

At a Special Meeting of the Board of Supervisors
Held in the Social Services Conference Room
on Wednesday, June 28, 2023 – 6:00 pm

BOARD MEMBERS PRESENT

Alfred G. Futrell
Wayne O. Jones
Susan B. Seward
Rufus E. Tyler, Sr

BOARD MEMBER ABSENT

C. Eric Fly, Sr.
Debbie P. Jones
Steve White, Tie Breaker

STAFF PRESENT

Richard Douglas, County Administrator
Deste J. Cox, Treasurer
Kelly W. Moore, Finance Director of Finance
Titiana D. Nicholson, Accounts Payable Clerk
Shilton R. Butts, Assistant to the County Administrator/
Clerk of the Board

Item 1. Call to order/Determine Quorum (

The June 28, 2023 Special meeting of the Sussex County Board of Supervisors was called to order by Chairman W. Jones.

Item 2. Invocation

The Invocation was offered by Supervisor Tyler.

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 FUTRELL, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approved the June 28, 2023 Special meeting agenda as presented.

Item 6. Additional Children Services Act (CSA) Appropriation

County Administrator Douglas stated that there weren't sufficient funds to pay outstanding bills relating to Children Services for the remainder of the year. He noted that there were two items related. He noted that Titiana Nicholson will be the new CSA Coordinator, effective July 1, 2023. This is a transition from the City of Franklin. The position is now under Administration. He stated that he was looking for much approved financial management and accountability of all the CSA activities.

County Administrator Douglas stated that the figure in the budget this year is an estimate based on past activities, which could fluctuate. He stated that it is not uncommon to request additional funds. He noted that any dollars that are approved for reimbursement by the Office of Children Services (OCS) for CSA approved activities are reimbursed at approximately 74%. For every dollar appropriated, seventy-four cents (74¢) is received back from the State. He stated there was a resolution that requests \$136,000. For local dollars are a little more than fifty percent (50%). He is requesting \$50,000 in local funds. Any funds not spent will be rolled back into the Reserve Funds. The \$50,000 is higher reimbursable rate for two reasons. He noted that approximately a couple of years ago, DSS Director presented some findings in the audit, the County was penalized \$45,000 which was extended over three years (\$15,000/year). He noted that the County has paid two-thirds. He noted that the \$15,000 is taken at the beginning of the fiscal year. He stated that the second part is that if all payments are not submitted for reimbursement by September 30 each fiscal year, the County does not get reimbursed. The money is forfeited.

He stated that this year the checks were cut; however, they were not submitted. He asked the Director if the County could get forgiveness on this matter; however, the deadline was the deadline. As a result, between \$5,000 to \$10,000 had to be reimbursed with local money.

County Administrator Douglas stated that the request was for the appropriation of \$136,000. He noted that there are children receiving services. He noted that services fluctuate. One kid could use expend the budget, depending on the needs of the child.

County Administrator Douglas stated that the Special Review was done by OCS. The County has given their response and should receive a formal response within the next few months. He stated that there could be additional penalties that could affect the availability of State funds over the next three years. He stated that the potential payback is approximately \$90,000. He noted that \$80,000 is related to the School System. The State's decision on how they want to handle payback will have a significant effect on if or how the County is penalized.

There was inquiry of if the \$50,000 enough.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approve Resolution #23- . All Board members present voted aye.

Item 7. Request for Increase in CSA Revolving Fund Spending Cap

County Administrator Douglas stated that a temporary increase to Revolving Fund Spending Cap is being requested. The Cap is \$150,000. He noted that there's a \$100,000 a month in expenses. He stated that to be able to pay the bills to the end of the fiscal year and allow for transition from DSS to Administration, a request for a cap increase for 90 days from \$150,000 to \$250,00.

There was discussion of OSC updating their website and inability to gain access. He noted that he called the State Director to see what could be done. There was inquiry as to who would be monitoring the Revolving Account. County Administrator Douglas stated the Deste Cox, the Treasurer, would be monitoring the Revolving account.

Ms. Cox stated that that fund would be allowed to go into the negative. She stated that currently it goes in to the negative up to \$150,000. She stated that it is the same operating account as the General Fund. So the General Fund Unassigned Fund Balance basically covers that balance so that they can continue to write checks while they are waiting to receive reimbursement. She stated that basically it will be raised to \$250,000 for 90 days. So General Fund Unassigned Fund will be covering that negative for the CSA Fund in the interim.

There was inquiry of internal controls policy that has been put in place for checks that are cut, but not submitted. There was inquiry as to who monitors that checks are sent in timely for reimbursement. It was noted that the CSA Coordinator would monitor. It was noted to mark the calendar for September 30. It was discussed that an internal policy needs to be put in place. It was noted that the State sets the September 30 deadline.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approved the request for increase in CSA Revolving Fund Spending Cap. All Board members present voted aye.

Item 8. Citizens' Comments

A Comment was heard from:

- Kevin Bracy (Yale District) - Suggested cutting back on the outside agencies to help cover the over expenditures.

Item 9 Adjournment

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby adjourned the May 18, 2023 Special Meeting and Budget Work Session at 5:50 p.m. All members present voted aye.