August 31st, and will be put on the September Agenda to discuss putting together a small committee for Board members to review proposals.

Mr. Quicke mentioned the Community Shred Event will be held Saturday, September 22, 2018, 9 a.m. to 12 p.m.

Mr. Quicke noted signs have been put up at all three dumpsites for the proposed hour changes. Mr. Quicke also noted there has been feedback from the citizens.

Mr. Quicke shared with the Board the Code of Ordinance Book. Mr. Quicke noted Hope Mothershead and Richard English have worked the past year trying to get this book back where it needs to be. Mr. Quicke mentioned to the Board this Ordinance Book needs to be cleaned up and brought up to date.

CLOSED SESSION


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