

**Sussex County Board of Supervisors  
Regular Meeting Agenda  
Thursday, December 19, 2013 – 7pm  
General District Courtroom – Sussex Judicial Center**

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**Item 1. Call To Order/Determine Quorum**

**Item 2. The Invocation**

**Item 3. The Pledge of Allegiance**

**Item 4. Motion to Enter Public Hearing**

**Item 4a. Conditional Use Permit Application #2013-02, Iluka Resources, applicant**

**Item 4b. Public Comments to CUP #2013-02**

**Item 4c. Board Members' Comments #2013-02**

**Item 4d. Zoning Map Amendment #2013-01, Sussex County applicant**

**Item 4e. Public Comments to Zoning Map Amendment #2013-01**

**Item 4f. Board Members Comments to Zoning Map Amendment #2013-01**

**Item 4g. Conditional Use Permit #2010-02, Walter Tuma, applicant**

**Item 4h. Public Comments to CUP #2010-02**

**Item 4i. Board Members Comments to CUP#2010-02**

**Item 4j. Return to Regular Session**

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**Item 4k. Board's Action Conditional Use Permit Application #2013-02, Iluka Resources**

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**Item 4l. Board's Action on Zoning Map Amendment #2013-01, Sussex County**

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**Item 4m. Board's Action on Conditional Use Permit #2010-02, Walter Tuma, applicant**

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**Item 5. Agenda Amendments**

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**Item 6. Approval of Regular Agenda**

**Motion:** To approve the December 19, 2013 Regular Meeting Agenda as presented (or as amended)

**Item 7. Approval of Consent Agenda**

- a. Approval of Minutes of November 21, 2013 Board Meeting
- b. Approve, Appropriate and Authorize Transfer of Funds – McGuire Woods; Mega Site Industrial Park; \$10,237.04; Land Acquisition
- c. Approve, Appropriate and Authorize Transfer of Funds- Timmons Group; Mega Site Industrial Park; \$2,500.00, Black Swamp Waste Water Treatment Plant
- d. Approve, Appropriate and Authorize Transfer of Funds - Timmons Group; Mega Site Industrial Park; \$10,000.00; Master Planning Update and Preliminary Engineering Report
- e. Approve, Appropriate and Authorize Transfer of Funds – Timmons Group; Mega Site Industrial Park; \$3,823.47; Property Acquisition Study
- f. Approve, Appropriate and Authorize Transfer of Funds – Timmons Group; Mega Site Industrial Park; \$12,500.00; Master Planning Update and Preliminary Engineering Report
- g. Approve, Appropriate and Authorize Transfer of Funds – Phillips Telecommunications; \$2,250.00; Upgrading phone lines to fiber
- h. Approval of Invoice- Kenbridge Construction, \$124,943.05; Commonwealth Attorney Bldg, Application and Certificate for Payment #2
- i. Approval, Appropriation and Transfer Funds, ReedSmith,\$604.35, Elementary School
- j. Approval, Appropriation and Transfer Funds, Bowman Consulting, \$2,680.00, Elementary School
- k. Approval of Warrants and Vouchers

**Item 8. Standing Reports/Staff/Committees/Organizations**

**Item 8a. County Administrator/s Report**

**Item 8a1. Courthouse Lease/Historical Society/Old Courthouse Repairs/Contract:**

Due to my schedule, I have been unable to schedule a meeting at this time.

**Item 8a2. Director of Finance:** The County has had some expressed interest in the position and once applications are received we will review and conduct interview(s) as needed.

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**Item 8a3. Request for Appropriation for Magistrates' Telephone Services:** Following review Mr. Woodruff transferred the expenses from the Sheriff Departments line item to the Magistrates Line Item where future expenses will be charged.

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**Item 8a4. Acceptance of Schools Surplus Vehicles:** Included in the Board's packet are the lists of vehicles owned by the County and those received from Sussex School Administration that are now considered surplus. Staff will need to contact towing companies again to get estimates for towing the vehicles, since there has been some time lapse and the number of vehicles has increased.

**Recommendation:** *Accept the vehicles from School Administration; declare them as surplus County property and authorize staff to proceed with final disposition.*

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**Item 8a5. Request by the Town of Jarratt:** The Town of Jarratt has asked the Board for permission to pick-up trash outside of the Town limits in Sussex County. After the Board discussed the request at last month's meeting, the Honorable Robert Hamlin asked for time to review and further discuss the issues with effected residents of the Henry District and to share his findings with the Board.

**Recommendation:** *To approve the Town of Jarratt's request to pick-up trash from County residents if those residents voluntarily commit to a contractual arrangement with the Town.*

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**Item 8a6. Wood Fuel Developers LLC:** It has come to our attention that while the Sussex County Board of Supervisors agreed with a request from Wood Fuel Developers LLC (Mr. Steve Gordon) to forgo the previously approved 2 year 100% tax fund rebate for a five year 50% tax refund, the Resolution itself was never adopted. As such please find attached a Resolution formally addressing this oversight.

**Recommendation:** *To approve the attached Resolution providing Wood Fuel Developers LLC a fifty (50%) percent rebate on County real estate and machinery and tools taxes for five years.*

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**Item 8a7. HVAC Maintenance/Service Agreement:** In keeping with the Board's desire to scrutinize expenditures while maximizing the use of public dollars, we are going to bid out a comprehensive HVAC Maintenance/Service Agreement. To this end, I would once again like to acknowledge Mrs. Anne Ellis of our staff for their work. At this time, we are working with Mr. John Broderick, School Administration staff, to determine if we can make this a cooperative effort.

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**Item 8a8: Radio Hardware and Upgrade RFP Project:** Included in the Board packet is a copy of correspondence between Eddie Vick and Ron Bosco, Federal Engineering. Because of the technical aspects of this project, the County will need assistance in securing the RFP. To that end, we have received pricing from Federal Engineering and that information is being reviewed.

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**Item 8a9. Senior Citizens Van:** Information will be provided at the Board meeting.

**Item 8a10. Upcoming Events:**

1. Christmas Unity Celebration: The public is cordially invited to share in a Christmas Celebration prior to the December 19<sup>th</sup> Board Meeting (to begin at 5:30 p.m.). Of course we would ask that the Board also come and help us celebrate this very special time.
2. Unity In Our Community event to be held at Sussex Central High School, Monday evening, February 24, 2014, from 5pm to 7pm. There will be exhibits, guest speakers, etc. More information will be forthcoming.

**Item 8b. County Attorney's Report:** *(No report at this time)*

**Item 8c. Treasurer/Interim Director of Finance Report:** *(Report included)*

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**Item 8d. Commissioner of the Revenue Report:** *(No report at this time)*

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**Item 8e. Sheriff's Department Report**

**Item 8e-1. Purchase of Chairs for Communications Center:** Staff has received a request from the Sheriff requesting payment of an invoice in the amount of \$798.00 for two chairs to be used exclusively in the 911 Communications Center. The dispatchers work twelve (12) hour shifts and require durable chairs. The Sheriff had requested that this invoice be coded to E911 because it is specifically an E911 expense, but was advised by the Finance Department that it should be coded to the furniture line item under Field Operations. He now requests that the Board appropriate \$798 from E911 into 51100-1257-512-510 and that an expenditure line item be added under E911 to cover expenses of this nature in the future.

**Recommendation:** *To approve the Sheriff Department's request to transfer funds from the 911 Center as outlined and requested by Sheriff Bell in the amount of \$798.00.*

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**Item 8f. Superintendent of Schools Report:**

**Item 8f1. Sussex County School Capital Improvement Plan and Enrollment Report:** Included in the Board packet is a copy of the School's Capital Improvement Plan and Enrollment Report, which identifies major capital projects and facilities needs for the next five years.

*Recommendation:* Approve the 2014-2015 Capital Improvement Plan as presented/

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**Item 8g. Director of Social Services Report:** *(No report at this time)*

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**Item 8h. General Registrar Report:** *(No report at this time)*

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**Item 8i. Health Department:** *(No report at this time)*

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**Item 9. Appointments:**

**Item 9a.** The terms of Raymond L. Warren and Rex Davis as members of Virginia’s Gateway Region Board of Directors will expire December 31, 2013. Mr. Warren and Mr. Davis are each eligible for reappointment and both have expressed interest in remaining on the Virginia’s Gateway Board.

**Recommendation:** *To reappoint the Honorable Raymond Warren and Mr. Rex Davis to Virginia’s Gateway Region Board.*

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**Item 10. Citizens’ Comments (9:00 p.m.)**

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**Item 11. Unfinished Business**

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**Item 12. New Business**

**Item 13. Board Members’ Reports/Comments**

- a. Blackwater District
- b. Courthouse District
- c. Henry District
- d. Stony Creek District
- e. Wakefield District
- f. Waverly District

**Item 14. Closed Session**

- a. Personnel Matters, Code Section 2.2-3711, (A)(1)

**b. Legal Matters, Code Section 2.2-3711(A)(7)**

**Item 15. Return To Open Session/Certification**

**Item 16. Action Taken on Closed Session Items**

**Item 17. Recess/Adjourn**