

**At a Regular Meeting of the
Sussex County Board of Supervisors
Held in the General District Courtroom on
Thursday, December 19, 2019 at 7 pm**

BOARD MEMBERS PRESENT

Keith C. Blowe
Alfred G. Futrell
Susan B. Seward
John A. Stringfield
Rufus E. Tyler, Sr
Steve White, Tie Breaker

BOARD MEMBER ABSENT

C. E. Fly, Sr.

STAFF PRESENT:

Millard D. Stith, Independent Consultant
Mark Flynn, County Attorney
Ellen G. Boone, Commissioner of the Revenue
Deste J. Cox, Treasurer
Strawn Darden, Deputy Officer
Brenda H. Drew, Housing Coordinator
G. Reid Foster, Public Safety Coordinator
Ernest Giles, Sheriff
Bertha Judge, Director of Social Services
Patricia Keys, Department of Social Services
Lillian Smith, Department of Social Services
Logan Tantrum, Department of Social Services
Jenell Whitfield, Receptionist/Secretary

1. Commencement

1.01 Call to Order/Determine Quorum (7:00 p.m.)

The December 19, 2019 meeting of the Sussex County Board of Supervisors was called to order by Chairman Seward.

1.02 The Invocation

The Invocation was offered by Supervisor Blowe.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

Mr. Millard Stith, Sussex County Consultant, requested to move (1) under Item 3. Recognition/Awards/ Presentation, Items 3.01 Presentation: FY19 Audit of the County of Sussex – Mr. Aaron Hawkins (Robinson Farmer Cox Associates) and Item 3.02 Recognitions: Ms. Lillian Smith’s and Ms. Patricia Key’s Retirement – Sussex County Department of Social Services, to Item 3.02 and 3.03 respectively; and (2) add as the new Item 3.01 Presentation by the Improvement Association Head Start.

Chair Seward requested to add under Item 3. Recognition/Awards/Presentation, as Item 3.04 Recognition of the Sheriff’s Department and K-9 Zorro.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR BLOWE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the following amendments to the December 19, 2019 regular meeting agenda inclusive of: (1) moving under Item 3. Recognition/Awards/ Presentation, Items 3.01 Presentation: FY19 Audit of the County of Sussex – Mr. Aaron Hawkins (Robinson Farmer Cox Associates) and Item 3.02 Recognitions: Ms. Lillian Smith’s and Ms. Patricia Key’s Retirement – Sussex County Department of Social Services, to Item 3.02 and 3.03, respectively; (2) adding as the new Item 3.01 Presentation by the Improvement Association Head Start; and (3) adding as Item 3.04 Recognition of the Sheriff’s Department and K-9 Zorro.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

1.05 Approval of Agenda

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the December 19, 2019 regular agenda inclusive of: (1) moving under Item 3. Recognition/Awards/ Presentation, Items 3.01 Presentation: FY19 Audit of the County of Sussex – Mr. Aaron Hawkins (Robinson Farmer Cox Associates) and Item 3.02 Recognitions: Ms. Lillian Smith’s and Ms. Patricia Key’s Retirement – Sussex County Department of Social Services, to Item 3.02 and 3.03, respectively; (2) adding as the new Item 3.01 Presentation by the Improvement Association Head Start; and (3) adding as Item 3.04 Recognition of the Sheriff’s Department and K-9 Zorro.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR BLOWE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the December 19, 2019 Consent agenda inclusive of the following: (a) Minutes of the November 21, 2019 Regular meeting; and (b) Approval of Warrants and Vouchers.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

3. Recognitions/Awards/Presentation

3.01 Presentation: Improvement Association Head Start

Staff from the Improvement Association was present with the Head Start students [three (3) and four (4) year olds] to bring season greetings and holiday cheer to the Board and the citizens singing Christmas carols.

Parents of the Head Start students were present as well.

3.02 Presentation: FY19 Audit of the County of Sussex – Mr. Aaron Hawkins (Robinson, Farmer, Cox Associates)

Mr. Aaron Hawkins, with Robinson, Farmer, Cox Associates, gave a brief review of the FY19 Final Audit Report.

Mr. Hawkins stated that their unmodified opinion states that the financial statements that come after this opinion are free of any material misstatement due to error or fraud based on their testing.

Mr. Hawkins stated that there was a new standard implemented this year, the Gatsby Governmental Standard which basically changed the vocabulary for what's called certain forms of their long term debt. He stated that Sussex County was only affected by the debt the County has on behalf of the School Board—literary loans and bonds. Mr. Hawkins stated that they have to be called Direct Placements and Direct Borrowings. He stated that there may be some added disclosure in the long term notes.

Mr. Hawkins reviewed the County's Fund Balance. He stated that the Fund Balance was approximately \$9 million which is an increase of \$3.5 million due to tipping fees. He stated that most of the balance was Unassigned Fund Balance which means it is for use at the County's discretion.

Mr. Hawkins discussed Schedule of Revenues—basically how to budget for next year.

Mr. Hawkins stated that if the School Board gets more than \$750,000 in Federal assistance, a single audit is required. He stated that their opinion was unmodified and no errors in the federal find testing.

Mr. Hawkins discussed internal control and compliance testing performed. He stated that there was one (1) item—a Commonwealth of Virginia School Board finding.

Mr. Hawkins discussed the Commonwealth of Virginia finding that requires that before any School Board gives final approval to its budget for submission to the governing body, the School Board must hold at least one (1) public hearing and advertise in newspaper for citizens comments ten (10) days prior to the public hearing. It was found that the citizens were not given ample notice to attend the public hearing for the school budget.

Mr. Hawkins stated that a separate management letter was issued. The letter is utilized to discuss internal control improvements

Mr. Hawkins thanked all the staff involved for their cooperation and planning in the process of the audit.

The Annual Financial Report for the Fiscal Year Ended June 30, 2019 was provided to Board members.

3.03 Recognition: Ms. Lillian Smith's and Ms. Patricia Key' Retirement – Sussex County Department of Social Services

Administration was contacted by Ms. Bertha Judge, Director of Social Services, regarding recognizing Ms. Lillian S. Smith and Ms. Patricia A. Key on their retirement, effective January 1, 2020.

Ms. Smith began her employment with the Social Services Department in July 2000. She will be retiring after over 19 years of service with the department.

Ms. Key began her employment with the Social Services Department in September 2006. She will be retiring after over 13 years of service with the department.

The Board, County Administration and Social Services would like to express their gratitude and congratulate Ms. Lillian S. Smith and Ms. Patricia A. Key on their retirement.

Ms. Bertha Judge, Director of Social Services, spoke briefly about the work and jobs of Ms. Smith and Ms. Key. Ms. Judge thanked the Board for recognizing the young ladies on their retirement.

Ms. Smith and Ms. Key thanked the Board, Ms. Judge and the citizens, as well as, speaking of their gratefulness of being able help citizens of Sussex County and retiring.

Ms. Judge thanked the Board, staff, residents and all of the agencies on their donation to the Angel Tree. The Angel Tree was a huge success.

The resolutions were read aloud. Both Ms. Smith and Ms. Key were present to receive their resolution.

Copies of the resolutions for Ms. Lillian S. Smith and Ms. Patricia A. Key were included in the Board packet.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the resolutions recognizing Ms. Lillian S. Smith and Ms. Patricia A. Key on their retirement from Sussex Social Services Department, to-wit:

WHEREAS, Ms. Lillian S. Smith gratefully and admirably returned home to work to give back to the community from where she was rooted; and

WHEREAS, In July 2000, Ms. Smith began her employment with the County of Sussex Social Services Department at the front desk as a Receptionist II; and

WHEREAS, Lillian Smith was promoted through the years to Service Case Aide II, to Eligibility Worker, to Benefit Programs Specialist II, and finally to Benefits Programs Specialist IV; and

WHEREAS, Ms. Lillian S. Smith enjoyed helping and working with the County and its citizens and looks forward to working diligently and closely with the church to help the seniors.

WHEREAS the Sussex County Board of Supervisors hereby takes great pleasure in recognizing and honoring Ms. Lillian S. Smith on her retirement, effective January 1, 2020 after dedicating over nineteen (19) years of service to the Sussex County Social Services Department, the County and its citizens.

NOW, THEREFORE, BE IT RESOLVED that the Sussex County Board of Supervisors hereby presents this Resolution as a token of the County's appreciation and extends well wishes to Ms. Smith on her future endeavors.

BE IT FURTHER RESOLVED that this Resolution be spread upon the minutes of this Board meeting this 19th day of December, 2019; and,

WHEREAS, Ms. Patricia A. Key will be retiring from the Sussex County Department of Social Services, effective January 1, 2020; and

WHEREAS, Ms. Key began her employment with the Sussex Social Services Department in September 2006 and has dedicated over thirteen (13) years of services; and

WHEREAS, Ms. Key started under contract as the Fuel Assistance Worker and was promoted to Eligibility Worker and later to Benefits Programs Specialist II; and

WHEREAS, Ms. Key enjoyed devoting her time to the well-being of the citizens and became a positive and effective influence to the community throughout the years.

NOW, THEREFORE, BE IT RESOLVED that the Sussex County Board of Supervisors is hereby pleased to honor and recognize Ms. Patricia A. Key on her retirement from Sussex County Department of Social Services and extends their best wishes for long, happy and productive years of the beginning of her new endeavors.

BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the minutes of this Board meeting this 19th day of December, 2019.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

3.04 Recognition of the Sheriff's Department and K-9 Zorro

Chair Seward asked that this item be added to the agenda to recognize the Sheriff's Department and the K-9 Department, Deputy Darden and K-9 Zorro.

Sheriff Giles thanked the Board for the support received throughout the year and for recognizing the Department for their work.

Sheriff Giles stated that an incident occurred on November 5, 2019, involving K-9 Zorro, 15 minutes after the voting polls were closed. The Sheriff stated that a call was received regarding a home invasion of an 82 year old female in the town of Wakefield. Three (3) individuals entered her residence.

After the assistance of K-9 Zorro—partner of Deputy Darden, their investigation revealed the individuals. When Deputy Darden was called and arrived at the scene, Zorro immediately picked up the scent of the three (3) individuals and tracked the exact route for three (3) miles and located all three (3) individuals. The individuals were detained and apprehended within three (3) hours, which is very impressive.

Sheriff Giles recognized Mr. Davis for his donation to assist purchasing Zorro.

Ms. Seward provided treats to be given to Zorro.

4. Public Hearing

There was no Public Hearing.

5. Appointments

5.01 Appointments to the Sussex Service Authority Board

Ms. Valerie Patterson-Ricks, 112 Barkley Place, Waverly, Virginia 23890 is a member of the Sussex Service Authority Board, with Mr. Samuel Harrison, 11227 Lebanon Church Road, Jarratt, Virginia 23867, serving as the alternate member. Both Ms. Ricks and Mr. Harrison terms are due to expire December 31, 2019. Staff has contacted both. Both are willing to continue to serve, if reappointed. If reappointed, their terms will expire December 31, 2023.

A copy of Ms. Valerie Patterson-Ricks and Mr. Samuel Harrison confirmation letters were included in the Board packet.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Ms. Valerie Patterson-Ricks, 112 Barkley Place, Waverly, Virginia 23890 and Mr. Samuel Harrison, 11227 Lebanon Church Road, Jarratt, Virginia 23867, serving as the alternate member, to the Sussex Service Authority Board, with terms expiring December 31, 2023.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

5.02 Appointment to the Crater Planning Commission District Executive Committee

The term of Supervisor Fly, 38411 Rocky Hock Road, Wakefield, Virginia 23888, on the Crater Planning Commission District Executive Committee is due to expire December 31, 2019.

Staff has contacted Supervisor C. Eric Fly. Supervisor Fly is willing to continue to serve again, if reappointed. If reappointed, Supervisor Fly will serve a term concurrent with his term of office on the Board of Supervisors.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Supervisor C. Eric Fly to the Crater Planning District Executive Committee for a term concurrent with his term of office on the Board of Supervisors.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

6. Action Items

There were no action items.

7. Reports of Departments

7.01 Treasurer's Report – *included in Board packet* – *included in Board packet*

7.02 Animal Services Report – *included in Board packet*

7.03 Community Development Report – *included in Board packet*

7.04 Environmental Inspections Monthly Report – *included in Board packet*

7.05 Public Safety Report – *included in Board packet*

7.06 Housing Department Monthly Report – *included in Board packet*

7.07 Sheriff's Department Report – *included in Board packet*

7.08 Finance Department Report – *included in Board packet*

8. Citizens' Comments (7:48 p.m.)

There were comments heard from:

- Leah Brantley (Courthouse District) – Thanked the Board for support in request for endorsement of studies from VDOT, DEQ, and State Archaeological Department for CUP for Mid Atlantic; commitment of Board and residents; thanked Board for service.
- Arthur Miskimon (Stony Creek District) – Rural broadband – Board lobby Prince George Electric for service Sussex; better internet service and price. (*Mr. Stith agreed to assist him.*)
- Mr. Green – Thanked the Board members for service in the past; look forward to the new Board coming in January; thanked Mr. Jeffrey Gary for coming out to help with project; wished everyone a Merry Christmas.
- Frank Irving (Waverly District office Sussex Service Authority) – Thanked Mr. Blowe for being an outstanding member; he did a phenomenal job on the Sussex Service Authority Board; modify Board term on Sussex Service Authority Board.

9. Unfinished Business

There was no Unfinished Business.

10. New Business

There was no New Business.

11. Board Member Comments

11.01 Blackwater District – Wished everyone a very Merry Christmas and a Happy and healthy and safe New Year. Thanked outgoing Board members for their time and services. Will miss Mr. Futrell—he does a lot help community. Will miss Board members.

11.02 Courthouse District – Absent

11.03 Henry District – Attended State Education Summit; electronic text books; disparity in education between rural and urban areas; make internet a priority for the County; education; economic development; dumpsters dropping refrigerators, etc. when dumpsters closed; increasing Amnesty Days.

11.04 Stony Creek District – Wished the citizens Merry Christmas and Happy and safe New Year; enjoyed serving on Board; improving quality of lives for citizens; met and reviewed priorities and training with incoming Board member; Workforce Development Board - funding for internship and transportation; Community Coalition distributed toys; rural broadband issue.

11.05 Wakefield District – Wished the citizens and the Board a Merry Christmas; pleased with accomplishment Board has made; thanked citizens for giving him the opportunity to work with moving the County forward for 20 years; education system/educating children; jobs.

11.06 Waverly District – Happy Holidays to all; Social Services – transportation; will continue to help; thanked everyone on the Board.

12. Closed Session

There was no Closed Session.

13. Adjournment

13.01 Adjournment

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the December 19, 2019 meeting of the Sussex County Board of Supervisors hereby adjourned at 8:24 p.m.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

13.02 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, January 16, 2020 at 7 p.m. in the Sussex Judicial Center - General District Courtroom, 15098 Courthouse Road, Sussex, VA 23884.