

**At a Regular Meeting of the
Sussex County Board of Supervisors
Held in the General District Courtroom on
Thursday, July 19, 2018 at 7 pm**

BOARD MEMBERS PRESENT

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

STAFF PRESENT:

Vandy V. Jones, III, County Administrator
Millard P. Stith, Independent Consultant
Danielle Powell, Interim County Attorney
Ellen G. Boone, Commissioner of the Revenue
Deste J. Cox, Treasurer
Strawn Darden, Deputy Sheriff
Brenda Drew, Housing Coordinator
Dwight Gay, Deputy Officer
Ernest Giles, Sheriff
Bertha Judge, Director of Social Services
Kelly W. Moore, Interim Finance Director
Shevonne Newby, Virginia Cooperative Extension Agent
Valarie Ricks, Lieutenant
Dwayne Sanders, Virginia Cooperative Extension ANR Agent
Sims-Curley, Arizona, Deputy Sheriff
Cecil Stainback, Senior Animal Control Officer
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board

1. Commencement

1.01 Call to Order/Determine Quorum

The July 19, 2018 meeting of the Sussex County Board of Supervisors was called to order by Chairman Seward.

1.02 The Invocation

The Invocation was offered by Supervisor Futrell.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

County Administrator Jones requested to add under Item 3. Recognition, as Item 3.02 Recognition of Sergeant Gwendolyn Maxwell and Corporal Deborah Bartley of the Sussex County Sheriff's Department.

County Administrator Jones requested to add under Item 6. Action Items, as Item 6.04 CSA Revolving Fund Increase.

County Administrator Jones requested to add under Item 7. Departmental Reports, as Item 7.07 Atlantic Waste Disposal Update.

County Administrator Jones requested to add under Item 12. Closed Session, as 12.01b Personnel Matters pursuant to State Code 2.2-3711(A)1, County Administrator, Finance Director position, Public Safety Coordinator position and Sheriff's position.

Supervisor Fly requested to add under Item 6. Action Items, as Item 6.05 Office Space Study Needs, and under Item 9. Unfinished Business as Item 9.01 County Attorney, as Item 9.02 Convenience Sites, as Item 9.03 Butler's Towing Company, as Item 9.04 Chowan Conservation Board, and as Item 9.05 Three Brothers Whiskey.

1.05 Approval of Agenda

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the July 19, 2018 regular meeting agenda inclusive of adding (1) under Item 3. Recognition, as Item 3.02 Recognition of Sergeant Gwendolyn Maxwell and Corporal Deborah Bartley of the Sussex County Sheriff's Department; (2) adding under Item 6. Action Items, as Item 6.04 CSA Revolving Fund Increase and as Item 6.05 Office Space Study Needs; and (3) adding under Item 7. Departmental Reports, as Item 7.07 Atlantic Waste Disposal Update; and (4) adding under Item 9. Unfinished Business as Item 9.01 County Attorney, as Item 9.02 Convenience Sites, as Item 9.03 Butler's Towing Company, as Item 9.04 Chowan Conservation Board, and as Item 9.05 Three Brothers Whiskey.

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

Voting nay: none

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR BLOWE, 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 the June 11 and 21, 2018 Special and Regular Board meetings; and (b) Approval of Warrants and Vouchers.

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

Voting nay: none

3. Recognition/Awards

3.01 Recognition: Virginia Cooperative Extension - Agriculture and Natural Resources (“ANR”) Agent

County Administrator Jones stated that during a previous Board meeting, the Board was provided a brief overview that the Agriculture and Natural Resources (“ANR”) Agent position was vacant due to a retirement. The local Virginia Cooperative Extension Office was informed by the State that funding would be provided for a shared ANR Agent position between Sussex and Surry.

Ms. Shevonne Newby, the Associate Extension Agent and FCS Agent, advised staff that the position had been filled and requested to introduce Mr. Dwayne Sanders, the new ANR Agent.

Ms. Shevonne Newby gave a brief biography of Mr. Dwayne Sanders and introduced him to the Board.

Mr. Dwayne Sanders was present at the meeting. A copy of Mr. Sanders’ biography was included in the Board packet.

3.02 Recognition of Sgt. Gwendolyn Maxwell and Cpl. Deborah Bartley on Their Retirement

County Administrator Jones stated that Sheriff Giles contacted Administration and requested recognition of Sergeant Gwendolyn Maxwell on her retirement on January 31, 2018 after 20 years of service and Corporal Deborah Bartley on her retirement on July 1, 2018 after 25 years of service with the Sheriff’s Department.

County Administrator Jones read the resolutions aloud. A copy of the resolutions were provided to the Board members.

Chairman Seward presented the resolutions to Sergeant Gwendolyn Maxwell and Corporal Bartley.

4. Public Hearing

There was no public hearing.

5. Appointments

5.01 Appointment to the Sussex Service Authority Board

County Administrator Jones stated that this item was presented at the June 21, 2018 Board meeting. A vacancy for the At-Large Alternate position was created on the Sussex Service Authority Board of Directors when Mr. Franklin Cox’s submitted his resignation after his successful bid for Town Council in the Town of Waverly.

The unexpired term of the At-Large Alternate position of the Sussex Service Authority Board of Directors will start immediately or whenever the position is filled, and will expire December 31,

2019, as the resignation of Mr. Cox will begin as soon an appointment is made.

Vice Chairman Blowe nominated Mr. Jeffrey Gary of Stony Creek, Virginia. Vice Chairman Blowe stated that Mr. Gary is a lifelong resident of Sussex County in the Stony Creek District. He is a certified Housing Inspector for the city of Hopewell. He serves on the Planning Commission. Vice Chairman Blowe stated that staff has a biography of Mr. Gary even though it wasn't presented at this time.

Supervisor Futrell nominated Ms. Lisa M. Allmond of Waverly, Virginia. Supervisor Futrell stated that Ms. Allmond was recommended by some of the Waverly Town Council members. Supervisor Futrell stated that Ms. Allmond is a teacher in Surry County. She lives in the Blackwater District. She has approximately 20 years of teaching experience.

Supervisor Tyler nominated Mr. Samuel Harrison. Supervisor Tyler stated that Mr. Harrison is a certified real estate appraiser who lives in Sussex County. He has years of experience of working with financing projects with various banks appraising properties. Supervisor Tyler stated that Mr. Harrison has worked with other localities in terms of economic development projects which serve as an asset to Sussex Service Authority in terms of extending water and sewer lines and things of that nature. Supervisor Tyler stated, in addition, Mr. Harrison lives in Henry District. Henry District is the only district that does not have a representative on the Sussex Service Authority Board. Supervisor Tyler stated that there should be a balance of representation on the Sussex Service Authority Board.

Vice Chairman Blowe stated that to move the matter along and in light of Supervisor Tyler's recommendation, he would remove Mr. Jeffrey Gary's name from nomination.

Nominations for Ms. Allmond were requested by roll call:

Supervisor Blowe	– No	Supervisor Seward	– No
Supervisor Fly	– Yes	Supervisor Stringfield	– No
Supervisor Futrell	– Yes	Supervisor Tyler	– No

Nominations for Mr. Samuel Harrison were requested by roll call:

Supervisor Blowe	– Yes	Supervisor Seward	– Yes
Supervisor Fly	– Yes	Supervisor Stringfield	– Yes
Supervisor Futrell	– No	Supervisor Tyler	– Yes

With a vote of five (5) YES from Board members, Mr. Samuel Harrison was appointed as the At-Large Alternate for the Sussex Service Authority Board of Directors.

6. Action Items

6.01 Adoption of Board Members Expenditures and Reimbursement Guidelines

County Administrator Jones stated that Each Board member has \$300.00 in their budget to spend. Previously, Mr. Mark Flynn, the former County Attorney, drafted general guidelines of the usage

of the funds. However, upon a request from a Board member, it was realized that the guidelines had not been adopted by the Board.

A copy of the draft of the Board Members Expenditure and Reimbursement Guidelines was included in the Board packet for review.

Vice Chairman Blowe made the motion, seconded by Supervisor Stringfield for the Board to adopt the Board Members Expenditures and Reimbursement Guidelines. However, Supervisor Fly noted concerns regarding the Guidelines to include items listed in the subheadings under Board District Funds, Section A. Grants; Section D. Printed and Electronic Materials – Communications and Distribution; Section E. Advertisements; and, under Section I. Unauthorized Expenditure of Public Funds, Number 6.

Upon request for detail, County Administrator Jones stated that the \$300 line item in the budget was not a new line item for this year. He stated that this line item came about in discussion of the FY18 budget. The funds—the \$300 per line item—were adopted in that budget. The document was written by former County Attorney Flynn in regards to how the money could be spent. No money was spent out the FY18 line item for the \$300.00. However recently, a Board member made inquiry in regards to the expenditure of the \$300.00. County Administrator Jones stated that upon research to confirm correct information had been given, it was realized that while the document had been written by Mr. Flynn, there was no record that the document itself had been adopted by the Board. As a result, County Administrator Jones stated that because it hadn't been adopted is why he was bringing the document before the Board now. If a Board member wanted to spend the money, the money would be spent in accordance with the Guidelines that the Board had adopted. He stated that because the document had been prepared by the former County Attorney, a copy was forwarded to the current County Attorney for review.

Interim County Attorney Powell stated that she reviewed the document. However, in light of Supervisor Fly's comments, there are some things that could probably be amended or changed.

Chairman Seward also stated that she believed that discussions started when Supervisor Futrell came to the Board regarding donations to the Angel Tree Program with Social Services that had not been funded by the County in possibly the last couple of years. It was believed that it would be a good idea for the Board to contribute to that Program. At that point, it was stated that in most localities, Board members have money where Board members contribute to things in their district such Angel Tree Program, Little League, etc.

The Board directed the Interim County Attorney Powell to further review the Board Members Expenditures and Reimbursement Guidelines and provide recommendation and/or a final document.

This item will be placed on the September 20, 2018 Board of Supervisors meeting agenda.

6.02 Approval and Adoption of Resolution for Wakefield 460 East Bound Turn Lane – Smart Scales Project

County Administrator Jones stated that at a previous meeting, staff discussed that the Town of Wakefield had purchased property at the corner of Route 460 and Main Street and was working with the Virginia Department of Transportation (VDOT) on a project that basically improves the site line and creates a safer turning lane. The project falls under VDOT's Smart Scale Program which is a statewide competitive program.

The program also requires that even though the Town of Wakefield purchased the property and initiated the project, the County has to submit the application to VDOT requesting funding for the Route 460 and Main Street Turn Lane Project. A pre-application has been submitted by the County. The project would be a joint effort between the Town of Wakefield and the County of Sussex. Before application is due by August 1, it is a requirement that the Town of Wakefield and the County do resolutions in support of that application.

A copy of the resolution supporting the Town of Wakefield was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby supports and approves the resolution supporting the submission of application for funding the Town of Wakefield 460 East Turn Lane – Smart Scales Project, to-wit:

WHEREAS, the Town Council of the Town of Wakefield, a Virginia municipal corporation. (Town), has expressed concern for the safety of its citizens and the safety of others traveling through the Town at the intersection of Highway 460 and Main Street (Rte. 628) in the Town; and,

WHEREAS, the Town did purchase property located at 102 W. Main Street adjacent to Highway 460 with the intent to use the said property to improve travel and safety at that intersection; and,

WHEREAS, the Sussex County Board of Supervisors, as one of the priority items for 2018 Sussex County Action Agenda, desires to interact with the incorporated towns located in County on mutual matters of interests as well foster a spirit of cooperation; and

WHEREAS, the Sussex County Board of Supervisors hereby agrees to support improvement at the said intersection; and

WHEREAS, the Sussex County has submitted a pre-application to the Virginia Department of Transportation requesting funding from the Commonwealth of Virginia for the Wakefield 460 Eastbound Turn Lane SMART SCALE Program, Project ID: 3632.

NOW, THEREFORE, BE IT RESOLVED THAT the Sussex County Board of Supervisors hereby supports the application and authorizes and directs the County Administrator to make application to the Virginia Department of Transportation for the above described projects.

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

Voting nay: none

6.03 Board of Equalization Compensation

County Administrator Jones stated that the Board of Equalization (BoE) consists of five (5) members appointed by the Judge of the Sussex County Circuit Court. All members received training in May 2018, as well as attended an Organizational meeting held June 11, 2018.

Staff is requesting the Board to compensate the BoE members \$75.00, per attendance—training and organizational meeting and for meetings required if any appeals are held. (There were no hearings needed.) The request for compensation to the BoE is the same as the amount paid previously. Any compensation has to be approved by the Board of Supervisors.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves compensation for members of the Board of Equalization, \$75.00 per attendance—training and organizational meeting.

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

Voting nay: none

6.04 CSA Revolving Funding Increase

County Administrator Jones stated that a previous Board meeting, Mr. Scott Reiner gave a presentation on the Children's Services Act and reviewed the County's responsibility regarding that act.

County Administrator Jones stated that some years ago, the Board of Supervisors approved a Revolving Fund of \$150,000.00 to cover shortfalls in the CSA funding. Basically, CSA items are acquired. Monies are spent. Application is sent back to the State for reimbursement to the County. It was brought to staff attention by the Treasurer that the Fund Balance for the CSA Revolving Fund is in a negative amount at this time. The amount that was approved by the Board for the fund is \$150,000.00. After discussions between the Treasurer, the Finance Department, and the Director of Social Services, it was noted that there was three (3) months of expenditures that have been submitted that need to be refunded by the State. Because the refund has not been received yet, Ms. Deste Cox, the Treasurer, is requesting that the fund of \$150,000.00 be increased temporarily by \$100,000.00 to make the total \$250,000.00 and it would be in effect through September 30, 2018. This date was selected because there is no Board meeting scheduled for August. And, it is believed that during that period of time, the reimbursements will have been received by the County. The fund will be balanced and, at that point, returned to \$150,000.00.

Vice Chairman Blowe stated for the record that this increase was an administrative matter only.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves increasing the \$150,000 Expenditure Account—CSA Revolving Fund Account—by \$100,000.00 to bring to a total of \$250,000.00 for a period to expire September 30, 2018.

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

Voting nay: none

6.05 Office Space Study – Mr. Tony Bell, Moseley Architects

Chairman Seward stated that the County approved \$40,000.00 for a Office Space Needs Study for the County. County Administration and staff are currently in the blue mobile unit. There are some issues with the Historic Courthouse. There are some empty buildings around the County. Moseley Architects has been tasked with conducting the County's Office Space Needs Study. There was some question regarding status of this Study.

Mr. Tony Bell, Moseley Architects, was present to give a brief update and answer questions regarding the Office Space Needs Study Assessment.

Mr. Bell stated that at the present, Moseley Architects has basically completed a draft Office Space Needs Study which was sent to Chairman Seward and County Administration staff. The next step to that process would be to review the Office Space Needs Study draft with the individual departments. And then, they would go about planning to meet those space needs for a 20 year plan (inaudible). The Space needs are currently about 27,000 sq. ft. The buildings that are indicated as part of their services to meet those space needs are 22,000 sq. ft. which is approximately a 5,000 sq. ft. deficit. All space earmarked was utilized to meet those space needs.

Mr. Bell stated that after concepts are created, projections need to be created for costs estimates for each of the different concepts. The County is to review those options and select one (1) for a master plan to meet those 20 year space needs.

Mr. Bell apologized for the delay in the delivery of the study. He stated that there had been personnel changes at Moseley Architects.

Mr. Bell stated that it has also been identified that there is some missing, non-existing documentation as far as existing facilities. There are no floor plans for some of the older county buildings which caused some delay.

There was discussion regarding options or steps in trying to recreate floor plans that are missing for some of the older, existing facilities within the \$40,000.00 framework.

Mr. Bell stated that there were three (3) options:

One option is to take measures and personnel and measure all buildings which do not have plans—which would probably be the most costly and time consuming methodology.

The second option/methodology would be scanning, using technology. They would then have a 3D image of the building which would be used to develop floor plans.

The last methodology, which would be the least costly, is to use whatever information that can be garnered off the County's GIS system and with other information they would have available to them, to create a rough outline of each building. Then, walk the building and do a rough sketch and report. Documents created from this methodology cannot be used for future renovations because they will not be accurate; however, the document will help to create a picture.

There was discussion of cost o renovate buildings. Mr. Bell stated that a cost could be provided the next day. However, Moseley Architects cannot provide the next day the location of department/staff. There needs to be a discussion of location of departments/staff, re-use of Courthouse buildings and access. The next step is planning who is going to go where.

There was inquiry of whether County buildings in Waverly had been taken into consideration. Mr. Bell stated that there was one (1) building in Waverly that was included in the Office Space Needs Study (the Waverly County Building with Housing and Virginia Cooperative Extension)—6,000 sq. ft.

There was inquiry regarding other buildings on the other end of the County that needed to be included.

There was inquiry regarding whether there was asbestos in some or all of the buildings. Mr. Bell stated that it wasn't part of their services. However, Moseley Architects could provide guidance on where to get the information as far as the investigation and costs.

There was inquiry as to whether the Board should have a discussion of a strategic plan as to how to come to a consensus regarding lay out of floor plans to collectively provide guidance Moseley Architects. There was discussion of after Board members meet with Moseley Architects two (2) at a time, who or what pair would make the ultimate recommendation of the floor plan.

Mr. Bell made the recommendation based on experience that after speaking with Board members two (2) at a time and gathering information, hopefully there would be some consensus in information—some matching up. From that information, three (3) options are developed. They will develop graphically so that it can be seen how the building looks as far as a planning format. There is also a cost component. They will also objectively score each of the **formats** which will be based on the criteria the Board selects—ease of use by citizens, costs, ease of constructability. The buildings will be evaluated on criteria selected.

There was inquiry regarding how do deal with analyzing an expansion in a county who is experiencing a decline in population and how is it taken into consideration that more and more services will be online.

Mr. Bell stated that it is not an expansion, per say, it is an expansion to meet space needs.

There was discussion in regards to ensuring everything is being considered and will there be some clarification and guidance of what the County can and/or cannot do with the old County Courthouse.

It was suggested that each Board member put their thoughts on paper first. Then, Moseley Architects meet with two (2) Board members at a time.

Board members are to review Office Space Needs Study provided to Chairman Seward. Board members can provided feedback in writing to Moseley Architects and/or call or provide information to the County Administrator. Mr. Bell stated that Moseley Architects will be looking to County Administration for confirmation for the right numbers. Moseley Architects is looking

to and will attempt to review needs with each department that are represented in the study and confirm with the departments that they are the right numbers provided.

There was discussion that a large portion of the population of the County receive benefits from Social Services. Has there been any consideration of, if there's new construction, maybe have a Social Services Office located at the other end of the County? Review resident needs as far as what agencies do residents frequent most. Mr. Bell stated that Moseley Architects was not tasked with looking at the Courthouse, the Human Services Building, and the Commonwealth's Attorney Building, because he believes that it was understood that those buildings were up to date/par. However, Social Services could be included in the Office Space Study Needs.

Mr. Bell stated that the next phase will begin now which is looking at the existing buildings. Space and staffing needs need to be confirmed.

7. Report of Departments

7.01 Treasurer's Report – *included in Board packet*

7.02 Animal Services/Public Safety Report – *included in Board packet*

7.03 Community Development Report Environmental Inspections – *included in Board packet*

7.04 Housing Department Report – *included in Board packet*

7.05 Environmental Inspections Report – *included in Board packet*

7.06 Sheriff's Department Report – *included in Board packet*

7.07 Atlantic Waste Disposal Quarterly Report- Mr. Jason Williams, Senior District Manager

Mr. Jason Williams, Senior District Manager for Atlantic Waste Disposal, Inc. ("Atlantic Waste") stated that Atlantic Waste continues to build cells on southwest side of the landfill in anticipation of the additional volume that the landfill should be getting in September.

Mr. Williams stated that through June, Atlantic Waste has accepted almost 6,500 tons compared to approximately 5,070 tons received last year during the same time period. Atlantic Waste is expecting the volume to continue to rise for the second half of the year from bringing the additional volume from the New York Transfer Station.

County Administrator Jones noted that it was brought to his attention that during the agenda amendment when he was enumerating Closed Session items, that there was a real estate item omitted, pursuant to Code Section 2.2-3711(A)3. He wanted to make sure that the Real Estate item was added to the Closed Session. In conjunction with adding the real estate item to Closed Session, Item No. 10.01, The Former Jefferson Elementary School, under Item 10. New Business, would be removed from the agenda.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves adding under Item 12. Closed Session, as Item 12.01c, pursuant to Code Section 2.2-3711(A)3; and

FURTHER RESOLVED that Item 10.01 The Former Jefferson Elementary School, under Item 10. New Business be removed from the agenda.

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

Voting nay: none

Absent during Vote: Supervisor Futrell

8. Citizens' Comments (8:36 p.m.)

There were comments heard from:

- Otto Wachsman (Stony Creek District) – Audience difficulty hearing; Selection of Office Office Space Study Engineer and work; complimented Atlantic Waste regarding landfill odor/smell.
- Kevin Bracy (Courthouse District) – New office building; old schools; solution for saving old Courthouse buildings.

9. Unfinished Business

The following items under Unfinished Business was added during agenda amendments.

9.01 County Attorney

Supervisor Fly requested that this item be tabled until the September 20, 2018 Board of Supervisors meeting.

9.02 Convenience Sites

Supervisor Fly stated that he just wanted the citizens to know that the Convenience Sites in the Courthouse and Blackwater Districts will be discussed in Closed Session with the hopes of reopening those sites.

9.03 Butler's Towing Company

Supervisor Fly stated that he is requesting County Administration to work with Butler's Towing Company to try to resolve their Conditional Use Permit (CUP) issue which has been an ongoing issue. Supervisor Fly stated that there are four (4) towing companies in Sussex County. He stated that Butler's Towing Company is the only one that has a conditional use permit. He stated they had a conditional use permit from years ago, that needed to be removed. Supervisor Fly requested that this issue goes back to Planning for a recommendation.

There was a discussion of the other towing companies in Sussex County. There was discussion of the removal of the CUP with the past/previous Administration.

It was noted that Butler's Towing Company's CUP was in the Blackwater District; however, Supervisor Fly, Courthouse District Supervisor, was more familiar with the matter.

There was further discussion of the reason for the Conditional Use Permit required of Butler's Towing Company.

Mr. Millard Stith, Sussex County Independent Consultant, stated that County Administration is being requested to take an action. Mr. Stith stated it was the responsibility of the owner to file a request/contact the County to request the CUP to be removed which usually requires a fee.

Supervisor Fly requested that staff reach out to Butler's Towing Company to retain the letter of request. Ms. Danielle Powell, Interim County Attorney, stated that the better approach is, if the property owner has an issue with the Conditional Use Permit, to have the property owner contact County Administration. Ms. Powell stated that she was not aware of the background of this matter other than information provided at this current meeting. Conditional Use Permits typically are issued if there are some sort of extra burdens to be placed on the particular property that requires conditions to be placed on the property. If there are problems, the property owner can ask that the CUP be removed. Then the County, can go through that process.

9.04 Chowan Conservation Board

Supervisor Fly stated that this item had been corrected in the budget.

9.05 Three Brothers Whiskey

Supervisor Fly stated that with Three Brothers Whiskey, the Board had discussed setting aside funds for a potential Agriculture and Forestry Industries Development (AFID) grant. He wanted an update.

There was discussion that no contact had been made with Mr. Reavis since the budget.

10. New Business

10.01 The Former Jefferson Elementary School – Mr. Hamlin

This item was moved to Item 12. Closed Session, as item 12.01c, Real Estate, pursuant to 2.2-3711(A)3.

11. Board Members' Comments

11.01 Blackwater District – no comments

11.02 Courthouse District – no comments

11.03 Henry District – no comments

11.04 Stony Creek District – Represented the County at the VACo White House Conference and tour on June 26th; provided handouts of agenda; gave brief overview of conference—Opioids, check medicine cabinets for old medication to get rid of them properly; increase in Fentanyl; ask locality to work with Police/Sheriff’s Department to have some program with NARCAN; stop looking at drug abusers in the old way; veteran’s streamlining benefits process; bill for Broadband for localities; additional Workforce and Development Programs; HUD programs; Section 8 Housing Program; EPA Grants to replace school buses; programs to increase apprenticeship programs in high schools; grant for railroad upgrades and overpasses.

Sheriff Giles stated that the Sheriff Department was certified for NARCAN. The Sheriff’s Department just received a “Community Give Back Box” where citizens can bring unused medicines to the Sheriff’s Department. CVS will be responsible for disposing of medicine.

11.05 Wakefield District – no comments; not prepared to give report due to extenuating circumstances that occurred.

11.06 Waverly District – Convenience Site driveway in Waverly on Georgetown Road has been temporarily fixed; Housing Department UNOS Grant information for Mrs. Drew for research.

12. Closed Session

12.01 Convene into Closed Session

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for discussion of (1) personnel matter, discussion or consideration of prospective candidates for employment; assignment, appointment, promotion, performance, resignation, of the public body pursuant to Code Section 2.2-3711(A)1, County Administrator, an Animal Control Employee. Finance Director, Public Safety Coordinator and Sheriff; (2) discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Code Section 2.2-3711(A)3, Jefferson Elementary School, (3) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, pursuant to Code Section 2.2-3711(A)7, and (4) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Code Section 2.2.-37(A)8, Atlantic Waste Contract.

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

Voting nay: none

12.02/3 Reconvene to Open Session/Certification

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

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 Sussex County 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 by the Sussex County Board of Supervisors.

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

Voting nay: none

12.04 Action Resulting from Closed Session Items

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors will hereby hold a Public Hearing for the sale of the former Jefferson Elementary School.

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

Voting nay: Supervisor Futrell

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Sixth Amendment to the Lease Agreement and authorize the Chairman of the Board of Supervisors to sign the contract.

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

Voting nay: none

County Administrator Jones stated that staff was informed by Ms. Stiffens of the USDA that in the past, the County had applied for a Housing Preservation Grant and had been turned down multiple times. The Grant was turned down because the County didn't have the match for the Grant. Ms. Stiffens became aware that the County received the UNOS Grant. She advised that the UNOS Grant can be used a match for this Grant. The deadline for application of this Grant is August 9, 2018.

County Administrator Jones stated that he would like to apply for the Grant and to meet the deadline and come back to the Board in September 2018 meeting to discuss the particulars of the Grant if the County is actually awarded the grant. He stated that there would be no money from the County. The match would be the money/funds used in the UNOS Grant. The funds would be used for housing repair along with qualifications the same as for the UNOS Grant.

13. Adjournment

13.01 Adjournment

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR BLOWE and carried:
RESOLVED that the Sussex County Board of Supervisors hereby adjourns the July 19, 2018
regular meeting at 11:51 p.m.

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

Voting nay: none

13.02 Next Meeting

The next Board of Supervisors meeting will be held on Thursday, September 20, 2018 at 7 p.m. in
the Judicial Center - General District Courtroom, 15098 Courthouse Road, Sussex, VA 23884.