

**At a Continued Meeting (Budget Work Session) of the  
Sussex County Board of Supervisors  
Held in the General District Courtroom on  
Thursday, May 31, 2018 at 5 pm**

**BOARD MEMBERS PRESENT**

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

**STAFF PRESENT:**

Vandy V. Jones, III, County Administrator  
Millard P. Stith, Independent Consultant  
Danielle Powell, Interim County Attorney  
Deste J. Cox, Chief Deputy Treasurer  
Ernest Giles, Sheriff  
Bill Jenkins, Registrar  
Kelly W. Moore, Interim Finance Supervisor  
Lyndia Ramsey, Commonwealth's Attorney  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board

**Item 1. Call to Order/Determine Quorum (5:16 p.m.)**

The May 31, 2018 Continued Meeting (Budget Work Session) meeting of the Sussex County Board of Supervisors was called to order by Vice Chairman Blowe.

*Chairman Seward entered at approximately 5:19 p.m.*

**Item 2. The Invocation**

The Invocation was offered by Supervisor Fly.

**Item 3. The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**Item 4. Agenda Amendments**

County Administrator Jones requested to add a Closed Session item, pursuant to Virginia Code Section 2.2-3711(A)1, personnel contract.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the May 31, 2018 Continued Meeting (Budget Work Session) agenda inclusive of adding Closed Session item, pursuant to Virginia State Code 2.2-3711(A)1, personnel contract.

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

Voting nay: none

### **Item 6. FY2019 Budget Work Session**

County Administrator Jones stated that this May 31, 2018 meeting is a Continued Meeting from the May 17, 2018 regular Board of Supervisors meeting. It was determined that another Budget Work Session was needed. The approval of the budget was moved from the May 17, 2018 to the June 21, 2018 regular Board of Supervisors meeting with the anticipation of the State passing a budget prior to the June 2018 meeting.

One of the items for this Budget Work Session is the desire of the Board to review with Sheriff Giles, the Sheriff's Department FY2019 budget request.

Chairman Seward stated that there were items for discussion submitted by Supervisor Fly for review as well at this Budget Work Session.

County Administrator Jones stated that after speaking with Sheriff Giles, the best way to address his budget was to start with the Proposed Budget Book, starting on Tab 5, starting on Page 5-12.

Sheriff Giles met with County Administrator Jones, Kelly Moore (Interim Finance Director), and Carol White (Financial Consultant-by phone). County Administrator Jones stated that in preparation of the budget, Sheriff Giles put together what the Sheriff's Department's needs were from a line item standpoint.

County Administrator Jones reviewed actuals that were done for Fiscal Years 2015, 2016, 2017, and what was adopted for 2018—the current fiscal year. County Administrator Jones explained that Admin Request numbers were the Sheriff's requests during their meetings. Adjustments were made to the Sheriff's budget at the last Budget Work Session which were not reflected in the Adopted column. Outside of those requests, there has been adjustments that Administration talked to the Sheriff about that have come up since the Sheriff made the requests in the Request column.

Sheriff Giles met with Deste Cox and Kelly Moore to review four (4) items that the Sheriff had. They discussed how those items could be handled in the budget.

County Administrator Jones stated that there were four (4) items for the Sheriff's Department that were not in the Budget book that he itemized as General Fund and Capital Improvement items. The first item is a General Fund item which includes carousels—the software for the E911 system.

Sheriff Giles stated that the carousel project's proposed solution is \$21,000.00. Sheriff Giles stated that the program is needed in dispatch and for DaPro.

Chairman Seward stated that there was \$7,100.00 in Line Item 559 in the Requested Budget. Chairman Seward requested clarification of whether the Sheriff Department needed an additional \$21,000.00 or the difference between the \$7,100.00 and the \$21,000.00. Sheriff Giles clarified that difference between the \$7,100.00 and the \$21,000.00 was needed.

County Administrator Jones stated that the next three (3) items for the Sheriff's Department was under the Capital Improvement Plan (CIP). The second item is a program called Intrinsic. Intrinsic is used for body cam cloud storage (Line Item 503 - \$24,075.00). Line Item 503 currently has \$20,000.00; the additional \$24,075.00 would be added for the cloud storage.

County Administrator Jones stated that the third item is jail upgrades. The total costs received from vendors are \$75,075.00. The jail upgrades include HVAC, lighting and windows.

County Administrator Jones stated that the fourth item is ID Network. ID Network ties into the second item, the Intrinsic program. New monies were included in the FY2019 budget to satisfy maintenance for another year (\$20,450.00 included on the line item for the second item). ID Networks took over DaPro. County Administrator Jones gave a brief background overview.

Sheriff Giles stated that to change the existing software would cost approximately \$2,500.00. He would move the \$2,500.00 from another line item.

The question was raised whether or not the Sheriff had enough money in the budget to pay employees.

There was discussion of the salaries in the budget for the current vacant positions and what salary step is needed.

There were also discussions regarding surrounding localities pay for their Sheriff's Department and the County's Sheriff's Department.

There was brief discussion of transferring Animal Control to the Sheriff's Department.

It was requested that Sheriff Giles and Ms. Cox provide numbers to the Board and County staff.

County Administrator Jones noted that there were other items that needed adjustments made of which some did not have full support. One of the items was the Tie Breaker being offered the same opportunities as Board members—salary (\$7,956.00), health benefits (\$9,840.00), and cell phone stipend (\$600.00) in the Board of Supervisors' budget.

County Administrator Jones stated that the State has various grant programs that could be beneficial to small businesses in localities. However, the State program requires grant money from the State to be matched by the locality. One of the adjustments being considered is creating a new line item in the amount of \$5,000.00 that could be used to match State funds.

Other items are representatives from Jarratt Recreation and Sussex County Youth Men's Athletic Club (SCYMAC) requesting funding in which applications were submitted after the deadline. Both organizations has been funded by the County; however, they have not been funded in the last two (2) budget cycles. Jarratt Recreation requested approximately \$4,000.00; SCYMAC requested \$20,000.00. County Administrator Jones stated that an adjustment of \$4,000.00 for each organization at a total of \$8,000.00 could be made if it is the pleasure of the Board.

Supervisor Fly had a list of items regarding the budget. One of the items was the inquiry regarding whether the Office Space Study had been received. There was also discussion about the Old Historical Courthouse. Supervisor Fly stated that the Board should consider having money in the budget for this item.

Supervisor Fly discussed the Parks and Recreation and Cultural line item. There was discussion of cost to hire a part time Director of Parks and Recreation. Supervisor Fly stated that Parks and Recreation could organize recreation and bring structure under one (1) department instead of funding the requests of the various organizations. Staff was requested to research the salary/cost for a part-time Director of Parks and Recreation.

Supervisor Fly discussed Sussex County's membership with the Gateway Region. There were discussions of other options. The majority agreed to not remit funding.

Supervisor Fly discussed the two (2) vacant elementary schools and the options the County could possibly do to sell the vacant schools..

#### **Item 7. Citizens' Comments**

Citizens' Comments were heard from:

Kevin Bracy (Courthouse District) – Sheriff's Department; Gateway; staff soliciting business for County; schools; old Courthouse; Animal Control; Waste Management; funding Blackwater Library; funding churches; Improvement Association.

Chester Carter (Stony Creek District)- Sheriff's Department; Tie Breaker; meal tax; Hampton Roads investments; schools.

#### **Item 8. Closed Session**

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for discussion of (1) personnel matter, discussion or consideration of prospective

candidates for employment; assignment, appointment, promotion, performance, resignation, pursuant to Code Section 2.2-3711(A)1, Treasurer; and (2) consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Code Section 2.2-3711(A)8, Treasurer, Atlantic Waste Contract.

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

Voting nay: none

### **Item 8a. Return to Open Session/Certification**

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

WHEREAS, the Board of Supervisors of Sussex County, Virginia 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 Minutes of the November 20, 2014 Meeting of the Sussex County Board of Supervisors Page 25 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

### **Item 8b. Action on Closed Session Items**

There was no action on Closed Session Items.

*There was discussion of scheduling a Special Meeting for budget discussions.*

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby schedules a Special Meeting for Monday, June 11, 2018 at 5:00 p.m.

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

Voting nay: none

### **Item 9. Adjournment**

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the May 31, 2018 Special Meeting of the Sussex County Board of Supervisors is hereby adjourned at 9:46 p.m.

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

Voting nay: none

**Item 8.1 Next Meeting**

The next Board of Supervisors meeting will be a Special Meeting (Budget Work Session) held on Monday, June 11, 2018 at 5 p.m. in the Judicial Center - General District Courtroom, 15098 Courthouse Road, Sussex, VA 23884.