

**At A Finance Committee Meeting of the Sussex County Board of Supervisors
held at 9:00 a.m., on Tuesday, November 30, 2010 in the
Conference Room of the County Administration Building**

Committee Members Present

C. Eric Fly, Sr.
Harris L. Parker
Rufus E. Tyler, Sr.

Others Present

George E. Morrison, III, Interim County Administrator
Henry A. Thompson, Sr., County Attorney
Jerry L. Whitaker, Director of Finance
Deborah A. Davis, Assistant to County Administrator
Lyndia Person-Ramsey, Commonwealth's Attorney
Onnie L. Woodruff, Treasurer

Item 1. Call To Order

The November 30, 2010 Finance Committee meeting was called to order by Chairman Fly.

Item 2. Approval of Agenda

ON MOTION OF SUPERVISOR PARKER, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Finance Committee hereby approves the agenda of the November 30, 2010 meeting, subject to the following additions: (1) Add Item 2A, Commonwealth's Attorney's Request For Proposed Salary Increases; (2) Under Other Matters, add Item A, AS400 Upgrade; (3) Under Other Matters, add Item B, Preparation of Letter Regarding the Department of Corrections' Payment in Lieu of Taxes; and (4) Under Other Matters, add Item C, Possible Salary Increase for Housing Programs Coordinator.

Voting aye: Supervisors Fly, Parker, Tyler

Voting nay: none

Supervisor Tyler suggested that the issue regarding the salary increase for the Housing Programs Coordinator be referred to the Personnel Committee.

Item 2A. Commonwealth's Attorney's Request - Proposed Salary Increases

Mrs. Lyndia Person-Ramsey, Commonwealth's Attorney, advised the Board that the staff person who held the position of part-time attorney in her office separated from the County as of November 1, 2010. The salary for the part-time position is \$37,500.00 and her request is to utilize those funds to provide an increase in salaries for the full-time employees. She asked to use approximately \$14,723.00 to provide for the increase. If the request is approved, she would like

for the increase to take effect January 1, 2011. (A copy of the worksheet provided by Mrs. Ramsey is retained in the November 30, 2010 Committee file).

Supervisor Fly advised that he has no problems with the Commonwealth's Attorney's request.

Supervisor Tyler advised that he has no problem with the Commonwealth's Attorney's request since the bottom line total is not changing.

Supervisor Parker advised that he has no problem with the Commonwealth's Attorney's request.

ON MOTION OF SUPERVISOR PARKER, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Finance Committee hereby approves of the Commonwealth's Attorney's request to use a portion of the \$37,500.00 that was previously allocated for the salary of the part-time attorney; and,

FURTHER RESOLVED that the Finance Committee shall recommend approval of this request to the Board of Supervisors, to consider at its December 16, 2010 meeting.

Voting aye: Supervisors Fly, Parker, Tyler

Voting nay: none

Item 3. Fiscal Year 2011 Update

Mr. Jerry L. Whitaker, Director of Finance, provided an overview of Balancing the General Fund Budget – Early Projections and Appropriations Adjustments. (A copy of both reports are retained in the November 30, 2010 Committee file).

During the discussion, the issue of overtime was raised. The departments with overtime expenditures are Sheriff's Department, Animal Control and Environmental Inspections. The Director of Finance indicated that the Sheriff's Department line item for overtime may exceed the budgeted amount for the current fiscal year.

Supervisors Tyler and Fly stated that exceeding the funding in the overtime line item is a management issue.

Supervisor Fly asked the Interim County Administrator to invite Sheriff Raymond Bell to attend the next Finance Committee meeting to discuss this issue.

Supervisor Parker and Fly recommended that Animal Control staff should be given time off instead of paying overtime.

Issues regarding Animal Control and Environmental Inspections overtime will be referred to the Personnel Committee.

The Committee also discussed the aid to localities reductions and its impact on Sussex County.

Supervisor Fly will draft a letter to send to Constitutional Officers regarding the aid to localities cut, asking for their input. He will forward the draft letter to the Interim County Administrator on Wednesday, December 1, 2010.

Item 6B. Department of Corrections Payment in Lieu of Taxes Issue

The Committee discussed the issue surrounding the deficit that will be caused by not receiving the Department of Corrections' \$415,000.00 payment in lieu of taxes.

Supervisor Tyler advised that the Virginia Association of Counties should be called and this issue should be discussed with them. He also indicated that the Board should set a meeting with Senator L. Louise Lucas, Delegate Roslyn C. Tyler, Senator Frank M. Ruff, Senator Frederick Quayle, Delegate William Barlow, and Delegate Thomas Wright.

County Attorney Thompson will perform research on how legislative action was taken on this issue and report his findings to the Board.

Supervisor Fly will postpone drafting a letter regarding this issue until such time the County Attorney has an opportunity to provide his findings.

Item 4. Fiscal Year 2012 Budget

Jerry L. Whitaker, Director of Finance, presented information and a preliminary schedule for the Fiscal Year 2010 Budget planning. (Copies of supporting documentation is retained in the November 30, 2010 file).

After discussion, the Board of Supervisors, by general consensus, agreed that the Finance Committee will review the FY 2010 budget prior to staff presenting it to the full Board.

Item 5. Elementary School(s) Construction Program

Jerry L. Whitaker, Director of Finance, presented Public School Facilities Cost Data. (A copy of the document is retained in the November 30, 2010 file).

Supervisor Fly suggested building an elementary school at the Sussex Central site first, and later on, build an elementary school in Waverly.

After discussion, the Finance Committee agreed, by general consensus, to recommend Supervisor Fly's suggestion to the School Board.

Supervisor Fly also requested that the Finance Committee, Director of Finance and Interim County Administrator schedule a meeting with Dr. Charles H. Harris, III, Superintendent of Schools, the Schools Finance Director and the School Board Chair to further discuss this issue.

Supervisor Fly will draft a letter regarding the elementary school construction program and send to the Interim County Administrator for review and distribution. He will email the draft letter to the Interim County Administrator on December 1, 2010.

Item 6. Other Matters

Item 6a. AS400 System Upgrade

Mr. Onnie L. Woodruff, County Treasurer, reviewed the AS400 System Upgrade and spoke about the need for a maintenance agreement.

After discussion, the Finance Committee, by general consensus, requested that this item be placed on the December 16, 2010 agenda.

Item 6b. Letter to Governor Regarding Department of Corrections Payment of Lieu of Taxes

As previously stated, County Attorney Thompson will perform research on how legislative action was taken on this issue and report his findings to the Board.

Item 6c. Request For Salary Increase for Housing Programs Coordinator

As previously stated, this item will be referred to the Personnel Committee for review and recommendation to the Board.

Item 7. Adjournment

ON MOTION OF SUPERVISOR PARKER that the November 30, 2010 meeting of the Sussex County Finance Committee is hereby adjourned.

Supervisor Fly announced that the meeting was adjourned.