

**At a Special Meeting of the
Sussex County Board of Supervisors
Held in the Prince George Electric Cooperative
Conference Room on
Thursday, November 8, 2018 at 1 pm**

BOARD MEMBERS PRESENT

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

BOARD MEMBER ABSENT

Keith C. Blowe

STAFF PRESENT:

Vandy V. Jones, III, County Administrator
Millard P. Stith, Independent Consultant
Steve White, BOS Tie Breaker
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board

Item 1. Call to Order/Determine Quorum (1:23 p.m.)

The November 8, 2018 Special Meeting of the Sussex County Board of Supervisors was called to order by Chairman Seward.

Item 2. The Invocation

The Invocation was offered by Supervisor Fly.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Approval of Agenda

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried:
RESOLVED that the Sussex County Board of Supervisors hereby approves the agenda for the
November 8, 2018 Special Meeting.

Voting aye: Supervisors Fly Futrell, Seward, Tyler

Voting nay: none

Absent during vote: Supervisor Stringfield

Absent: Supervisor Blowe

Item 5. Closed Session

a. Convene to Closed Session

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters in to Closed Meeting for discussion, consideration, or interviews of prospective candidates for employment of specific public officers, appointees, or employees of any public body, pursuant to applicable Va. Code 2.2-3711(A)1, position for County Attorney.

Voting aye: Supervisors Fly, Futrell, Seward, Tyler

Voting nay: none

Absent during vote: Supervisor Stringfield

Absent: Supervisor Blowe

b. Reconvene to Open Session/Certification

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby returns to the Open Meeting and certifies by roll call that only public business matters lawfully exempted from FOIA's open meeting requirement by Virginia law, and that only such business matters as were identified in the motion convening the Closed Meeting was heard, discussed or considered during the Closed Meeting.

Voting aye: Supervisors Fly, Futrell, Seward, Tyler

Voting nay: none

Absent during vote: Supervisor Stringfield

Absent: Supervisor Blowe

e. Action Resulting from Closed Session

There was no action on Closed Session Item.

Supervisor Stringfield entered at 2:40 p.m.

Supervisor Tyler departed at 2:43 p.m.

Item 6. Office Space Needs Study – Mr. Tony Bell, Moseley Architects

County Administrator Jones reminded Board members that information received from Moseley Architects regarding the Office Space Needs Study was handed out at the Board's October 30, 2018 Special Meeting.

Messrs. Bell and McCalla were present at the meeting.

County Administrator Jones noted that although Vice Chairman Blowe wasn't able to attend the Special Meeting, he met with Mr. Bell while Mr. McCalla was on the phone. Vice Chairman Blowe has reviewed the information and made some comments.

Mr. Tony Bell of Moseley Architects stated that the main purpose of the meeting was to review the information of the different options and answer any questions the Board may have. Mr. Bell did a PowerPoint presentation summarizing the information he had provided to the Board.

Mr. Bell stated that the purpose and the scope of the study was to determine the amount of required space needs for the selected departments, determine how to best utilize County-owned facilities that currently on the campus, and utilize the twenty-year, or 2037, planning horizon conceptual master plan, and per-square-costs based on per-square-foot required.

Mr. Bell stated that in terms of the space needs process, the document was provided in July 2018. Questionnaires were distributed. Moseley Architect met with management teams in each individual department and reviewed the questionnaires.

Mr. Bell stated that the total square footage for 2037 is approximately 27,000 square feet. This is space the County needed not including Social Services and the Health Department or the Sheriff's Department.

Mr. Bell stated that five (5) options were developed from information obtained.

Option 1 includes renovating all the existing buildings including the modular administration building and construction of minimum expansion to meet total need. (Costs \$6.4 million)

Option 2 renovates all existing buildings, except the modular administration building, and construction of the minimum expansion to meet the total need. (Cost \$7.0 million)

Option 3 constructs or lease a new Human Services Building (Department of Social Services and Health Department) in Waverly and renovate all buildings listed in the available space resources. (Cost \$12.6 million) The most expensive option.

Option 4 constructs a new administration building and reuse the existing Historic Courthouse, Treasurer, Clerk, Building and Grounds, and Cooperative Extension. (\$9.0 million)

Option 4B constructs a new building with expansion of Human Services with all departments listed in handout except Public Safety Coordinator, Building and Grounds, Housing Programs and Cooperative Extension. (Cost \$11.1 million)

Option 5 constructs a new building for all departments, except Housing Program. (Cost \$10.2 million)

Different options were discussed regarding, fireproof rooms, adjacency of departments, satellite offices, and movement of Building and Grounds on the complex or at Animal Services.

There was discussion of taking Options 1 and 2 off the table. There were also discussions of the installation of elevators, and ramps.

Various options were discussed. More detailed information was provided in the handouts. Each option recommended placement of staff in building affected.

Mr. Bell recommended not building two (2) stories.

There was discussion of the Historic Courthouse and the parking lot in front of the Courthouse.

Option 4C was the general consensus. Option 4C constructs a new building for all departments, except the Public Safety Coordinator and the Housing Department, and construct a new building for the Building and Grounds Department.

County Administrator Jones stated that paying is a huge part of this project. It has to be done by steps in an orderly fashion. Get the office space study needs done. Get a general consensus on what the option will be. Once this has been put in place, go back and attach numbers, taking in effect real numbers, then figure how and if the County can do the project and have someone look at our financial position and ability to incorporate the financing of the project.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the easement to grant Southside Electric ingress and egress to the Reed Road Convenience Site contingent upon the final review by the county attorney.

Voting aye: Supervisors Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent during vote: Supervisor Tyler

Absent: Supervisor Blowe

Item 8. Adjournment

ON MOTION OF SUPERVISOR FUTRELL seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the November 8, 2018 Special Meeting of the Sussex County Board of Supervisors is hereby adjourned at 4:25 p.m.

Voting aye: Supervisors Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent during vote: Supervisor Tyler

Absent: Supervisor Blowe