

**At a Meeting of the Sussex County Board of Supervisors
Held in the General District Courtroom – Sussex Judicial Center
Thursday, September 18, 2014, 7:00 p.m.**

Board Members Present:

Charlie E. Caple, Jr.
Eric C. Fly, Sr.
Alfred G. Futrell
Robert E. Hamlin
John A. Stringfield
Raymond L. Warren

Others Present:

Deborah A. Davis, Acting County Administrator
Michael R. Packer, County Attorney
Eddie T. Vick, Public Safety Coordinator
Onnie L. Woodruff, Treasurer
Deste J. Cox, Deputy Treasurer
T. Robertson Blount, Director of Finance
Patricia Baird, Secretary I/Receptionist

Item 1. Call To Order/Determine Quorum

The September 18, 2014 meeting of the Sussex County Board of Supervisors was called to order by Chairman Fly.

Item 2. The Invocation

The Invocation was offered by Supervisor Warren.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Agenda Amendments

The following amendments were requested:

- a. Presentation by Bob Richardson regarding a proposed use of the former Anne B. Jackson Elementary building, add as “d” under 11a3
- b. Request for Financial Assistance by the Town of Wakefield (under Unfinished Business) be removed from the agenda
- c. Add Discussion of Extension of Utilities as Item d under Closed Session.

Item 5. Approval of Regular Agenda

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR HAMLIN and carried: RESOLVED that the Regular Agenda of the September 18, 2014 meeting of the Sussex County Board of Supervisors is hereby approved, inclusive of the following: (a) Presentation by Bob Richardson regarding a proposed use of the former Anne B. Jackson Elementary building, add as “d” under 11a3; (b) Request for Financial Assistance by the Town of Wakefield (under Unfinished Business) be removed from the agenda, and (c) Add Discussion of Extension of Utilities as Item d under Closed Session.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Item 6. Approval of Consent Agenda

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of the September 18, 2014 Consent Agenda to wit: (a) Approval of Minutes of August 21, 2014 Meeting; (b) Approval of Minutes of September 5, 2014 Meeting; (c) Approval of Warrants and Vouchers

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Item 7. Motion to Enter Public Hearing

ON MOTION OF SUPERVISOR HAMLIN, seconded by SUPERVISOR WARREN and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Public Hearing to consider the conveyance of a hunting lease on a parcel of property currently known as the Henry Technology Park and Commerce Center described as, Parcel C: 165-A-19, lying situate and being on the southeast side or U.S. Route 301, on the south side of Route 609 (Lebanon Church Road) and on the west side of Route 612 (Proctor Road) in the Henry Magisterial District.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Public Comments were heard from Don Belbin, member of Cemetery Hunt Club.

Board Comments : there were none.

Item 8. Return to Open Session

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby returns to open session.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Item 9. Action on Public Hearing Item

County Attorney advised the Board that since this issue involves the discussion of publicly owned property, further discussion will be held during Closed Session and the Board will take action upon returning to open session.

Item 10. Appointments (none at this time)

Item 11. Staff/Committees/Organizations/Standing Reports

Item 11a. County Administrator's Report

Item 11a1. Former County Administration Building Roof

Acting County Administrator Davis advised the Board at the last meeting, she was directed to get estimates with regard to roof repair of the building formerly occupied by County Administration. Mr. Vick has some information that may be of interest to the Board.

Eddie T. Vick, Public Safety Coordinator made a presentation concerning the building formerly occupied by County Administration Building. He advised that the roof is not the problem – the issue is the downspouts of the building. Moss has grown on the side of the building during the past several years. Water continues to wash from the roof against the building which causes deterioration. Rather than spending money to replace the roof, we should try to mitigate the problem and replace the downspouts.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR WARREN and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the County Administrator to fix the leaks in the Old County Administration Building.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Item 11a2. Radio System Update

Eddie T. Vick, Public Safety Coordinator, provided a Radio System Update. Mr. Vick explained the difference in the two systems that were recommended for use – one used by the Department of Corrections (DOC) and the Virginia State Police System (STARS). (A copy of the report is retained in the September 18, 2014 Board packet).

Recommendation: *To allow the Acting County Administrator to proceed forward with the DOC Radio System, creating a Memorandum of Understanding and creating the specifications.*

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby gives the Acting County Administrator permission to move forward with the DOC Radio System.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Item 11a3. Disposition of former Elementary School Properties

- a. Supervisor Hamlin provided an update regarding the former Jefferson Elementary School building. He advised that he has held another meeting with the citizens and they basically ruled out any type of project that the citizens would take on. Also, Greenville County Correctional Center is interested in looking at the Jefferson Elementary School Building to see if they will be interested. Their officials would look at the building to make a determination of whether it would be suitable as a training facility for them. He also spoke with a member of Jarratt Town Council who will communicate with the other members to find out if there is interest by the Town.
- b. Former Ellen W. Chambliss Elementary School Building: Mrs. Ruby Eley, CEO of East End Academy had planned to attend the meeting, but due to a family emergency, was unable to attend to make her presentation.
- c. Former Annie B. Jackson Elementary School: Proposal Update regarding Annie B. Jackson Elementary School was offered by Bob. He is interested in the school for the use of selling produce (Food Hub). (A copy of the Valley Development Association update is also retained in the September 18, 2014 Board packet).

Chairman Fly advised that the Board has been dealing with the issue of the three vacant school buildings for some time now and a decision needs to be made. In an effort to move it forward, Chairman Fly proposed a motion allow the Acting County Administrator to move forward with placing former Jefferson, Ellen W. Chambliss, and Annie B. Jackson Elementary School Buildings up for sale, in any form that she feels is best for the County.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR WARREN that the Sussex County Board of Supervisors hereby authorizes the County Administrator to place former Jefferson Elementary, Ellen W. Chambliss Elementary and Annie B. Jackson Elementary school buildings up for sale.

Supervisor Futrell stated that the citizens are still trying to get things in place to make it a community effort. They have an attorney working on things and he stated that the citizens should be given first opportunity.

Supervisor Hamlin stated that he does not have a problem putting the former Jefferson Elementary School building up for auction if that's what it comes down to. However, he would first like to see through what he is currently working on with the Greenville Department of Corrections. He does not believe that all three should be grouped together for consideration.

Supervisor Stringfield stated that there is some interest in the former Ellen Chambliss Elementary School as well. There is literature in the Board packet regarding an alternative school.

Supervisor Warren stated that he is not opposed to any of the groups that have come before the Board and offered interest in the buildings. But from a County standpoint and spending taxpayers money, if there is an organization, group or Town that interested in the building, they ought to be interested enough to make a purchase. If they are placed on the market, there may be some ideas because the possibilities are unlimited. But the Board should not pick a group. If they are put up for public auction, then everyone has a chance.

Voting aye: Supervisors Fly, Warren
Voting nay: Supervisors Caple, Futrell, Hamlin, Stringfield

The motion failed.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR HAMLIN and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the Acting County Administrator to send letters to each town in the County of Sussex asking them if they have an interest in the three school buildings (Jefferson, Ellen W. Chambliss, and Annie B. Jackson Elementary).

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren
Voting nay: none

Item 11a4. County Owned Property

County Administrator Davis reported that included in the Board packet is a report that indicates the total acreage owned by Sussex County. Chairman Fly has tasked Supervisors Hamlin and Warren to meet and review information regarding these properties. The County owns 3,325 acres. Chairman Fly asked Supervisors Hamlin and Supervisor Warren to continue to serve on the committee and come back to the Board in October with which properties they recommend the County should keep and/or sell.

Item 11a5. Budget Meeting

The Budget Meeting was rescheduled to October 16, 2014 at 5:00 p.m.

Item 11b. Treasurer's Report *(Report Included)*

Item 11c. Commissioner of the Revenue *(No report at this time)*

Item 11d. Sheriff's Report *(No report at this time)*

Item 11e. Superintendent of Schools *(No report of this time)*

Item 11f. Department of Social Services *(No report at this time)*

Item 11g. General Registrar *(No report at this time)*

Item 11h. Health Department *(No report at this time)*

Item 11i. County Attorney *(No report at this time)*

Item 12. Unfinished Business

a. Conditional Use Permit #2010-02, Walter Tuma, applicant

Supervisor Futrell advised that he has spoken with Mr. Tuma and he is still interested in requesting that his Conditional Use Permit be revised.

Item 13. Citizen's Comments (8:20pm)

Comments were heard from:

Jannette Green, Blackwater District
Kevin Bracey, Courthouse District
Onnie Woodruff, Courthouse District
Chester Carter, Stony Creek District
Otto Waxman, Stony Creek District

Item 14. Board Member's Comments

- a. Blackwater District – no report
- b. Henry District – no report
- c. Stony Creek District – Mr. Caple stated that he talked to Dominion Power concerning putting electricity at the Stony Creek Park. Mr. Caple requested that the Board ask the Acting County Administrator to move this project forward.
- d. Waverly District – no report
- e. Wakefield District – Mr. Stringfield asked that the Board adopt a resolution regarding Reverend Lewis A. Allen for the long time service to his community.

The resolution was read by Acting County Administrator Davis.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR HAMLIN and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the following resolution:

WHEREAS, Reverend Lewis A. Allen, has faithfully served as the Pastor of the Pocahontas Temple Baptist Church in Wakefield, Virginia since May 1985, and

WHEREAS, Reverend Allen was instrumental in the development and construction of a new facility for the Pocahontas Temple Baptist Church, which was erected in February 2002; and

WHEREAS, Reverend Allen served his country through a military career of over twenty years in the United State Air Force; and

WHEREAS, Reverend Allen has actively served the greater Pocahontas Community in Sussex County by attending to the housing needs of the citizenry and advocating for improved living conditions.

NOW THEREFORE BE IT RESOLVED that the Sussex County Board of Supervisors hereby extends its heartfelt appreciation to Reverend Lewis A. Allen for his lengthy and faithful commitment to the membership of Pocahontas Temple Baptist Church and the surrounding Pocahontas Community in Wakefield; and

BE IT FURTHER RESOLVED, that the original of this resolution be presented to Reverend Allen and that a copy of the resolution be included in the records of the Sussex County Board of Supervisors minutes book.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Courthouse District – Chairman Fly asked the Board to authorize the Acting County Administrator to hire an assistant as she feels necessary.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR WARREN, and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the Acting County Administrator to hire an assistant as she feels necessary.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Item 15. Closed Session (8:41pm)

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR FUTRELL, and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for the following: a) Discussion of salary of specific employee of public body, and discussion of interviews of prospective candidates for employment, applicable Code Section 2.2-3711 (A)(1); b) Discussion concerning prospective business or industry, applicable Code Section 2.2-3711 (A)(5); c) Discussion regarding the disposition of public held property (Henry Technology Park), applicable Code Section 2.2-3711(A)(3); d) Discussion of Extension of Utilities, applicable Code Section 2.2-3711(A)(6), investment and improve to the Sussex Service Authority.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Item 16. Return To Open Session/Certification (9:51pm)

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR WARREN, and carried: RESOLVED that the Sussex County Board of Supervisors hereby return to Open Session.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

(Please note that the Board of Supervisors did not discuss prospective business or industry as included in the motion above.)

Item 17. Action Taken on Closed Session Items

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR FUTRELL and carried: that the Sussex County Board of Supervisors hereby accepts the proposal from Cemetery Ridge Hunt Club's Proposal for the hunting lease on the property identified as Parcel C 165-A-19 lying situate and being on the southeast side of U.S. Route 301, located in the Henry District for an annual payment of \$3,389.04.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

ON MOTION OF SUPERVISOR HAMLIN, seconded by SUPERVISOR FUTRELL, and carried: RESOLVED that the Sussex County Board of Supervisors appoints Ms. Deborah A. Davis as the County Administrator for Sussex County, Virginia; and,

WHEREAS, the terms of such appointment are as follows: (At-Will) the salary is at \$100,000.00 annually; no residency requirement; the annual sick leave will be the same as for classified employees; the health insurance will be the same as for classified employees; that there will be a government owned automobile available to Ms. Davis to use for business purposes and for coming to and from work, if she so desires; that retirement and life insurance will be under the Virginia Retirement System, the same as for classified employees; that there will be in each budget year as she remains as County Administrator sufficient dues, subscriptions and professional development, as appropriate; that there will be no outside employment; this will be a permanent position; the Board will conduct a formal evaluation before June 30th of each fiscal year to determine the performance of the County Administrator and also salary for the next fiscal year; there is no severance pay; and

WHEREAS, additionally, the Board, in order to meet certain housekeeping requirements, will pay to the County Administrator a lump sum of \$3,682.17, which is accumulated compensatory leave earned while she was the Assistant to the County Administrator based upon the salary she was earning at that time (122.25 total hours); and,

WHEREAS, the Board approves for payment to the new County Administrator, her salary based at the Acting County Administrator salary for 163.75 hours of vacation leave so that she will not lose those hours at the end of the calendar year and she will be given the option to take it in one lump sum payment immediately or spread it out over the fiscal year.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Warren

Voting nay: none

Abstaining: Supervisor Stringfield

Item 18. Recess/Adjournment (9:57pm)

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR FUTRELL, and carried: RESOLVED the September 18, 2014 meeting of the Sussex County Board of Supervisors is hereby adjourned at 9:57 p.m.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none