

At a Special Meeting (Budget Work Session) of the Board of Supervisors  
Held in the Social Services Conference Room on  
Thursday, May 21, 2020 – 5 pm

**BOARD MEMBERS PRESENT**

C. Eric Fly, Sr.  
Marian D. Johnson  
Debbie P. Jones  
Wayne O. Jones  
Susan M. Seward  
Rufus E. Tyler, Sr.  
Steve White, Tie Breaker

**STAFF PRESENT**

Larry Hughes, Interim County Administrator  
Mark Flynn, County Attorney  
Ellen G. Boone, Commissioner of the Revenue  
John Broderick, Public Schools' Director of Finance & Business Operations  
Deste J. Cox, Treasurer  
Eric Danuser, IT System Manager  
Brenda H. Drew, Housing Coordinator  
G. Reid Foster, Public Safety  
Ernest Giles, Sheriff  
William R. Jenkins, General Registrar  
Bertha H. Judge, Director of Social Services  
K. W. Moore, Director of Finance  
Vincent L. Robertson, Interim Commonwealth's Attorney  
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk

**Item 1. Call To order/Determine Quorum (5:00 p.m.)**

The May 21, 2020 Special meeting (Budget Work Session) of the Sussex County Board of Supervisors was called to order by Chairman Seward.

**Item 1A. Approval of the Board Members Participating by Phone under Board Remote Participation Policy**

ON MOTION OF SUPERVISOR FLY, seconded by Supervisor Tyler and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of remote participation of Supervisors Johnson, W. Jones, and Mr. Steve White, Tie Breaker. All Board members present voted aye.

**Item 2. The Invocation**

The invocation was offered by Supervisor D. Jones.

### **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 approves the May 21, 2020 Special meeting (Budget Work Session) agenda as presented.

All members present voted aye.

### **Item 6. Budget Discussions**

Mr. Larry Hughes, Interim County Administrator, provided a brief overview of the County's recommendation to handle the estimated shortfall in the current budget, FY20 and the FY21 budget due to the COVID-19, Coronavirus Pandemic.

Mr. Hughes discussed projected budget deficits of the economic revenue items such as Local Sales Tax, Transient Occupancy, Business Licenses, BPOL Tax and Landfill tipping fees.

He discussed recommended modification in expenditures to close deficit for FY21. It was recommended to remove the three percent (3%) across the Board Cost of Living Allocation (COLA); not acquire an Animal Control vehicle; lease purchase Sheriff's vehicle instead of "out right" purchase; no Department of Social Services renovations unless done in current budget; remove Administrative position (consolidating Administration position and Planning Department position); and decrease remittance to Towns. Mr. Hughes noted that these recommended modifications re-balanced the budget.

There was discussion of the roof repair issue in the previous budget for the Sheriff's office. The roof was repaired versus replacement. There was discussion of roof repair to be added to the CIP. Sheriff Giles inquired if replacement could be done in current budget and, if \$5,000, could be moved from his

Building and Grounds line item to assist with costs of repair of estimated of \$91,000—a \$5,000 increase due price/cost increase. There was discussion of options to fund the roof repair.

There was discussion of CARES Act COVID-19 for localities. It was noted that use of funding had to be used pertaining to COVID-19.

Ms. Moore, Director of Finance, noted that in accordance with U.S. Treasury guidance nothing in reference to infrastructure can be used. Inventory or assets has to be directly related to COVID-19.

County Attorney Flynn further elaborated that expenditures had to be incurred due to the public's health emergency or action taken to respond to the emergency of COVID-19.

There was inquiry of how much the County could be reimbursed. Staff will provide information.

There was inquiry as to whether CARES grant funding could be used for hotspots, teaching, software, broadband services, etc. It was noted that CARES funding is only available through December 31, 2020.

There was inquiry of if the schools can/will reimburse themselves for purchase of hotspots, iPads, etc., with the Federal monies received for COVID-19 expenses, will it generate excess funds to rollover to the County to help balance the budget.

Mr. Broderick, the Director of Finance and Operations for the Public Schools, advised that he could not speak for entire School Division. He will relay the message to Dr. Jarrett, the Public Schools Superintendent, and the School Board. He discussed the 50/50 arrangement of if the schools had money left over, if the funds would be returned to the County, would it be used to balance the County's budget or would it possibly be considered to be reallocated 100% back to the schools. Mr. Broderick discussed shortfalls in the schools' budget due to loss in enrollment, etc.

There was inquiry of DSS General Assembly Adjustments. It was noted that these were reduction in the budget during amendment. Ms. Moore stated that two (2) positions (new positions) originally proposed by the Governor for Family Prevention, when Un-allocation of Funds were done, positions were removed from locally DSS.

Mr. William Jenkins, General Registrar, discussed a Cyber Security federal grant, \$250,000 with no match and its uses. Grant will be used for County. Mr. Jenkins was advised to provide Mr. Hughes, the County Attorney and Mr. Danuser the information to review.

Sheriff Giles discussed the Sheriff's Office's vehicles request. He stated that he had requested five (5) vehicles because five (5) vehicles were totaled in a matter of a year's time. Sheriff Giles stated that he had 11 vehicles that ranged between 130,000 to 190,000 miles; three (3) vehicles that range from 215,000 to 294,000 miles; and, nine (9) under a 100,000 miles. He stated that he doesn't have enough vehicles for every officer. He stated that his request for body cameras was rescinded. He stated that roofing replacements and cars were a need.

Original motion was amended to change source of funding.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the Sheriff to proceed with 81 Builders to install metal roof for \$91,000 with \$86,000 being funded from Reserve 135 Account; and

BE IT FURTHER RESOLVED that \$5,000 will be paid from the Sheriff's Office budget. All Board members present voted aye.

There was discussion of the Virginia Cooperative Extension and the Agricultural Agent.

There was discussion of the Blackwater Regional Library line item. There was discussion of the library being closed and returned funding. Staff was asked to have conversation with Blackwater Regional Library.

There was a brief discussion of Sussex County Youth and Adult Recreation Association (SCYARA), the Waverly Pool. There was discussion of the pool at the Airfield 4-H Conference Center.

There was discussion of the Virginia Gateway Region (VGR). It was stated that VGR has recommended to their members in the locality to pay/cut dues in half for the year, which would be an approximate savings of \$21,000.

A copy of the PowerPoint presentation of FY20 & FY21 budget items was provided to Board members.

County Attorney Mark Flynn stated that the General Assembly will probably meet in August. There may be changes that may require significant amendments to the budget in September.

A Budget Work Session was scheduled for Thursday, June 4, 2020 at 5:00 p.m. A Budget Work Session was tentatively scheduled for Thursday, June 11, 2020 at 5:00 p.m., if needed.

#### **Item 7. Citizens' Comments**

There were no Citizens' Comments.

#### **Item 8. Adjournment**

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby adjourned the May 21, 2020 Special Meeting (Budget Work Session) at 6:13 p.m.