

**At a Rescheduled Meeting of the
Sussex County Board of Supervisors
Thursday, July 22, 2021 at 6 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:

Richard Douglas, County Administrator
Jeff Gore, County Attorney
Ellen G. Boone, Commissioner of the Revenue
Deborah Broughton, Animal Services Director
Deste J. Cox, Treasurer
Lisa Danuser, Solid Waste Manager
Strawn Darden, Sergeant
G. Reid Foster, Public Safety
Jeff Gary, Director of Public Works
Ernest Giles, Sheriff
William Hagy, Director of Social Services
William Jenkins, General Registrar
Eric Johnson, Captain
Faith McClintic, Economic Developer (P/T)t
Kelly W. Moore, Director of Finance
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board of Supervisors

1. Commencement

1.01 Call to Order/Determine Quorum (6:17 p.m.)

The July 22, 2021 rescheduled meeting of the Sussex County Board of Supervisors was called to order by Chair Seward.

1.02 The Invocation

The Invocation was offered by Supervisor Johnson.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

County Administrator Douglas added under Item 5 Appointments, as Item 5.01 The Board of Building Code Appeals.

County Administrator Douglas noted that Item 2.10 District Court COVID-19 Hazard Pay under the Consent Agenda would be paid out of the Contingency Fund instead of CARES Act Funds.

1.05 Approval of Agenda

ON MOTION OF SUPERVISOR JOHNSON, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the July 22, 2021 rescheduled agenda inclusive of adding under Item 5 Appointments, as Item 5.01 The Board of Building Code Appeals. All Board members present voted aye.

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Consent agenda inclusive of the following: (a) May 3, Joint Board of Supervisors and Planning Commission, May 20, 201 Regular and June 2, 2021 Special meeting minutes; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report; (d) Financial Update; (e) Public Works Department Reports; (f) Public Safety Department Report; (g) Planning Department Report; (h) Sheriff's Department Report; (i) Social Services Department Report; (j) District Court COVID-19 Hazard Pay; and (k) Cabin Point CUP Fire and Rescue Payment. All Board members present voted aye.

3. Recognitions/Awards/Presentation

3.01 RECOGNITION: Resolution Recognizing the Late Alice W. Jones

Staff received notice that the late Honorable Alice W. Jones passed. Ms. Jones served on the Sussex County Board of Supervisors from November 1995 to December 31, 1999 representing the Waverly district. Ms. Jones served on the Town Council of Waverly as well.

She was a Licensed Practical Nurse (LPN) and worked at the local Sussex and Surry Health Departments for 24 years.

Ms. Jones was very active in her church, the Town of Waverly and the Sussex Community.

The Board of Supervisors presented the resolution in recognition of the late Honorable Alice W. Jones to express their appreciation for her services in Sussex County, Virginia.

The resolution read as follows:

WHEREAS, the Sussex County Board of Supervisors acknowledges and salutes the late Alice W. Jones for her service and dedication as the Waverly representative on the Board of Supervisors for the County of Sussex, Virginia; and

WHEREAS, the Honorable Alice W. Jones was duly elected to the Board of Supervisors at the General Elections held in November 1995 to begin her term on January 1, 1996 to December 31, 1999; and

WHEREAS, Ms. Jones also served as a Councilwoman for the Town of Waverly; and

WHEREAS, Ms. Jones received her Licensed Practical Nurse (LPN) certification and worked at the Sussex and Surry County Health Departments for 24 years; and

WHEREAS, Ms. Jones was a lifelong member of First Baptist Church in Waverly, Virginia and served as the first female deacon; and

WHEREAS, Ms. Jones was very active in the Town of Waverly and Sussex County, Virginia community.

THEREFORE, BE IT RESOLVED, that this resolution be presented to the family of the late Alice W. Jones at its July 22, 2021 Board of Supervisors meeting in appreciation of her services to Sussex County, Virginia.

A copy of the Resolution was included in the Board packet.

3.02 Retirement of the Sheriff's Department K-9 Zorro

Sheriff Giles stated that effective July 1, 2021, Virginia legalized adult possession of up to an ounce of marijuana. As a result, Sheriff Giles notified Administration that even though K-9 Zorro was a dual purpose dog, trained in Narcotics (marijuana) and search, the Sheriff's Department was forced into early retirement of Zorro.

K-9 Zorro, a Belgian Malinois from Poland, came to the Sussex Sheriff's Department in early 2018, at 17 months old, to replace K-9 Rocket who had retired.

Zorro worked with Sergeant Darden in drug enforcement and human tracking for the Sheriff's Department. Sheriff Giles is requesting that Zorro be adopted by his partner, Sgt. Darden. After speaking with Sgt. Darden, Sheriff Giles stated that he wishes to keep Zorro, as well.

A copy of the letter from Sheriff Giles with further detail was included in the Board packet.

Sgt. Darden was present at the meeting with K-9 Zorro.

3.03 Introduction of New Staff

County Administrator Douglas introduced staff recently hired to fill key positions in Sussex County. The staff included Faith McClintic: Economic Developer (P/T); Debbie Broughton: Animal Services Director; and, Lisa Danuser: Solid Waste Manager.

3.04 Transition to Department of Social Services Advisory Board

Dinwiddie County Administrator Kevin Massengill was present and provided an overview of Dinwiddie County's transition from a DSS Administrative Board to a DSS Advisory Board. He stated that staff was helpful in the transition. He stated that the DSS Advisory Board was comprised of a representative from each district. There were weekly meetings with the Director of Social Services. It was discussed that advocacy was needed in the community. Faith based community provided advice and was a voice for the community.

Reverend Collin, III, the Dinwiddie DSS Advisory Board Chair, discussed how he became a member of the Advisory Board. He discussed being effective and aware and making sure to help the community for certain aspects effecting and changing lives.

Ms. Natasha Randall, DSS Director, was in attendance. She provided a brief overview of the Advisory Board in that it was a chance to "plug in" to every initiative in the County as well as being a voice in the County and advising Social Services in a good way.

There was discussion of low income citizens and people affected as member of the Advisory Board.

3.05 Virginia Telecommunications Initiative (VATI) Broadband Grant Opportunity

Casey Logan, Prince George Electric Cooperative CEO, was present and gave an overview of a proposed grant application through the Virginia Telecommunication Initiative, to provide county-wide broadband access for Sussex County. Mr. Logan stated that Ruralband was their actual name. Mr. Logan discussed the number of homes/residents signed up.

Mr. Logan stated that if the grant is received, it would expedite the construction time to an approximate 18-month timeframe—shaving off up to six years of construction time. He stated that with the grant application, a community contact center would be created where citizens could visit and talk to a trained person and see what services are offered.

Staff has been working with PGEC and the Cameron Foundation (who has a significant interest in supporting this proposed project financially) to develop the framework and identify necessary funding for the project, and recommends moving forward with a grant application. He stated that the VATI grant will require the County to provide a minimum 20% total match which is roughly \$1 million.

It was stated that Ruralband will contribute \$1 million. Cameron Foundation is pledging \$500,000, which Sussex will be required a \$500,000 match.

Mr. Logan discussed an agreement between Dominion Energy, PGEC, and Sussex County that will be necessary to move forward with extending broadband into the Dominion service area.

Mr. Logan requested permission to submit a letter of interest for a grant application by the end of July.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of Mr. Casey Logan, President and CEO of Prince George Electric Cooperative, drafting the Letter of Interest to be submitted for grant application by the end of July. All Board members present voted aye.

4. Public Hearing

There was no Public Hearing.

5. Appointments

5.01 Appointment to the Board of Building Code Appeals

The Board of Building Code Appeals (BCA) consists of five members. There is currently four members on the BCA. An appointment needs to be made to fill the vacancy.

There was discussion of an appeal.

6.01. RFP #2021-04 Public Safety Property/Accident & Health Insurance

Mr. Reid Foster, Public Safety Coordinator, stated that Requests for Proposals were advertised for insurance on the County's Public Safety Property & Casualty Insurance and Accident & Health Insurance. Two Proposals were received. One proposal received was from the current provider, Watkins Insurance. The second proposal was received from Chesterfield Insurers.

The proposals were opened by Richard Douglas, Shilton Butts, and Reid Foster. The total amounts from each were as follows: Watkins Insurance (\$66,656.00) Chesterfield Insurers (\$49,459.00).

Mr. Foster stated that he reviewed the two proposals. He contacted Chesterfield Insurers to come in to review their proposal. He stated that Mr. Douglas, the Chair Seward and Vice Chairman W. Jones, Chief Pat Bowden, Chief Wyatt Cox of the Sussex County Fire and Rescue Association and he reviewed the proposal.

He reviewed some of the points from the meeting which included that Chesterfield Insurers are the largest Fire/Rescue Agency in the State. They have been specializing in Fire/Rescue Insurance for over 45 years. Their proposal meets and exceeds current coverage—Member's vehicles and equipment breakdown coverage on portable equipment. They have in-house underwriting and in-house claims. They have multiple points of contact 24/7. There's access to Risk Management. There are hundreds of online training classes. There is an in state trainer that is available to the County at no cost---EVOC. ATV/UTV, Farm Medic and Trailering, All state approved

It is the recommendation that the County switch Insurance Carriers on August 1, 2021 to Chesterfield Insurers and the refund from the current carrier be placed back into Fire and Rescue budget to cover the costs when the three new fire engines and one medic are added.

A copy of Mr. Foster's summary of RFP #2021-04 was included in the Board packet.

ON MOTION OF D. JONES, seconded by W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves awarding RFP #2021-04 to Chesterfield Insurers effective August 1, 2021; and

FURTHER RESOLVED that the refund from the current carrier, Watkins Insurance, be placed back in the Fire and Rescue budget to cover the costs when the three new fire engines and one medic are added. All Board members present voted aye.

6.02 IPR Loan Forgiveness

Sussex County recently received notice that the Virginia Department of Housing and Community Development (DHCD), after extension of a moratorium, made a policy change that all monthly home improvement loan payments for work funded by CDBG or IPR be completely forgiven. As noted in the DHCD letter dated May 27, 2021, the policy applies to all past, current and future home improvement loans until further notice.

Staff requests and recommends that the Board concur with this loan forgiveness. If the Board does not agree with the DHCD policy change, then it will need to formally request and justify an exemption.

Furthermore, staff recommends that the Housing Oversight Board be directed to develop administrative guidelines so that these loan repayment funds (approximately \$60,000) can be used by DSS for low-income home improvement projects as needed up to \$5,000.

A copy of Amanda Healy Letters, Community Development Block Grant Recipients, IPR Flex Program Grantees and Regional Administrators, Subject: Housing Rehabilitation Loan Forgiveness, dated March 19, and May 27, 2021 were included in the Board packet.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts and recommends the DHCD loan forgiveness and directs the Housing Oversight Board to develop administrative guidelines for use of their funds for low income home improvements.

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

Voting nay: Supervisor Seward

7. Citizens' Comments

- Corey Schultz (Schultz Lawnscape) – Thanked the Board for the contract.

- Leah Brantley (Courthouse District) – Thanked and commended the Board for the increase and collaboration with other localities.
- John Stringfield (Wakefield District) – Concerns with County leadership in Administration; attract industries.
- Alfred Futrell (Waverly District) – Concerns with property project.
- Kevin Bracy (Courthouse District) – Building and Planning Departments.

8. Unfinished Business

There was no Unfinished Business.

9. New Business

9.01 Sheriff's Department Five Percent Salary Increase Calculation Concerns

Administration received a request from Sheriff Giles to be placed on the agenda to discuss three employees (two sworn deputies and a part-time civilian) not receiving the five percent increase as well as the employees under the Waverly Police Services Agreement not receiving the five percent increase due to the cut-off date of March 1. Sheriff Giles stated that this increase will total \$4,632.

County Administrator Douglas discussed Waverly Police Department five percent increase. He stated that the Town of Waverly has agreed to pay the five percent increase.

County Administrator Douglas recommends including multiple departments that were affected. He stated that the total would be approximately \$18,000.

There was discussion of changing the policy to set the date for raises to July 1st.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby change the policy to set the date to July 1 for all raises. All Board members present voted aye.

10. Board Member Comments

10.01 Blackwater District – none

10.02 Courthouse District – none

10.03 Henry District – Groundwater withdrawal permit; Strategic Plan; Western side of I95; Sussex not using allocations years ago; funds reallocated to other localities

10.04 Stony Creek District – none.

10.05 Wakefield District – none

10.06 Waverly District – none.

11. Closed Session

11.01 Convene to Closed Session

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for discussion of a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community; pursuant to Va. Code Section 2.2-3711(A)5, economic development.

All Board members present voted aye.

11.02/03. Reconvene to Open Session/Certification of Closed Session

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby reconvened to Open Session and 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, the Sussex County Board of Supervisors hereby approves adoption of resolution for certification, to-wit:

WHEREAS, that the Sussex County Board of Supervisors 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 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.

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

Voting nay: none

11.04 Action Resulting from Closed Session

There was no action.

12. Adjournment

12.01 Adjournment

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried:
RESOLVED that the July 22, 2021 rescheduled meeting of the Sussex County Board of Supervisors hereby adjourned at 9:21 p.m.
All Board members present voted aye.

12.02 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, August 19, 2021 at 6 p.m.