

**At a meeting of the Sussex County Board of Supervisors  
Held in the General District Courtroom, Sussex Judicial Center  
Thursday, December 19, 2013 – 7pm**

**Board Members Present:**

Charlie E. Caple, Jr.  
C. Eric Fly, Sr.  
Alfred G. Futrell  
Robert E. Hamlin  
John A. Stringfield  
Raymond L. Warren

**Staff Present**

Thomas E. Harris, County Administrator  
Michael R Packer, County Attorney  
Andre M. Greene, Director of Community Development  
Onnie L Woodruff, Treasurer/Interim Director of Finance  
Shilton A Ricks, Permits Technician  
Carolyn Matthews, Circuit Court Deputy Clerk  
Deste J. Cox, Deputy Treasurer  
Danielle Ellis, Deputy Treasurer  
Anne Ellis, Accounts Payable Clerk  
James Ellis, Animal Control Officer  
Chequila H. Fields, Director of Social Services  
Deborah A Davis, Assistant to County Administrators



**Item 1. Call to Order/Determine Quorum [7:11:14 PM](#)**

The December 19, 2013 meeting of the Sussex County Board of Supervisors was called to order by Chairman Fly.

**Item 2. Invocation**

The Invocation was offered by Supervisor Caple.

**Item 3. The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**Item 4. Motion to Enter Public Hearing**

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters public hearing

to consider the following: (1) Conditional Use Permit # 2013-02, Iluka Resources, applicant; (2) Zoning Map Amendment #2013-01, Sussex County, applicant and (3) Conditional Use Permit #2010-02, Walter Tuma, applicant.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

**Item 4a. Conditional Use Permit #2019-02, Iluka Resources, Inc.**

The staff report was offered by Shilton Ricks, Permits Technician.

**Conditional Use Permit Application #2013-02:** Pursuant to Section 16-22§27 of the Zoning Ordinance, the applicant, Iluka Resources Inc., seeks a conditional use permit to allow the excavation and mining of mineral sands on tax map numbers 101-(A)-44 (consisting of 72.17 acres); 102-(A)-5 (consisting of 41.18 acres) and 119-(A)-4 (consisting of 338.40 acres). The parcels in question, owned by Mauney D. Barnes, Mauney L. Dale and Old Hickory Properties, LLC, are zoned A-1, General Agricultural District which allows the proposed use with a conditional use permit. The affected properties are located on the north line of Route 616 (Stewart Road) and on the west line of Route 619 (Walkers Mill Road) in the Stony Creek & Henry Election Districts.

Conditional Use Permit #2013-02 has been forwarded to the Board of Supervisors with a recommendation for approval. The Planning Commission at their November 4, 2013 meeting, voted unanimously, (11-0) to approve Conditional Use Permit Application #2013-02, subject to the following conditions:

1. All required local, state (Virginia Department of Mines, Minerals and Energy, Virginia Department of Environmental Quality and Virginia Department of Transportation) and/or federal permits governing this operation shall be obtained and provided to the County;
2. The applicant shall coordinate with the Virginia Department of Transportation and Sussex County as a continuous effort to preclude and/or correct any road problems arising from this operation.
3. The applicant shall maintain consultation with Virginia Tech in order to address any issues related to soil productivity and soil stabilization.
4. Appropriate setbacks from road right-of-ways, property lines and residences shall be maintained in accordance with the provisions of Sussex County Zoning Ordinance and the Virginia Department of Mines, Minerals and Energy criteria.

**Item 4b. Public Comment** – none

**Item 4c. Board Members' Comments** – none

**Item 4d. Zoning Map Amendment #2013-01**

The staff report was offered by Shilton A. Ricks, Permits Technician

**Zoning Map Amendment #2013-01:** In an effort to have the Zoning Map consistent with the Comprehensive Plan, the Sussex County Board of Supervisors is requesting changes to the zoning classifications of the following parcels: 15-(A)-3 (consisting of 200.00 acres); 7-(A)-15 (consisting of 114.67); 15-(A)-20D (consisting of 0.17 acres); and 15-(A)-20 (consisting of 570.31 acres). The parcels in question, owned by Sussex County, are currently zoned A-1; General Agricultural and will be rezoned to I-2; General Industrial. The affected properties are located on the north and south lines of Route 626 (Beef Steak Road) in the Blackwater Election District.

Zoning Map Amendment #2013-01 is being forwarded to the Board of Supervisors from the Planning Commission with a recommendation for approval. The Commission at their November 4, 2013 meeting voted unanimously (11-0) to approve Zoning Map Amendment #2013-01 because of the following:

1. The proposed zoning map amendment will be consistent with the County's Comprehensive Plan as the affected properties are identified on the Blackwater/Newville/Waverly/U S Route 460 Planning Area Future Land Use Map for industrial development.
2. The zoning map amendment will enable the County to market the site as prime industrial property that is zoned for industrial development. Industrial prospects look more favorably at sites that do not have to go through the rezoning process as time is usually of the essence.
3. No objections or concerns have been received relative to the requested zoning map change.

**Item 4e. Public Comments to Zoning Map Amendment**

There were no public comments.

**Item 4f. Board Members' Comment**

There were no comments from the Board.

**Item 4g. Conditional Use Permit #2010-02, Walter Tuma, applicant**

The staff report was offered by Shilton A. Ricks.

**Conditional Use Permit #2010-02:** Pursuant to Section 16-22 (37) of the Zoning Ordinance, the applicant, Walter Tuma, is requesting an extension of a conditional use permit to locate a kennel on a portion of tax map number 82-(A)-22. The property in question contains approximately 17.64 acres and is located on the east line of Rocky Branch Road (Route 699) approximately 1,050 feet north of the intersection of Rocky Branch Road and Sandy Field Road (Route 698) in the Stony Creek Election District.

On August 16, 2012, the Board of Supervisors approved the renewal of Conditional Use Permit Application #2010-02 for a period of one year. The Conditional Use Permit allowed Mr. Walter Tuma to continue to operate a commercial kennel at 5532 Rocky Branch Road for the breeding of Yorkies. However, the conditional use permit expired on August 16, 2013. Subsequently, Mr. Tuma is requesting another extension from the Board of Supervisors.

Since August 16, 2012, the Department of Community Development and the Animal Control Office have not received any complaints regarding Mr. Tuma's kennel. Site inspections conducted on August 26, 2013 and November 11, 2013 by Sussex County's Animal Control Officers found the kennel to be clean and no violations were found.

Staff is recommending that Conditional Use Permit#2010-02 be renewed by the Board of Supervisors for a period of three years with the same conditions which requires unannounced inspections every three months.

#### **Item 4h. Public Comments**

Comments were heard from the following:

Thelma Hoffman  
Bernard Poole  
Judy Schrum  
Scott Crowley, Attorney for Walter Tuma

#### **Item 4i. Board Members' Comments**

Questions were asked by Board members and answered by the applicant and the attorney for the applicant.

#### **Item 4j. Return To Regular Session**

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby returns to regular session:

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

#### **Item 4k. Board's Action on Conditional Use Permit #2013-02, Iluka Resources, Inc.**

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR FUTRELL and carried RESOLVED that the Sussex County Board of Supervisors hereby approves Conditional Use Permit #2013-01, Iluka Resources, subject to the following:

1. All required local, state (Virginia Department of Mines, Minerals and Energy, Virginia Department of Environmental Quality and Virginia Department of Transportation) and/or federal permits governing this operation shall be obtained and provided to the County;

2. The applicant shall coordinate with the Virginia Department of Transportation and Sussex County as a continuous effort to preclude and/or correct any road problems arising from this operation.
3. The applicant shall maintain consultation with Virginia Tech in order to address any issues related to soil productivity and soil stabilization.
4. Appropriate setbacks from road right-of-ways, property lines and residences shall be maintained in accordance with the provisions of Sussex County Zoning Ordinance and the Virginia Department of Mines, Minerals and Energy criteria.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

#### **Item 4l. Board's Action on Zoning Map Amendment #2013-01**

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR WARREN and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of Zoning Map Amendment #2013-01 because of the following:

1. The proposed zoning map amendment will be consistent with the County's Comprehensive Plan as the affected properties are identified on the Blackwater/Newville/Waverly/U S Route 460 Planning Area Future Land Use Map for industrial development.
2. The zoning map amendment will enable the County to market the site as prime industrial property that is zoned for industrial development. Industrial prospects look more favorably at sites that do not have to go through the rezoning process as time is usually of the essence.
3. No objections or concerns have been received relative to the requested zoning map change.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

#### **Item 4m. Board's Action on Conditional Use Permit #2010-02, Walter Tuma, applicant**

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR HAMLIN and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the renewal of Conditional Use Permit #2010-02, Walter Tuma, applicant, as recommended by staff for a period of three years with the same conditions which requires unannounced inspections every three months.

Supervisor Stringfield offered a substitute motion.

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR FLY that Conditional Use Permit #2010-02, Walter Tuma, applicant, be renewed for a period of one year with unannounced inspections every three months.

Voting aye: Supervisors Fly, Stringfield and Warren

Voting nay: Supervisors Caple, Futrell, Hamlin

The motion failed due to tie vote.

The vote was then taken on the primary motion.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Warren

Voting nay: Supervisor Stringfield

### **Item 5. Agenda Amendments**

The following agenda amendments were offered:

- a. Supervisor Futrell requested that the Approval of Sheriff's Department Leave Carry Hours be placed on the Consent Agenda, as Item 1.
- b. County Administrator Harris requested that the Request For the Annual Holiday Giving Donation; the donation was \$1,000.00, but was reduced in 2010 to \$700.00 and was not included in the FY 2014 budget. The Director of Social Services would like the Board to consider restoring the original amount, in that the County has received seven more children into care since October 2013 and it is the County's responsibility to assist with Christmas gifts for them. (place under Social Services Report) as Item 8g1.
- c. County Administrator Harris requested that the Board accept and allocate \$10,000.00 grant from the Cameron Foundation for Basic Human Services Needs. (place under Social Services Report) as Item 8g2.
- d. County Administrator Harris advised that the Treasurer has asked that a resolution and funding for a farewell party for a retiring thirty year County employee be added to the consent agenda and approved by the Board
- e. County Administrator Harris requested that Oyster Point Construction Certificate and Application for payment be added to the Superintendent's Reports, as Item 8f2.

### **Item 6. Approval of Regular Agenda**

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of the December 19, 2013 Regular agenda, with the following amendments: (1) Add Request for Annual Holiday Donation in the Amount of \$1,000 as Item 8g1 under the Social Services Report; (2) Add the request to accept and appropriate \$10,000.00 Cameron Foundation Basic Human Services Needs Grant, as Item 8g2 under the Social Services Report; (3) Request to add Oyster Point Construction's Certificate and Application for Payment to the Superintendent's Report, as Item 8f2.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

## **Item 7. Approval of Consent Agenda [7:53:11 PM](#)**

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR FUTRELL to approve the Consent Agenda with the recommended additions.

A discussion ensued, therefore the Chairman asked that the second and the motion be withdrawn and the Item relating to the Sheriff's Department Leave Carryover Request be discussed as a separate item. Supervisor Futrell withdrew his second; Supervisor Caple withdrew his motion.

The approval of the Sheriff's Department Leave Carry Over request was placed under the Sheriff's Report, Item 8e.

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR HAMLIN and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of the December 19, 2013 Consent Agenda, to wit:

- a. Approval of Minutes of November 21, 2013 Board Meeting
- b. Approve, Appropriate and Authorize Transfer of Funds – McGuire Woods; Mega Site Industrial Park; \$10,237.04; Land Acquisition
- c. Approve, Appropriate and Authorize Transfer of Funds- Timmons Group; Mega Site Industrial Park; \$2,500.00, Black Swamp Waste Water Treatment Plant
- d. Approve, Appropriate and Authorize Transfer of Funds - Timmons Group; Mega Site Industrial Park; \$10,000.00; Master Planning Update and Preliminary Engineering Report
- e. Approve, Appropriate and Authorize Transfer of Funds – Timmons Group; Mega Site Industrial Park; \$3,823.47; Property Acquisition Study
- f. Approve, Appropriate and Authorize Transfer of Funds – Timmons Group; Mega Site Industrial Park; \$12,500.00; Master Planning Update and Preliminary Engineering Report
- g. Approve, Appropriate and Authorize Transfer of Funds – Phillips Telecommunications; \$2,250.00; Upgrading phone lines to fiber
- h. Approval of Invoice- Kenbridge Construction, \$124,943.05; Commonwealth Attorney Bldg, Application and Certificate for Payment #2
- i. Approval, Appropriation and Transfer Funds, ReedSmith,\$604.35, Elementary School
- j. Approval, Appropriation and Transfer Funds, Bowman Consulting, \$2,680.00, Elementary School
- k. Approval of Warrants and Vouchers
- l. Treasurer's Request to approve a resolution and \$600.00 funding for a farewell party for a retiring employee.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

## **Item 8a. County Administrator's Report**

### **Item 8a1. Courthouse Lease/Historical Society/Old Courthouse Repairs/Contract**

County Administrator Harris advised the Board that due to his schedule, he has been unable to schedule a meeting at this time.

**Item 8a2. Director of Finance:** The County has had some expressed interest in the position and once applications are received we will review and conduct interview(s) as needed. Three applications have been received.

**Item 8a3. Request for Appropriation for Magistrates' Telephone Services:** Following review Mr. Woodruff transferred the expenses from the Sheriff Departments Line Item to the Magistrates Line Item where future expenses will be charged.

**Item 8a4. Acceptance of Schools Surplus Vehicles:** Included in the Board's packet are the lists of vehicles owned by the County and those received from Sussex School Administration that are now considered surplus. Staff will need to contact towing companies again to get estimates for towing the vehicles, since there has been some time lapse and the number of vehicles has increased.

**Recommendation:** *Accept the vehicles from School Administration; declare them as surplus County property and authorize staff to proceed with final disposition.*

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts the vehicles from School Administration; declare them as surplus County property and authorize staff to proceed with final disposition.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

**Item 8a5. Request by the Town of Jarratt:** The Town of Jarratt has asked the Board for permission to pick-up trash outside of the Town limits in Sussex County. After the Board discussed the request at last month's meeting, the Honorable Robert Hamlin asked for time to review and further discuss the issues with effected residents of the Henry District and to share his findings with the Board.

**Recommendation:** *To approve the Town of Jarratt's request to pick-up trash from County residents if those residents voluntarily commit to a contractual arrangement with the Town.*

ON MOTION OF SUPERVISOR HAMLIN, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors approve the Town of Jarratt's request to pick up trash from County residents if those residents voluntarily commit to a contractual arrangement with the Town.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

**Item 8a6. Wood Fuel Developers LLC:** It has come to our attention that while the Sussex County Board of Supervisors agreed with a request from Wood Fuel Developers LLC (Mr. Steve Gordon) to forego the previously approved 2 year 100% tax fund rebate for a five year 50% tax refund, the Resolution itself was never adopted. Included in the Board's packet is a Resolution formally addressing this oversight.



**Recommendation:** *To approve the attached Resolution providing Wood Fuel Developers LLC a fifty (50%) percent rebate on County real estate and machinery and tools taxes for five years and further to appropriate \$106,660.59 for tax refund for the year 2013.*

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR STRINGFIELD to approve the attached Resolution providing Wood Fuel Developers LLC a fifty (50%) percent rebate on County real estate and machinery and tools taxes for five years and further to appropriate \$106,660.59 for tax refund for the year 2013.

Chairman Fly asked Supervisor Caple to withdraw his motion, so that further research can be done and will be discussed at the January 2014 meeting.

**Item 8a7. HVAC Maintenance/Service Agreement:** County Administrator Harris reported that In keeping with the Board's desire to scrutinize expenditures while maximizing the use of public dollars, we are going to bid out a comprehensive HVAC Maintenance/Service Agreement. To this end, he acknowledged Mrs. Anne Ellis of our staff for her work. At this time, we are working with Mr. John Broderick, School Administration staff, to determine if we can make this a cooperative effort.

**Item 8a8: Radio Hardware and Upgrade RFP Project:** County Administrator Harris reported that included in the Board packet is a copy of correspondence between Eddie Vick and Ron Bosco, Federal Engineering. Because of the technical aspects of this project, the County will need assistance in securing the RFP. To that end, we have received pricing from Federal Engineering and that information is being reviewed.

The Board, by general consensus authorized the County Administrator to further research this issue and report findings to the Board at the January 2014 meeting.

**Item 8a9. Senior Citizens Van:** County Administrator Harris reported that with the help of Mrs. Burgess, who sits on the Board of Directors of the Crater District Area Agency on Aging...there is an opportunity to submit a grant application for a van for the senior citizens. It is a matching grant of \$10,000.00; total grant amount is \$124,000.00 grant. Crater District AAA will not be submitting a grant application this year. He requested permission to submit a grant on behalf of the County. The van will be the property of Sussex County.

The Board by general consensus agreed to allow the County Administrator to pursue the grant application for a van for the seniors.

**Item 8a10. Upcoming Events:**

1. Christmas Unity Celebration: The public is cordially invited to share in a Christmas Celebration prior to the December 19<sup>th</sup> Board Meeting (to begin at 5:30 p.m.). Of course we would ask that the Board also come and help us celebrate this very special time.

2. Unity In Our Community event to be held at Sussex Central High School, Monday evening, February 24, 2014, from 5pm to 7pm. There will be exhibits, guest speakers, etc. More information will be forthcoming.

**Item 8b. County Attorney's Report:** *(No report at this time)*

**Item 8c. Treasurer/Interim Director of Finance Report:** *(Report included)* [8:40:17 PM](#)

**Item 8c1. Introduction of New Employee**

Onnie L. Woodruff, Treasurer/Director of Finance introduced his new employee, Danielle Ellis. He also requested that the Board approve a resolution and funding for a farewell party for a retiring thirty year County employee be approved by the Board.

**Item 8c2. Resolution and Appropriation for Retiring Employee**

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR WARREN and carried: RESOLVED that the Sussex County Board of Supervisors approves of appropriating \$600.00 for dinner for a retiring employee of the Treasurer's Office and to adopt the following resolution:

WHEREAS, LaVerne Chambliss Ford will retire from public service on December the thirty-first, 2013A.D. after completing over thirty years of employment with the County of Sussex; and in grateful appreciation of this devotion and service, the Board of Supervisors of Sussex County, Virginia observes that;

WHEREAS, this native born, locally educated, mother, freeholder, and Christian child of Sussex Sussex County has, during her life made this County a better place to live; and

WHEREAS, LaVerne Chambliss Ford was the first African-American to serve as Deputy Treasurer in the Treasurer's Office of Sussex County, and

WHEREAS, LaVerne Chambliss Ford did render service to the citizens of Sussex in the office of the Treasurer of Sussex County, Virginia in a respected manner becoming all governmental employees, and

WHEREAS, this mature and most respected matriarch is an example of the true devoted public servant and employee.

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Sussex County, Virginia that LaVerne Chambliss Ford be acknowledged as a good and faithful servant of this County and that this be, and the same is hereby proclaimed and spread upon the permanent records of this County forever.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

**Item 8c 3. Sheriff's Department Leave Carryover Balances**

Mr. Woodruff explained to the Board the potential liability by allowing the Sheriff's Department to carry over excess leave balances. He stated that there is a policy in place and the Board authorized him to send a stern letter to the departments stating that this was not to be done again.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR HAMLIN to approve the leave carryover of comp time for the Sheriff's Department.

Supervisor Warren offered a substitute motion.

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR FUTRELL to rescind a previously adopted resolution a year ago pertaining to the Sheriff's Department and that after it is rescinded, turn around and pay this money.

The Chairman reiterated the motion as such: "There is a substitute motion to repeal the resolution as it pertains to the Sheriff's Department that was passed last year and authorize the carryover of vacation time." (9:22pm).

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

**Item 10. Citizens Comments** [9:22:34 PM](#)

Comments were heard from the following citizens:

Otto Wachmann, Stony Creek District  
Steve Wright, Blackwater District  
Bill Collins, Courthouse District  
Michael Grizzard, Jarratt Town Council

**Item 8d. Commissioner of the Revenue Report** – no report at this time

**Item 8e. Sheriff's Department Report**

**Item 8e-1. Purchase of Chairs for Communications Center:** Staff has received a request from the Sheriff requesting payment of an invoice in the amount of \$798.00 for two chairs to be used exclusively in the 911 Communications Center. The dispatchers work twelve (12) hour shifts and require durable chairs. The Sheriff had requested that this invoice be coded to E911 because it is specifically an E911 expense, but was advised by the Finance Department that it should be coded to the furniture line item under Field Operations. He now requests that the Board appropriate \$798 from E911 into 51100-1257-512-510 and that an expenditure line item be added under E911 to cover expenses of this nature in the future.

**Recommendation:** *To approve the Sheriff Department's request to transfer funds from the 911 Center as outlined and requested by Sheriff Bell in the amount of \$798.00.*

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR HAMLIN and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of the Sheriff Department's request to transfer funds from the 911 Center as outlined and requested by Sheriff Bell in the amount of \$798.00.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

### **Item 8f. Superintendent of Schools Report**

#### **Item 8f1. Oyster Point Construction Payment**

ON MOTION OF SUPERVISOR SRINGFIELD, seconded SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of Application and Certificate for Payment #23, from Oyster Point Construction for the Elementary School Construction Project, in the amount of \$235,217.36.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

**Item 8f2. Sussex County School Capital Improvement Plan and Enrollment Report:** County Administrator advised that included in the Board packet is a copy of the School's Capital Improvement Plan and Enrollment Report, which identifies major capital projects and facilities needs for the next five years.

*Recommendation:* Approve the 2014-2015 Capital Improvement Plan as presented.

This item was tabled until the January 2014 meeting.

### **Item 8g. Director of Social Services Report**

#### **Item 8g1. Cameron Foundation Grant**

The Director of Social Services requested that the Board accept and appropriate a \$10,000.00 Basic Human Services Needs Grant from the Cameron Foundation.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts and appropriates the Basis Human Services Needs Grant from the Cameron Foundation, in the amount of \$10,000.00

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

#### **Item 8g2. Request for \$1,000.00 for Annual Holiday Giving Program**

Chequila H. Fields, Director of Social Services requested that the Board consider restoring the original amount of \$1,000.00 for the Social Services Christmas Program.

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby restores the \$1,000.00 into the Social Services budget for the Annual Christmas Program.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

**Item 8h. General Registrar's** - no report at this time

**Item 8i. Health Department** - no report at this time

**Item 9. Appointments**

**Item 9a.** The terms of Raymond L. Warren and Rex Davis as members of Virginia's Gateway Region Board of Directors will expire December 31, 2013. Mr. Warren and Mr. Davis are each eligible for reappointment and both have expressed interest in remaining on the Virginia's Gateway Board.

**Recommendation:** *To reappoint the Honorable Raymond Warren and Mr. Rex Davis to Virginia's Gateway Region Board.*

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR HAMLIN and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints The Honorable Raymond L. Warren, 33507 Walnut Hill Road, Waverly VA 23890 and Mr. Rex Davis, 612 Brentmoore Drive, Glen Allen VA 23859, to Virginia's Gateway Region Board of Directors, term expiring December 31, 2014.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

**Item 11. Unfinished Business** - none

**Item 12. New Business** - none

**Item 13. Board Members' Reports/Comments**

**a. Blackwater District** - none

**b. Courthouse District** - none

**c. Henry District** – Supervisor Hamlin thanked the Board for working with him on the Jarratt Trash Pick Up project; he also thanked Ken Warf, Mayor of the Town of Jarratt.

**d. Stony Creek District** - none

**e. Wakefield District** – Supervisor Stringfield mentioned having the small trees cut down in the Pocahontas Park. County Administrator Harris stated that he will follow up on this project.

**f. Waverly District** - none

**Item 14. Closed Session [9:48:06 PM](#)**

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR HAMLIN and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for the following (1) Personnel Matters, applicable Code Section 2.2-3711, (A)(1); (2) Acquisition of Property, applicable Code Section 2.2-3711 and (3) Legal Matters, applicable Code Section 2.2-3711(A)(7).

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

**Item 15. Return To Open Session [10:27:58 PM](#)**

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby returns to Open Session.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield and Warren

Voting nay: none

**Item 16. Certification**

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR HAMLIN and carried: RESOLVED that the Sussex County Board of Supervisors hereby certifies that:

WHEREAS the Board of Supervisors of Sussex County, Virginia convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors hereby certifies that, to the best of each member's knowledge (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard discussed or considered.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

**Item 17. Action on Closed Session Items**

ON MOTION OF SUPERVISOR WARREN, seconded by STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the County Administrator to execute an option to purchase property known as the Hancock Property adjacent and east of property presently owned by the County, known as the Mega Site for an option price of 1% of the sales price, being approximately \$10,500.00 per acre, for approximately 200 acres.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren  
Voting nay: none

**Item 18. Adjourn [10:29:31 PM](#)**

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR WARREN and carried:  
RESOLVED that the November 21, 2013 meeting of the Sussex County Board of Supervisors is  
hereby adjourned at 10:29 p.m.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren  
Voting nay: none