

**At a Regular Virtual Meeting of the
Sussex County Board of Supervisors
Thursday, February 18, 2021 at 6 pm**

BOARD MEMBERS PRESENT

Marian D. Johnson
Debbie P. Jones
Wayne O. Jones
Susan M. Seward
Rufus E. Tyler, Sr.
Steve White, Tie Breaker

BOARD MEMBERS ABSENT

C. Eric Fly, Sr.

STAFF PRESENT:

Richard Douglas, County Administrator
Jeff Gore, County Attorney
Ellen G. Boone, Commissioner of the Revenue
Deste J. Cox, Treasurer
G. Reid Foster, Public Safety
Ernest Giles, Sheriff
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

The February 18, 2021 regular meeting of the Sussex County Board of Supervisors was called to order by Chair Seward.

1.01a Approval of Board Members Participating by Board's Remote Participation Policy

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried:
RESOLVED that the Sussex County Board of Supervisors hereby approves of remote/virtual participation of the Board of Supervisors.

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

Voting nay: none

Absent: Supervisor Fly

1.02 The Invocation

The Invocation was offered by Supervisor W. Jones.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

There were no agenda amendments.

1.05 Approval of Agenda

ON MOTION OF SUPERVISOR D. JONES seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the January 21, 2021 regular agenda inclusive of adding under Item 6. Action Items, as Item 6.04 NG911 Funding Request.

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

Voting nay: none

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the February 18, 2021 Consent agenda inclusive of the following: (a) Minutes of January 21, 2021 Regular and January 28, 2021 Special (Budget Work Session) meetings; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report; (d) Financial Update; (e) Planning Department Report; (f); (g) Housing Report; (h) Public Works Department Report; (i) Sheriff's Department Report; and (j) Public Safety Department Report.

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

Voting nay: none

Absent: Supervisor Fly

3. Recognitions/Awards/Presentation

3.01 RECOGNITION: Deputy Sheriff Stewart Hudson

Deputy Sheriff Stewart A. Hudson, Jr. began employment with the Sussex County Sheriff's office in July 2020 in the patrol division.

On Monday, January 18, 2021, local resident and Town of Waverly Dispatcher Pam Jones, spotted and photographed Sussex County's Deputy Sheriff Stewart Hudson, Jr. picking up litter in Wakefield on Branch Street and Highway 460, an area which he patrols.

At its January 21, 2021 meeting, the Board of Supervisors was informed that WTVR CBS 6 News had aired/posted a story on Deputy Sheriff Stewart Hudson, Jr. recognizing him for this fine deed.

The County wants to take this opportunity to recognize and show appreciation to Deputy Sheriff

Hudson for his dedication and services to the County and the community as well.

A copy of the Certificate of Recognition for Deputy Sheriff Stewart A. Hudson, Jr. was included in the Board packet and will be presented to him at the next Board meeting in person.

3.02 Update on Spay/Neuter Program & Animal Shelter Improvements – Lisa Moseley

Animal Services Officer Moseley gave a brief overview of the shelter improvements and spay/neuter program.

There has been a tremendous outreach with the public in regards to the spay/neuter program. The van has been booking up within a week. There is waiting list of other citizens waiting to sign up. There was a discussion of the over population of cats. They have reached out to Disputanta Animal Hospital and Dr. Cupp to assist Animal Services with discounted rates to help with the cats before the mating season starts.

ASO Moseley stated that Animal Services successfully secured appointments for the next three Neuter Scooters. The Neuter Scooter will come to Sussex in Waverly at the old Fresh Pride parking lot. They are currently visiting the Town of Wakefield.

The Town of Waverly, Butler's Towing, Cowlings, among others have agreed to sponsor a day.

Chairman Seward recommended giving Certificates of Recognition for those assisting in sponsoring to help with the animals.

ASO Moseley stated that brochures and flyers have been received. The Animal Shelter can now accept volunteers for help, such as walking a dog.

There was discussion of the building and the cat room at the Shelter.

There was a request by Chairman Seward to place the End of Year Report for Animal Services in the Board packet for informational purposes.

4. Public Hearing

There was no Public Hearing,

5. Appointment

5.01 Nominations for the Appointment to the Board of Zoning Appeals

Several members on the Board of Zoning Appeals have resigned. There are currently three (3) vacancies.

Nominations for appointment by the Circuit Court Judge need to be made for a term that expired January 31, 2021. This nomination will be for a term to starting immediately and expiring January

31, 2026. Two (2) nominations will need to be made for terms starting immediately, expiring January 31, 2023 and January 31, 2024, respectively.

This item will be on the March agenda.

The BZA needs to have at least three (3) members to have a quorum.

A copy of the Board of Zoning Appeals ByLaws and roster were included in the Board packet.

5.02 Appointment to the Industrial Development Authority Board of Directors

In January 2021, Mr. Robert Bowers resigned from the Industrial Development Authority Board of Directors. Mr. Bowers was from the Jarratt area. His term was due to expire on May 15, 2023. An appointment will need to be made to fill this unexpired term beginning immediately, ending May 15, 2023.

Supervisor Tyler recommended Mr. Ronnie Crowder for appointment. He stated that Mr. Crowder, 8195 Huske Road, Stony Creek, Virginia 23882 is a resident of Jarratt, member of First Baptist Church, retired, was a mail carrier and graduated from Sussex County Public Schools.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby appointments Mr. Ronnie Crowder, 8195 Huske Road, Stony Creek, Virginia 23882 to fill the unexpired term beginning immediately, ending January 31, 2023.

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

Voting nay: none

Absent: Supervisor Fly

6.01. Proposal for Economic Development Services – Bruce Facility Planning Consultants

Attached for your consideration is a proposal from Bruce Facility Planning Consultants (BFPC) of Norcross, Georgia to complete economic development services for Sussex County. Specifically, this work will involve refining our inventory of industrial sites (both County-owned and privately-owned); conducting analyses of properties to determine suitability for various types of development; recommending further work to improve site preparedness; and providing some preliminary marketing recommendations. Staff is requesting the Board of Supervisors to approve a contract for this work, to be paid from administrative contingency funds (\$9,800). While much effort has been taken to identify, acquire and develop industrial sites in Sussex County, this work will help us better define how we move forward with our economic development efforts.

Mr. Jim Bruce of BFPC was available by Zoom during the meeting to answer any questions. Mr. Bruce stated that he had deep roots in Virginia. He stated that he and County Administrator Douglas had discussed a modular approach to develop an economic development strategy for the County.

Mr. Bruce stated that there were things that needed to be urgently done on the front end. He emphasized that a lot of good work had already been done. One of things that would be done as a high priority, but a second or third step in the overall process, would be to get to the point where the County is in a position to make a very compelling argument when the County becomes interested in a company that's interested in developing a new facility. The ability of the County to make an effective outreach to make a compelling business argument of why Sussex County would be a good location for facilities of this type that needs to be a strong component of the economic development practice. Mr. Bruce stated that he believed that BRPC is in the position to give the County a lot of guidance in this area.

Mr. Bruce gave a brief reference of the counsel and experience. He discussed doing an outreach program and the things their company could help the County.

There was discussion of dedicated staff for economic development.

There was inquiry of a timeframe in doing the analysis of a study of the County's sites and reporting a recommendation such as does the County keep, sell or what does the County need to do to improve, etc. Mr. Bruce stated that it would probably be a four month process; however, he would like to meet with the County Administrator for a final discussion of details of Phase I.

A copy of the BFPC Proposal for Sussex County of Economic Development Services was included in the Board packet.

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the contract with BFPC to complete defined economic development services for Sussex County at a cost of \$9,800 to be taken from budgeted Contingency Funds.

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

Voting nay: none

Absent: Supervisor Fly

6.02 Birch Island Apartments Phase I Substantial Rehabilitation Virginia Housing Letter of Support

A brief overview was given of Birch Island apartments. Mr. Adam Stockmaster, of T.M. Associates, introduced his partner, Mr. Michael Seltz, who is the proposed purchaser of the property and represents the Petersburg Community Development Corporation (PCDC). He stated that Birch Island Apartments were built in 1985. They are located on the left when entering the property. The buildings on the right are separately owned.

It was noted that Mr. Markel owns Phase I on the left.

The Petersburg Community Development Corporation (PCDC) intends to apply to VHDA for LIHTC financing to accomplish the substantial rehabilitation of Birch Island Apartments Phase I in Wakefield, Virginia, and have engaged TM Associates Development (an experienced LIHTC developer), as owners and operators of this property, to assist them. TM Associates Development

is seeking the County's support in the form of a letter to be included with their application. Birch Island Apartments Phase I consists of (6) two-story garden style apartment buildings and an office, laundry, community room and maintenance building. The project unit mix includes (16) one-bedroom, (24) two-bedroom, and (8) three-bedroom units. If awarded financing, the partnership intends to expend over \$65,000 per unit in hard costs, equating to 100% of units receiving full cosmetic rehabs, as well as significant upgrades to the community's energy efficiency. Additionally, two fully-accessible units currently exist at the community. The substantial rehabilitation of Birch Island Phase I will increase the number of accessible units to five as the partnership intends to convert three units to comply with federal accessibility standards.

A Copy of Birch Island CEO Approval of the Birch Island Apartments Phase 1 Substantial Rehabilitation Virginia Housing Letter of Support was included in the Board packet.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the resolution in support of the Birch Island Apartments Phase 1 Substantial Rehabilitation.

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

Voting nay: none

Absent: Supervisor Fly

8. Unfinished Business

There was no Unfinished Business.

9. New Business

There was no New Business.

10. Board Member Comments

10.01 Blackwater District – Thanked Reid Foster and others for 2nd vaccination clinic.

10.02 Courthouse District – Absent

10.03 Henry District – Good to see Board members, County staff and Constitutional officers working together to serve our citizens; thanked Mr. Foster.

10.04 Stony Creek District – none

10.05 Wakefield District – Board members meet at Fire Department, Friday, at 4:30.

10.06 Waverly District – Improve Birch Island; Section 8; be careful of speech.

11. Closed Session

There was no Closed Session.

12. Adjournment

12.01 Adjournment

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR D. JONES and carried:
RESOLVED that the February 18, 2021 regular meeting of the Sussex County Board of Supervisors hereby adjourned at 7:52 p.m.

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

Voting nay: none

Absent: Supervisor Fly

12.02 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, March 18, 2021 at 6 p.m.