

At a Special Meeting (Budget Work Session) of the Board of Supervisors  
Held on Thursday, May 26, 2022 – 1:00 pm

**BOARD MEMBERS PRESENT**

Alfred G. Futrell  
Debbie P. Jones  
Wayne O. Jones  
Susan M. Seward  
Rufus E. Tyler, Sr.

**BOARD MEMBER ABSENT**

C. Eric Fly, Sr.  
Steve White, Tie Breaker

**STAFF PRESENT**

Richard Douglas, County Administrator  
David Conmy, Deputy County Administrator  
Debbie Broughton, Animal Services Director  
Deste J. Cox, Treasurer  
Eric Danuser, IT Manager  
G. Reid Foster, Public Safety Coordinator  
Jeffrey Gary, Public Works Director  
Ernest Giles, Sheriff  
Kelly Moore, Finance Director  
Michael Poarch, Planner  
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk

**Item 1. Call to order/Determine Quorum (1:18 p.m.)**

The May 26, 2022 Special meeting (Budget Work Session) of the Sussex County Board of Supervisors was called to order by Chair Seward.

**Item 2. Invocation**

The Invocation was offered by Supervisor Futrell.

**Item 3. The Pledge of Allegiance.**

The Pledge of Allegiance was recited by all.

**Item 4. Agenda Amendment**

There were no agenda amendments.

**Item 5. Approval of Agenda**

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approved the May 26, 2022 Special meeting (Budget Work Session) agenda as presented. All members present voted aye.

Item 6. Budget Discussions

*Vice Chairman W. Jones arrived at 1:30 p.m.*

Ms. Kelly Moore, Finance Director, provided the Board with an update on the balanced budget that they had before them was prepared in the Microsoft Excel software and not in the County's AS400 software. Ms. Moore stated that upon updating the AS400 it was found that it was not grabbing all of the new features—Waverly Police, Harris Agreement, any items that was added that were new. She apologized to the Board. She stated that with the adjustments that were in the budget, the total number of the change and deficit is \$555,842.

Ms. Moore noted that there are some known adjustments that they have been making throughout the process—the proposed Contingency. DSS and CSA were over budgeted on the local side. Those funds can be used to offset part of the deficit which brings it down to \$434,237. She noted that they do not have an exact amount for DSS and CSA. Ms. Moore stated that with the sense of time and being the last meeting before the adoption of the budget, she is recommending use of ARPA funds to offset the deficit once a final number has been received.

There was discussion of the ARPA Funds as a temporary fix. It was noted that ARPA Funds were used in the current budget for \$900,000 that was missing.

There were inquiry of costs of Capital projects/building improvements. It was noted that there was approximately \$250,000 of non-recurring costs. Savings in insurance tax was discussed.

It was noted that the meeting was for outside agencies.

Ms. Moore noted for transparency that when the Unassigned Fund Balance is used on this side that's going to be adopted, when the ARPA Funds are received, the transfer will be made. There was discussion of cash infusion from solar projects.

There was discussion of tax increases.

County Administrator Douglas noted that since the last meeting, the County did not get a submission from the Cooperative Extension Service prior to the Budget Work Session. It was received last week. County Administrator Douglas noted that they were budgeted for \$82,500. Their request was approximately \$118,000.

Deputy County Administrator Conmy noted that there was one additional organization added that is a discretionary organization, the Emporia Southside Remote Area Medical Center. They are requesting \$2,000.

County Administrator Douglas stated that funding for SCYARA was put in as \$0, for discussion purposes.

- Jessica A. Moore Foundation

It was noted that, Jessica A. Moore Foundation received \$5,000, not \$15,000. It was recommended that whatever funding was provided for the Jessica A. Moore Foundation, the same would be done for the Wakefield Foundation. They both do similar things. After discussion, both the Jessica A. Moore and Wakefield Foundation will be funded \$12,500.

- Sussex County Youth and Adult Recreation Association (SCYARA)

There was discussion of the fund request from Sussex County Youth and Adult Recreation Association (SCYARA). There was discussion of funds received from other organizations. It was noted that SCYARA advised that the pool was not the only thing associated with their organization. It was recommended to fund \$10,000 or \$15,000 for staff and or infrastructure.

Ms. Devonia Nixon stated that she was a member of SCYARA. She spoke on behalf of SCYARA. She noted the programs, workshops, field trips, etc. their organization offered to and for youth and adult recreation.

There was discussion of the possibility of the pool opening this summer.

It was discussed/recommended to place funds aside for future use dependent upon the pool opening.

It was noted that \$6,000 allocated to SCYARA had not been expended for the current fiscal year. If not requested, it will rollover; however, it will not be designated back to their line item.

There were discussions of the amounts and options of funding.

Supervisor D. Jones initially made the motion, seconded by Supervisor Tyler, to fund SCYARA \$12,000 for the upcoming fiscal year. However, it was noted that there was \$6,000 allocated in the current budget that had not been requested. Supervisor D. Jones amended the motion.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves funding SCYARA \$6,000 for FY23. All Board members presented voted aye.

- Legal Aid Society

Chair Seward noted that Legal Aid Society provided a presentation to the Board. It was recommended to fund the Legal Aid Society in the amount of \$1,276.

- Save a Seed

It wasn't recommended to fund this organization. It was noted no funding had been given in the past.

- Jarratt Senior Citizen Center

There was discussion of the previous funding for the Jarratt Senior Citizen Center. It was recommended to keep funding at \$5,000.

- Waverly Youth Association

It was clarified that this was the Waverly Green Machine. It was noted that no funds were budgeted. The submission deadline was missed for the current fiscal year. However, the County assisted with the purchase of helmets. It was recommended to keep funding at \$3,500.

- Pastor's Coalition

There was inquiry as to whether the Sheriff's Department was using the building. It was noted that they weren't using the building at the current time. It was recommended to keep funding at \$5,000. Requested Sheriff's Department to inform staff of when they start using the building.

- Southside Virginia Education Center

It was advised that the Southside Virginia Education Center is now called the Golden Leaf Commons Building.

It was noted that there was a \$1,000 budgeted last year. The same has been budgeted for FY23. After discussion, it was noted to reduce the line item to \$0.

- Red Cross

There was discussion that the Red Cross has helped several families. It was recommended to keep funding the same.

- Sussex County Young Men's Athletic Club (SCYMAC)

There was discussion of the amount of SCYMAC's request of \$25,000. It was noted that an application was submitted for the upcoming year. It was noted that the last time funding was received from the County was in 2012.

Ms. Renita Jenkins advised that Lowe's helped SCYMAC due to tornado damage at their location. However, there were things still needed for the kids such as playground material, bats and balls, etc. She said that there were baseball games; however, they were not through SCYMAC. It was through a baseball organization. It was noted that SCYMAC sponsor the Christmas parade.

It was recommended to fund in the amount of \$2,500.

- The Improvement Association

The Improvement Association gave a presentation at a previous Budget Work Session. It was recommended to fund the amount requested.

- Senior Citizens of Eastern Sussex

It was recommended to leave funding the same.

- Miles B. Carpenter Center

There was discussion to keep funding at \$1,500.

- Emporia Southside Remote Area Medical (RAM)

It was discussed that this clinic will be beneficial to citizens. It was recommended to fund the request of \$2,000.

- Blackwater Regional Library

It was noted that their request of \$190,260 was budgeted. This is the amount that has to be paid by the State funding formula. It is a slight increase from the previous year.

- Chowan Water Basin

After discussion, it was recommended to reduce line item to \$0. If funding is needed, they can come before the Board.

- Crater Youth Care Commission

Funding for this organization is formula driven. It is recommended to fund as required.

- Chesterfield County EMS Med-Flight Program

It was noted that this item is built in the Public Safety budget as a separate line item. It was noted that there were four Med-Flight, Nightingale Med-flight, Sentara, and Old Dominion.

It was noted that \$300 was budgeted. There was discussion of a request for funding in the amount of \$800. It was recommended to confirm the amount requested and fund that amount.

- Sixth District Court Service Unit

This is a code mandate. Two different services are required for the juveniles. They are funded \$12,000 each year.

- Longwood University Business Development Center

It was noted that this item is located under the Crater Development Center. It was noted that they assist with technical assistance if you have started a business. A request was made for \$3,500. It was recommended to reduce funding to \$1,500.

- Virginia Gateway Region

County Administrator Douglas stated that VGR has done work with the Mega Site. It was noted that funding was cut by VGR; however, it appears they have restored their request to pre-COVID requests. It was noted that VGR successfully got the study for water. It was recommended to fund in the amount of \$4,500

- Crater District Area Agency on Aging

It was recommended to leave funding at \$8,000.

- John Tyler Community College

It was recommended to keep funding at \$951 as requested.

- ??? Planning

It was noted that the funding is formula driven. It was recommended to keep funding the same.

- District 19

It was recommended that funding remain the same.

- Southeast 4-H Conference Center

It was noted that there was no initial funding request due to the proposal at that time. It is recommended to fund the \$30,000 prior request.

- Virginia Cooperative Extension

After discussion, it was recommended to fund the amount the same as last year, the current fiscal year.

*Supervisor D. Jones departed at 3:39 p.m.*

It was noted that \$15,334 is the amount added to the deficit.

Chair Seward advised that she had received a letter from Energix stating that they wanted to do something for the animal shelter as part of the Waverly Solar project. They wanted to do something to help—if there was a day to help cleanup. It was also noted if there was something the Animal Shelter needed, they wanted to help.

County Administrator Douglas noted that there was a budgeted need for re-servicing the indoor kennels and electrical work.

Item 7. Citizens' Comments

- Eric Danuser (IT Department) – Request for car for IT Department; not listed in line item.

Item 8. Adjournment

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby adjourned the May 26, 2022 Special Meeting (Budget Work Session) at 3:52 p.m. All members present voted aye.