RICHMOND COUNTY BOARD OF SUPERVISORS
October 12, 2017

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 12th day of October, 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
William C. Herbert, II, Member
J. David Parr, 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
Stephan Smith, Sheriff
Stephen McKeever, VDOT
Greg Baker, Chief of Emergency Services
Dr. Greg Smith, Superintendent
John Brown, Chairman, School Board
Approximately 5 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 with an update on activities at the high school for homecoming week which always brings a fun atmosphere for the students. Dr. Smith also congratulated the golf team as Region 1A Champs and State Runner-up. Richmond County Public Schools has been awarded again this year a school security grant in the amount of $34,880.00, which continues to help with keeping the school safe. Dr. Smith noted that the open house for the Mackey Thompson Center was successful and he is happy that the school is back in it’s original use.
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VDOT

Mr. McKeever noted that VDOT is finishing mowing for the year and beginning preparation for snow removal. Dennis Maxey has been hired as the new maintenance manager for the local office. Mr. Thomas asked about the horse signs on Canal Road. Mr. McKeever was not aware of the placement of the signs. Mr. Thomas suggested that VDOT begin preparing for the Amish community to occupy portions of the area.

SHERIFF

Sheriff Smith presented the following report for the month of September 2017: 873 calls for service; served 247 civil papers; 24 arrests with 38 warrants served; and served 116 traffic summons. The jail population for the week in Richmond County was 30. Animal Control: 30 calls for service, 4 dogs transferred to Westmoreland Animal Shelter.

Sheriff Smith’s report included that the department was preparing for Warsaw Fest and Octoberfest. Sheriff Smith was happy to announce that the department was chosen by FN America to receive four law enforcement grade patrol rifles. An update on Officer Taylor was given after an accident near the high school. Sheriff Smith noted that Officer Taylor was found not to be in fault and is back at work.

TREASURER

Kristie Brann, Treasurer, presented the Trial Balance Report for the month of September, 2017. Mrs. Brann noted that personal property bills have been mailed. Mrs. Brann gave an update on the land sales for delinquent taxes, noting that 40 parcels were left in the system for sale at the time of the meeting.

COMMISSIONER OF THE REVENUE

Jennifer Delano, Commissioner, presented the statistics from the 2017 personal property book, with an increase from the 2016 levy of $137,508.87. Mrs. Delano added that the public service values were increased mostly by the Northern Neck Electric Coop. new facility.

PLANNING/ZONING/LAND USE

Barry Sanders advised the Board that 10 new projects began in September, 2017. Mr. Sanders added that Manufactured Homes have been on a rise during the past year. The Food Lion renovations are complete. Mr. Sanders indicated that China Inn is in the process of beginning renovations.

Mr. Sanders noted that the Planning Commission met on October 10, 2017 and voted on amendments to the Zoning Ordinance concerning hydraulic fracturing. The Planning Commission has asked the Board to hear the amendments at a Public Hearing.
“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 schedule a public hearing for November 9, 2017 at 7:00 p.m. to hear comments on the proposed changes to the zoning ordinance.”

Mr. Sanders added that he has talked to the Planning Commission about beginning a review of the Comprehensive Plan in early 2018.

As to the Board of Zoning Appeals, the members met on September 26, 2017 and approved a request from Atack Properties for land owned on Riverview Road.

**EMERGENCY SERVICES**

Greg Baker presented the following EMS report for the month of September: 126 calls in Richmond County; 4 calls for mutual aide into Richmond County; 5 calls for mutual aide to bordering counties and 3 fly outs. Mr. Baker advised the Board of a $25,000 grant from USDA towards the purchase of a new ambulance and a $2,700 grant from VDEM to use for an accountability system. The accountability system will be used in conjunction with the Volunteer Fire Department. Mr. Baker noted he is looking forward to a new radio system. A recent fire incident demonstrated the need for an updated system.

**FEDERAL ENGINEERING RADIO STUDY UPDATE – PHASE I REPORT**

Mr. Quicke indicated that the phase I report had been received from Federal Engineering. The report includes feedback on the current ICOM system. Mr. Quicke noted that the study will help us determine if it is worth putting money into the old system or if it is more beneficial to tie into a new system. The report indicates the portable on-street talk-in coverage is 66% of the County and in-building talk-in coverage is 34% of the County.

Mr. Thomas commented that he thought it was of utmost importance to have proper communications in place for the EMS, Fire Department and Sheriff’s Department.

Mr. Parr asked if any County was live on the shared system that is being investigated. Mr. Baker advised that King & Queen is live and Essex will soon be connected.

Mr. Quicke noted that joining with the shared system with an adjacent County would require monthly user fees for each unit but would be more cost effective than an installed system, owned solely by Richmond County. The shared system would allow for approximately 96% coverage in bleed-over, which is a benefit to the County.

Mr. Baker also added that Riverside Tappahannock Hospital and Haynesville Correctional Center are also looking to come on board with the system.
OLD BUSINESS

VIRGINIA AUDITOR OF PUBLIC ACCOUNTS - FISCAL STRESS INDICATOR – UPDATE

Mr. Quicke advised that on Friday, September 29th, the initial call was held with the Office of the Auditor of Public Accounts (APA) regarding the Fiscal Distress Warning System established by the State. Supervisor Herbert and Supervisor Parr participated in the phone conference as well.

Overall, the call was very positive. The APA was very complimentary of the County’s response to the notification, and how the County has worked over the past three budgets to reshape the County finances to regain financial stability. The APA indicated that at this time the follow up with Richmond County for 2017 was complete.

Mr. Quicke continued to say that this is a process that will be studied yearly, and the quicker Richmond County can get the unassigned cash balance up, the quicker it will be off of the annual watch list. Mr. Quicke did note that during the call with APA, twice per year tax collection was mentioned. This is not a topic that is being pursued now since the budget is directing the unassigned cash balance up.

Mr. Herbert added that he thought the meeting was very positive and the State appreciated Mr. Quicke’s proactive response to the situation.

BALDERSOON REQUEST – CHICKENS

Mr. Quicke discussed a citizen that has made a request that the County reimburse her for killed chickens pursuant to the Code of Virginia Section 3.2-6553. Ms. Balderson had 10 of her chickens killed in June by stray dogs. Upon her finding, she called the Animal Control Officer (ACO) to respond to the incident. Virginia Code requires a payment of up to $10 per fowl for this sort of incident.

“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 pay Carolyn Balderson $10.00 per chicken killed, $100.00 total, pursuant to Virginia Code Section 3.2-6553.”

NEW BUSINESS

REVIEW OF 2017 GOALS AND PROPOSED 2018 GOALS

Mr. Quicke reminded the Board about the goals that were adopted for 2017 to help guide the County through the year. It is time to review the progress of the 2017 goals and begin crafting 2018 goals. It was a consensus amongst the Supervisors that the prepared list of 2018 goals was a good plan and would help lead the County in the right direction.
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 Richmond County Goals - 2018.”

RICHMOND COUNTY GOALS – 2018

- Continue to improve Fund Balance and Finances of Richmond County, through conservative budgets and management of taxpayers’ dollars.
  - Continue to contribute $150,000 to the un-assigned Fund Balance in FY19.
  - Strive to reach un-assigned Fund Balance of 15% of yearly operating budget by end FY22.
  - Strive to be above the Auditor of Public Account’s Fiscal Distress Warning system of 16% by end FY19 or June 30, 2019.

- Monitor and manage the construction of the EMS Facility and Animal Shelter as it pertains to quality and budget.
  - Work to find a re-use of the current EMS property, or decide to surplus and dispose of.

- Continue maintaining and improving the buildings and facilities around the Courthouse, through the Capital Improvement Plan, primarily:
  - Roof of the County Office Building – Continue to monitor
  - Painting of outside trim on County Administration’s Office, as well as repairs to slate roof.

- Continue to market property at the Richmond County Commerce Park for further sales.

- Improve IT network for all County functions.
  - Additional dedication of $75,000 in FY19 CIP to go with FY18 $75,000 dedication.

- Continue Code Enforcement on blight – (junk cars, junk boats, dilapidated structures, appliances, etc)

- Begin review of County Comprehensive Plan, which was adopted in 2013.
  - The Code of Virginia requires each locality to have a Comprehensive Plan adopted every ten years, and reviewed every five. May 2018 will be five years since the last adoption of the plan. The Planning Commission will be tasked with leading this effort for the County.

- Begin process of moving the Richmond County Department of Social Services to the County IDA Building on Walnut Street.
  - Our current lease expires June 1, 2022.
  - The IDA building could need approximately $100,000 of work done prior to being a suitable location for DSS, therefore saving $25,000 each year (FY19, FY20, FY21, and FY22) through the Capital Improvement Plan will allow the County to make this investment.

- County Broadband Study and expansions
  - Pursue possible Broadband Grants for funding through GO Virginia and DHCD in partnership with the Northern Neck Planning District Commission.

- Continue Focus on Capital Improvement Plan
  - Funding – Increase FY19 CIP Contribution from $83,500 to $100,000
  - Critical and Necessary Projects

- Strive to create and market the newly founded Department of Emergency Services Auxiliary Volunteer Program, and County sponsored EMT-Basic Course.

- Continue to address the County’s Emergency Radio System and work to implement the recommendations made by Federal Engineering whether through improvements and modifications to our current ICom system, or through implementation and deployment of the newly created Middle Peninsula Radio Plan including the Counties of King and Queen and Essex.
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- Continue to support our volunteer and community organizations, organizations that include our Volunteer Fire Department, YMCA, Little League, Public Library, Free Health Clinics, The Haven, Bay Transit, Northern Neck Food Bank and others.
- Procure firm for General Reassessment in time for January 1, 2019 start and January 1, 2020 effective date.

PROPOSED CREDIT CARD POLICY

Mr. Quicke advised that at the conclusion of the last audit, the auditors recommended the County adopt a formal credit card policy for County credit card use. Although no formal policy is in place currently, our oversight on credit card use is still very thorough, this policy would only put in writing proper uses and handling of the cards.

*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 Credit Card Policy."

RICHMOND COUNTY, VIRGINIA - CREDIT CARD POLICY

GENERAL FINANCE PROVISIONS

The purpose of this policy is to establish guidelines for Richmond County to provide for the issuance of charge cards to employees for the purpose of covering expenses incident to authorized travel and enabling a cost-effective, convenient and streamlined method of purchasing items. Reports on cardholder activity enable Richmond County to capture information necessary to better manage Richmond County’s purchasing activities.

Authority
Credit cards are authorized to use for official Richmond County purchases and acquisitions and pursuant policies and procedures adopted by the Richmond County Board of Supervisors.

Individual Credit Card Holders
A credit card may be issued to an individual who is an official or employee for Richmond County.

Procedures of Obtaining Credit Cards
1. Richmond County may establish a credit card in the name of a Richmond County official or employee with a financial institution provider for Richmond County business use only. The Richmond County official or employee must receive monthly statements from the financial institution provider. More than one card may be obtained for various accounts.
2. The County Administrator’s Office shall establish procedures and forms for implementing and monitoring a credit card purchasing program through a financial institution provider that includes, but is not limited to, the following:
   (a) A dollar limitation on the credit card;
   (b) A dollar limitation of purchasing authority assigned to the cardholder per transaction made with the credit card;
   (c) A dollar limitation of purchasing authority assigned to the cardholder for the total of all charges made during each monthly billing cycle.
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Authorized Card Use
1. Cardholders are authorized to use the card to purchase merchandise or services required as a function of their duties. Unauthorized and/or inappropriate card use is addressed in the next section of this procedure.
2. A purchase made with a credit card may be made in-store, by telephone, fax, internet, or U. S. mail.
3. If a credit card is issued for the purpose of covering expenses relating to authorized travel, upon billing or no later than thirty days of the billing date, the official or employee using a credit card issued under this section shall submit a fully itemized travel expense voucher. Any charges against the credit card not properly identified on the travel expense voucher shall be paid by the official or employee by check or salary deduction.

Unauthorized and/or Inappropriate Card Use
1. Credit cards must never be used to purchase items for personal use or for non-Richmond County purposes, even if the cardholder intends to reimburse Richmond County. Unauthorized and/or inappropriate card use includes, but is not limited to:
   a) Items for personal use;
   b) Items for non-Richmond County purposes;
   c) Cash or cash advances;
   d) Food or beverages for an individual employee. (However, authorized cards may allow for food and non-alcoholic beverages for business-related meetings and travel in compliance with system procedures and after obtaining approval for special expenses.);
   e) Alcoholic beverages;
   f) Weapons of any kind or explosives (except authorized Sheriff’s Department purchases);
   g) Relocation expenses;
   h) Entertainment; and
   i) Recreation.

Disciplinary Action
1. A cardholder who makes an unauthorized purchase with the card or uses the card in an inappropriate manner will be subject to revocation of the credit card and disciplinary action including restitution to Richmond County for unauthorized purchases, possible card cancellation, possible termination of employment and criminal prosecution.
2. If any item purchased with a credit card is not acceptable, arrangements must be made for a return for credit or an exchange. A cash refund or check is prohibited unless the vendor insists that a refund must be by cash or check, and then the funds must be submitted immediately to Richmond County Treasurer.
3. If, for any reason, disallowed charges are not repaid before the charge card billing is due and payable, Richmond County shall have a prior lien against and a right to withhold any and all funds payable or to become payable to the official or employee up to an amount of the disallowed charges and interest at the same rate as charged by the company which issued the charge card. Any official or employee who has been issued a charge card by Richmond County shall not use the card if any disallowed charges are outstanding and shall surrender the card upon demand of the County Administrator or auditing officer. Richmond County shall have unlimited authority to revoke use of any charge card issued under this section, and, upon such revocation order being delivered to the charge card company, shall not be liable for any costs.

Responsibility and Accountability
It is the responsibility of each individual cardholder to:
1. Safeguard the credit card and credit card account number at all times; lost or stolen credit cards must be reported immediately to the credit card agency and the Richmond County Administrator’s Office.
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2. Keep credit card in a secure location at all times;
3. Obtain and retain original itemized receipts for goods and services purchased. An employee may be allowed to file an affidavit in lieu of a receipt if the original receipt is lost or a receipt is not obtained;
4. Review in a timely manner monthly statements from financial institution provider for accuracy and ensuring all transactions posted are legitimate transactions made by the cardholder. Receipts and/or packing slips and the customer’s copy of the charges must be attached to the monthly statement. The authorized use of the credit card must sign the statement that the goods have been received;
5. Submit the statement and documentation in a timely manner to the County Administrator’s Office for payment processing;
6. Surrender the credit card and corresponding support documentation to the County Administrator’s Office upon separation from Richmond County.
7. Take any other steps necessary to ensure that the credit card is used only for authorized purposes.

Periodic Reviews
The Richmond County Administrator’s Office shall conduct periodic reviews for proper card use and all records will be audited from time to time.

WALNUT STREET DAYCARE – VACATION OF PROPERTY

Mr. Quicke advised the Board that effective October 13th, Walnut Street Daycare will be closing and will be out of the building by November 1st. Once the Daycare has vacated the property, the Maintenance Department will assess the needs of the building, etc. Mr. Quicke is in hopes that by the November Board meeting an itemized list will be available of the improvements needed prior to offering the building back for rent.

Mr. Quicke added that he has already received interest in the Property for future leases. Once the property is ready to be rented again, the County will need to advertise the property for lease, and interested parties will submit their bids back to the County for consideration.

2017 VACO VOTING CREDENTIALS

Mr. Quicke alerted the Board that VACO has asked the County to designate a voting representative at the annual meeting to be held next month at the annual conference. At this time, Mr. Pemberton and Mr. Herbert are registered to attend this conference.

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 appoint Supervisor Pemberton as voting representative and Supervisor Herbert as an alternate voting representative.”

ONGOING PROJECTS

CONSTRUCTION UPDATE – EMS AND ANIMAL SHELTER

Mr. Quicke updated the Board that the bid package for the projects were released to contractors on October 4th. The mandatory pre-bid meeting will be held on Monday, October 16th and bids will be due on October 26th.
Mr. Herbert inquired about responses to the Construction Inspector position. Mr. Quicke noted that he has not received many applications for the position and it will remain open until filed.

**BOARD APPOINTMENTS**

“On a motion made by F. Lee Sanders, 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 re-appoint Bea Sanders to the Social Services Board for a term ending December 31, 2021.”

“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 re-appoint Harry F. Smith, Jr. to the Board of Zoning Appeals for a term ending November 30, 2022.”

**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 appropriate $85,000.00 to the Richmond County Department of Social Services for the month of November, 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 $1,339,971.00 to the Richmond County School Board for the month of November, 2017.”

**SUPPLEMENTAL APPROPRIATIONS**

Mr. Quicke explained two (2) supplemental appropriations for the Board to consider:

“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 $4,862.38 to the EMS Supplies for a Vision Express Engraver, wherein grant funds were received in the amount of $2,431.19 and RCVFD contributed $2,431.19.”

“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 $6,453.28 to the Richmond County Public School Operational Account wherein a RCPS check was mistakenly deposited to the County account.”
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APPROVAL OF MINUTES – SEPTEMBER 14, 2017

Chairman Sanders asked for the addition of the public comment period (open and close) in the minutes.

“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 September 14, 2017 meeting, as amended.”

OTHER BUSINESS

Mr. Thomas wished everyone a Happy Halloween, encouraged everyone to vote on election day and is delighted with the outcome of the Mackey Thompson Learning Center.

Mr. Parr congratulated the golf team and also all other sports teams from Rappahannock High School. Mr. Parr also offered thanks to Mr. Quicke on his quick response to the fiscal distress warning.

Mr. Herbert thanked everyone involved with the Mackey Thompson Learning Center, congratulated the RHS golf team and thanked Mr. Quicke for his proactive response to the State on the fiscal distress matter.

Mr. Pemberton asked if it were possible to promote the idea of tax payments being allowed throughout the year even though Richmond County still has once-per-year billing.

Chairman Sanders offered thanks to Mr. Quicke for a job well done.

Mr. Quicke noted that the purchase contract for the land sale to Northern Neck Food Bank has been signed and closing should take place prior to December 31, 2017.

Mr. Thomas presented to Chairman Sanders a Supervisors Service Award from Virginia Association of Counties for 10 years of service to County government.

RECESS

Chairman Sanders recessed the meeting until 7:00 p.m. for advertised Public Hearing.

RECONVENE MEETING ON OCTOBER 12, 2017 AT 7:00 P.M. – PUBLIC HEARING

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
               Hope Mothershead, Administrative Assistant
               Barry Sanders, Director of Code Administration
               Jane Revere
               John W. Lewis

Chairman Sanders called the meeting back to order.

PUBLIC HEARING

In accordance with Section 15.2-2204 of the Code of Virginia, 1950 as amended and pursuant to Section 46.2-916.2 of the Code of Virginia, 1950 as amended, the Richmond County Board of Supervisors hereby give notice that a Public Hearing will be held starting at 7:00 p.m., Thursday, October 12, 2017 in the Richmond County Public Meeting Room, 101 Court Circle, Warsaw, Virginia 22572.

The purpose of the Public Hearing is to consider an ordinance which will allow the use of golf carts and utility vehicles on a public highway along Rose Hill Drive, Cavalier Trail and Poplar Court in Richmond County.

Mr. Quicke addressed the Board and informed them of the proposed Golf Cart ordinance applicable to the Rose Hill Community. He noted that Cavalier Trail was in the draft ordinance but would need to be removed since it is a private road. Mr. Quicke also indicated that he had received a letter from Sheriff Smith in agreement with the request of golf cart usage in the Rose Hill Subdivision.

Chairman Sanders expressed concern about including utility vehicles in the ordinance. After discussion amongst the Supervisors, it was decided to remove the wording “utility vehicles”.

Chairman Sanders opened the floor to the public.

With no comments from the public, Chairman Sanders closed the public hearing.

“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 adopt the following Ordinance (Golf Carts on Public Highways).”

GOLF CARTS ON PUBLIC HIGHWAYS

Adoption of Ordinance

The Board of Supervisors of Richmond County, pursuant to Sections 46.2-916.2 and 46.2-916.3 of the Code of Virginia, as amended, does hereby adopt the following Ordinance.
Designation of public highways for golf cart operation.

The operation of golf carts from the beginning to the end of Rose Hill Drive and Poplar Court in Richmond County is hereby authorized.

Limitations on golf cart operations on designated highways.

a) A golf cart may be operated only on designated public highways where the posted speed limit is twenty-five (25) miles per hour or less. No golf cart shall cross any highway at an intersection where the highway being crossed has a posted speed limit of more than twenty-five (25) miles per hour;
b) No person shall operate any golf cart on any public highway unless he has in his possession a valid driver’s license;
c) Every golf cart, whenever operated on a public highway, shall display a slow-moving vehicle emblem in conformity with Section 46.2-1081, Code of Virginia, 1950, as amended; and
d) Golf carts shall be operated upon the public highways only between sunrise and sunset, unless equipped with such lights as are required in Article 3 (Section 46.2-1010 et seq.) of Chapter 10 for different classes of vehicles.

Installation and continuing maintenance of signs.

It shall be the responsibility of the citizens where the designated streets are located to install and maintain one sign on each of the streets indicating that golf carts use the road. The design, form and placement of the signs shall be pre-approved by the County.

Adopted: October 12, 2017

Attest: ________________________________
R. Morgan Quicke,
County Administrator

ADJOURNMENT

After no further business, Chairman Sanders adjourned the meeting.

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F. Lee Sanders, Chairman
Richmond County Board of Supervisors