

**At a Budget Work Session of the Board of Supervisors
Held in the General District Courtroom on
Thursday, April 16, 2015 – 6 pm**

BOARD MEMBERS PRESENT

Charlie E. Caple, Jr.
C. Eric Fly, Sr.
Alfred G. Futrell
Robert E. Hamlin
John A. Stringfield
Raymond L. Warren

STAFF PRESENT

Deborah A. Davis, County Administrator
Millard D. Stith, Interim Deputy County Administrator
Michael Kaestner, County Attorney
T. Robertson Blount, Director of Finance
Brenda H. Drew, Housing Coordinator
Anne K. Ellis, Accounts Payable Clerk
Andre M. Greene, Director of Community Development
Shilton A. Ricks, Assistant to the County Administrator/Deputy Clerk to the Board
Onnie L. Woodruff, Treasurer

Item 1. Call To Order/Determine Quorum

The April 16, 2015 meeting of the Budget Work Session of the Board of Supervisors was called to order by Chairman Hamlin.

Item 2. The Invocation

The Invocation was offered by Supervisor Stringfield.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Agenda Amendments

The following items were offered as amendments to the April 16, 2015 Budget Work Session agenda:

County Administrator Davis requested to (1) add under Item. 5. Budget Overview/Discussion, the 2015 CDBG Planning Grant for the Pocahontas Neighborhood Improvement Study; and (2) add under Item 5. Budget Overview/Discussion, The Department Criminal Justice Services Byrne Justice Grant #15-N1205L014 in the amount of \$2,106.00.

Item 5. Approval of Regular Agenda

ON MOTION OF SUPERVISOR CAPLE, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the April 16, 2015 Budget Work Session agenda inclusive of the following items to be added: (1) add item under Item. 5. Budget Overview/Discussion, the 2015 CDBG Planning Grant for the Pocahontas Neighborhood Improvement Study; and (2) add under Item 5. Budget Overview/ Discussion, The Department Criminal Justice Services Byrne Justice Grant #15-N1205L014 in the amount of \$2,106.00.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Item 6. Budget Overview/Discussion

T. Robertson Blount, Director of Finance, gave an update of the most recent developments with the FY16 budget that included:

1. Eddie Vick, Public Safety Officer, received notice from Waverly Rescue that their Board of Directors authorized a FY16 Revenue Sharing Contribution of \$130,000.00. The \$130,000.00 represents 40% of their estimated annual net income.
2. Mr. Blount advised Board members that the Key Advantage Expanded Health Insurance Renewal is included in the April 16, 2015 regular Board of Supervisors agenda packet. As advised in the previous Budget Work Session, the County assuming the full cost would increase the Proposed FY16 Budget by \$81,540 (8.4%).
3. Mr. Blount reported that Public Hearing for the FY16 School Board Budget in the amount of \$17,885,480.00 has been advertised to receive citizens' comment. The proposed local contribution is \$7,959,170.00. The public hearing is scheduled for Wednesday, April 22, 2015 at 7 p.m. in the General District Courtroom.

Item 5a. Compensation Board 2% Salary Increase

Staff met with the Board of Supervisors on Thursday, April 9th to present the proposed FY16 Budget. During the discussions it was noted that the budget included a 2% salary adjustment awarded by the Commonwealth of Virginia for employees of the Social Service Department. Subsequently, the Finance Office was notified that all Constitutional Officers and their staff are also anticipated to be granted a 2% increase effective September 1, 2016. These salaries are reimbursable by the Commonwealth of Virginia.

The proposed budget will be amended to reflect those changes.

To provide a two percent (2) salary increase to our local government employees by September 1st and Board members by January 1st would increase the FY16 Budget by \$30,000.00.

Board members were asked to bring the budget documents that were provided to you at the March 19th meeting and the notebook/binder that was distributed at the April 9th budget work session. The items from the March 19th meeting are: Report from Social Services Director regarding the

Fuel Program, Housing Report, Stony Creek Park Expenditure, Town of Waverly Funding, Sussex County Youth and Adult Recreation (Swimming Pool) Association and Head Start Funding.

Item 5b. Social Services Fuel Assistance Program (from March 19th and April 9th agendas)

Supervisor Fly requested how many citizens in Sussex County received fuel assistance. Chequila Fields, Director of Social Services, provided a report that was included in the March 19th regular meeting of the Board of Supervisors packet.

Item 5c. Housing Programs (from March 19th and April 9th agendas)

Supervisor Fly was interested in the revenue generated by the Section 8 Program. Brenda Drew, Housing Coordinator, provided a report that included in the March 19, 2015 regular meeting of the Board of Supervisors packet.

Item 5d. Stony Creek Park (from March 19th and April 9th agendas)

Supervisor Fly addressed concerns of spending additional money on the Stony Creek Park that's \$160,000.00 over budget. Supervisor Fly recommends donating the Stony Creek Park to the Town of Stony Creek.

Comments were heard from Supervisor Caple.

Chairman Hamlin suggested discussing the Stony Creek Park at a later date.

Item 5e. Town of Waverly Funding (from March 19th and April 9th agendas)

Supervisor Fly is requesting accountability of the \$20,000.00 allocated to the Town of Waverly since there is no park built.

Comments were heard from Supervisor Futrell.

Chairman Hamlin requested the Finance Department to confirm the amount of money allocated to the Town of Waverly for the park. The Finance Department is also tasked with contacting the Town of Waverly to verify what has happened with money allocated to the Town.

Item 5f. Sussex Youth & Adult Recreation (from March 19th and April 9th agendas)

Supervisor Fly is requesting information on how many children utilized the Waverly Swimming Pool.

Chairman Hamlin has tasked the staff with contacting Mr. Ricks to have Mr. Ricks to provide information requested.

Item 5g. Head Start Funding (from March 19th and April 9th agendas)

This item has been previously discussed at the April 9

Item 6. The 2015 CDBG Planning Grant for the Pocahontas Neighborhood Improvement Study

Sussex County has received Planning Grant funding, in amount not to exceed \$30,000.00, from the Department of Housing and Community Development (DHCD). The funds will be used to conduct a Neighborhood Improvement Study in an area located within the Town of Wakefield referred to as Pocahontas.

Initially, DHCD will award the County \$3,000.00 of this Planning Grant to conduct the following activities. Once these are completed to DHCD's satisfaction, DHCD will release the remaining \$27,000.00:

- Conduct an initial public meeting;
- Hold an initial management team meeting to include local stakeholders;
- Conduct neighborhood surveys;
- Hold a second management team meeting.

Recommendation:

- 1) Accept the Grant from DHCD in the amount of \$3,000.00 contingent funds be used to satisfy DHCD's conditions.
- 2) Appropriate the Grant Award of \$3,000.00 for the Pocahontas Neighborhood Improvement Study in the FY 2015 Operating Budget.
- 3) Authorize the County Administrator to procure the services of and execute the contract awards for Housing Rehabilitation Specialist and Program Administration Services.

ON MOTION OF SUPERVISOR FLY seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisor hereby accepts and appropriates the Grant from DHCD in the amount of \$3,000.00 contingent funds be used to satisfy DHCD's conditions for the Pocahontas Neighborhood Improvement Study in the FY 2015 Operating Budget; and

FURTHER RESOLVED that the Sussex County Board of Supervisors authorizes the County Administrator to procure the services of and execute the contract awards for Housing Rehabilitation Specialist and Program Administration Services.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Item 7. Department of Criminal Justice Grant #15-N1205L014

Sussex County is being awarded \$1,895.00 in federal funds and a local cash match of \$211.00 is required.

Funds are made available to localities to help support their efforts to reduce crime and improve public safety.

Recommendation: That the Board of Supervisors accepts the Department of Criminal Justice Grant #15-N1205L014 in the amount of \$1,895.00 in federal funds and a require match of \$211.00

in local funds and appropriate same; and authorize the County Administrator to sign the statement of award and acceptance.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts the Department of Criminal Justice Grant #15-N1205L014 in the amount of \$1,895.00 in federal funds and a require match of \$211.00 in local funds and appropriate same; and

FURTHER RESOLVED that the County Administrator is hereby authorized to sign the statement of award and acceptance.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none

Item 8. Public Comments

Comments were heard from Laverne Ford (Stony Creek District)

Item 9. Adjournment

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the April 16, 2015 Sussex County Board of Supervisors Budget Work Session is hereby adjourned 7:05 p.m.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren

Voting nay: none