

**Sussex County Board of Supervisors Meetings  
Regular Meeting Agenda  
Thursday, April 17 – 7:00 p.m.  
General District Courtroom – Sussex Judicial Center**

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**AGENDA**

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**Item 1. Call To Order**

**Item 2. The Invocation**

**Item 3. The Pledge of Allegiance**

**Item 4. Approval of Public Hearing Agenda**

**Item 5. Motion to Enter Public Hearing**

**a. Noise Ordinance**

The proposed ordinance prohibits loud noises, as defined therein, during certain times of the day, during certain times on Sunday, or at any time, depending on the nature of the noise; establishes exceptions to such prohibition; and prescribes that any person violating any of the provisions of the ordinance shall be deemed guilty of a civil violation and shall be subject to a fine not exceeding \$250 for the first offense and \$500 for each subsequent offense. Each day of violation of any provision of the ordinance shall be a separate offense

**b. Public Comment(s)**

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**c. Board Comment(s)**

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**Item 6. Close Public Hearing**

**Item 7. Motion to Return To Open Session**

**Item 8. Board’s Action on Public Hearing Item**

**Item 9. Adjourn Public Hearing**

**Sussex County Board of Supervisors Meetings**  
**Regular Meeting Agenda**  
**Thursday, April 17 – 7:00 p.m.**  
**General District Courtroom – Sussex Judicial Center**

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**Item 1. Call To Order /Determine Quorum**

**Item 2. Agenda Amendments**

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**Item 3. Approval of Regular Agenda**

Motion: To approve April 17, 2014 Regular Meeting Agenda as presented (or amended)

**Item 4. Approval of Consent Agenda**

- a. Approval of Minutes of March 20, 2014 meeting
- b. Sheriff's Department's Request for Appropriation from E911-SPOT, \$550.32
- c. Sheriff's Department's Restoration of Funds, \$2,339.28, VACo Insurance Claim
- d. Commonwealth's Attorney's Request for Line Item Transfer: from Part Time Salaries to Other Professional Services, Pender & Coward Invoice, \$1,404.75), Transfer from: 63100-1118-631-630 Part Time Salaries, Transfer to: 63100-1229-631-630 Other Professional Services
- e. Approve, Appropriate, and Transfer; Timmons Group; \$753.48; Megasite; Property Acquisition Study
- f. Approve, Appropriate, and Transfer; Timmons Group; \$1,250.00; Megasite; Master Planning and Preliminary Engineering Report
- g. Approve, Appropriate, and Transfer; McGuire Woods; \$33.00; Megasite; Professional Services
- h. Approve, Appropriate and Transfer, Dominion Virginia Power, \$6,644.63, Commonwealth's Attorney's Building
- i. Approval of Application and Certificate for Payment #6, Kenbridge Construction Company, \$143,823.83, Commonwealth's Attorney's Building

**Item 5. Appointments**

**Item 5a.** Appointment to John Tyler Alcohol Safety Action Program (tabled from last month). Last year, Mr. Ron Atkins was appointed by the Sussex County Board of Supervisors to the John Tyler Alcohol Safety Action Program. Mr. Atkins has advised that he can no longer serve due to circumstances beyond his control. Therefore a replacement is required.

Please be advised that there are no District requirements.

*Recommendation: That the Board appoint someone to fill the unexpired term on the John Tyler ASAP Board, expiring January 31, 2016.*

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**Item 5b. Appointments to Industrial Development Authority Board of Directors**

The terms of Mr. Emmett Drewry and Mr. Mel Davis will expire May 15, 2014. Both members have been contacted and neither wishes to serve again. New appointees will serve a four year term expiring May 15, 2018.

Please be advised that there are no District requirements.

*Recommendation: That the Board appoints two new appointees to serve four year terms.*

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**Item 6. Standing Reports/Staff/Committees/Organizations**

**Item 6a. County Administrator's Report**

**Item 6a1. Valley Development Corporation Memorandum of Understanding**

The Valley Development Association has requested to make a presentation to the Board regarding their proposal for the use of the former Annie B. Jackson Elementary School. Please be reminded that the County Administrator has been tasked for looking at possible uses for the three vacated elementary schools.

Also included in the Board packet is a proposed Memorandum of Understanding and other information from Valley Development Association regarding the use of the former Annie B. Jackson Elementary School.

*Recommendation: To honor the existing School Agreement until the Board determines final disposition regarding Annie B. Jackson Elementary School site.*

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**Item 6a2. U. S. Route 460 Corridor Update**

Enclosed in the Board packet is a copy of the Virginia Department of Transportation U.S. Route 460 update. VDOT is currently developing a Supplemental Environmental Impact Statements (SEIS) as part of the U.S. Route 460 Corridor Improvement Projects. Please be further advised that there are now five possible routes.

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**Item 6a3. Local Choice Renewal**

The County’s Health Insurance is up for renewal. This includes the renewal of our health, dental, and vision plans with The Local Choice Program. The Board of Supervisors will need to decide whether the County is going to continue to pay single coverage for employees. The renewal single coverage premium is \$595.00 per month per employee (\$ for FY 2015).

*Recommendation:* To approve and authorize the County Administrator to notify Local Choice that Sussex County will continue to pay single coverage for employees.

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**Item 6a4. Byrne Justice Assistance (JAG) Grant \$14-M1205LO13**

Included in the Board packet is a copy of the above referenced grant. The Department of Criminal Justice Services has been designated to administer a portion of the JAG grant funds reserved for Virginia and make those funds available to local units of government. These funds help localities support their efforts to reduce and improve public safety.

*Recommendation:* To accept and appropriate the Byrne Justice Assistance (JAG) Grant #14-M1205LO13 in the amount of \$2,311.00 in federal funds and \$257.00 in local cash matching funds for a total award of \$2,568.00.

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**Item 6a5. Update of Eugene Lane and Murrell Lane**

Please see the letter dated March 1, 2014 from Matt Lillis, P.E., Area Land Use Engineer for the Virginia Department of Transportation, regarding Eugene and Murrell Lanes.

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**Item 6a6. Update of Director of Part Time Finance**

I am pleased to inform the Board of Supervisors that Rob Blount has accepted the position of Part Time Finance Director for Sussex County. Rob who owns an Antique Business comes to the County with a background in both private and governmental accounting and served for 38 years in the City of Petersburg and the last twenty as Finance Director. I am very pleased that Mr. Blount has agreed to become the newest member of Team Sussex. Rob's first day will be Monday April 14<sup>th</sup>.

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**Item 6a7. Hiring and Dismissal Oversight Policies**

Please find attached proposed amendments to the County's Personnel Policy and Procedures Manual require the County Administrator, prior to hiring or dismissing a full-time or part-time permanent employee, to notify the Board of Supervisors, in closed session, of the County Administrator's intended action.

If the Board believes that the action needs additional processing or investigation, the Board, by motion, can direct the County Administrator, accordingly. If the Board takes no action to direct the County Administrator, the County Administrator can go forward with the hiring or dismissal of the employee. This process allows the Board of Supervisors the opportunity to review employment actions prior to implementation to satisfy itself that its policies relating to fairness, consistency, and objectivity have been followed.

*Recommendation:* Approval as submitted.

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**Item 6a8. Sixth Judicial Circuit Judge's Request for Telephone Stipend**

The Chief Judge of the Sixth Judicial Circuit (*The Honorable Stephen D. Bloom*) is requesting that the County increase his annual reimbursement from \$50.00 to \$85.00 per month toward the

payment for cell phone service (*an increase from \$600.00 to \$1,020.00*). He also asked that this be retroactive to January 2013.

Traditionally, the County has reimbursed Judge Bloom in one payment for the calendar year, January – December. We have not yet processed the payment for the 2013 calendar year, and he is requesting that the increase be retroactive for the 2013 calendar year.

Please be further advised that in FY 2013 (*last fiscal year*), the General District Court budget had a surplus of \$9,420.00, therefore we do not believe that by approving the increase for the cell phone stipend it will overspend the budget category.

*Recommendation:* To approve Judge Bloom’s request and direct the County Administrator to approve a reimbursement payment for 2013 and further to include such reimbursement in the FY 2015 Budget.

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#### **Item 6a9. Stormwater Management Act**

Please find attached a summary regarding Stormwater Management. The County previously had determined that this was an item that could be handled in house. However after the amendments have been incorporated virtually every small jurisdiction has determined that it would be better to “opt out.”

*Recommendation:* To approve opting out of the act and turning these duties over to the state.

#### **Item 6a10. Vision 20/20**

The first of four Vision 20/20 Community Focus Meetings was held on Wednesday evening, April 9, 2014 at Prince George Electric Community Meeting Room. These public gatherings are designed to allow citizens the opportunity to help the Sussex County Board of Supervisors and County Administration to identify County priorities in collaboration with our people. The sessions are intended to:

- ✓ Bring together our people and continue our successes in community based planning.
- ✓ To promote government transparency while supporting “*Unity in Our Community!*”
- ✓ Provide and receive information and solutions while establishing priorities for the implementation of Sussex County’s Strategic and Economic Development Plans.
- ✓ To embrace not only the diversity of our people but to work hand in hand – Government and our People in molding our future!

The other scheduled sessions are: **(all sessions begin at 6:00 p.m.)**

Wednesday, April 23, 2014, Jarratt Fire Department, 414 Jarratt Avenue, Jarratt, VA

Wednesday, April 30, 2014, Wakefield Foundation, 1000 Wilson Avenue, Wakefield VA

Wednesday, May 7, 2014 School Board Meeting Rm., 21302 Sussex Dr., Sussex VA

**Item 6b. Treasurer** *(Report included)*

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**Item 6c. Commissioner of the Revenue** *(No report at this time)*

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**Item 6d. Sheriff's Department** *(No report at this time)*

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**Item 6e. Superintendent of Schools** *(No report at this time)*

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**Item 6f. Director of Social Services** *(No report at this time)*

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**Item 6g. General Registrar's Report** *(No report at this time)*

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**Item 6h. Health Department** *(No report at this time)*

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**Item 6i. County Attorney's Report** *(No report at this time)*

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**Item 7. Citizens' Comments (9:00p.m.)**

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**Item 8. Unfinished Business**

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**Item 9. New Business**

**Item 9a. House of Hope**

**Item 9b. County Administrator's Performance**

**Item 10. Board Members' Comments**

**a. Blackwater District**

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**b. Courthouse District**

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**c. Henry District**

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**d. Stony Creek District**

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**e. Wakefield District**

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**f. Waverly District**

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**Item 11. Departmental Reports**

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**Item 12. Closed Session**

- a. Discussion or consideration of the condition, acquisition or use of real property, Code Section 2.2-3711(A)(2)
- b. Consultation with legal counsel with regard to construction project, Code Section 2.2-3711(6)

**Item 13. Return To Open Session/Certification**

**Item 14. Action Taken on Closed Session Items**

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**Item 15. Recess/Adjournment**