



March 15, 2012

**To:** Honorable Members of the County of Sussex Board of Supervisors  
**From:** Thomas E. Harris, County Administrator  
**Subject:** Sussex County Board of Supervisors Public Hearing  
Thursday, March 15, 2012 – 7:30 p.m.  
General District Courtroom – Sussex Judicial Center

---

---

**REGULAR MEETING AGENDA**

---

---

**ITEM 1. 7:30 p.m. CALL TO ORDER/DETERMINE QUORUM – Chairman**

---

---

---

**ITEM 2. INVOCATION AND PLEDGE OF ALLEGIANCE**

---

---

---

**ITEM 3. ELECTION OF VICE CHAIRMAN FOR CALENDAR YEAR 2012**

---

---

---

**ITEM 4. AMENDED AGENDA**

- A. Personnel Committee Meeting – Time, Date and Location.
  - B. Board of Supervisor’s Board Retreat – Tentatively Scheduled for March 27<sup>th</sup> and 28<sup>th</sup>.
- 
- 
- 

**ITEM 5. APPROVAL OF REGULAR AGENDA**

**Recommendation:** Move to approve the Sussex County Board of Supervisors March 15, 2012 Regular Meeting Agenda, as presented (or with any amendments)

---

---

---

**ITEM 6. PUBLIC HEARING**

Motion to enter public hearing to consider a resolution authorizing the issuance and sale of not to exceed \$5,250,000 general obligation schools bonds of the County of Sussex, Virginia to be sold to the Virginia Public School Authority and Providing for the Form and Details thereof.

*Please be advised that Ms. Lisa Williams of McGuire Woods will be available to answer questions.*

**ITEM 7. RETURN TO OPEN SESSION**

**ITEM 8. ACTION OF PUBLIC HEARING ITEM**

**Recommendation:** Motion to approve a resolution authorizing the issuance and sale of a “not to exceed \$5,250,000 general obligation schools bonds of the County of Sussex, Virginia” to be sold to the Virginia Public School Authority and Providing for the Form and Details. And further to direct the County Administrator to work with the Superintendent of Schools in completing all necessary work and/or authorizations.

---

---

---

**ITEM 9. APPROVAL OF CONSENT AGENDA**

**ITEM 9a. Recommendation:** Motion to approve the February 16, 2012 Consent Agenda (Minutes/ Appropriations/Warrants/Vouchers) as submitted and herein described.

---

---

---

**Request #1:** February 16, 2012 Minutes

**Request #2:** Approval of Appropriation for Indoor Plumbing & Rehabilitation Services For FY 2012: \$74,325.00

**Request #3:** The Sussex County Sheriff’s Department has received Dare Contributions from Melvin L. Davis Oil Co. Incorporated for \$1000.00. Please accept this gift and appropriate to the following accounts:

3 100 18990 0004 Dare Contributions and Gifts.	\$1,000.00
4 100 51100 1298 512 510 Dare Expenses	\$1,000.00

**Request #4:** The County has received \$225.00 in contributions and gifts for the Black History Event and expended \$285.00 for food services. Accept and appropriate these gifts in the amount of \$225.00 and appropriate expenses in the amount of \$285.00 to the following accounts.

3 100 18990 0003 Gifts and Donations.	\$225.00
4 100 21100 2120 211 210 202 Black History Event	\$285.00

**Request #4:** The Aid to Localities Reductions has reduced the reimbursement income to the Comprehensive Services fund #110 which is now carrying the fund in a large deficit balance. While this is a revolving account, these entries must be made. Appropriate a transfer from the Gen. Fund to the Comprehensive Services fund \$47,821.00 to the following accounts.

4 100 93100 110 Transfer to Comprehensive Services	\$47,821.00
3 100 41050 100 Transfer from General Fund	\$47,821.00

**Request #5:** Approve and appropriate the following Loan and Grant from Department of Housing and Community Development to Sussex County for Wood Fuel Developers, LLC: Approve and appropriate the Community Economic Development Fund Project CED 11 – 10 in the amount of \$700,000 from the Department of Housing and Community Development in the form of a \$650,000 Loan for Wood Fuel Developers and a \$50,000 Grant for Administrative fees. Appropriations to be applied to the following:

**Revenues**

3 100 41040 0001 DHCD Loan received for Wood Fuel Developers	\$650,000
3 100 24040 0099 Adm. Fees – DHCD Loan – Wood Fuel Developers	50,000

**Expenditures**

4 100 81800 2110 871 810 Wood Fuel Dev Loan DHCD	650,000
4 100 81800 2110 872 810 4 Adm. Fee Crater PDC DHCD Loan	25,000

**Request #6:** Approve and appropriate for payment, invoices as related to the Elementary School Construction project:

<u>Vendor</u>	<u>Invoice</u>	<u>Amount</u>
Oyster Point Construction	Application For Payment #3	\$376,993.25
G E T Solutions	#0008752-IN	\$1,870.00
Rancorn Wildman Architects	#20133	\$6,549.82

**Request #7:** Approve and appropriate payment for Invoice #871430 for Dewberry, in the amount of \$11,392.50, 2nd story addition to Courthouse

**Request #8:** Approval of Warrants and Vouchers

- a) Expenditures Summary Report for February 2012
- b) Bills having been paid for February 2012
- c) February 2012 Payroll/Warrants
- d) February 2012 Voided Checks

**ITEM 10. STANDING REPORTS: STAFF/COMMITTEES/ORGANIZATIONS**

**ITEM 10a. HEALTH DEPARTMENT REPORT:** *No report at this time*

---

---

---

**ITEM 10b. COUNTY ADMINISTRATOR’S REPORT**

**ITEM 10b1. Virginia’s Gateway Region Status Report:** Mrs. Renee Wyatt Chapline, Executive Director of Virginia’s Gateway Region will be present to provide a status report.

**ITEM 10b2. National County Government Month:** Included in the Board packet is a copy of a draft proclamation, draft news release regarding the National County Government Month Celebration. Sussex’s event is planned for Thursday, April 26<sup>th</sup> and is scheduled for 4pm to 7pm. The theme is “Health Counties, Healthy Families.” More information will be forthcoming.

**Recommendation:** To approve the attached Resolution and promote “*Health Counties, Healthy Families.*”

---

---

---

**ITEM 10b3. Reed Road Convenience Center:** The Reed Road Convenience Center is now ready and receiving household waste.

**Recommendation:** To consider the elimination of the waste site at the corner of Reed and Woodyard Roads; and to schedule an official ribbon cutting ceremony for the new location.

---

---

---

**ITEM 10b4. Sussex Flip Flop Fighters Relay For Life Team:** The Sussex County Flip Flop Fighters Relay For Life team is requesting permission to use the Courthouse lawn on April 24, 2012 from 11:00 a.m. to 2:00 p.m. This is a fundraising event for the American Cancer Society that climaxes on June 23, 2012 at the Sussex Central High School track.

**Recommendation:** To grant permission to the Flip Flop Fighters Relay For Life Team to hold a bake sale on Courthouse lawn on April 24, 2012, from 11:00 a.m. to 2:00 p.m.

---

---

---

**ITEM 10b5. 2012-2013 Local Government Challenge Grant:** Each year the County applies for the Local Government Challenge Grant, on behalf of the Miles B. Carpenter Museum and The Wakefield Foundation. This a matching grant in the amount of \$5,000.00.

**Recommendation:** To authorize staff to apply for the 2012-2013 Local Government challenge Grant on behalf of the Miles B. Carpenter Museum and Wakefield Foundation, and fund both entities in equal amounts of \$10,000.00.

---

---

---

**ITEM 10b6. Non-Discrimination Policy - Wood Fuel Develops, LLC:** The Management Team for Wood Fuel Developers, LLC was held on Thursday, March 8, 2012 at the County Office Building in Waverly. Staff was notified that a Non Discrimination Policy is required.

**Recommendation:** That the Board of Supervisors adopt a resolution approving the Non Discrimination Policy regarding the Wood Fuel Developers, LLC Grant program.

---

---

---

**ITEM 10b7. Wood Fuel Developers, LLC Project - 504 Plan Resolution:** Included in the Board packet is a resolution regarding the 504 Handicapped Accessibility Nondiscrimination Plan and policy and Anti-displacement Plan, as is required by the Department of Housing and Community Development.

**Recommendation:** To adopt the 504 Handicapped Accessibility Nondiscrimination Plan and policy and Anti-displacement Plan, as is required by the Department of Housing and Community Development.

---

---

---

**ITEM 10b8. VA Tobacco Indemnification and Community Revitalization Commission Southside Economic Development Grant Application:** Included in the Board packet is a draft resolution regarding the Henry Technology Park.

**Recommendation:** To adopt the proposed resolution.

---

---

---

**ITEM 10c: TREASURER’S REPORT** (see enclosed)

Page 1	Bank Reconciliation
Pages 2-5	Treasurer’s Accountability – Balance Sheet
Page 6-7	Treasurer’s Accountability – 5 Year Comparison
Pages 8	General Fund Balance Sheet
Pages 9-10	Revenue/Expense Summary By Fund
Pages 11	Landfill Revenue Report
Pages 12-14	General Fund – Revenue Summary By Major Source

Pages 15-17 General Fund – Expense Summary By Department  
Pages 18-19 CSA Fund Revenue/Expense Summary  
Page 20-21 Capital Project Fund – Revenue/Expense Summary  
Page 22-23 Elementary School CPF – Rev/Exp Summary

---

---

---

**ITEM 10d. COMMISSIONER OF THE REVENUE:** No report at this time.

---

---

---

**ITEM 10e. SHERIFF’S DEPARTMENT:** No report at this time.

---

---

---

**ITEM 10f. SUPERINTENDENT OF SCHOOLS:** No report at this time.

**ITEM 10g. DIRECTOR OF SOCIAL SERVICES:**

---

---

---

**ITEM 11. UNFINISHED BUSINESS**

**11.A Appointment of County Attorney**

**11.B Status Report on Coyote Bounty**

**ITEM 12. APPOINTMENTS**

**ITEM 12A. Equalization Board Appointment Information:** Ellen G. Boone, Commissioner of the Revenue has forwarded correspondence preparations need to begin for the Equalization Board, which is usually comprised of 3 to 5 members.

**Recommendation:**

---

---

---

**ITEM 13. NEW BUSINESS**

**ITEM 13A. Waverly Parks and Recreation:** Included in the Board packet is a report from the Town of Waverly’s Parks and Recreation Committee. The report will be presented by Fred Turck, a member of the Waverly’s Park and Recreation Board.

---

---

---

**ITEM 14. REPORTS FROM DEPARTMENTS/STAFF/COMMISSIONS, ETC.**

**A. Animal Control:** (Included in Board packet)

---

---

---

**B. Building Department:** (Included in the Board packet)

---

---

---

**C. Building and Grounds:** *(No report at this time)*

---

---

---

**D. Deputy County Administrator/Director of Economic Development:** (Included in Board packet)

---

---

---

**E. Environmental Inspections:** (Included in Board packet)

---

---

---

**F. Housing Programs:** (Included in Board packet)

---

---

---

**G. Planning & Zoning:** (Included in Board packet)

---

---

---

**H. Public Safety:** (Included in Board packet)

---

---

---

**ITEM 15. BOARD MEMBERS COMMENTS/REPORTS**

**Blackwater District:**

---

---

---

**Courthouse District:**

---

---

---

**Henry District**

---

---

---

**Stony Creek District:**

---

---

---

**Wakefield District:**

---

---

---

**Waverly District:**

---

---

---

**ITEM 16. HEARING OF CITIZENS' COMMENTS**

---

---

---

---

---

---

**ITEM 17. CLOSED MEETING**

**Recommendation:** To move into a Closed Session to discuss:

- 1.
- 2.

Applicable Code Sections 2.2-3711\_\_\_\_\_

**ITEM 18. RETURN TO OPEN MEETING**

**Recommendation:** To move to return to Open Meeting.

**ITEM 19. CERTIFICATION OF CLOSED MEETING**

**WHEREAS**, the County of Sussex Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the Virginia Freedom of Information Act; and

**WHEREAS**, 2.2-3711 of the Code of Virginia, 1950, as amended, requires a certification by the County of Sussex Board of Supervisors that such closed meeting was conducted in conformity with Virginia Law.

**NOW, THEREFORE, BE IT RESOLVED** that the County of Sussex Board of Supervisors hereby certifies that to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting to which this certification applies, and (2) only such public business matters, as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the meeting to which this certification applies.

**ITEM 20. MOTION(S) FROM CLOSED MEETING ITEM(S)**

---

---

---

**ITEM 21. MOTION TO CONTINUE or ADJOURN**

**Recommendation:** Motion to continue or to adjourn the March 15, 2012 meeting.

---

---

---

