RICHMOND COUNTY BOARD OF SUPERVISORS
May 9, 2019

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 9th day of May, 2019, 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.
Dr. Smith, Richmond County Public Schools
Hope D. Mothershead, Planning/Zoning
Steve McKeever, VDOT
Sarah M. Schmidt, Asst. Superintendent of RCPS
Stephan B. Smith, Sheriff
Mitch Paulette, Chief of Emergency Services
Kristie Brann, Treasurer
Jennifer Delano, Commissioner of the Revenue
Halle Cullison, General Registrar
Elizabeth Crowther, President, RCC
Margaret Ransone, Delegate
Approximately 30 others

CALL TO ORDER

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

RESOLUTION-RECOGNITION OF NATIONAL SMALL BUSINESS WEEK

Chairman Sanders along with Mr. Thomas recognized the Small Business Owners with the following Resolution in honor of National Small Business Week, May 5-11, 2019.

"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 accept the following resolution."
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A RESOLUTION TO DECLARE THE WEEK OF MAY 5-11, 2019 AS
NATIONAL SMALL BUSINESS WEEK

By virtue of the authority vested in the Richmond County Board of Supervisors, we hereby declare the week of May 5-11, 2019, as National Small Business Week in Richmond County, Virginia.

WHEREAS, America’s progress has been driven by pioneers who think big, take risks and work hard; and

WHEREAS, from the storefront shops that anchor small localities to the high-tech startups that keep America on the cutting edge, small businesses are the backbone of our economy and the cornerstones of our nation’s promise; and

WHEREAS, small business owners have energy and a passion for what they do; and

WHEREAS, when we support small businesses, jobs are created and local communities preserve their unique culture; and

WHEREAS, because this country’s 30 million small businesses create nearly two out of three net new jobs in our economy, we cannot resolve ourselves to create jobs and spur economic growth in America without discussing ways to support our entrepreneurs; and

WHEREAS, the President of the United States has proclaimed National Small Business Week every year since 1963 to highlight the programs and services available to entrepreneurs through the U.S. Small Business Administration and other government agencies; and

WHEREAS, Richmond County supports and joins in this national effort to help America’s small businesses do what they do best – grow their business, create jobs and ensure that our communities remain as vibrant tomorrow as they are today.

NOW, THEREFORE, BE IT RESOLVED, on this 9th day of May, 2019 that the Richmond County Board of Supervisors hereby declares the week of May 5-11, 2019, as National Small Business Week in Richmond County, and urges the citizens to join in this special observance by supporting all of the small businesses within our community.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Mr. Thomas thanked the business owners on behalf of the Board and himself, for everything that they do.

Delegate Ransone thanked the business owners on behalf of The Commonwealth of Virginia, for everything they do and for serving the citizens.

SPECIAL RECOGNITION

"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 accept the following resolution.”
RESOLUTION HONORING RAPPAHANNOCK COMMUNITY COLLEGE PRESIDENT
ELIZABETH HINTON CROWThER

WHEREAS, Dr. Crowther, a native of the Northern Neck, became president of Rappahannock Community College in 2004; and

WHEREAS, Dr. Crowther earned her Bachelor’s Degree and Master’s Degree in English from Virginia Tech, and her Doctorate in Education from William and Mary in 1994; and

WHEREAS, prior to becoming President of Rappahannock Community College, Dr. Crowther was the Director of Planning and Research for Rappahannock Community College from 1991 – 1993, was the Director of Instruction for Lord Fairfax Community College from 1993 – 2000 and was the Vice President of Blue Ridge Community College from 2000 – 2004; and

WHEREAS, Dr. Crowther has provided valuable leadership and oversight throughout the past 15 years, including the growth of the Educational Foundation Assets from $1 million to $11 million, facility renovations at both the Glenns and Warsaw Campuses, the addition of satellite sites in Kilmarnock and New Kent, the establishment of community partnerships including LEAD Northern Neck; and

WHEREAS, Dr. Crowther has also served her community through many Boards and Associations to include: Bay Banks Holding Company Board, Lilian Lumber Company, Inc., Northern Neck Insurance Company, Rappahannock Community College Educational Foundation, Inc., Visions of Northumberland and Lancaster Counties, Bon Secours Richmond Health System, Go Virginia, Mary Ball Washington Regional Council, Premier Women’s Yacht Racing Team, Rappahannock River Yacht Club and Middlesex County Rotary Club; and

WHEREAS, Dr. Crowther has announced her intention to retire as President of Rappahannock Community College on June 30, 2019.

THEREFORE BE IT RESOLVED by the Richmond County Board of Supervisors, that on this day, May 9, 2019, we wish to honor and thank Dr. Elizabeth Crowther for her work and dedication to Rappahannock Community College and the Northern Neck, and wish her well in retirement doing those things she loves such as serving the community, boating, bicycling, hiking and gardening.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Chairman Sanders along with the Board members presented a Resolution honoring Elizabeth Crowther, President of Rappahannock Community College as she plans her retirement.

Delegate Ransone thanked Mrs. Crowther for the valuable education and starting point for many young people and adults going back to College.
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Delegate Ransone noted the millions of dollars Mrs. Crowther has brought into the College from all over the Commonwealth and outside of Virginia to help grow the College foundation.

Maxine Ball, Richmond County College Board Member, thanked Mrs. Crowther on behalf of the RCC community for all she has done for the College.

Mrs. Crowther thanked the Board and noted how wonderful it has been working with each one of them.

PUBLIC HEARING- VDOT SECONDARY SIX-YEAR PLAN (SSYP)

Mr. Quicke read the following Public Hearing Notice:

The Virginia Department of Transportation and the Board of Supervisors of Richmond County, in accordance with Section 33.2-331 of the Code of Virginia, will conduct a joint public hearing in Richmond County Courthouse, 101 Court Circle, Warsaw, Virginia at 9:00 a.m. on the 9th of May, 2019. The purpose of this public hearing is to receive public comment on the proposed Secondary Six-Year Plan for Fiscal Years 2020 through 2025 Richmond County and on the Secondary System Construction Budget for Fiscal Year 2020. Copies proposed Plan and Budget may be reviewed at the Northern Neck Residency Office of the Virginia Department of Transportation, located at 734 Barnfield Road, Warsaw, Virginia, or at the Richmond County Administration office located at 101 Court Circle, Warsaw, Virginia.

All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program (STIP), which documents how Virginia will obligate federal transportation funds.

Mr. McKeever noted the Code of Virginia requires the County Board of Supervisors and the Department to formulate the Six-year Secondary improvement plan and priority list for the Secondary improvement budget. Mr. McKeever also noted the Public Hearing is being conducted for the 2020 through 2025 plan and the 2020 physical year budget for the Secondary system only.

Mr. McKeever mentioned this is all for improvements and new construction and does not include maintenance work.

Mr. McKeever reviewed briefly the Secondary System funding and priority roads.

Chairman Sanders opened the floor for public comment.

Chairman Sanders closed the public comment.

"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 accept the Secondary Six-Year Plan, as presented."

Mr. McKeever noted VDOT is preparing to start mowing in the next few weeks.
MONTHLY STAFF REPORTS

RICHMOND COUNTY PUBLIC SCHOOLS

Ms. Schmidt noted SOL testing will begin the Week of May 13th.

Ms. Schmidt mentioned Graduation will be held June 15th in the Rappahannock High School gym.

Ms. Schmidt noted that Northern Neck Technical Center have three State competitors from Richmond County that have recently won and are eligible to attend the National Competition.

Ms. Schmidt mentioned Ashley Goodwyn, Regional Pre-K teacher, did a great job organizing the Special Olympics event and it was very successful.

SHERIFF

Sheriff Smith reported for April 2019: 766 calls for service; 485 civil papers; 64 arrests with 33 warrants served; and 96 traffic summons.

Sheriff Smith noted that as to the animal control division, there were 37 calls for service in April 2019, with 2 dogs transported to the Westmoreland Animal Shelter.

Sheriff Smith mentioned the Animal Shelter BBQ Fundraiser will be May 18th at Company 3, in Newland.

Sheriff Smith noted Tractor Supply recently applied for an internal grant through the company using the Animal Shelter as the basis for the grant. Sheriff Smith mentioned the grant has been received and all proceeds will be going to the Animal Shelter.

TREASURER

Kristie Brann, Treasurer, shared trial balances with the Board members and noted that the uncollected real estate tax amount for 2018 was $342,504.75.

COMMISSIONER OF REVENUE

Mrs. Delano noted the filing deadline has come and gone for Personal Property forms and State income. Mrs. Delano noted she hopes to have new Construction assessment figures back to report at the June Meeting. Mrs. Delano mentioned the General Reassessment is still moving along.

PLANNING/ZONING/LAND USE/BUILDING

Mrs. Mothershead reported 22 new Building projects beginning in April 2019, with $3,664.31 fees collected and total construction cost of $1,052,469.50.
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Mrs. Mothershead reported for the month of April 2019, 3 Land Disturbing Permits were issued, 12 Zoning permits were issued, and 1 Subdivisions/ Boundary Line Adjustments.

Mrs. Mothershead thanked the Board for supporting the Richmond County Clean-Up Blitz.

Mrs. Mothershead mentioned the Union Mill site is now clear of trash, tires, and debris that had piled up over the years. Mrs. Mothershead also mentioned with the help of signage and cameras, we hope that the area will remain trash free.

Mrs. Mothershead noted the Planning Commission met on Monday May 6th, with discussion on changes to the Solar Facility Ordinances. The Planning Commission will have a public hearing June 10th with hopes of bringing recommended language to the July scheduled meeting.

Mrs. Mothershead reminded the Board of Tire Amnesty Day being held on May 18th from 8 a.m. to 1 p.m. at the Indianfield Convenience Center.

**EMERGENCY SERVICES**

Chief Paulette addressed the Board and gave the following report for the month of April 2019: Richmond County Department of Emergency Services ran 90 calls for service with 58 transports in March. Total collected revenue recovery for the month was $27,395.08.

Chief Paulette noted the department had a slight decrease in call volume for the month of April, but the number of transports has remained average. Chief Paulette mentioned April has been busy finalizing radio programming of both the portable and mobile radios as well as the fire department pagers. Chief Paulette noted the system has been turned on and we have been able to test coverage throughout the county. Chief Paulette mentioned there has been nothing but good reports back from everyone. Chief Paulette noted he hopes to be fully operational on the new radio system in the next few months.

Chief Paulette mentioned on Thursday, April 19th medic 1 along with himself took part in the Special Olympics opening ceremony along with the Warsaw Police Department and Richmond County Sheriff’s Office.

Chief Paulette noted Saturday, April 27th, the department sent the rehab unit to assist Westmoreland County in a large scale search. Chief Paulette also noted they were able to provide rehab assistance to the search parties as well as any first aid that may have been needed during the search.

Chief Paulette mentioned Sunday, April 28th, he was honored to instruct an AED in-service class for Warsaw United Methodist Church. Chief Paulette noted those in attendance were taught the basics of AED application and usage and they were also given a brief overview of their new AED. Chief Paulette noted he is glad to see the community organizations investing in the health and safety of the citizens and visitors of Richmond County. Chief Paulette also noted the on duty crews attended the Richmond County Trash Blitz ceremony held at the fair ground. Chief
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Paulette mentioned the turnout for the event as a whole and the amount of debris and litter picked up by these groups was remarkable.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT

Mr. Quicke read the following report for Asst. Chief Thomas. Mr. Quicke reported April 2019 Richmond County Fire Department ran 24 calls for service with Company 1 (Warsaw) ran 14 calls with 0 EMS assist, Company 2 (Farnham) ran 5 calls with 0 EMS assist, and Company 3 (Newland) ran 5 calls with 2 EMS assist.

DELEGATE MARGARET RANSONE- GENERAL ASSEMBLY REPORT

Delegate Ransone reported some highlights from the 2019 General Assembly Session and shared how decisions on many bills would impact rural Virginia.

MRS. LOWERY BECKER, ANTI-LITTER COMMITTEE

Mrs. Becker thanked the Board on behalf of the Anti-Litter Committee, for approving the committees tire idea and helping with the clean-up blitz. Mrs. Becker mentioned 300 bags were collected, numerous tires and a lot of construction debris. Mrs. Becker noted approximately 75 people were in attendance at the ceremony event.

Mrs. Becker reported the second place winners were the Pemberton/Becker family who donated there prize to the Richmond County Museum and the first place winners was Troop 333 who donated their winnings to their troop.

Mrs. Becker thanked Mr. Quicke for the Clean-up event idea and Mrs. Mothershead for all her help and work with the event.

MR. BILL DOYLE- RAPPAHANNOCK COMMUNITY COLLEGE

Mr. Doyle presented the Board with a proposal for Rappahannock Community College Warsaw Campus, Tennis Courts Renovation project.

Mr. Doyle mentioned the courts have normal wear and tear, along with weather-related damage from freezing and thawing. Mr. Doyle noted it has resulted in large cracks and uneven surfaces on all four courts; two of the four courts are presently closed.

Mr. Doyle noted the renovation involves milling down the courts and replacing the surface at the current grade.

Mr. Doyle mentioned proposing a College/Community Partnership to renovate the courts. Mr. Doyle noted estimated total costs at $200,000 (Subject to state agency bidding process.)

- RCC $80,000
- Richmond County $50,000
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- Richmond County Public Schools $25,000
- Town of Warsaw $15,000
- Sponsorships/Fundraising $30,000
- Total= $200,000

Mr. Doyle mentioned he proposes to finance the project upfront, with each partner paying its share over a three-year period in equal installments plus modest interest/fees.

Mr. Doyle noted there would be a discussion with the Local College Board May 22nd for approval of the project and financing approach.

Mr. Thomas suggested if the funds exceeded the goal by fundraisers and sponsorships, could it be given back to the Town of Warsaw, Public Schools, and Richmond County. Mr. Doyle noted that would be a reasonable approach.

Mr. Quicke asked the Board if they would support this project to move forward with the Community College.

PUBLIC COMMENT

There is no public comment.

OLD BUSINESS

EXPANSION OF TIRE COLLECTION- NEWLAND/ FARNHAM

Mr. Quicke mentioned tires have been collected daily at Indianfield with great success.

Mr. Quicke brought the idea of collecting tires at the Farnham and Newland facilities up for discussion.

Chairman Sanders suggested doing a trial for 6 months at each facility.

"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 rent 2 more containers for a six month trial at the Newland and Farnham facilities."

NEW BUSINESS

FY20 REVENUE ANTICIPATION NOTE

Mr. Quicke mentioned an RFP has been sent out and is due back May 24, 2019. Mr. Quicke noted the ask for the RAN is up to $3,500,000. Mr. Quicke mentioned the purpose for this additional amount is due to the potential land acquisition being discussed. Mr. Quicke also noted that if financing for the property was not finalized by the first of July, cash would be available to
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close on the property and then once financing was complete, the funds could be paid back to the RAN.

Mr. Quicke noted he is hopeful and optimistic that the other financing will come through as anticipated, and the RAN will be for only $2,750,000.

**BUDGET ADOPTION- NORTHERN NECK REGIONAL JAIL**

Mr. Quicke discussed the NNRJ Budget for Fiscal Year 2019/2020 as adopted by the Jail Board at the May meeting.

Mr. Quicke noted all localities are required to approve the annual operating budget as well. Mr. Quicke also noted this budget does not include a local contribution from the Counties for operations.

*“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 presented FY 19/20 NNRJ Budget.”*

**RICHMOND COUNTY DEBT ANALYSIS WORKSHEET**

Mr. Quicke reviewed documents that show the total outstanding long-term debt as of June 30, 2019, as well as yearly breakdowns of debt service.

Mr. Quicke noted debt service has been discussed throughout the budget process, but thought it was important for the Board to see what notes and types of payments they have, as well as when they expire.

**TOWN OF WARSAW- ELECTION EXPENSES**

Mr. Quicke discussed the Town of Warsaw Election (May 2020), which is brought up one year from Election, recommending that the County invoice the Town for costs associated with their May election every two years.

Mr. Quicke noted after speaking with the Registrar, this election process cost the County between $2,500-$3,000 every two years. Mr. Quicke mentioned other Counties he has spoken with do invoice their towns for local town elections when held in May.

Mr. Quicke mentioned should the Town move their election to November, their costs would be absorbed into regular election cost; therefore, the County would just cover 100% as usual.

Mrs. Cullison mentioned she has spoken with Town Council and Mr. Quiesberry, Town Manager, about moving Town Election to November because it is more cost efficient for all parties involved.

The Board gave Mr. Quicke consensus to move forward.
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ONGOING PROJECTS

CONSTRUCTION UPDATE- ANIMAL SHELTER

Mr. Quicke noted there is progress on this project. Mr. Quicke mentioned he is not sure if the June 15th date will be met, but does anticipate a June finish date.

RADIO SYSTEM UPDATE

Mr. Quicke mentioned the July 1st goal is still on track.

Mr. Quicke noted the microwave network has been ordered. Mr. Quicke also noted dispatch consoles are scheduled for install the week of May 13th.

Chief Paulette mentioned himself along with Lt. Conkle have been riding around to every fire house testing and making sure all equipment works properly.

BOARD APPOINTMENTS

"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 appoint Chris Bronner, as a Wetlands Board Alternate."

"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 appoint Vanelia Gallagher, as Citizen Member, for Northern Neck Planning District Commission."

MONTHLY APPROPRIATIONS- RICHMOND COUNTY DEPARTMENT OF SOCIAL SERVICES

"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 June 2019 appropriation of Richmond County Department of Social Services for $85,000.00."

MONTHLY APPROPRIATIONS- RICHMOND COUNTY SCHOOL BOARD

There is no June Monthly Appropriation for Richmond County School Board

MONTHLY SUPPLEMENTAL APPROPRIATIONS

"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 appropriate $17,822.31 for the Treasurer’s Office, error in motor vehicle rental tax."
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“On a motion made by the Board voted: 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 appropriate $114,454 for Richmond County Public Schools (School Security Equipment Grant $43,925.91; Insurance Proceeds – Tropical Storm Michael $23,481.22; Title I, Part A – Improving Basic Programs Grant $6,688.86; Title II, Part A – Supporting Effective Instruction Grant $36,683.00; IDEA Part B Section 611 – Special Education Grant $3,675.00).”

APPROVAL OF MINUTES – APRIL 11, 2019 & APRIL 18, 2019

“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 April 11, 2019 meeting as presented.”

“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 minutes from the April 18, 2019 Budget meeting as presented.”

OTHER BUSINESS

Mr. Thomas wished everyone a Happy Mother’s Day.

Mr. Parr thanked Mrs. Mothershead, Mrs. Becker, and Mr. Quicke for a great Anti- Litter event. Mr. Parr noted he has heard great feedback.

Chairman Sanders thanked Mr. Parr and his group for providing music at the litter event.

Mr. Quicke noted how good the Anti- Litter event was, and hopes to make it an every year event with more groups and participation.

Mr. Quicke mentioned the first annual employee luncheon will be held May 30th, 12 pm. -1 p.m. at the new EMS facility.

Mr. Quicke brought to the Boards attention a letter received from the YMCA, dealing with the land in front of the YMCA right off of the bypass. Mr. Quicke mentioned the County waived the potential buying of this property due to the possible interest in the YMCA. Mr. Quicke mentioned the YMCA has asked if the County could buy this property and give to the YMCA in lieu of an annual contribution.

Mr. Herbert noted he would like to see the Board work with the YMCA and VDOT on an agreement. Chairman Sanders requested a letter from the YMCA to the County addressing the situation.

“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 rescind the signed waiver form, allowing the County to renegotiate with VDOT.”
CLOSED SESSION

"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: as permitted by Virginia Code Section 2.2-3711(A)(1), a matter involving a personal matter involving administration."

"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: as permitted by Virginia Code Section 2.2-3711(A)(3), a matter involving the acquisition of public 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; William C. Herbert, II – aye; J. David Parr – 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

"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 offer $15,000.00 per acre for the purchase of TM No. 16-42 (13.149 acres), TM No. 24-6 (30.01 acres) and an approximate 3 acre portion of TM No. 17-33, all as described in the Real Estate Purchase Agreement."

"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 allow negotiation by County Administrator by submitting a counter-offer to Holtzman Propane, LLC in the amount of $42,500.00 per acre for the sale of a 3.010 acre parcel, fronting on History Land Highway and Commerce Parkway (portion of the Commerce Park)."

RECESS

Chairman Sanders recessed the meeting until 2019/2020 Budget Adoption at 7:00 p.m.

RECONVENE MEETING ON MAY 9, 2019 AT 7:00 P.M.

Present: F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Robert B. Pemberton, Member
William C. Herbert, II, Member
J. David Parr, Member
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Also Present:  R. Morgan Quicke, County Administrator  
Denise Dunaway, Finance Director  
Hope D. Mothershead, Planning/Zoning  
Susan Johns, School Board

Chairman Sanders called the meeting back to order.

FISCAL YEAR 2019-2020 BUDGET ADOPTION

Mr. Quicke advised the Board of a $14,000.00 discrepancy discovered in the FY20 Budget review. He noted that the numbers have been reviewed with the School and a solution has been put in place which will omit the school rent payment to the IDA for FY20. The FY21 budget will remedy the discrepancy going forward.

Mr. Quicke noted that the insurance renewal had been received for FY20 and the premium is approximately $8,000.00 higher than planned. He added that typically these figures are received prior to budget advertisement. A supplemental appropriation will be necessary.

Mr. Quicke added that the Registrar advised him of four elections in FY20 meaning that the part-time budget may need to be increased. Additionally, the Circuit Court Clerk may be in need of additional part-time budget funds.

Mr. Thomas filed a Virginia State and Local Government Conflicts of Interest Act Disclosure and Disclaimer Form, which states that he is a part-time employee with the Richmond County School Board, his wife is a full-time employee with Richmond County School Board and his sons, Richard Thomas, Jr. and David Thomas, are members of the Richmond County Volunteer Fire Department. (Exhibit I)

Chairman Sanders filed a Virginia State and Local Government Conflicts of Interest Act Disclosure and Disclaimer Form, which states that his son is a full-time employee with the Richmond County Department of Emergency Service. (Exhibit II)

Mr. Quicke provided the Board with two (2) Resolutions that need consideration for the FY20 Budget Adoption: Fiscal Year 2019-2020 Tax Resolution and Fiscal Year 2019-2020 Budget Resolution.

"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 adopt the following FY 19-20 Tax Resolution."

FISCAL YEAR 2019-2020 TAX RESOLUTION

After careful examination of the budget estimates, BE IT RESOLVED AND ORDAINED by the Board of Supervisors of the County of Richmond, Virginia that there be and is hereby levied for the Fiscal Year 2020 a tax of $0.70 per one hundred dollars of assessed valuation of taxable real estate located in this County; that there be and is hereby levied for the year 2020, a tax of $3.75 per one hundred
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dollars of assessed valuation of all taxable personal property of public service corporations, based upon
the assessment thereof fixed by the State Corporation Commission and duly certified; that there be and is
hereby levied for the year 2020, a tax of $3.75 per one hundred dollars of the assessed valuation of all
taxable, tangible personal property and farm machinery located in the County on January 1, 2019; that
there be and is hereby levied for the year 2020, a tax of $3.75 per one hundred dollars of assessed
valuation of all vehicles without motive power used as offices or for storage located in this County as of
January 1, 2019; that there be and is hereby levied, for the year 2020, a tax of $0.70 per one hundred
dollars of assessed valuation on all vehicles without motive power used as a manufactured home
residence; that there be and is hereby levied for the year 2020 a tax of $0.40 per one hundred dollars of
assessed value, based on 100% of depreciated value, on machinery and tools used in a trade or business
physically located in the County of Richmond; and, there be and is hereby levied for the year 2020 a tax
of $3.50 per one hundred dollars of assessed valuation of all inventory on hand as of January 1, 2019 in
any mercantile business located in Richmond County; that there be and is hereby levied, for the year 2020
an electric utility service tax in the amount of $0.015 per kilowatt hour delivered monthly to consumers
with respect to each electric utility service, provided that such tax shall not exceed $3.00 a month per
service. Personal Property Tax Relief Act Reform reimbursement rate shall be 47% for qualifying
vehicles. Richmond County Vehicle License tax shall be $32.50 for vehicles and $18.00 for motorcycles
for the year 2020.

BE IT FURTHER ORDERED that such taxes, when and if appropriated by the Board of Supervisors of this County, shall be used to defray county charges and expenses and all necessary charges
incident to or arising from the execution of the lawful authority of the Board of Supervisors of this
County.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

"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 adopt the following FY 19-20 Budget Resolution."

FISCAL YEAR 2019-2020 BUDGET RESOLUTION

EST. BEGINNING UNDESIGNATED GENERAL FUND BALANCE: $1,000,000

REVENUE ESTIMATES:
Local Sources ..............................................................................10,654,850
State Sources ................................................................................12,411,176
Federal Sources ..........................................................................1,518,325
Non-revenue Receipts (Transfers) ..................................................1,446,146

TOTAL ESTIMATED REVENUES .................................................$26,030,497

EXPENDITURE ESTIMATES:
General Government Administration ...........................................3,007,968
Judicial Administration .................................................................628,151
Public Safety ................................................................................2,851,154
Public Works ..............................................................................980,686
Health and Welfare ....................................................................2,400,871
Richmond County Board of Supervisors Minutes:
5/09/19, 5/23/19

Education:
Public Schools.................................................................15,511,958
Community College...........................................................10,924
Parks, Recreation and Culture.............................................161,789
Community Development....................................................280,828
Non-departmental..............................................................196,167

TOTAL ESTIMATED EXPENDITURES .......................................$26,030,497

EST. ENDING UNDESIgnATED GENERAL FUND BALANCE ............$1,500,000

BE IT HEREBY RESOLVED, That the Richmond County Board of Supervisors, after required Public
Hearing being held on April 18, 2019, duly adopts the Fiscal year 2019-2020 Budget this day of May 9,
2019.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Chairman Sanders noted that a citizen had approached him about amending the hunting law for
the use of a rifle during general hunting season. Mr. Quicke agreed to pull together information
on the request and bring it back to the Board for discussion.

Mr. Quicke added that he received a message from Holtzman Propane, LLC that they are
interested in the purchase of the 3.010 acre parcel at $40,000.00 per acre.

"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 schedule a public hearing for June 13, 2019 at 1:00 p.m. for discussion of the possible
sale (3.010 acres) to Holtzman Propane, LLC."

RECESS

Chairman Sanders recessed the meeting until May 23, 2019 at 5:00 p.m.

RECONVENE MEETING ON MAY 23, 2019 AT 5:00 P.M.

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
Hope D. Mothershead, Planning/Zoning

Chairman Sanders called the meeting back to order.
CLOSED SESSION

"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: as permitted by Virginia Code Section 2.2-3711(A)(3), a matter involving the acquisition of public 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; William C. Herbert, II – aye; J. David Parr – 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

"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 allow the County Attorney, County Administrator and/or Chairman of the Board of Supervisors to negotiate with Mr. Lamb (Belle Ville Enterprises) on the sale of 41 acres, more or less."

As to the Holtzman Propane sale of property (3.010 acres), a public hearing has been scheduled for June 13, 2019 at 1:00 p.m. It was a consensus of the Board to delay executing the contract until after the public hearing. Mr. Quicke agreed to update Holtzman Propane on the decision and advise them of the date of the scheduled public hearing.

ADJOURNMENT

After no further business, Chairman Sanders adjourned the meeting.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors
VIRGINIA STATE AND LOCAL GOVERNMENT CONFLICTS OF INTEREST ACT
DISCLOSURE AND DISCLAIMER

As permitted by Virginia Code §§ 2.2-3112(A)(2) and § 2.2-3115(H),

I, Richard E. Thomas,

in advance of the following transaction(s),

FY20 Budget Adoption,

hereby disclose that I have or may have a personal interest, as defined by the Virginia State and Local Government Conflicts of Interest Act (the “Act”), in that transaction, namely

1. I am employed by the Richmond County School Board on a part-time basis

2. My wife, Cynthia Thomas, is a full-time employee of the Richmond County School Board

3. My sons, Richard Thomas, Jr. & David Thomas, are both members of the Richmond County Volunteer Fire Department

and that I am member of a business, profession, occupation, or group the members of which are affected by the transaction, and that I am able to participate in the transaction fairly, objectively, and in the public interest.

Signed and filed with the Clerk of the Richmond County Board of Supervisors this 9 day of

May, 2019.

[Signature]
Supervisor

Print Name: Richard E. Thomas
VIRGINIA STATE AND LOCAL GOVERNMENT CONFLICTS OF INTEREST ACT
DISCLOSURE AND DISCLAIMER

As permitted by Virginia Code §§ 2.2-3112(A)(2) and § 2.2-3115(H),

I, ________________________________,

F. Lee Sanders

in advance of the following transaction(s),

FY20 Budget Adoption

hereby disclose that I have or may have a personal interest, as defined by the Virginia State and Local Government Conflicts of Interest Act (the “Act”), in that transaction, namely

My son, Garnet Sanders, is a full-time employee with the Richmond County Department of Emergency Services

and that I am member of a business, profession, occupation, or group the members of which are affected by the transaction, and that I am able to participate in the transaction fairly, objectively, and in the public interest.

Signed and filed with the Clerk of the Richmond County Board of Supervisors this 9th day of May, 2019.

[Signature]
Supervisor

Print Name: F. Lee Sanders