RICHMOND COUNTY BOARD OF SUPERVISORS  
January 3, 2017 / January 12, 2017

MINUTES

At a Special Called meeting of the Board of Supervisors for Richmond County, Virginia, held on the 3rd day of January, 2017, 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  
J. David Parr, Member  
William C. Herbert, II, Member  

Also Present:  
R. Morgan Quicke, County Administrator  
Hope D. Mothershead, Administrative Assistant  
Approximately 2 others

CALL TO ORDER

R. Morgan Quicke, County Administrator, called the meeting to order at 9:00 a.m.

ANNUAL ORGANIZATIONAL BUSINESS

Mr. Quicke opened the floor for nominations for Chairman of the Board of Supervisors for the calendar year 2017.

"On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders - abstain, Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr - aye: to elect F. Lee Sanders as Chairman of the Richmond County Board of Supervisors for the calendar year 2017."

Chairman Sanders asked for nominations for Vice-Chairman of the Board of Supervisors for the calendar year 2017.

"On a motion made by J. David Parr, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr - aye: to elect Richard E. Thomas as Vice-Chairman of the Richmond County Board of Supervisors for the calendar year 2017."

Chairman Sanders asked for a motion to re-adopt the Richmond County Board of Supervisors by-laws and rules of order procedures.
“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr - aye: to re-adopt the by-laws and rules of order of the Richmond County Board of Supervisors for the calendar year 2017.”

Chairman Sanders asked for a motion to approve scheduling of the Board of Supervisors Monthly Meetings.

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton - aye; William C. Herbert, II - aye; J. David Parr – aye: to set the calendar year 2017 Board of Supervisors meetings for the 2nd Thursday of each month, with the meeting to begin at 9:00 a.m. and with all advertised public hearings to be held at 7:00 p.m. on the same day, unless otherwise scheduled; hold all meetings in the Richmond County Public Meeting Room, with the alternate site to be the General District Courtroom should the Public Meeting Room be unavailable for any reason. In the case of inclement weather or other weather emergencies or holidays that prohibit holding the meeting on the regular scheduled day, the Board meeting is automatically rescheduled to the Wednesday after the 2nd Thursday.”

Chairman Sanders asked for a motion to authorize signatures on county checks.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr - aye: to authorize the Chairman or Vice-Chairman, Treasurer and County Administrator as authorized signatures on County checks.”

**APPOINTMENTS**

The consensus of the Board was that Chairman Sanders, Richard Thomas, Robert Pemberton and one citizen member, Richard Gouldin continue to serve as members of the Northern Neck Planning District Commission.


The consensus of the Board was that F. Lee Sanders and Richard E. Thomas (alternate) continue to serve as members of the Northern Neck Planning District Commission Executive Committee.

The consensus of the Board was that Robert B. Pemberton continues to serve as a member of the Richmond County Department of Social Services Board.

“On a motion made by William C. Herbert, II, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye: to appoint Robert B. Pemberton to the Richmond County Department of Social Services Board for calendar year 2017.”

The consensus of the Board was that F. Lee Sanders continues to serve as a representative of the Northern Neck Regional Jail Board.

“On a motion made by William C. Herbert, II, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye: to appoint F. Lee Sanders as the Northern Neck Regional Jail Representative for calendar year 2017.”

The consensus of the Board was that Robert B. Pemberton continues to serve as a member of the Rappahannock River Basin Commission.


The consensus of the Board was that F. Lee Sanders remain the Director of the Richmond County Emergency Services.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye: to appoint F. Lee Sanders as the Richmond County Emergency Services Director for calendar year 2017.”

The consensus of the Board was that R. Morgan Quicke continues to serve as the Richmond County Emergency Services Deputy Director.

“On a motion made by William C. Herbert, II, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye: to appoint R. Morgan Quicke as the Richmond County Emergency Services Deputy Director for calendar year 2017.”

The consensus of the Board was that Greg A. Baker continues to serve as the Richmond County Emergency Services Coordinator.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr -
aye: to appoint Greg Baker as the Richmond County Emergency Services Coordinator for calendar year 2017.”

The consensus of the Board was that Morgan Quicke continues to serve as the Richmond County Emergency Services Deputy Coordinator.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr - aye: to appoint Morgan Quicke as the Richmond County Emergency Services Deputy Coordinator for calendar year 2017.”

RECESS

Chairman Sanders recessed the meeting until the regularly scheduled meeting on January 12, 2017 at 9:00 A.M.

RECONVEYNE MEETING – JANUARY 12, 2017 AT 9:00 A.M.

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 12th day of January, 2017, 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
J. David Parr, Member
William C. Herbert, II, Member

Also Present:
R. Morgan Quicke, County Administrator
Hope D. Mothershead, Administrative Assistant
Kristie S. Brann, Treasurer
Barry Sanders, Director of Code Administration
Jennifer Delano, Commissioner of the Revenue
Greg Baker, Chief of Emergency Services
Stephan B. Smith, Sheriff
John Brown, Richmond County School Board
Dr. Greg Smith, Superintendent
Joseph Quesenberry, Town Manager
Vanessa Livingstone, Social Services
Chris Jett, IT Director
Stephen McKeever, VDOT
Approximately 9 others
CALL TO ORDER

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

RICHMOND COUNTY PUBLIC SCHOOLS

Dr. Smith addressed the Board and advised that the HVAC system was on-site at the old 8th grade building site and he anticipated installation soon. Dr. Smith noted that the demolition at the old school site was about 70% complete. Many people have asked Dr. Smith about the age of the 6th grade building and he noted that the building was built in 1958. Dr. Smith is happy to report to the board that the 2017 Niche school rankings have been released and Richmond County placed 41st out of 132 school divisions.

VDOT

Stephen McKeever addressed the Board and advised that his office has been in complete snow mode with the Level 5 snow event in the area. Although the temperatures fell very quickly and the snow was difficult to remove, Mr. McKeever was pleased to report that there were no injuries or accidents from the snow removal crews. Mr. McKeever reported that 12 of the 13 work orders, placed from citizens since the December meeting, had been taken care of.

Mr. Pemberton asked about a “stop ahead” sign to be placed on Drinking Swamp Road before it intersects with Mulberry Road. Mr. Pemberton also asked about the possibility of making the stretch of highway from Cobham Park to Emmerton a 60 mph zone. Mr. McKeever will get an update on these issues.

Richard Thomas commended VDOT on a great job of snow removal.

Chairman Sanders asked about the alternatives for an agricultural route through Main Street to serve those farmers coming off of Menokin Road. Mr. McKeever commented that this agricultural route had been discussed but there was no solution at the present time.

SHERIFF

Sheriff Smith presented the following report for the month of December: 627 calls for service; served 239 civil papers; 41 arrests with 58 warrants served; and served 97 traffic summons. Mr. Sheriff Smith reported that the jail population for the week in Richmond County was 18.

Sheriff Smith provided a summary of stats for 2016 as follows:

- 8,295 calls dispatched / 3,889 civil papers served
- 1,686 criminal warrants served / 923 traffic summons issued
ANIMAL CONTROL

On behalf of Animal Control, Sheriff Smith presented the following Animal Control report for the month of December 2016: 1 dog bite call; 8 dog calls, 1 summons, 1 warrant and 8 dogs were transferred to the pound.

The Animal Control Officer responded to 66 deputy calls, 2 squad assist, 2 fire assist, 3 papers served, 12 warrant arrests, 7 traffic summons and 1 case arrest.

TREASURER

Kristie Brann, Treasurer, presented the Trial Balance Report for the month of December, 2016. Mrs. Brann discussed the uncollected tax amount and advised that the delinquent bills had been mailed.

PLANNING & ZONING

Barry Sanders addressed the Board and reviewed the monthly report. Mr. Sanders shared with the Board a comparison chart setting forth building permit comparison and land use permit from the years of 2015 and 2016. The planning commission meeting was cancelled in January due to the weather conditions so there was no report to be given.

EMERGENCY SERVICES

Greg Baker presented the following EMS report for the month of December: 129 calls in Richmond County; 2 calls for mutual aide into Richmond County; 4 calls for mutual aide to bordering counties and 3 fly outs. Mr. Baker added that total calls for 2016 was 1,372, which is the 3rd consecutive increase in call volume over the last 3 years. The recovery billing amount for December, 2016 was $19,854.00. Mr. Baker noted that $280,865.00 was collected in billing for calendar year 2016 and another $45,000.00 will be added to that number from Medicare once the revalidation of account is complete. Mr. Baker advised the Board that an extrication class was scheduled for February 25-26, 2017 and he is trying to finalize an Emergency Vehicle Operators Course in February with tentative dates of February 11-12, 2017.

FY16 AUDIT PRESENTATION – PAUL LEE – ROBINSON, FARMER AND COX

Mr. Paul Lee from Robinson, Farmer and Cox addressed the Board to give an overview on the FY16 Audit. The compliance statement attached to the audit has nothing to report and advised that a great job was done during the year. Mr. Lee showed concern that the general fund balance is down but hopes to continue to see it grow next year. Mr. Lee advised that the tax collection remains good and is demonstrated on the 10 year table attached to the Audit. Some recommendations going forward for Richmond County are an integrated software program that would link the Administrative office, Treasurer’s Office, School Board, etc; approval signatures on all invoices and federal reimbursement to school board being done monthly.
PUBLIC COMMENT

Travis Fauntleroy, a coach from the Northern Neck Titans and Northern Neck Warriors addressed the Board to discuss the possibility of County funding/donations. The County has in the past given a $2,500.00 donation to the Richmond County Little League Football. Mr. Fauntleroy explained that the Little League Football was now NN Warriors to allow for play up to 14 years of age and unlimited weight. Mr. Fauntleroy feels that the new league suits the players better and that the league is still a Richmond County based group. Mr. Fauntleroy recently has started the NN Titans Basketball group and noted that the AAU Basketball program has proven effective for Richmond County in the past. Mr. Fauntleroy explained that the tournaments for each program and practice facilities are very expensive and hopes that the Board will consider donating.

Chairman Sanders offered that the Board would take the request under consideration.

OLD BUSINESS

U.S. FISH AND WILDLIFE

Mr. Quicke advised the Board that he felt the meeting on January 10, 2017 with the U.S. Fish and Wildlife was productive. Mr. Quicke presented a draft letter for the Board members to review setting forth the four main points of the meeting:

1. Revenue Sharing Dollars – Through this program U.S. Fish and Wildlife is paying approximately 12.5% of the total taxes owed on real estate owned.
2. Continued Acquisition of Property – U.S. Fish and Wildlife continues to acquire more property even though they are not paying the full tax amount on existing property.
3. Continued and Expanded Cooperative Farming – Mr. Quicke would like to see cooperative farming continued or expanded to allow for some benefit to the County revenue.
4. Relationship – Mr. Quicke hopes to see a better working relationship with U.S. Fish and Wildlife and would like to see Richmond County be able to take advantage of some of the resources owned by U.S. Fish and Wildlife (ie: county fishing or hunting days)

Mr. Pemberton added that he thought the meeting was productive and wishes to partner with U.S. Fish and Wildlife for an increased benefit of the great land.

Chairman Sanders hopes that the relationship is heading in the right direction.

NEW BUSINESS

EMS TRANSPORT NUMBERS (2010-2016)

Mr. Quicke provided to the Board members a summary of EMS transport numbers from 2010 through 2016 to help provide a better understanding of historic call and transport volume. In 2016, there were 1,372 calls with 912 transports. Mr. Parr asked if these numbers were
comparable to what other counties were running. Greg Baker indicated that all counties were on an increase. Mr. Quicke added that having a stable and organized EMS program within the County was definitely a benefit and good service to the County. Mr. Pemberton noted that Essex County has gone to a refusal fee. Mr. Baker hopes to implement the refusal fee on July 1 with the new budget.

**RURAL COASTAL VIRGINIA ECONOMIC DEVELOPMENT AUTHORITY ACT OF 2017**

Mr. Quicke shared with the Board an e-mail from the Executive Director of the Middle Peninsula Planning District Commission as well as a summary of a proposed bill that has been filed for the 2017 session of the General Assembly. The bill would create the “Rural Coastal Virginia Economic Development Authority” which would include the 12 localities of the Northern Neck, the Middle Peninsula and the Eastern Shore.

The idea behind the authority would be better coordination and cooperation when it comes to regional economic development, and could put Richmond County in line for increased state and federal economic development dollars.

The authority would be governed by a 16 member board, to consist of a representative from all 12 counties, 2 members of the Virginia House of Delegates, 1 member of the Senate of Virginia and one at-large member appointed by the Governor.

Mr. Quicke noted that at this time the Authority is only an idea for regional cooperation, and no money is being requested. Mr. Quicke assumes that if this does move forward, each county that chooses to join the organization would have some sort of financial responsibility in the operations of the organization. It was the consensus of the Board for Mr. Quicke to write a letter in support of the initiative.

**FY18 BUDGET PRESENTATION**

Mr. Quicke gave a presentation to kick off the upcoming budget season, detailing the current fiscal year status as well as looking ahead to the preparation of the upcoming FY18 budget. Mr. Quicke asked for input from the Board Members on any issues and direction they may have as we work towards building a balanced and responsible budget for the County.

A copy of the presentation may be viewed on the Richmond County website.

**ONGOING PROJECTS**

**LITTLE FLORIDA**

Mr. Quicke commented that per information from Andrew McRoberts, the Supreme Court has accepted the appeal request and a schedule for the case will be set later this year.
MONTHLY APPROPRIATIONS – RICHMOND COUNTY DEPARTMENT OF SOCIAL SERVICES

“On a motion made by J. David Parr, 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 appropriate $85,000.00 to the Richmond County Department of Social Services for the month of February, 2017.”

MONTHLY APPROPRIATIONS – RICHMOND COUNTY PUBLIC SCHOOLS

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr - aye: to appropriate $1,290,116.00 to the Richmond County School Board for the month of February, 2017.”

APPROVAL OF MINUTES – DECEMBER 8, 2016

“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 December 8, 2016 meeting.”

OTHER BUSINESS

Mr. Thomas noted that he was interested in looking into the football and basketball programs in Richmond County. Mr. Thomas inquired about the other counties effected by the refuge program and the land being purchased. Mr. Quicke noted that other counties were involved in the program but 60% of the lands purchased are in Richmond County. Mr. Thomas wished everyone a Happy New Year.

Mr. Parr offered appreciation towards VDOT on the removal of the recent snow in the area.

Mr. Pemberton read a recent article about the increasing cost of inmates on local counties and offered thanks to Mr. Ted Hull and Mr. Morgan Quicke on encouraging Gloucester County to join the Northern Neck Regional Jail, therefore keeping the cost of Richmond County to a minimum.

Mr. Quicke asked if the Board wanted to release the $2,500.00 to the Northern Neck Warriors from the current budget. It was a concensus of the Board not to vote on the matter until further research is complete. Mr. Quicke noted that the Planning Commission is still discussing the possible allowance of covered boat slips and should be bringing it before the Board soon.
ADJOURNMENT

After no further business, Chairman Sanders adjourned the meeting.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors