RICHMOND COUNTY BOARD OF SUPERVISORS
November 8, 2018

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 8th day of November 8, 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
Steve Smith, Sheriff
Mitch Paulette, Chief, Emergency Services
David Thomas, Asst. Chief, RCVFD
Kristie Brann, Treasurer
Jennifer Delano, Commissioner
Dr. Smith, Richmond County Public Schools
Carter White, VDOT
Mr. Ed Brown, Richmond County Fair Association
Approximately 12 others.

CALL TO ORDER

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

RESOLUTION

Ann Sanders along with her husband Tim Laynor presented the County with a Christmas Ornament representing Richmond County and its theme to go on the Governor’s Mansion Tree.

Chairman Sanders with David Parr presented Mrs. Sanders a resolution honoring her volunteer work.

“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 THE VOLUNTEER WORK OF RICHMOND COUNTY NATIVE MRS. VIRGINIA ANN SANDERS

WHEREAS, Mrs. Virginia Ann Sanders is a Richmond County Native and was recently recognized by United States Congressman, Robert J. Wittman, of Virginia’s First District for her tireless dedication to volunteerism; and

WHEREAS, Mrs. Sanders was awarded the title of Kentucky Colonel in 2001, the Silver and Gold President’s Volunteer Service awards in 2011/2012 and the President’s Lifetime Achievement Volunteer Service Award in 2017, with over 4,000 hours of service hours; and

WHEREAS, the crafting and clowning skills of Mrs. Sanders have been graciously donated to many organizations and causes over her years of volunteering, including: Clowns of America International, Kolonial Klowns of Williamsburg, Alley No. 357, Rainy Day Kids, The Humane Society, the Salvation Army, Sgt. Santa, Camp Sunlight for Children with Xeroderma Pigmentosum, Operation Christmas Child, the Special Olympics at the University of Richmond, American Red Cross, the children of Haiti, Samaritan’s Purse, Stonehouse Preschool, Menokin Baptist Church, Church of Good Shepherd, Jamieson Memorial United Methodist Church and Buffalo Baptist Church; and

WHEREAS, her time spent volunteering her crafts and skills has greatly impacted the lives of many children and adults whether they were in good time or bad; and

WHEREAS, for the past few years, Mrs. Sanders has created wonderful and unique ornaments on behalf of Richmond County for the annual Christmas Tree at the Virginia Governor's Mansion; and

NOW THEREFORE, BE IT RESOLVED by the Richmond County Board of Supervisors, that we honor, congratulate and thank Mrs. Sanders for her tireless dedication to others, for always creating a positive impact to those she interacts with and for always representing Richmond County in a proud way; and

BE IT FURTHER RESOLVED that a copy of this resolution be entered into the minutes of the Richmond County Board of Supervisors on this day, November 8, 2018.

______________________________________________________
F. Lee Sanders, Chairman

MONTHLY STAFF REPORTS

RICHMOND COUNTY PUBLIC SCHOOLS

Dr. Smith mentioned Richmond County held there monthly Board meeting for November starting by discussing the damages experienced from hurricane Michael. Dr. Smith noted the Schools sustained damage to their roofing system, windows, water damage to the gyms that are
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currently in the process of being repaired, classroom and ceiling damage. Dr. Smith also noted the school lost about $10,000 worth of spoiled food.

Dr. Smith stated December 21st and February 18th will now be school days for Richmond County to make up from Storms.

Dr. Smith mentioned with the Federal Foods Program Award in place, there has been an 19% increase of students that participate in breakfast and 25% increase in lunch participation in comparison last year to this year. Dr. Smith reported he feels this program is very successful.

Dr. Smith invited the Board and members of the County to their annual Holiday Luncheon on December 12th at 12:30pm held at the Technical Center.

VDOT

Carter White reported during the Hurricane there were about 30-50 roads closed and now they are all repaired and reopened.

Mr. Thomas suggested a Speed Study be done on Folly Neck Road and different signage be put in place due to the increase of foot, bicycle, and future horse and buggy traffic to accommodate all.

Mr. White mentioned a sign sketch for the 60 mph speed change along Route 3 has been received. Mr. White noted he would get an update soon of when they will be put in place.

SHERIFF

Sheriff Smith presented the following report for October 2018: 880 calls for service; 285 civil papers; 36 arrests with 49 warrants served; and 55- traffic summons.

Sheriff Smith noted that as to the animal control division, there were 40 calls for service in October 2018, with 4 dogs transported to the Westmoreland Animal Shelter.

Sheriff Smith reported during the Hurricane, the office received calls and all were handled well with the Sheriff’s Office, VDOT, and Emergency Services.

Sheriff Smith noted the Department helped the Town Police with Warsawfest and Octoberfest.

Sheriff Smith mentioned he attended an animal shelter management school in Harrisonburg for the past few months. Sheriff Smith noted he has been working on policy and procedure along with other required paperwork.

Sheriff Smith noted the Sheriff’s Office participated in Newland Firehouse trunk or treat, along with the Town of Warsaw’s trunk or treat as well.
Sheriff Smith mentioned he met Delegate Margaret Ransone to discuss School Mental Health Issues. Sheriff Smith noted the Warsaw Christmas Parade will be held December 8th on Main Street.

**TREASURER**

Kristie Brann, Treasurer, shared trial balances with the Board members and noted that the uncollected real estate tax amount for 2018 was $7,363,596.45

Mrs. Brann noted Personal Property bills were mailed out November 2nd. Mrs. Brann mentioned 4,910 bills were processed.

**COMMISSIONER OF REVENUE**

Mrs. Delano reviewed the statistics from the 2018 personal property book compared to 2017.

Mrs. Delano updated the Board with the 2020 General Reassessment. Mrs. Delano noted after speaking with Fred Pearson once access is available to the data, they will start doing sales studies in hopes to roll out field inspections at the beginning of 2019.

**PLANNING/ZONING/ LAND USE**

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

Mrs. Mothershead noted Planning Commission met on November 5th. Mrs. Mothershead mentioned general discussion was held together with the election of Chairperson and Vice Chairperson for 2019. Mrs. Mothershead also mentioned vacancies would be discussed later in the meeting as the term of Clifton Jenkins ending at the end of next month, and also Jesse Clark who is stepping down from the Commission due to personal reasons.

Mrs. Mothershead noted Household Hazardous Waste Collection day was held on October 20th. Mrs. Mothershead also noted that Collection was steady throughout the day and waste was collected from 53 vehicles, amounting to 5,222 lbs. of HHW and 1,065 lbs. of E-Waste.

Mrs. Mothershead mentioned Wetlands Board met on October 25th wherein a joint application was approved for reconstruction of an existing timber bulkhead. Mrs. Mothershead noted the next Wetlands hearing will be held on November 29th at 7pm.

Mrs. Mothershead noted the Anti-Litter Committee is scheduled to meet on November 13th. Mrs. Mothershead also noted the committee is excited about the placement of the tire container at the Indianfield dumpsite. Mrs. Mothershead mentioned the Richmond County Anti-Litter Committee was awarded $1000 through DEQ competitive litter prevention and recycling grant. Mrs. Mothershead also mentioned these funds will be assigned to the cleanup of the Union Mill Road Area.
Mr. Quicke reported the tire container was delivered October 31st. Mr. Quicke noted he visited the site recently and the container has about 25 tires collected already.

Barry Sanders reported 24 new Building projects beginning in October, 2018 with $3,042 fees collected and total construction cost of $836,619.

Mr. Sanders noted there were only 2 reports of storm damage reported and both were basement wall failures.

Mr. Sanders reported the Farnham Dollar General hopes to be finished in the middle of December.

Mr. Sanders mentioned a certificate of Occupancy was issued for the new EMS Facility.

Mr. Quicke introduced Clay Woolard, who will be taking over as the new Building Inspector once Mr. Sanders retires at the end of December.

**EMERGENCY SERVICES**

Chief Paulette noted during the storm everyone worked well together and no injuries were reported.

Chief Paulette addressed the Board and gave the following report for the month of October 2018: Richmond County Department of Emergency Services ran 130 calls for service with 87 transports in October. Total collected revenue recovery for the month was $25,007.44.

Chief Paulette noted on October 11th the on-duty crews, along with RCVFD, went to Mackey Thompson Learning Center to speak with the kids about fire safety and let them tour the units.

Chief Paulette mentioned the weekend of the 12th was a busy one with multiple events being held in town. Chief Paulette noted that on the 13th crews were at the gun show put on by RCVFD and at Warsawfest and Octoberfest. Chief Paulette happily reported there were no reports of injuries from either event all weekend.

Chief Paulette noted himself along with Captain McDaniel on the 18th has a 2 hour refresher class on CodeRED system to go over recent updates that will make alerting residents quicker and easier at times of emergencies.

Chief Paulette mentioned on the 25th Liz Smith from Richmond County Social Services held training on mandatory reporting issues that may arise with APS cases that EMS may encounter on a call.
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Chief Paulette noted the 27th Engine Co. 3 in Newland held their annual Trunk or Treat. Chief Paulette also mentioned the department Tahoe was decorated and candy was handed out to all the kids.

Chief Paulette mentioned on the 31st EMS attended the trunk or treat in Warsaw at the Town Park and again had the Tahoe decorated and handed out candy to all the kids, and some parents who looked like they needed a little sugar rush.

Chief Paulette announced one of the EMS full time providers, Aaron Horton and his wife, welcomed a healthy baby girl into this world on October 24th. Chief Paulette reported mom, baby, and dad are all doing well.

Chief Paulette reported that Ben Hall successfully passed his National Registry EMT exam. Chief Paulette noted Ben is also a member of the RCVFD and recently took and passed his FF1 as well as being awarded the PEMS student of the year award and scholarship as well as attending Jefferson College to further his studies in Fire and EMS.

Chief Paulette mentioned the next EMT class is in the schedule for January 2019.

**RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT**

Asst. Chief David Thomas reported October 2018 Richmond County Fire Department ran 44 calls for service with Company 1 ran 21 calls with 2 EMS assist, Company 2 ran 13 calls, and Company 3 ran 10 calls with 2 EMS assist.

Asst. Chief Thomas noted there was a good turnout at the Gun Show even with some of the County without Power due to the storm. Asst. Chief Thomas also noted they are currently in the planning stages for another show Spring 2019.

**MR. ED BROWN- RICHMOND COUNTY FAIR ASSOCIATION**

Mr. Brown reported the 30th annual Richmond County Fair held August 7th-11th, had a good turnout with approximately 8400 people in attendance.

Mr. Brown mentioned Rosedale Attractions has informed the fair association that due to their route changes and the fair dates they will not be able to provide entertainment for the fair next year. Mr. Brown noted they have secured the services for Cole Entertainment to provide the carnival entertainment at the 2019 Fair. Mr. Brown also noted he is looking forward to the change and the new attractions.

Mr. Brown mentioned the exhibit hall was based on a points reward system and had a payout of $5,020 funding three scholarships.

Mr. Brown noted Memorial Hall has been improved by adding a cover addition over the existing concrete pad.
PUBLIC COMMENT

There is no public comment.

OLD BUSINESS

RICHMOND COUNTY BOARD OF SUPERVISORS GOALS- 2019

Mr. Quicke reviewed the 2019 proposed goals.

“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 2019 goals.”

RICHMOND COUNTY GOALS – 2019

▪ Continue to improve Fund Balance and Finances of Richmond County, through conservative budgets and management of taxpayers’ dollars.
  o End FY19 with an unassigned fund balance of $1,000,000.
  o Continue to contribute $150,000 to the unassigned fund balance in FY20
  o Strive to reach unassigned fund balance of 15% of yearly operating budget by end FY22.

▪ Continue to maintain and improve the buildings, facilities and properties owned by the County through proper maintenance and funding.
  o Roof of County Office Building – Continue to Monitor and Maintain
  o Painting of outside trim of County Administrator’s Office
  o Convenience Center Improvements – Compactor Pads

▪ Continue to maintain and improve the internal infrastructure of Richmond County, through proper maintenance and funding.
  o Improve IT network for all County functions.
    ▪ Current balance - $125,000 – FY20 contribution -$25,000
  o Dispatch CAD Records Management Implementation
    ▪ $75,000 Grant/$75,000 Local Cost

▪ Continue to fund the Richmond County Capital Improvement Plan through yearly cash contributions.
  o History of CIP Contributions:
    ▪ FY14 - $0
    ▪ FY15 - $0
    ▪ FY16 - $25,000
    ▪ FY17 - $75,000
    ▪ FY18 - $83,500
    ▪ FY19 - $100,000
    ▪ FY20 - $125,000
Monitor and manage the construction of the Richmond County Animal Shelter as it pertains to quality and budget.
  - Be under construction by January 1, 2019
  - Be operational within facility by July 1, 2019.

Work to find a re-use of the current EMS facility, or market for sale to the general public.

Continue to market property at the Richmond County Commerce Park for sale.

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

Finalize review of Richmond County Comprehensive Plan, which was adopted in 2013.

Review Richmond County Code of Ordinances for updates and amendments.

County Broadband Expansions
  - Continue to work with Atlantic Broadband within areas of the County that are currently un-served.
  - Work with NNPDC and Atlantic Broadband on VATI Grant Application

SmartScale – Route 360 and Newland Road Turn Lane Improvements
  - Work with VDOT through the SmartScale process to identify solutions to improve the Route 360/Newland Road intersection through west bound turn lanes.

EMT-B Course and Auxiliary Program
  - Offer one EMT-B course each year to continue training individuals for a career in the EMS field.

Continue to work on the launch of a new Emergency Radio System, in cooperation with King and Queen County and Essex County.
  - Strive to be live on the system no later than March 1, 2019.

Support General Reassessment.
  - General Reassessment of Real Estate within Richmond County will be ongoing from January 1, 2019 – December 31, 2019.

Continue to support all volunteer and community organizations that include the Volunteer Fire Department, YMCA, Little League, Public Library, Free Health Clinics, The Haven, Bay Transit, Northern Neck Food Bank, Rappahannock Community College and others.

RESOLUTION- RICHMOND COUNTY CODIFICATION ORDINANCE

Mr. Quicke discussed the Richmond County Codification Ordinance Resolution. Mr. Quicke noted the County has been working on this project for over 10 years, and with the hard work of Richard English, Denise Dunaway, and Hope Mothershead, it was accomplished.

Mr. Quicke mentioned beginning in 2019 he hopes to start going through the Ordinance and begin amending, or deleting ordinances as needed in order to bring the laws of Richmond County to as current as possible.
Mr. Quicke noted this resolution legally codifies the already adopted ordinances into a codified format, and does not change, alter, delete or add any ordinances to the County Code that have not been through the proper format of advertising and 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 resolution.”

AN ORDINANCE ENACTING A COMPILED CODE OF ORDINANCES FOR RICHMOND COUNTY

WHEREAS, the present general and permanent ordinances of Richmond County are inadequately arranged and classified; and

WHEREAS, the Board of Supervisors of Richmond County has authorized a general compilation and codification of the ordinances in book form; and

NOW, THEREFORE, BE IT ORDAINED by the Richmond County Board of Supervisors that:

Section 1. The general ordinances of Richmond County as restated, codified and compiled in book form are hereby adopted as and shall constitute the “Richmond County, Virginia Code of Ordinances.”

Section 2. Such Code of Ordinances as adopted in Section 1 shall consist of the following titles: GENERAL PROVISIONS, ADMINISTRATION, PUBLIC WORKS, TRAFFIC CODE, GENERAL REGULATIONS, BUSINESS REGULATIONS, GENERAL OFFENSES, LAND USAGE, TABLE OF SPECIAL ORDINANCES.

Section 3. All provisions of such Code shall be in full force and effect from and after the date of this Ordinance. The provisions appearing in this Code, so far as they are the same as those of the ordinances of Richmond County, Virginia, shall be considered as continuations thereof and not as new enactments. No lapse in such ordinance is intended.

Section 4. Any and all additions and amendments to such Code, when passed in such form as to indicate the intention of the Board of Supervisors to make the same a part of such Code, shall be deemed to be incorporated in such Code, so that reference to such Code shall be understood and intended to include such additions and amendments.

Section 5. This ordinance, and the Code adopted hereby, shall become effective on this date.

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F. Lee Sanders, Chairman
Richmond County Board of Supervisors

NEW BUSINESS

ORDINANCE DISCUSSION- TAX RELIEF FOR THE ELDERLY AND DISABLED
Mr. Quicke noted the recommended changes to the Tax Relief for the Elderly and Disabled Ordinance.

Mrs. Mothershead discussed the proposed changes are minor in nature, and add to the ordinance the inclusion of “Manufactured Homes” as qualifying Real Property to become consistent with the Code of Virginia.

Mrs. Mothershead mentioned she would like to have these changes in place prior to applications going out in January.

“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 hold a public hearing December 13th at 7pm, to discuss possible amendments to the Tax Relief for the Elderly and Disabled.”

**RESOLUTION- ROUTE 3 CORRIDOR STUDY**

Mr. Quicke discussed the Route 3 Northern Neck Corridor improvement Study. Mr. Quicke noted VDOT District Planning Manager is now looking for resolutions of support and changes to Comprehensive Plan initiated by the results of this study. Mr. Quicke mentioned this is only a Resolution of support since the suggested changes have not yet been made to the Comprehensive Plan. Mr. Quicke noted these changes would be incorporated in the current review that is underway.

“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 adopt the following resolution.”

**RESOLUTION OF SUPPORT**

**WHEREAS**, Route 3 is the only roadway corridor in the Northern Neck that runs the entire length of the peninsula; and

**WHEREAS**, an effective transportation network in the Northern Neck of Virginia is needed to provide for the safe and efficient movement of people, goods and services; and

**WHEREAS**, the Virginia Department of Transportation has prepared a Route 3 Northern Neck Corridor Improvement Study which identifies alternatives for improvements to the entire length of the corridor, including the portion within Richmond County; and

**NOW THEREFORE BE IT RESOLVED**, that the Board of Supervisors of Richmond County do hereby support the results of the Route 3 Northern Neck Corridor Improvement Study and intend to use the study as a resource document in updating the Comprehensive Plan.

______________________________
Date: _______________

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**FY20 PROPOSED BUDGET SCHEDULE**

Mr. Quicke discussed the proposed FY19/20 budget adoption schedule as follows:

Friday, December 7, 2018 – Budget Request Letters submitted to Departments

Friday, January 25, 2019 – Department Budget Requests due to County Administrator

Friday, February 22, 2019 – FY19 Budget Requests and proposed Capital Improvement Plan (CIP) given to Board of Supervisors

Thursday, March 14, 2019 – FY19 Budget Presentations from Departments (1:00 – 5:00 PM)

Monday, March 18, 2019 – FY19 Budget/CIP Worksession (6:00 PM)

Monday, March 25, 2019 – FY19 Budget/CIP Worksession (6:00 PM)

Monday, April 1, 2019 – FY19 Budget/CIP Worksession (6:00 PM)

Thursday, April 11, 2019 – FY19 Budget/CIP Worksession (1:00 or 6:00 PM)

Thursday, April 18, 2019 – FY19 Budget/CIP Public Hearing (7:00 PM)

Thursday, May 9, 2019 – FY19 Budget/CIP Adoption (7:00 PM)

Mr. Quicke noted the budget schedule is the same that has been followed for the past several years, which concludes with budget adoption on the regular scheduled meeting date of May 9, 2019.

**PRESENTATION- NEXT GENERATION 911- MR. CHRIS JETT**

Chris Jett presented the Board with information on the Next Generation 911 program that is being mandated by the Commonwealth of Virginia for all localities that will come with a financial impact to localities.

Mr. Jett mentioned Next Generation 911 is a program at State Level that has been planned for over 10 years, and a network that will change how a 911 call is transmitted from your device until it reaches the 911-dispatch center.

Mr. Jett noted the Virginia 911 Services Board hopes by the end of 2021 to have the State of Virginia switched to this program.

Mr. Jett mentioned a new law was adopted this past Spring, that will allow text messages to be sent to 911 dispatch by July 1, 2020.

“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 following proposal with the understanding of the County Attorney approving.”
ONGOING PROJECTS

CONSTRUCTION UPDATE- EMS FACILITY

Mr. Quicke reported that the Certificate of Occupancy was issued November 7th with some site work that is in the process of being done.

Mr. Quicke mentioned planning on the possibility of having a grand opening and ribbon cutting ceremony December 13th at 1pm for the public to come out and see the new EMS facility.

Mr. Quicke noted the budget for the facility is very tight. Mr. Quicke also noted he is confident the building will be completed within the budget.

ANIMAL SHELTER UPDATE

Mr. Quicke noted the design engineer is still ongoing, hoping to have a bid back by the December 13th scheduled meeting.

RADIO SYSTEM UPDATE

Mr. Quicke mentioned radios and equipment have been delivered. Mr. Quicke noted once they can get into the EMS facility an inventory could be started to make sure all equipment is there and accounted for.

Mr. Quicke mentioned the goal to have the new radio system up and running is March 1st, 2019.

FONES CLIFF- COMPLIANCE ISSUE

Mr. Quicke mentioned he has no recent updates for Fones Cliff, but 75% of a partial bond was recently released.

BOARD APPOINTMENTS

Mr. Quicke mentioned there are several Board Appointments that need to be considered with December expiration dates.

- Planning Commission- District 5
- Wetlands Board- Alternate- Any District
- IDA Board- Any District

Mr. Quicke noted a 7 member board, all districts are currently represented and district 3 currently has two members.

Mr. Quicke mentioned he was recently contacted regarding an appointment to the Tri- Rivers VASAP Board. Mr. Quicke noted there has not been representation on this board since Sheriff
Smith resigned almost two years ago. Mr. Quicke also noted Auriel Walker has expressed interest in being appointed to the Tri- Rivers VASAP Board for a four-year term.


**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 December 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 December 2018 appropriation of Richmond County School Board for $1,372,227.00.”

**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 $13,675.50 grant to the Clerk of Circuit Court for the Preservation of Historical Record Books.”

**APPROVAL OF MINUTES – October 11, 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 October 11, 2018 meeting as presented.”

**OTHER BUSINESS**

Mr. Parr thanked everyone who was involved and came through helping with Hurricane Michael.
Mr. Quicke noted himself along with Hope Mothershead have been working with Virginia Tech to close the land rental lease very soon. Mr. Quicke mentioned Virginia Tech accepted the recommendations and changes that were made to the lease.

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 the Consideration or interviews of candidates for employment.”

ACTION FROM CLOSED SESSION

“On a motion made by William C. Herbert, II, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – nay; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to declare the old EMS facility surplus.”

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – nay; William C. Herbert, II – aye; J. David Parr – aye; Robert B. Pemberton – aye: to offer the old EMS facility for rent or sale, once vacated.”

ADJOURNMENT

After no further business, Chairman Sanders adjourned the meeting.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors