

**At a Budget Work Session of the Sussex County Board of Supervisors
Held in the Social Services Building Conference Room on
Wednesday, May 4, 2016 at 3 pm**

BOARD MEMBERS PRESENT

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

BOARD MEMBER ABSENT

John A. Stringfield

STAFF PRESENT:

Deborah A. Davis, County Administrator
Vandy V. Jones, III, Deputy County Administrator
Kathy Beale, Sheriff's Department
Raymond R. Bell, Sheriff
Ellen G. Boone, Commissioner of the Revenue
Shilton R. Butts, Assistant to the County Administrator
Susan Chappell, Sheriff's Department
Brenda H. Drew, Housing Coordinator
William Jenkins, General Registrar
Lyndia P. Ramsey, Commonwealth's Attorney
Gary Williams, Circuit Court Clerk
Onnie L. Woodruff, Treasurer

1. Call to Order/Determine Quorum

The May 4, 2016 Budget Work Session of the Sussex County Board of Supervisors was called to order by Chairman Blowe.

2. The Invocation

The Invocation was offered by Supervisor Tyler.

3. Approval of Agenda

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the May 4, 2016 Budget Work Session agenda.

Voting aye: Supervisors Blowe, Fly, Seward, Tyler

Voting nay: none

Absent during vote: Supervisor Futrell

Absent: Supervisor Stringfield

4. Overview of Fiscal Year 2017 Budget

County Administrator Davis advised that she and Deputy County Administrator Jones met with Mr. Onnie L. Woodruff, Treasurer, to discuss some pertinent information.

Deputy County Administrator Jones addressed the questions raised at the April 27, 2016 Budget Work Session.

Deputy County Administrator Jones advised that it was believed that Environmental Inspections bought new vehicles every two (2) years wherein the oldest vehicle would rotate out to Animal Control.

(Supervisor Futrell entered 3:47 pm.)

In Deputy County Administrator Jones' research, he found that all vehicles for Animal Control were purchased by Animal Control. There was no information referencing the rotating out of vehicles process.

There were questions previously regarding the Reserve Fund. Deputy County Administrator Jones advised that the Reserve Fund is actually the 135 Fund.

Mr. Woodruff provided clarification of the Reserve Funds.

Deputy County Administrator Jones stated that budget presented to the Board is balanced inclusive of the four cents (4¢) real estate tax increase, expenses added from the previous budget work session and other adjustments. The expenses added and adjustments are:

1. Adding the \$75,000.00 to the Contingency Fund for a total of \$100,000.00 in the Contingency Fund.
2. Woodfuel Developers was inadvertently left out, adding \$106,661.00.
3. The match for the \$290,000 Tobacco Commission Grant is added.
4. The revenue was adjusted \$100,000.00 less for the landfill.
5. The Cost of Living Allowance (COLA) 2% increase was eliminated from the budget.
6. The \$81,000.00 for health insurance is included in this budget.

Each of the constitutional officers were present. The Board reviewed each of their budgets.

Mr. Gary Williams, Circuit Court Clerk, stated that he needed cabinets immediately. Mr. Williams will provide information and cost to County Administration.

Mr. Bill Jenkins, General Registrar, stated that his office will be needing new voting machines by July 1, 2020. The cost of these new voting machines is \$120,000.00. It was suggested that the voting machines be listed as a Capital Improvement Project (CIP) with incremental funding.

Sheriff Bell stated the Sheriff's Department needed two (2) vehicles. One in this fiscal year; the other in FY2017.

The Board instructed staff to bring budget cuts to the next budget work session.

5. Citizens Comments – none

6. Recess

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FLY and carried: RESOLVED that the Budget Work Session of the Sussex County Board of Supervisors is hereby recessed at 6:30 p.m. until Monday, May 16, 2016 at 1:00 pm.

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

Voting nay: none

Absent: Supervisor Stringfield