

At a Special Meeting of the Board of Supervisors
Held on Wednesday, June 2, 2021 – 6 pm

BOARD MEMBERS PRESENT

C. Eric Fly
Debbie P. Jones
Wayne O. Jones (via Zoom)
Susan M. Seward
Rufus E. Tyler, Sr.
Steve White, Tie Breaker (via Zoom)

BOARD MEMBER ABSENT

Marian D. Johnson

STAFF PRESENT

Richard Douglas, County Administrator
Deste J. Cox, Treasurer
G. Reid Foster, Public Safety Coordinator
Jeffrey Gary, Director of Public Works
Ernest Giles, Sheriff
Kelly W. Moore
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk

Item 1. Call to order/Determine Quorum (8:00 p.m.)

The June 2, 2021 Special meeting of the Sussex County Board of Supervisors was called to order by Chairman Seward.

Item 2. Invocation

Supervisor Fly offered the Invocation.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Agenda Amendments

There were no agenda amendments.

Item 5. Approval of Agenda

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR TYLER and carried:
RESOLVED that the Sussex County Board of Supervisors hereby approves the June 2, 2021 Special Meeting agenda as presented. All Board members presented voted aye.

Item 6. General Budget Discussions

County Administrator Douglas stated that at the Public Hearing only public comments were heard from Community Coalition and Jarratt Senior Citizens Center.

County Administrator Douglas stated that there were changes from the Comp Board.

Mr. Douglas discussed the Housing Department. He stated the Board had requested a copy of the audited that was conducted. It was noted that he had not received a copy of the audit.

Mr. Douglas noted that a letter of notice was received from the Virginia Housing Development Authority (DBA Virginia Housing) stating they were exercising its right to end the relationship with Sussex County in the administration of the Housing Choice Voucher Program (HCVP).

Supervisor D. Jones requested funding for the Jarratt Senior Citizens Center.

Supervisor Tyler requested funding \$5,000 to Community Coalition, former Pastor's Coalition.

There was discussion of the deputies' use and or access of the building. There was discussion of the political activity.

There was discussion that ending the program would remove Housing from the budget. It was noted that it was approximately \$20,000 difference in the expenditures and revenue for Housing.

There was discussion of the Blackwater Regional Library contract.

County Administrator Douglas reminded the Board that all Capital items and the back half of the fiscal year for convenience sites and contracted EMS that will need to be added back in the budget in approximately June or July when funding is received.

ON MOTION OF D. JONES, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby removes the both, revenues and expenditures, for the entire budget item of Housing and forfeit the Housing Voucher Program.

Voting aye: Supervisors Fly, D. Jones, W. Jones, Seward

Voting nay: none

Abstained: Supervisor Tyler

Absent: Supervisor Johnson

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby appropriates \$5,000 to Community Coalition, formerly Pastor's Coalition; and

FURTHER RESOLVED that the Sussex County Board of Supervisors hereby appropriates \$5,000 to the Jarratt Senior Citizens' Center. All Board members present voted aye.

Item 7. Consideration of FY22 Budget Approval Ordinance

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the budget as amended and adopts Ordinance #21-05 to approve the budgets and appropriate funds for the County of Sussex and the Sussex County School Division for the fiscal year beginning July 1, 2021 ending June 30, 2022

WHEREAS, the County Administrator has submitted to the Sussex County Board of Supervisors a proposed annual budget for the County for the fiscal year beginning July 1, 2021 and ending June 30, 2022, which has been reviewed by the Board of Supervisors; and

WHEREAS, the Board has duly advertised and held a public hearing on the proposed budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022; and

WHEREAS, it is necessary to adopt said budget and appropriate sufficient funds to cover the requirements included therein; and WHEREAS, the Board of Supervisors, in exercising its independent judgement and in concert with the Sussex County School Board, has considered the school’s annual operating budget; and

WHEREAS, after considering availability of local funds, approval of the Sussex County School Board’s fiscal year 2022 educational budget is based upon funding from the federal government in the amount of \$2,889,875; from the state government in the amount of \$10,050,772; from the local appropriations in the amount of \$7,749,170; and other local revenues in the amount of \$329,700;

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors this 2nd day of June, 2021, that the fiscal year 2022 annual budget of the Sussex County School Division for school operations in the amount of \$21,019,517 be, and is hereby, approved subject to and contingent upon the availability of funds as indicated in the preamble hereto.

BE IT FURTHER ORDAINED that the annual budget in the sum of \$839,118 for fiscal year 2022 be, and is hereby, approved for the operation of food service programs for purposes authorized and approved by the Sussex County School Board subject to and contingent upon the availability of funds.

BE IT STILL FURTHER ORDAINED that the fiscal year 2022 annual budget for the County of Sussex be, and is hereby, adopted as proposed on this date.

BE IT STILL FURTHER ORDAINED that the following annual appropriations for fiscal year 2022 be, and are hereby made in the General fund for the following functions:

Education	7,753,652
Sheriff’s Operations & Jail	5,374,665
Debt Service	1,534,697

General Government Administration	2,051,121
Fire, Rescue, & Emergency Services	1,612,820
Public Works	1,010,042
Judicial Administration	1,212,429
Health & Welfare	1,030,528
Non-Departmental & Transfers	154,189
Community Development	560,525
Parks, Recreation and Cultural	255,151
	<u>22,549,819</u>

BE IT STILL FURTHER ORDAINED that the County Administrator be, and is hereby, authorized to transfer the appropriations in the General Fund Non-Departmental function to the related categories in the various General Fund functions.

BE IT STILL FURTHER ORDAINED that the \$7,753,652 appropriated above from the General Fund for Education, includes \$7,709,170 for the local contribution to the School Division for support of the School operating budget and, is appropriated as a non-categorical appropriation to be allocated among the various operating categories as the School Board deems necessary and the remaining \$40,000 is appropriated as the County's share of IT salary expenses and \$4,482 is appropriated for contributions to outside educational institutions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of 2,375,851 for fiscal year 2022 be, and is hereby, made in the Social Services Fund for the operations of the Sussex Department of Social Services.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the Social Services Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$740,000 for fiscal year 2022 be, and is hereby, made in the CSA Fund to carry out the mandates of the Comprehensive Services Act.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the CSA Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$766 for fiscal year 2022 be, and is hereby, made in the Law Library Fund.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the Law Library Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions

become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that, the County Treasurer, upon receipt of a written order from the County Administrator, is authorized to advance monies between the several County funds under his custody provided, however, that the total advanced to any particular fund, plus the amount of monies disbursed from that fund, does not exceed the annual appropriation of said fund.

BE IT STILL FURTHER ORDAINED that, upon receiving notice of grant of program opportunities offered by various federal, state, local and other outside organizations, the County Administrator or his designee be, and is hereby designated as the agent to execute the necessary grant or program application and other documentation, unless the terms of the grant or program require specific actions by the Board, to give such assurances as may be required by the agreement subject to approval as to form by the County Attorney and to provide such additional information as may be required by the awarding organization. In addition, the funding awarded, not to exceed \$50,000, shall be, and is hereby, appropriated to the applicable functional area.

BE IT STILL FURTHER ORDAINED that interest earned on grant and program awards received from federal, state, local and other outside organizations be, and is hereby, appropriated to the appropriate functional area to be expended in accordance with the guidelines as established by the organizations.

BE IT STILL FURTHER ORDAINED that additional funds received for various County programs, including contributions and donations, be, and are hereby, appropriated for the purposes established by each program.

BE IT STILL FURTHER ORDAINED that funds received from the Federal Emergency Management Agency (FEMA) for reimbursements for expenses incurred as a result of unusual or infrequent events not to exceed \$50,000 per incident be, and are hereby, appropriated under this program for the appropriate functional area.

BE IT STILL FURTHER ORDAINED that funds received through insurance claims for damages incurred to County property as a result of unusual or infrequent events not to exceed \$50,000 per incident be, and are hereby, appropriated under this program to the appropriate functional area.

BE IT STILL FURTHER ORDAINED that upon receipt of written notification from the State Compensation Board of additional funds for the Constitutional Officers (Commonwealth's Attorney, Sheriff, Clerk of Court, Treasurer and Commissioner of the Revenue) be, and are hereby, appropriated in the General fund to be expended in accordance with guidelines as established by the state government.

BE IT STILL FURTHER ORDAINED that the monies be, and are hereby, appropriated for fiscal year 2022 in the various funds for the purpose of liquidating encumbered purchase transactions and for continuing capital and special projects as of June 30, 2021 not to exceed the applicable fund balance/net assets/net position as recorded in the County's audited accounting records. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the County Administrator be, and is hereby, authorized to transfer funds within and between appropriation functions. These transfers may be made to allow the disbursement of funds for unanticipated costs incurred in daily County operations. All Board members present voted aye.

Item 8. Consideration of CY21 Tax Rate Ordinance

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the Resolution for Calendar Year 2021 Tax Rates;

WHEREAS, it is necessary for the Board of Supervisors to establish real estate and personal property tax levies for the County of Sussex for calendar year beginning January 1, 2021 and ending December 31, 2021; and

WHEREAS, the Board has duly advertised and held a public hearing on the subject of tax levies;

NOW, THEREFORE, BE IT RESOLVED by the Sussex County Board of Supervisors this 2ND day of June, 2021, that the following County tax levies be, and they hereby are, imposed for the calendar year 2021:

Class of Property	Rate Per \$100 of <u>Assessed Valuation</u>
Real Estate (including Public Service Corporations)	\$0.58
Mobile Homes	\$0.58
Machinery & Tools	\$2.43
Merchant's Capital	\$1.00
Fire & Rescue	\$2.43
Tangible Personal Property (including Public Service Corporations)	\$4.85

All Board members present voted aye.

Item 9. Citizens' Comments

Comments were heard from Catherine Owens, the representative from the Jarratt Senior Citizens Center.

Item 10. Adjournment

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby adjourned the June 2, 2021 Special Meeting at 6:40 p.m.

Voting aye: Supervisors Fly, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Johnson