

**At a Regular Meeting of the Sussex County Board of Supervisors  
Held in the General District Courtroom on  
Thursday, April 20, 2017 at 6 pm**

**BOARD MEMBERS PRESENT**

Keith C. Blowe  
C. Eric Fly, Sr.  
Alfred G. Futrell  
Susan B. Seward  
John A. Stringfield  
Rufus E. Tyler, Sr.

**STAFF PRESENT:**

Vandy V. Jones, III, Interim County Administrator  
Millard P. Stith, Independent Consultant  
John P. Woodley, County Attorney  
Carol White, Financial Consultant  
Raymond R. Bell, Sheriff  
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk to the Board  
Deste J. Cox, Deputy Treasurer  
Brenda H. Drew, Housing Coordinator  
Kelly W. Moore, Accounts Payable Clerk  
Patrick Plourde, Director of Social Services  
Lyndia P. Ramsey, Commonwealth's Attorney

**1. Commencement**

**1.01 Call to Order/Determine Quorum**

The April 20, 2017 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**

Chairman Seward requested to add under Item 3. Recognitions, as Item 3.03. Recognition of Virginia Hound Heritage Group, Chad Ellis and add under Item 12. Closed Session, as Item 12.01. Discussion or consideration, or interview of appointment of specific public

officer of the public body, pursuant to Code Section 2.2-3711(A)1, the Tie Breaker Position.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR BLOWE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the agenda amendments to include adding under Item 3. Recognitions, as Item 3.03. Recognition of Virginia Hound Heritage Group, Chad Ellis and adding under Item 12. Closed Session, as Item 12.01. Discussion or consideration, or interview of appointment of specific public officer of the public body, pursuant to Code Section 2.2-3711(A)1, the Tie Breaker Position.

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

Voting nay: none

#### 1.05 Approval of Regular Agenda

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the April 20, 2017 regular agenda to include adding under Item 3. Recognitions, as Item 3.03. Recognition of Virginia Hound Heritage Group, Chad Ellis and adding under Item 12. Closed Session, as Item 12.01. Discussion or consideration, or interview of appointment of specific public officer of the public body, pursuant to Code Section 2.2-3711(A)1, the Tie Breaker Position.

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

Voting nay: none

### **2. Approval of Consent Agenda**

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the consent agenda inclusive of the following: (a) Minutes of February 16, 2017 regular meetings; (b) Approval of Warrants and Vouchers; (c) Accept and Appropriate Funds from RRS Food Service to Sheriff's Department - \$3,030.97; and (d) Accept and Appropriate Funds from VACORP for Finance Department - \$15.00.

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

Voting nay: none

Absent: Supervisor Fly

### **3. Recognitions/Awards**

#### 3.01 Recognition: Mr. James I. Gay, Electoral Board

Chairman Seward presented a Certificate of Recognition to Mr. James I. Gay for the appreciation of his fifteen (15) years of service and dedication to the Sussex County and its citizens Electoral Board.

Mr. Gay was present to receive the certificate presented and thanked the Board and the citizens.

A copy of the Certificate of Recognition was included in the Board packet.

### 3.02 Reassessment Status - Mr. Robert H. Pearson, Pearson Appraisal

Mr. Robert H. Pearson, Pearson Appraisal, gave a brief update of the status of the reassessment. Mr. Pearson stated that evaluations are based on the fair market value.

Pearson Appraisal has copied all the deeds from the Circuit Court Clerk's office.

All sales have been qualified through the end of 2016 and will continue to look at sales through the end of the reassessment process.

Mr. Pearson provided a copy of a couple of studies that Virginia had done to the Board members. The studies reflected that in 2016, Sussex County ratio study was at 98.2% of market value. The ratio study is a comparison of the assessments to the sales. Tax assessments for 2016 were slightly under value.

There are 9,529 real estate parcels in Sussex County which are projected to be reviewed by July 2017.

Mr. Pearson gave an overview of the assessment process.

A handout was provided to the Board members.

### 3.03 Virginia Hound Heritage – Mr. Chad Ellis

Mr. Chad Ellis, Virginia Hound Heritage Group, introduced Mr. Mike Stewart. Mr. Ellis gave a brief overview of the Virginia Hound Heritage. Mr. Ellis stated that in May 2016, Southampton and Sussex came together formed the non-profit organization, Virginia Hound Heritage. The mission of the organization is to preserve the sport and tradition of hound hunting for future generations. In September 2016, the organization hosted their first Hound Hunting fundraiser at the Southampton County Fairground. The event raised \$3,500.00 to purchase two (2) bullet proof vests for Sussex and Southampton Sheriff's Department canine. They also raised \$20,000.00 for Boykins Fire Department who was partners with the Virginia Hound Heritage Organization at the event. On April 10, 2017, they hosted an event in which \$15,000 was donated to the fire departments of Sussex (Jarratt, Stony Creek Courthouse, Wakefield and Waverly) and Southampton County. Mr. Ellis stated that the second fundraiser will be held in September 2017.

Chairman Seward presented Mr. Ellis of the Virginia Hound Heritage with a Certificate of Appreciation.

## **4. Public Hearing**

Chairman Seward announced that the Board of Supervisors was entering public hearing for Fiscal Year 2018 Proposed Budget.

#### 4.01 Fiscal Year 2018 Proposed County Budget

Interim County Administrator Jones gave a brief overview of the Fiscal Year 2018 Proposed Budget. Interim County Administrator Jones stated that the public hearing was being held as part of the budget process. Mr. Jones reviewed the County's mission statement. Mr. Jones advised that Administration has met with the different departments. The budget has been presented to the Board and several budget work sessions have been held.

The budget is composed of proposed expenditures which include nine (9) items listed the budget, particular categories for a total budget amount of \$35,103,047.00 of proposed expenditures. The revenue includes proposed sources of funding which includes local, federal, and other sources for a total amount of \$35,103,047.00—to reflect a balanced budget. Mr. Jones noted amount of the balanced budget is slightly larger than the initial presented and advertised budget. The difference being mainly in public education. During the budget work session with the School Board, definitive numbers were provided for amounts that would be received from the State and Federal government. Those numbers were slightly higher than numbers presented in the original budget. There was an approximately a \$200,000.00 difference in public education. Also, the non-departmental contingency is approximately \$55,000.00 more than presented in the original budget. The actual document was received from the State that provided the amount retail sales for Sussex County.

The Fiscal Year 2018 Proposed Budget of \$35,103,047 is approximately a one percent (1%) over the current fiscal year's budget.

There was no citizens' comments.

Board Members Comments were heard from:

- Supervisor Fly (Courthouse District) comments referenced the employees' healthcare insurance and the two percent (2%) COLA. Supervisor Fly requested the Board to revisit restoring the funding in the budget to offer the premium plan (Option 1) for health insurance to employees and task staff to find funding within the budget.
- Vice-Chairman Blowe (Stony Creek District) comments referenced previous discussions that employees would have to make contribution to a portion of their health insurance and two percent (2%) increase.
- Chairman Seward comments referenced two percent (2%) increase and health insurance.

Supervisor Futrell made a motion regarding insurance with Supervisor Tyler second. However, it was decided to continue the discussion.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR BLOWE and carried: RESOLVED that the Sussex County Board of Supervisors hereby close public hearing on Fiscal Year 2018 Proposed Budget and returns to Open Session.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler  
Voting nay: none

#### 4.02 Action on Public Hearing Item

There was continued discussions regarding health insurance coverage for employees, open enrollment and the two percent (2%) increase for Comp Board employees and County employees. The number of employees on each plan was reviewed.

Interim County Administrator Jones stated that the County needed to separate the Cost of Living Allocation and the cost health insurance as two separate entities.

Interim County Administrator Jones requested the Board to provide direction to staff. At a previous Budget Work Session, it was approved for Contribution Strategy 2 wherein staff would pay \$88.00/month for premium health insurance.

There were discussions to find funding within budget for health insurance and two percent (2%) increase.

Comments were heard from Ms. Deste Cox (Treasurer's Office), Mrs. Lyndia Ramsey (Commonwealth's Attorney Office), and Mr. Patrick Plourde (Social Services Department).

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves funding the employees' health insurance at one hundred percent (100%) with the two percent (2%) COLA increase.

Voting aye: Supervisors Fly, Futrell, Seward, Stringfield, Tyler  
Voting nay: Supervisor Blowe

*Staff was tasked with finding funding within their budget as presented to provide the two percent (2%) COLA increase within the balanced budget. Staff was also tasked with communicating with the Constitutional Officers and other departments.*

#### 4.03 Calendar Year 2017 Proposed Tax Rates

The Board returned to Public Hearing.

Interim County Administrator Jones stated that the public hearing item regards the levy on proposed tax rates for Calendar Year 2017. There were no proposed tax rates increase. All tax rates remain the same.

There were no citizens' comments.

There was no Board comments.

Chairman Seward closed public hearing.

No action was taken on the public hearing Calendar Year 2017 Proposed Tax Rates.

## **5. Appointments**

### 5.01 Appointments to the Industrial Development Authority Board of Directors

Interim County Administrator Jones stated the terms of Mr. George O. Urquhart, 7201 Newville Road and Mr. Thomas O. Jones, 133 New Street, both of Waverly, Virginia 23890, on the Industrial Development Authority Board of Directors will expired on May 15, 2017. Staff has contacted both Mr. Urquhart and Mr. Jones. Both are willing to serve again, if appointed.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Mr. George O. Urquhart, 7201 Newville Road and Mr. Thomas O. Jones, 133 New Street, both of Waverly, Virginia 23890, on the Industrial Development Authority Board of Directors, with terms expiring May 15, 2021.

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

Voting nay: none

### 5.02 Appointment to Sussex Service Authority Board of Directors

Interim County Administrator Jones stated that at the February 16, 2017 Board meeting, staff was requested to obtain resumes from Mr. Ashton Bryant of Stony Creek and Mr. B. Franklin Cox of Waverly.

Staff received a call from Mr. Ashton Bryant advising that he was unavailable at this time to be considered for this position.

Also, due to the passing of Mr. William “Bill” Collins, the Board member’s unexpired term on the Sussex Service Authority Board will have to be filled.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves appointing Mr. B. Franklin Cox, 420 Forest Lane, Waverly, VA 23890 to the Sussex Service Authority Board of Directors At-Large Alternate position to run concurrent with the At-Large position with a term to expire December 31, 2019.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby appoints Vice Chairman Blowe to fill the unexpired term of the late Mr. William “Bill” Collins on the Sussex Service Authority Board of Directors.

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

Voting nay: none

*The County Attorney has been requested to review terms of the At-Large position.*

## **6. Action Items**

### 6.01 Town of Wakefield's Request for Endorsement - \$50,000.00

Interim County Administrator Jones stated that County Administration received a letter from Mr. Brian M. Laine, President of Wakefield Town Council, requesting the Board's endorsement to use the \$50,000.00 (previously appropriated at the Board's January 17, 2008 meeting) for playground equipment and fencing at the Town's recreational facility at 10231 General Mahone Highway. The wooden playground equipment that is currently at the facility would be dismantled and discarded.

The funding was previously appropriated by the Board for the Town of Wakefield for installation of playground equipment in the Town limits in Wakefield—property owned by the Wakefield Outreach Center. The funds have not been spent and are being held in a separate account.

Mr. Parker, Wakefield Town Council, was present to answer questions.

Supervisor Fly offered a motion, seconded by Supervisor Futrell to approve the adoption of the resolution to concur with the Town of Wakefield's use of formerly appropriated funds of \$50,000.00.

After discussion of legality of using funds for different location for playground equipment and confirming the Pocahontas Park is still considered wetlands by the Army Corp of Engineers and cannot be used for Park, Supervisor Fly offered a substitute motion.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the formerly appropriated funds in the amount of \$50,000.00 to be spent at the Wakefield Municipal Park to be used for playground equipment and fencing located at 10231 General Mahone Highway.

Voting aye: Supervisors Fly, Futrell, Seward

Voting nay: Supervisors Blowe, Stringfield, Tyler

Motion had a tie vote. Item will be on the May 18, 2017 Board of Supervisors meeting agenda.

## **7. Reports of Departments/Agencies**

### 7.01 Atlantic Waste Disposal Update, Jason Williams, Senior District Manager

Mr. Jason Williams, Senior District Manager of Atlantic Waste Disposal, provided a brief report of Atlantic Waste. Mr. Williams provided the Board members with a map of the landfill to show the different phase sections.

Phases I and II have been completed.



Phase IV-A area is substantially complete. Phases II-A and IV-B are expected to be completed by May 30, 2017. Phase IV-C is anticipated to be completed by June 30, 2017. Phase III is anticipated to be completed by the end of 2017.

Mr. Williams stated that as Atlantic Waste Disposal, Inc. moves into the next year, they will continue to cap as many parts of the landfill as they can.

Cameras and solar unit were installed in Jarratt. After installing equipment, it was found that the pole was insufficient to hold panels. Pole was ordered and should be installed Friday or Monday. Cameras should be re-installed in the next couple of weeks.

*Vice Chairman Blowe asked staff work with County Attorney/Waste Management to address verbiage for signs to reduce County's liability for dumpster divers and any other issues at convenience sites.*

7.02 Animal Services/Public Safety Report – included in Board packet

7.03 Community Development Report- included in Board packet

7.04 Housing Department Report– included in Board packet

7.05 Treasurer's Report – included in Board packet

7.06 Department of Social Services – Patrick Plourde, Director

Mr. Patrick Plourde, Director of Social Services, thanked the Board for proclaiming April as Child Abuse Recognition Month to help make citizens aware of resources available to help cope with issues encountered. Mr. Plourde discussed Children Services program and Comprehensive Services Act (CSA).

## **8. Citizens' Comments (8:20 p.m.)**

Comments were heard from:

- Frank Irving (Sussex Service Authority) – comments regarding At-Large position term.
- Patrick Plourde (Director, Sussex Social Services Dept.) – Mr. Plourde offered a prayer

## **9. Unfinished Business** – none

## **10. New Business** – none

## **11. Board Member Comments**

11.01 Blackwater District – none



11.02 Courthouse District – none

11.03 Henry District – Commended Administration on their work on the budget and the issuances of Board packet. Mentioned the Improvement Association Project Discovery event; Improvement Association annual gospel concert and banquet at Virginia State University on May 26.

11.04 Stony Creek District – Announced Town Hall Meeting to be held in Stony Creek on May 20, 2017 from 10 a.m.- 12 noon; thanked County Administration for preparation/work on budget..

11.05 Wakefield District – County Administration getting work done.

11.06 Waverly District – Thanked Interim County Administrator Jones and staff for work done.

## **12. Closed Session**

### 12.01 Convene into Closed Session

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR BLOWE and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for discussion or consideration, or interview of appointment of specific public officer of the public body, pursuant to Code Section 2.2-3711(A)1, the Tie Breaker Position.

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

Voting nay: none

Absent during vote: Supervisor Tyler

### 12.02 Reconvene to Open Session/Certification

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby reconvened to Open Session; and

FURTHER RESOLVED, that 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 Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

#### 12.04 Action Resulting from Closed Session

Chairman Seward opened the floor for nominations for the Board of Supervisors Tie Breaker position.

Supervisor Futrell nominated Mr. Wayne Jones. Supervisor Stringfield nominated Ms. Kathleen Cook.

Haring no other nominations, Chairman Seward proceeded to call for vote on said names:

Supervisor Fly – Mr. Jones

Mr. Stringfield – Ms. Cook

Chairman Seward – Mr. Jones.

Mr. Futrell – Mr. Jones

Vice Chairman – Ms. Cook

Mr. Tyler – Ms. Cook

The was a tie vote. Mr. Jones – three (3) votes – Supervisors Fly, Futrell, Seward  
Ms. Cook – three (3) votes – Supervisors Blowe, Stringfield, Tyler

Vice Chairman Blowe requested the Board call for another vote for Ms. Cook.

By roll call:

Supervisor Tyler – Ms. Cook

Vice Chairman Blowe – Ms. Cook

Supervisor Futrell – Mr. Jones

Chairman Seward – Mr. Jones

Supervisor Stringfield – Ms. Cook

Supervisor Fly – Mr. Jones

There was a tie vote again. County Attorney Woodley recommended that the said names, Mr. Wayne Jones and Ms. Cook, be forwarded to the Judge.

Supervisor Tyler nominated Dr. Phyllis Tolliver. County Attorney Woodley stated that the nomination was out of order. The nominations had to be re-opened.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby reopens the nomination for the Tie Breaker positon.

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

Voting nay: none

Chairman Seward open the floor again for nominations. Supervisor Tyler nominated Dr. Phyllis Tolliver.

There was discussion on the names in nomination—whether the other two (2) names were no longer in nomination. County Attorney Woodley stated that the Chairman stated that there were now three (3) names in nomination.

Supervisor Tyler stated that the Virginia Code stated that if the Board could not make a decision on the Tie Breaker, the Judge would make the decision. The Board did not have to submit any names.

Supervisor Tyler made the motion, seconded by Vice Chairman Blowe to appoint Dr. Tolliver to the Tie Breaker position. Chairman Seward stated she wanted to nominate Mr. Kevin Bracy.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby close the nomination on the said names of Dr. Phyllis Tolliver and Mr. Kevin Bracy.

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

Voting nay: none

(By general consensus).

Votes were taken as follows:

Supervisor Tyler – Dr. Tolliver  
Supervisor Futrell – Mr. Bracy  
Supervisor Stringfield – Dr. Tolliver

Vice Chairman Blowe – Dr. Tolliver  
Chairman Seward – Mr. Bracy  
Supervisor Fly – Mr. Bracy

There was a tie vote.

*Interim County Administrator Jones stated that the Board did not give any directions in regards to the judge. Interim County Administrator Jones was told to not do anything. The judge would make the decision on the Tie Breaker position.*

### **13. Recess/Adjournment**

#### **13.01 Adjournment**

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR BLOWE, and carried: RESOLVED that the April 20, 2017 meeting of the Sussex County Board of Supervisors adjourned at 9:43 p.m.

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

Voting nay: none

#### **13.02 Next Meeting**

The next Board of Supervisors meeting will be held on Thursday, May 18, 2017 at 6 p.m. p.m. in the Judicial Center - General District Courtroom, 15098 Courthouse Road, Sussex, VA 23884.