

**At a Personnel Committee Meeting
of the Sussex County Board of Supervisors held on
Thursday, June 17, 2010, 5:00 p.m. in the Law Library of the Circuit Court**

MINUTES

Committee Members Present: T. Wayne Birdsong, C. Eric Fly, Sr.

Committee Member Absent: Rufus E. Tyler, Sr.

Others Present: George E. Morrison, III, Deputy County Administrator
Jerry L. Whitaker, Director of Finance
Henry A. Thompson, Sr., County Attorney
Deborah A. Davis, Assistant to County Administrator
Raymond R. Bell, Sheriff

Note: Supervisor Tyler, Chairman of the Personnel Committee, called to cancel the meeting due to an unexpected emergency.

In response to notifying Supervisor Fly, he stated that the meeting would be held because there was a quorum; that he and Supervisor Birdsong were present as well as the Sheriff.

Supervisor Birdsong chaired the meeting, due to the absence of Supervisor Tyler.

Item I. Call to Order

Item II. Agenda

Supervisor Birdsong called the meeting to order. He removed Item A, Board of Supervisors Code of Ethics/Code of Conduct from the agenda and added Tony Johnson, Animal Control Officer.

Staff requested the addition of VRS Member Pick Up Guide Resolution and VRS Transitional Benefits Program Resolution be added to the agenda.

Item IIIa. Consideration of Animal Control Officers Assigned to Sheriff's Department

Supervisor Birdsong: "In many localities, the Animal Control Officers work under the supervision of the Sheriff and I think that is something we need to do."

Sheriff Bell: "I agree to the Animal Control Officers being assigned to the Sheriff's Department but I would like to table this issue until next month. This will allow me time to get some policies and procedures together."

Supervisor Fly: “I like what some other localities have done, that is to cross train the Animal Control Officers as deputies. I would like for the Sheriff to look into that also.”

Mr. Whitaker: “An increase in the Sheriff’s Department budget will be needed to cover salaries, especially, if the Animal Control Officers will be cross trained and work as deputies also.”

Supervisor Birdsong: “We can pay the Animal Control Officers’ salaries when they are working in that capacity, but if they are called in to work as a deputy, we would have to look at it another way.”

Item IIIb. Consideration of Building and Grounds Staff To Clean Courts Building

Supervisor Fly advised that he would like to see the cleaning of the courts building transferred over to the Building & Grounds staff, instead of the deputies doing the cleaning. This will be a cost savings for the County because the deputies are higher paid staff than the Building and Grounds staff.

Sheriff Bell advised that there may be an issue when Circuit Court is in session because of the time court is adjourned. Also, when they have a jury trial, the Sheriff’s Department has to make sure the Circuit Court and jury rooms are clean for the next day’s use. During those times, the Sheriff’s Department will take care of the cleaning.

Supervisor Birdsong asked for a breakdown of what the Building & Grounds Overtime would be, if the Courts’ sessions go beyond regular working hours.

Sheriff Bell advised that, in judges’ chambers of both the General District and Circuit Courts, the wall covering is peeling from the wall.

Mr. Morrison advised that he has already asked staff to check into prices to replace wall covering.

Item IIIc. Executive Staff Compensatory Leave

Supervisor Birdsong: “Under the FLSA do supervisory and/or executive employees qualify for compensatory leave?”

County Attorney Thompson: “There are four requirements regarding exempt employees and compensatory leave. I will check the Code and bring it to the next meeting.”

Item IIIId. County Attorney’s Contract – no discussion

Item IIIe. VRS Member Pick Up Guide

Mr. Whitaker provided an overview of the VRS Member Pick Up Guide Resolution to the Personnel Committee.

Item IIIf. VRS Benefits Program Resolution

Mr. Whitaker explained the VRS Benefits Program Resolution to the Personnel Committee.

The Personnel Committee, by general consensus, decided to make a recommendation to the Board regarding the VRS Resolutions, not to pay the “New Employees” retirement cost and not join the VRS Benefits Program.

Item IV. Personnel Advancement Items

Deputy County Administrator, George E. Morrison, III, advised the Board of several Personnel advancement items. He advised that it has been practice to award employees an additional ten percent of salary upon completion of a professional certification or higher education attainment. The following meet those criteria:

- a. Director of Housing Completes Bachelor’s Degree: Mrs. Brenda H. Drew, Director of Housing, completed her Bachelor’s degree from Virginia State University, in Individualized Study major, a concentration on Public Administration with a Grade Point Average of 3.8 on a scale of 4.0. Mrs. Drew completed her degree on May 9, 2010.
- b. Director of Finance Receives Professional Certification: Mr. Jerry L. Whitaker, Director of Finance, has received the Certified Government Financial Manager (CGFM) designation. This professional designation recognizes the unique skills and special knowledge required of professionals who specialize in government financial management. Mr. Whitaker attained his designation by successfully meeting the Association of Government Accountants’ (AGA’s) requirements by examination.
- c. Assistant to the Building Official – Certified Permit Technician: Miss Somerbreze M. Hall, Certified Permit Technician/Assistant to the Building Official, successfully completed her certification as a Certified Permit Technician issued by the International Code Council, Inc. A resolution was adopted June 20, 2002 regarding this particular position and its classification for salary. This action was taken prior to the adoption of the Wage and Salary Study completed in 2005.
- d. Building Official Received Certification – Request to Add Job Description to Wage and Salary Study: Mr. William Travis Luter received his certification as a Certified Building Official in December 2009. As part of his employment agreement, he received a step increase following his completion of said certification. It has been brought to the Deputy County Administrator’s attention that in the Wage and Salary Study, there is no job description for his particular position. Mr. Luter has compiled, at the request of the Deputy County Administrator and his capacity as Human Resource Director, a job description for a Director of Inspections. Staff recommends that this position description be forwarded to Springsted for SAFE review and inclusion in the County’s Wage and Salary Study.
- e. Building Inspector – Certified Erosion and Sediment Control Inspector: Mr. Michael McHale, Building Inspector, has successfully completed certification with the

Department of Conservation and Recreation's Erosion and Sediment Control Inspector. In the DCR Corrective Plan of Action, Mr. McHale was to become certified to meet a requirement of the corrective Action, dated January 8, 2008.

Supervisor Birdsong: "We need to have some kind of stipulation as to retention. If the County pays for employees to further their education and certifications, then we should have them agree to remain employed with the County for a certain number of years. I would like to see the Board approve a policy that if the County expends the money and the employee furthers their education, in their field of work, they must maintain a 3.0 GPA and be a resident of Sussex County to be eligible for reimbursement."

Supervisor Fly: "We should encourage employees who are residents of Sussex County to participate in this program. Do we want to extend this to constitutional officers at a rate of 50%?"

County Attorney Thompson: "I will look at the code regarding Constitutional Officers going back to school with the County's funding. I will also bring a draft of the Building Official's job description to the next meeting."

The Personnel Committee, by general consensus, decided to discuss disciplinary issues regarding Tony Johnson, Senior Animal Control Officer, and sick leave issues regarding Mary E. Jones in Closed Session at tonight's regular meeting.

The Personnel Committee meeting was adjourned.

**At a Regular Meeting of the Sussex County Board of Supervisors
Held in the General District Courtroom, Sussex Judicial Center
on Thursday June 17, 2010, 7:30 p.m.**

BOARD MEMBERS PRESENT

T. Wayne Birdsong
Wayne M. Harrell

Charlie E. Caple, Jr.
Harris L. Parker

C. Eric Fly, Sr.
Rufus E. Tyler, Sr.

STAFF PRESENT

George E. Morrison, III, Deputy County Administrator
Henry A. Thompson, Sr., County Attorney
Jerry L. Whitaker, Director of Finance
Deborah A. Davis, Assistant to County Administrator
Nicole L. Scuderi, Administrative Secretary
Eddie T. Vick, Public Safety Coordinator
Brenda H. Drew, Housing Program Coordinator
Tony S. Johnson, Senior Animal Control Officer
Tracy Terry, Animal Control Officer
Montaque M. Gilliam, Building & Grounds Supervisor

Item 1. Call To Order

The June 17, 2010 meeting of the Sussex County Board of Supervisors was called to order by Chairman Parker; the Pledge of Allegiance was recited by all; the Invocation was offered by Supervisor Birdsong.

Item 2. Approval of Regular Agenda

ON MOTION OF SUPERVISOR HARRELL, seconded by SUPERVISOR BIRDSONG and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the Regular Agenda of the June 17, 2010 meeting, subject to the following: (1) Under Unfinished Business, add A, 460 Industrial Park; (2) Under Unfinished Business, add B, Discussion of Minutes; (3) Under County Administrator's Report, table Item 10, Public Safety 2009-2010 Budget Overages; (4) Under Closed Session, add Item 2, Personnel Matters; and (5) Remove Approval of Minutes from Consent Agenda and place as Item J after County Attorney's report.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker

Voting nay: none

Absent during vote: Supervisor Tyler

Item 3. Approval of Consent Agenda

ON MOTION OF SUPERVISOR HARRELL, seconded by SUPERVISOR BIRDSONG and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the Consent

Agenda of the June 17, 2010 meeting, inclusive of the following: (1) Warrants and Vouchers in the amount of \$197,324.55; and (2) Payroll Deduction checks in the amount of \$142,098.37.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker

Voting nay: none

Absent during vote: Supervisor Tyler

Item 4. Standing Reports

Item 4a. Health Department - absent

Item 4b. Highways, Streets and Roads - absent

Item 4c. County Administrator's Report

Item 4c1. Request by Senior Citizens' of Eastern Sussex County

Mr. Kevin Jones addressed the Board. He advised that as the representative for the seniors of Sussex County with the Crater District Area Agency on Aging, a request has been made to discuss the concerns of the senior citizens of eastern Sussex County and Jarratt. These same concerns were presented to the Board of Directors of the Crater District Area Agency on Aging on May 24, 2010. The concerns are as follows:

- Having a building in the Waverly or Wakefield area for the Eastern Sussex County Seniors instead of traveling to the Jarratt center. Can the County afford to accommodate two senior centers.
- Having their own van that will accommodate all of the seniors when they travel. Mrs. Helen Clary has her commercial driver's license. She would only need to be placed on the insurance.
- What process do the seniors need to take to have a contract drawn in order to have fixed funding year to year?
- Having a 5 day program.
- The Eastern Seniors may have to change their venue from the Jarratt Center to the Disputanta Center due to the driving distance differential to Jarratt.

The Seniors have voiced their concerns about not having a fair deal with their lack of accommodations for the eastern side of the County. They request that the Board look into these matters and make a decision on how the eastern side of the County can be accommodated similarly to the way that the Jarratt side of the County is being accommodated at the present time.

Supervisor Fly: "One time there was a discussion about the senior citizens in the eastern part of the County having the same activities as Jarratt. That was one thing which was going to be considered when the Chambliss Elementary School closed."

Supervisor Birdsong suggested that Mr. Morrison set up a meeting with Mr. Kevin Jones to discuss applying for a grant to assist with this project.

Supervisor Parker: "I recommend that Social Services, Mr. Kevin Jones and members of the Board of Supervisors meet to discuss this issue."

Supervisor Fly: "I recommend Mr. Morrison talk to the school system to find out if they will have any used buses that may be available for surplus that may be used by the seniors of eastern Sussex County."

Item 4c2. Appointments to Industrial Development Authority Board of Directors & District 19 Community Services Board

George E. Morrison, III, Deputy County Administrator advised the Board that appointments and/or reappointments are needed for the following:

<u>Board</u>	<u>Current Appointee</u>	<u>Term Expiration</u>
District 19 CSB (3 year term)	Brenda Burgess (does not wish to be reappointed)	June 30, 2010
IDA Board of Directors (4 year term)	Cynthia Pegram (does not wish to be reappointed)	May 15, 2010

This item was tabled from the May 20, 2010 meeting.

Chairman Parker advised that he has spoken with Dr. Phyllis Moore-Tolliver and she has agreed to serve, if appointed. He asked staff to correspond with Dr. Tolliver in writing, regarding the appointment and report to the Board at the July 15th meeting.

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the Deputy County Administrator to draft and forward a letter to Dr. Phyllis Moore-Tolliver regarding her being considered for nomination to the District 19 Community Services Board of Directors.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker

Voting nay: none

Absent during vote: Supervisor Tyler

Supervisor Caple will seek a nominee for the Industrial Development Board of Directors and report at the next Board meeting.

Item 4c3. Discussion of Minutes

George E. Morrison, III, Deputy County Administrator, advised that staff would like some direction with regards to minutes. Staff has options for the Board to consider. The options are: (1) Verbatim minutes; (2) Record actions only; and (3) Record summary notes and actions.

ON MOTION OF SUPERVISOR BIRDSONG, seconded by SUPERVISOR HARRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby directs the Deputy Clerk to the Board to prepare the minutes of Board meetings by recording summation of discussions, actions taken by the Board and to include a copy of the compact disc recording of the meetings, in the Board's packet.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker

Voting nay: none

Absent during vote: Supervisor Tyler

Item 4c4. Economic Development Director

George E. Morrison, III, Deputy County Administrator, advised that per the request of Chairman Parker, this item was placed on the agenda of the 17 June 2010 Board meeting. Chairman Parker would like to discuss the hiring of an Economic Development Director for the County to address the everyday demanding responsibilities and requirements of an Economic Development Director.

Supervisor Parker: "In looking from January up till now, the County has had numerous prospects and this has become very taxing for the Deputy County Administrator."

Supervisor Harrell: "I think we should be in a position to have something to market before we hire someone. Gateway is doing the job now. If we hired someone, with salaries and fringe benefits, we could be looking at spending almost \$100,000.00 a year."

Supervisor Birdsong: "We have discussed this at previous meetings. But now we need to consider advertising nationwide for a County Administrator. If we hire a County Administrator, then Mr. Morrison will have time to devote to Economic Development efforts."

Supervisor Fly: "I agree with Mr. Harrell. We have nothing to sell yet. If we solve the County Administrator's problems, everything else will fall in line."

Supervisor Caple: "We need one or the other to assist in this matter."

The Board, by general consensus, agreed to refer this matter to the Personnel Committee.

Item 4c5. Commonwealth's Attorney Office (Former Administration Building)

George E. Morrison, III, Deputy County Administrator, advised the Board that at the request of Chairman Parker, this item be placed on tonight's agenda, to commence discussion of providing a suitable, appropriate and secure space for the Commonwealth's Attorney's office. Chairman Parker has requested that the Board open discussion on providing the former County Administration Building, 20233 Thornton Square, as a viable option.

Supervisor Fly: "We shouldn't go too far without the Commonwealth's Attorney being here. The building needs a roof. We should have a contractor look at the roof and give us an estimate."

Supervisor Birdsong: “We need to look at the roof and also we need to talk with the architect and get estimates on what to do with the roof to fix it. We need to move forward with this.”

Supervisor Caple: “How bad is the leak? Do we need to replace the entire roof?”

Mr. Morrison advised that perhaps we need to look at the roof on the County Office building for the Treasurer and Commissioner of the Revenue as this roof leaks as well and has sustained water damage.

ON MOTION OF SUPERVISOR BIRDSONG, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the Deputy County Administrator to contact the architects (Dewberry) to request that they look at the former County Administration and County Office Buildings and provide some suggestions as to repair or replacing the roofs on both buildings.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker

Voting nay: none

Absent during vote: Supervisor Tyler

Item 4c6. Quarterly Administrator’s Award

George E. Morrison, III: “Recognizing staff for a job well done or for exceeding their daily job duties for the good of the citizens of Sussex County is essential. Sussex County has an outstanding staff and they should be recognized when their performance warrants such acknowledgement. This award is given quarterly to a fellow employee for outstanding job performance and/or for going above and beyond their daily job duties to provide Team Sussex and its citizens, outstanding service. The fourth quarterly recipient of the Administrator’s Award for Fiscal Year 2010 is Mr. Michael A. McHale, Building Inspector. Mr. McHale was nominated by his Supervisor, Mr. William Travis Luter, Sr., Building Official. In Mr. Luter’s nomination of Mr. McHale, he states, “Mr. McHale’s knowledge of the Building Codes is vital to the safety of the citizens of Sussex County. Daily, he faces homeowners that have no understanding of the Building Codes, some contractors who attempt to circumvent the law and critics who do not understand the importance of his position. Yet, Mr. McHale continues to perform his job at a level second to none. He is committed to protecting the citizens of Sussex County through Building Code enforcement no matter the cost. His job is thankless and full of scrutiny, yet again, he never loses site of why he is here....to protect the citizens of Sussex County. The aforementioned qualities, just to enumerate a few, are why it is only fitting that he be the next recipient of the Administrator’s Award.”

Chairman Parker and Mr. Morrison presented the award to Mr. McHale.

Item 4c7. VRS Member Pick Up Guide Resolution

The Personnel Committee discussed this item in their meeting this evening and recommends that the Board not “pick up” the Employee’s Contribution to VRS.

ON MOTION OF SUPERVISOR HARRELL, seconded by SUPERVISOR BIRDSONG and carried: RESOLVED that the Sussex County Board of Supervisors hereby agrees to legislation

passed by the Virginia General Assembly in its 2010 session creating a separate retirement plan for employees hired on or after July 1, 2010; and

FURTHER RESOLVED that the legislation stipulates that the employees will pay their five percent (5%) member contribution and that, absent other action by the employer, such contribution will be paid through salary reduction according to Internal Revenue Code Section 414(h) on a pre-tax basis.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker

Voting nay: none

Absent during vote: Supervisor Tyler

Item 4c8. VRS Transitional Benefits Program Resolution Packet

The Personnel Committee discussed this item in their meeting this evening and recommends to the Board, to not approve the Transitional Benefits Program Resolution Packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby opts not to approve the Virginia Retirement System Transitional Benefits Program.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker

Voting nay: none

Absent during vote: Supervisor Tyler

Item 4c9. Director of Finance Report

Jerry L. Whitaker, Director of Finance, provided the monthly report for the period ending May 31, 2010. (A copy of the report is retained in the June 17, 2010 Board packet).

Item 4c10. Sheriff's Expenditures

County Attorney Thompson asked that this item be discussed in Closed Session.

Item 4c11. Stony Creek Volunteer Rescue Squad Water System

Eddie T. Vick, Public Safety Coordinator, provided information regarding the quotes for the Water Treatment System for the Stony Creek Volunteer Rescue Squad building that the Board of Supervisors requested. Mr. Vick advised that he contacted three (3) vendors, but only two (2) responded. They are:

McCoy Water Filter, Inc.	\$4,700.00 Installed \$600.00 annual maintenance
Rideout Electric and Plumbing	\$7,500.00 Installed \$800.00 annual maintenance \$1,800.00 less if no "tannin" is present in the water

Rideout is waiting on water sample results.

Mr. Vick asked the Board of Supervisors to table their decision until the lab results come back.

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR BIRDSONG and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts the recommendation of the Public Safety Coordinator to table the decision regarding the water system for the Stony Creek Rescue Squad, until the water sample results are provided.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker

Voting nay: none

Absent during vote: Supervisor Tyler

(Supervisor Tyler arrived at 9:03 p.m.)

Item 4c12. June As Homeownership Month

George E. Morrison, III, Deputy County Administrator, advised that the month of June is recognized as “National Homeownership Month.” Housing Office staff is requesting that the Board adopt a resolution recognizing same.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby adopts the following, to wit:

WHEREAS, the month of June has been proclaimed as **National Homeownership Month** in an effort to focus on benefits of homeownership and to increase homeownership; and

WHEREAS, the County of Sussex recognizes homeownership as an important part of strong communities; and

WHEREAS, owning a home allows people the best opportunity to build wealth through asset appreciation and provide a stable living environment for their families; and

WHEREAS, the County of Sussex is supporting homeownership for those working families desiring to purchase their first home by providing homebuyer counseling, supporting Homebuyer Clubs, and providing direct financial homebuyer assistance; and

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors hereby adopts this resolution and recognizes the significance of June as Homeownership Month in Sussex County, Virginia.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker, Tyler

Voting nay: none

Item 4c13. Report From Personnel Committee

Supervisor Birdsong offered the following Personnel Committee Report:

1. Transferring Animal Control Officers and their responsibilities to Sheriff’s Department: To table for one month, allowing the Sheriff to research further. Supervisor Birdsong advised that the Sheriff and County Administration agreed to the transfer and that the

Sheriff will put a policy in place. Cleaning and upkeep of the Pound will remain the responsibilities of the Animal Pound Attendants, under the supervision of County Administration.

2. Building & Grounds Staff taking over Courts Building Janitorial Services: This item was also discussed with the Sheriff, as some of his staff currently cleans the court rooms. The Sheriff advised that they may be some days when his staff will need to clean because of the timing of court adjournment. Supervisor Birdsong asked the Director of Finance to provide an analysis of what it costs for the deputies to clean and what it costs for the Building & Grounds staff to clean.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR BIRDSONG and carried: RESOLVED that the Sussex County Board of Supervisors hereby transfers the janitorial services for the courts building to the Building & Grounds staff, effective July 1, 2010.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker

Voting nay: none

Abstaining: Supervisor Tyler

(Supervisor Tyler advised that he abstained because he would like for the staff to provide the cost analysis first).

3. County Attorney's Contract: Supervisor Birdsong advised that nothing has been done yet regarding this issue, but suggested that the Board get an outside attorney to write the contract.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR BIRDSONG and carried: RESOLVED that the Sussex County Board of Supervisors authorizes the Personnel Committee to write up the requirements and duties of the County Attorney.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker, Tyler

Voting nay: none

4. Personnel Advancement Items: Supervisor Birdsong acknowledged that Mrs. Brenda H. Drew, Housing Programs Coordinator, completed her Bachelor of Science degree from Virginia State University, with a GPA of 3.8. He also indicated that other County employees have received certifications and per Mr. Morrison's memo, that it has been a practice to award employees an additional ten percent of salary upon completion of a professional certification or higher education attainment. The Personnel Committee recommended that the Board not approve any increase in salary.

The Board discussed staff taking advantage of the employee development program, but they would like to see a stipulation put in place that staff must be residents of Sussex County. In addition, there should be some formal agreement signed by the employee, that upon completion of their education and/or certification, that they will remain employed with the County for a number of years to be set by the Board of Supervisors.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the County

Attorney to draft a document for employees who complete higher education or attain certifications, to sign agreeing to remain employed for a number of years to be decided upon by the Board of Supervisors.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker, Tyler

Voting nay: none

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR BIRDSONG and carried: RESOLVED that the Sussex County Board of Supervisors hereby agrees to not provide the 10% salary increase to employees who complete higher education and/or attain certifications.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker, Tyler

Voting nay: none

Item 4d. Treasurer's Report

As reported by Onnie L. Woodruff, Treasurer, the statement of money in the banks to the credit of Sussex County at the close of business on May 31, 2010 was \$25,327,860.41.

Mr. Woodruff also advised the Board that he would like to schedule a Finance meeting with the Board regarding the IDA Board.

Supervisor Parker asked the Finance Committee to set a meeting with the Treasurer.

Item 4e. Commissioner of the Revenue Report – no report

Item 4f. Sheriff's Report

The Sheriff asked that his items be discussed in Closed Session.

Item 4g. Superintendent of Schools – no report

Item 4h. Director of Social Services – no report

Item 4i. County Attorney's Report – no report

Item j. Minutes

ON MOTION OF SUPERVISOR BIRDSONG, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the minutes of the April 15th, May 13th and May 20th meetings.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker, Tyler

Voting nay: none

Supervisor Birdsong asked the Board to allow him time to review the February 11th, February 18th, March 4th, March 18th and April 7th minutes and requested that the Board consider taking action at the July 15, 2010 meeting.

ON MOTION OF SUPERVISOR BIRDSONG, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby agrees to review the minutes of the February 11th, February 18th, March 4th, March 18th and April 7th meetings and discuss further at the July 15, 2010 Board meeting.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker, Tyler

Voting nay: none

Item 5. Citizens' Comments

Comments were heard from the following:

Kevin Bracy, Courthouse District: "You all are talking about saving money, yet you put a trailer at the corner of Routes 40 and 735, paying \$1,100.00 per month to rent a building on that same property, and there is not a lot of activity. But a lot of money is being spent. Can we take that money and use someplace else? All County vehicles need to be identified with the names of the departments. Some of the vehicles are being driven to places they don't need to be driven."

Chequila H. Fields, Director of Social Services, advised that the rent on the building that Mr. Bracy is speaking of (Sussex Resource Center) is being paid by state money.

Supervisor Parker suggested that Mr. Bracy schedule a meeting to talk with Ms. Fields and Supervisor Caple (Chairman of the Social Services Board) about the activities of the Social Services Department.

Item 6. Unfinished Business

Item 6a. 460 Industrial Park

Supervisor Birdsong: "The County had a grant for \$250,000.00 to make improvements to the 460 Industrial Park. The money was returned; why did we not use that money? It makes it look bad on us when we apply for funding the next time. Somebody's responsible for this and they are not doing their job."

Mr. Morrison: "This situation was mentioned to the Board in a Closed Session."

County Attorney Thompson: "Comments regarding this issue should stay in Closed Session."

Supervisor Birdsong: "Someone stopped me at the post office a couple of weeks ago and was asking about this situation."

Mr. Morrison: "The money has not been returned yet; but we have to spend funds in order to get reimbursed."

Supervisor Fly: "Why did we not move forward with the project? I don't agree with discussing this in Closed Session."

Supervisor Parker: “That’s one of the reasons we need an Economic Development Director; because tasks are overwhelming. I would like for the Board of Supervisors to support my recommendation of hiring an Economic Development Director. We have one person wearing forty hats. But we can talk about this further in Closed Session.”

Item 7. New Business - none

Item 8. Closed Session (10:00 p.m.)

ON MOTION OF SUPERVISOR FLY seconded by SUPERVISOR BIRDSONG and carried: RESOLVED that the Sussex County Board of Supervisors shall hereby enter Closed Session for the following: (a) Contracts, Applicable Code Section 2-2.3711(A)(30); (b) Prospective Business, Applicable Code Section 2.2-3711(A)(5); and (c) Personnel Matters, Applicable Code Section 2.2.3711(A)(1).

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker, Tyler

Voting nay: none

Item 9. Return To Open Session

ON MOTION OF SUPERVISOR HARRELL seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors has convened a Closed Meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by Sussex County Board of Supervisors that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED that the Sussex County 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 were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Sussex County Board of Supervisors.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker, Tyler

Voting nay: none

Supervisor Tyler left at 11:41 p.m.

Ms. Davis and Mr. Whitaker returned to the Board meeting room, after the Board had already returned to open session.

Item 10. Pending Sheriff’s Department Issues

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR BIRDSONG and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves of an additional \$7,000.00 in the Sheriff’s Department budget, for the purchase of a copier machine; \$3,500.00 to be charged to Field Operations and \$3,500.00 to be charged to Jail Operations.

Voting aye: Supervisors Birdsong, Caple, Fly, Harrell, Parker, Tyler
Voting nay: none

Item #11. Wakefield Contract

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR BIRDSONG that the Wakefield Recreation Contract adopted by the Sussex County Board of Supervisors on April 16, 2009 be vacated.

Voting aye: Supervisors Birdsong, Fly, Harrell
Absent during vote: Supervisor Tyler
Supervisors Caple and Parker did not vote.

No further action was taken regarding the contract and addendum to the contract regarding the Wakefield Property containing 11.03 acres, located in the Town of Wakefield Virginia.

Item 10. Adjournment

The meeting adjourned.