

**At a Regular Meeting of the Sussex County Board of Supervisors  
Held in the General District Courtroom on  
Thursday, May 17, 2018 at 7 pm**

**BOARD MEMBERS PRESENT**

Keith C. Blowe  
C. Eric Fly, Sr.  
Alfred G. Futrell  
John A. Stringfield  
Rufus E. Tyler, Sr.

**BOARD MEMBERS ABSENT**

Susan B. Seward

**STAFF PRESENT:**

Vandy V. Jones, III, County Administrator  
Millard D. Stith, Independent Consultant  
Danielle Powell, Interim County Attorney  
Deste J. Cox, Chief Deputy Treasurer  
Brenda H. Drew, Housing Coordinator  
Ernest Giles, Sheriff  
Kelly W. Moore, Interim Finance Director  
Jenell Whitfield, Secretary I/Receptionist  
Onnie L. Woodruff, Treasurer  
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk to the Board

**1. Commencement**

**1.01 Call to Order/Determine Quorum**

The May 17, 2018 meeting of the Sussex County Board of Supervisors was called to order by Vice Chairman Blowe.

**1.02 The Invocation**

The Invocation was offered by Supervisor Tyler.

**1.03 The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**1.04 Agenda Amendments**

County Administrator Jones requested to add an additional personnel matter under Item 12. Closed Session, pursuant to Va. Code Section §2.2-3711(A)1.

Supervisor Fly requested to move Consent Agenda Item 2.03 Resolution in Recognition of Sussex Central High School Honor Graduates to Item 6. Action Items, as Item 6.02, as well as adding as Item 6.03 Request for Resolution for Sussex County honor graduates at Southampton Academy, Tidewater Academy, and other graduating seniors in Sussex County.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves agenda amendments to include moving Consent Agenda Item 2.03 Resolution in Recognition of Sussex Central High School Honor Graduates to Item 6. Action Items as Item 6.02, as well as adding as Item 6.03 Request for Resolution for Sussex County honor graduates at Southampton Academy, Tidewater Academy, and the Appomattox Governor School; and adding an additional personnel matter under Item 12. Closed Session, applicable Va. Code Section §2.2-3711(A)1.

Voting aye: Supervisor Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

#### 1.05 Approval of Regular Agenda

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the May 21, 2018 regular agenda, moving Consent Agenda Item 2.03 Resolution in Recognition of Sussex Central High School Honor Graduates to Item 6. Action Items as Item 6.02, as well as adding as Item 6.03 Request for Resolution for Sussex County honor graduates at Southampton Academy, Tidewater Academy, and other graduating seniors in Sussex County; and adding an additional personnel matter under Item 12. Closed Session, applicable Va. Code Section §2.2-3711(A)1.

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

### **2. Approval of Consent Agenda**

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the consent agenda inclusive of the following: (a) Minutes of April 5, 12, 19, and 26, 2018 Board meetings; and (b) Approval of Warrants and Vouchers.

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

### **3. Recognitions/Awards**

#### 3.01 Resolution: Recognizing the Honorable Onnie L. Woodruff

County Administrator Jones stated that Mrs. Deste Cox, Chief Deputy Treasurer, requested the Board of Supervisors to approve and adopt a resolution in recognition of the Honorable Onnie L. Woodruff, Sussex County Treasurer. He stated that Mr. Woodruff will be retiring June 30, 2018 after serving over 38 years of service with Sussex County.

County Administrator Jones stated that the Board, County Administration, and staff are most grateful and appreciative for his service and dedication to the County. County Administrator Jones congratulated Mr. Woodruff on his retirement.

Family and co-workers will be giving Mr. Woodruff a retirement dinner some time later.

County Administrator read the resolution aloud. A copy of the resolution was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that Sussex County Board of Supervisors hereby approves and adopts resolution in recognition of the Honorable Onnie L. Woodruff after serving over 38 years of Service with Sussex County, to wit:

**WHEREAS**, Onnie L. Woodruff will retire from public service on June the thirtieth, 2018A.D. after completing over thirty eight 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, father, freeholder, and Christian child of Sussex County has, during his life made this County a better place to live; and

**WHEREAS**, Onnie L. Woodruff did faithfully and with honor, integrity and great distinction serve as Treasurer to the citizens of Sussex in the office of the Treasurer of Sussex County, Virginia, and

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

**THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Sussex County, Virginia that Onnie L. Woodruff 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 Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

*Mr. Woodruff gave a brief speech and stated that he would be around if needed.*

#### **4. Public Hearing**

Vice Chairman Blowe announced that the Board was entering Public Hearing.

4.01 Virginia Department of Transportation (VDOT) Proposed Secondary Six Year Plan & Budget – Mr. Jerry Kee

County Administrator Jones stated that the public hearing is an annual occurrence for the VDOT Proposed Secondary Six Year Plan and Budget. The purpose of the public hearing was to receive public comments on the Virginia Department of Transportation (VDOT) Proposed Secondary Six Year Plan for Fiscal Year 2018/2019 & Secondary System Construction Plan and Budget for Fiscal Year 2018/2019 through 2023/2024.

Copies of the proposed plan and budget were available at the County office and the VDOT Franklin residency office for any citizens to review.

Mr. Jerry Kee, with the Virginia Department of Transportation, gave a brief overview of the Proposed Secondary Six Year Plan and Budget. Mr. Kee stated that the plan was the same as last year with the exception of Glyndon and Carver Lane being added.

A copy of the proposed plan and budget were included in the Board packet.

There were no Public Comments from the citizens.

Board Comments were heard from Supervisor Stringfield regarding identifying an improved working relationship with Town leaders. Supervisor Stringfield noted working with the Town of Wakefield on a VDOT road project.

*County Administrator Jones gave a brief overview of the VDOT project. He stated that the project is not in the Six Year Plan; however, it is a very important safety project for the County and Town of Wakefield. This project is in regards to property purchased by the Town of Wakefield at the corner of Route 460 and Main Street. This project would fall under VDOT's Smart Scale Program which is a statewide competitive program. Although the property is in the town, VDOT requires that the County applies for the program. County Administrator Jones gave a brief overview of the pre-app program which requires no funding from the County. County Administrator Jones stated that Supervisor Stringfield wanted this item brought to the Board at the current meeting because if the County is successful with the pre-app part, a resolution of support from the Board of Supervisor would be needed prior to the August submission. The project is a joint effort between the Town of Wakefield and the County of Sussex.*

Vice Chairman Blowe closed the public hearing.

#### 4.02 Action on Public Hearing Item

ON MOTION OF SUPERVISOR FUTRELL, seconded SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Virginia Department of Transportation Proposed Secondary System Six Year Plan and budget, to-wit:

WHEREAS, Section 33.1-23 and 33.1-23.4 of the Code of Virginia, 1950, as amended, provides the opportunity for each County to work with the Virginia Department of Transportation in developing a Secondary Six Year Road Plan; and

WHEREAS, this Board has previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures and

participated in a public hearing on the Proposed (FY2018/2019 through 2023/2024) on May 17, 2018, after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, Jerry Kee, Virginia Department of Transportation appeared before the Board and recommended approval of the Six Year Plan for Secondary Roads and the Construction Priority List for Sussex County; and

WHEREAS, the Priority List is as follows:

Priority #1: Route 635 (Steel Bridge Road) pave non hard surface road, to Route 610 and Route 609 (3.4 miles)

Priority #2: Route 735 (Courthouse Road) Reconstruction and drainage improvements on Route 735, to Route 660 (Gilliam Road) and Route 631 (Gray Road) (2.1 miles) from Route

Priority #3: Route 636 (Longevity Road) Pave non-hard surface road, to Route 626 (Courthouse Road) (1.2 miles) from Route 626

Priority #4: Glyndon Lane and Carver Lane; Glyndon Lane and Carver Lane Rural Addition, Various

Priority #5: Future unpaved roads: 4-6 Years, various locations through the County

Priority #6: Route 635 (Stokes Road), over Magus Mill Pond, 0.783 mile north of Route 644 and 0.823 mile north of Route 644.

NOW THEREFORE BE IT RESOLVED that since the plan appears to be in the best interest of the Secondary Road System, said Secondary Six Year Plan is hereby approved as presented at the public hearing.

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

## **5. Appointments**

There were no appointments.

## **6. Action Items**

### **6.01 Compensatory Leave Balance**

County Administrator Jones stated that the compensatory leave balance was an annual occurrence. Per the County's Personnel Policy and Procedures Manual, compensatory leave balances may not exceed 120 hours at the end of the calendar year. Hours in excess of the 120 hours would be paid out at a subsequent pay period.

There were three (3) employees that had over the allowed 120 hours at the end of the calendar year. The leave overages totaled 89 hours valued at \$2,551.91.

Staff has requested that the overages be paid out on the May 31, 2018 pay period.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves payment of the compensatory leave balance overages in the May 31, 2018 pay period.

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

6.02 Resolution: Recognition of the Sussex Central High School Class of 2018 Honor Graduates

This item was initially listed as Item 2.03 under Item 2. Approval of the Consent Agenda.

Each year the Board of Supervisors recognizes the Sussex Central High School Honor Graduates.

Supervisor Fly requested that the resolution and students be read aloud. County Administrator Jones read the resolution aloud announcing each students' name.

A copy of the resolution was included in the Board packet.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the resolution recognizing the Sussex Central High School Class of 2018 Honor Graduates, to-wit:

**WHEREAS**, on June 8, 2018 at 7:00 p.m., Sussex Central High School will hold its fifty seventh (57<sup>th</sup>) commencement exercises; and

**WHEREAS**, the eighty-eight (88) graduates of the Class of 2018 are to be acknowledged and congratulated for their outstanding achievements; and,

**WHEREAS**, the Sussex County Board of Supervisors and County Employees are proud to urge each graduating Senior to continue along the path of academic progression, professional development and lifelong success; and

**WHEREAS**, a special recognition is given to the thirty-eight (38) students who have maintained an overall grade point average of 3.0 or better and for that reason will graduate as Honor Students; and

**WHEREAS**, these outstanding and talented members of the Sussex County family have exhibited extraordinary academic and social skills to be so honored; and

**WHEREAS**, each parent, grandparent, family and community member who have helped raise the Sussex Central High School Class of 2018 are to also be acknowledged for their contributions and support.

**THEREFORE BE IT RESOLVED** that (*Name of Student*) is encouraged to continue the pursuit of excellence and high achievement; and

**BE IT FURTHER RESOLVED** that this resolution shall be spread upon the Minutes Book of the Sussex County Board of Supervisors May 17, 2018 meeting and presented to said graduate.

PLASTER, Raywon Alvin  
SHABAZZ, Rebekah Iman  
PORZELT, Latoya Jettita  
CAREN, Brianna Michelle  
CORL, Jessica Lynn  
LENSEY, Qiana Renique  
MESSIER, Zachery Andrew  
WILLIAMS, Ki'Asia Mona Denise  
GOODWYN, Charlesa Alaysha Mae  
MCMAHON, Cheynne Nicole  
HARRIS, Treasure Yalon  
BOLDEN, Ke'Asia Shadeira  
EKE, Cecile Onyinyechukwu  
PARKER, Maseo Nicholas  
WISE, Makayla Elizabeth  
THOMAS, Pres'Cious Mo'Nae  
CARROLL, Christina Alexis  
HARRIS, Pha'Shard Ki'onte  
BYNUM, Armahne LeAnne

VAUGHN, Antoine Lamont  
WYATT, Sarah Mackensie  
JENKINS, Paula Gayle  
STRINGFIELD, Jaylen Armani  
HATCH, Trevon Lamont  
JONES, Messiah Hakeem  
FLOWERS, Jmari Shrhonda  
LANGFORD, Charidra LaShae  
BAINES, Shakayla Diamond  
PARSON, DeTaijah Shacole  
TRAVIS, Keaton Christopher  
JOHNSON, Daray Jamal  
MATTHEWS, Julian Micah  
HALE, Ashley Nichole  
LYLES, Davian Laron  
TAYLOR, Aneaka Ne'shay  
THOMAS, Tabione D'onte  
VARNER, Bailey Nikol  
ELLIS, Thomas Cody

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

#### 6.03 Request for Recognition of Sussex County Honor Graduates Attending Other Schools

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors authorizes County Administration to produce three (3) resolutions for the graduates of Sussex County attending Southampton Academy, Tidewater Academy, and the Appomattox Governor's School.

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

### **7. Reports of Departments/Agencies**

#### 7.01 Treasurer's Report, Onnie L. Woodruff, Treasurer – included in Board packet

7.02 Housing Department Report- *included in Board packet*

7.03 Community Development Report – *included in Board packet*

7.04 Environmental Inspections Monthly Report – *included in Board packet*

*There were inquiries regarding the Animal Control/Public Safety Report. Staff advised that information used to compile Animal Control report is stored on a particular laptop that is inoperable. Mr. Danuser, IT Department, has not been able to restore the laptop at this time.*

## **8. Citizens' Comments (7:35 pm)**

Comments were heard from Anne Joyner (Wakefield District) regarding. Animal Control; neighbor's concerns regarding telephone call to Animal Control-no return call; employee customer service; missing dog.

*Supervisor Stringfield (Wakefield District) expressed concerns regarding returning telephone calls regarding dogs/animals.*

## **9. Unfinished Business**

There was no Unfinished Business.

## **10. New Business**

There was no New Business.

## **11. Board Member Comments**

11.01 Blackwater District - absent

11.02 Courthouse District – schedule Budget Work Session before June 21, 2018 BOS meeting.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby schedules a Special Meeting for Budget Work Session on Thursday, May 31, 2018 at 5:00 p.m. in the General District Courtroom.

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield

Voting nay: none

Abstained: Supervisor Tyler

Absent: Supervisor Seward

11.03 Henry District – none

11.04 Stony Creek District – Town Hall meeting; citizens' interest in budget and County business; County Administrator Jones and Frank Irving (Sussex Service Authority) were in attendance.



11.05 Wakefield District – none

11.06 Waverly District – – none

*Citizens' comments were heard prior to 8:00 p.m.; however, the Board would be entering Closed Session. Interim County Attorney Powell advised the Board to recess briefly to allow for other citizens that may enter for Citizens' Comments at 8:00 p.m.*

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby take a temporary recess returning at 8:00 p.m.

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

*The Board recessed at 7:52 p.m.*

*Returned from Recess at 8:00 p.m.*

## **12. Closed Session**

### **12.01 Convene into Closed Session**

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for Personnel Matters, discussion, consideration, or interview of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, pursuant to applicable Code Section 2.2-3711(A)1, County Treasurer and position for County Attorney.

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

### **12.02 Reconvene to Open Session/Certification**

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby returns to Open Session; and,

FURTHER RESOLVED that the Sussex County Board of Supervisors hereby approves adoption of resolution for certification, to-wit:

WHEREAS, that the Sussex County Board of Supervisors 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 Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

#### 12.04 Action Resulting from Closed Session

No action was taken on the closed session item.

*Supervisor Tyler, Chairman of Personnel Committee, scheduled a Personnel Committee meeting for Wednesday, May 30, 2018 at 3:00 p.m.*

### **13. Continuance**

#### 13.01 Continuance

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR TYLER and carried: RESOLVED that the May 17, 2018 meeting of the Sussex County Board of Supervisors is hereby continued the May 17, 2018 meeting at 8:46 p.m. to May 31, 2018 at 5:00 p.m. in the General District Courtroom.

Voting aye: Supervisors Blowe, Fly, Futrell, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Seward

#### 13.02 Next Meeting

The next Board of Supervisors Continued meeting will be held Thursday, May 31, 2018 at 5 p.m. in the General District Courtroom – Judicial Center located at 15098 Courthouse Road, Sussex, VA 23884.