

**At a Regular Meeting of the Board of Supervisors
Held in the General District Courtroom on
Thursday, May 21, 2015 – 7 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
Michael Kaestner, County Attorney
Raymond Bell, Sheriff
T. Robertson Blount, Director of Finance
Ellen G. Boone, Commissioner of the Revenue
Deste J. Cox, Chief Deputy Treasurer
Anne K. Ellis, Accounts Payable Clerk
Chequila Fields, Director of Social Services
Andre M. Greene, Director of Community Development
Shilton A. Ricks, Assistant to the County Administrator/Deputy Clerk to the Board
Lorenzo Turner, Assistant to the Director of Community Development
Onnie L. Woodruff, Treasurer

Item 1. Call To Order/Determine Quorum

The May 21, 2015 meeting of the Board of Supervisors was called to order by Chairman Hamlin.

Item 2. The Invocation

The Invocation was offered by Supervisor Fly.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Agenda Amendments

Staff requested (1) to delete April 16th minutes under Item 6a. Approval of Consent Agenda, Approval of Minutes; and (2) to add under Item 11a. County Administrator's Report, as Number 4. NACo 2015 Voting Credentials.

Item 5. Approval of Regular Agenda

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR CAPLE and carried:
RESOLVED that the Sussex County Board of Supervisors is hereby approves the May 21, 2015

regular agenda inclusive of: (a) deleting April 16th minutes under Item 6a. Approval of Consent Agenda, Approval of Minutes; and (b) adding under Item 11a. County Administrator's Report, as Number 4. NACo 2015 Voting Credentials.

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

Voting nay: none

Item 6. Approval of Consent Agenda

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the consent agenda inclusive of the following: (a) Approval of February 19th, April 22nd, April 29th, and April 30th Minutes; (b) Approval of Warrants and Vouchers; (c) Approval of Resolution of Recognition of 2015 Sussex Central High School Honor Graduates; and (d) Approval of Click It or Ticket Proclamation.

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

Voting nay: none

Clarification was made as to approve the minutes for Thursday, April 30, 2015 instead of Wednesday, April 30, 2015 minutes. The first set of minutes labelled "Wednesday, April 30, 2015" are null and void.

Item 7. Motion to Enter Public Hearing

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Public Hearing to consider the following: (a) VDOT Proposed Secondary Six Year Plan for Fiscal Year 2015/2016 – 2020/2021 & Secondary System Construction Plan and Budget for Fiscal Year 2015/2016; (b) Rezoning Application #2015-02, Michael H. Martz, applicant; and (c) FY 2016 Proposed Budget.

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

Voting nay: none

a. VDOT Proposed Secondary Six Year Plan for Fiscal Year 2015/2016 – 2020/2021 & Secondary System Construction Plan and Budget for Fiscal Year 2015/2016

Mr. Gerald W. Kee, Assistant Residency Administrator, Virginia Department of Transportation, provided an overview relative to the Proposed Secondary Six Year Plan for Fiscal Year 2015/2016 – 2020/2021 & Secondary System Construction Plan and Budget for Fiscal Year 2015/2016. (A copy of Secondary System Construction Plan Estimated Allocations and VDOT Six Year Plan Resolution were included in Board packets.)

Mr. Kee advised that the Courthouse Road and Union Hill Road Project have been completed and will be removed from plan upon completion of financial closeout. Leftover funding from the Courthouse Road project was moved to Route 735 project. Due to funds being federal funds, Mr. Kee noted that Route 735 project was the only route to qualify.

Mr. Kee also advised to qualify for funding for unpaved roads, there has to be at least fifty (50) vehicles a day on road.

Public Comments

Comments were heard from:

Damian Bennett, Waverly District
Frank Jackson, Mayor of Stony Creek
Onnie L. Woodruff, Treasurer, Courthouse District

Board Comments

Comments were heard from:

Supervisor Hamlin, Henry District
Supervisor Caple, Stony Creek District

b. Rezoning Application #2015-02, Michael H. Martz, applicant

Staff report for Ordinance Amendment #2015-02, Michael H. Martz, applicant, was provided by Lorenzo Turner, Assistant to the Director of Community Development. Staff report and supporting documents were included in Board packet.

Statement of Request

The applicant, Michael H. Martz, is requesting to rezone approximately 3.11 acres of tax parcel number 147-(A)-27, consisting of a total of 6.19 acres, from A-1, General Agricultural District, to B-2, General Business District, for speculative commercial development. The site in question is located at the northwest intersection of Blue Star Highway (U.S. Route 301) and Mayes Street (Route 1102) in the Henry Election District.

Planning Commission's Recommendation – Approval

The Planning Commission held a public hearing on April 6, 2015 to consider this request and voted unanimously (12 – 0) to send this matter to the Board of Supervisors with recommendation for approval.

Rationale for Approval

A rezoning from A-1, General Agricultural District, to B-2, General Business District, would be consistent with the County's Comprehensive Plan which has the site in question designated for future commercial development.

A portion of the property in question (located within the corporate limits of the Town of Jarratt) is presently zoned for commercial use.

There is an existing retail establishment (Dollar General) which adjoins the affected site.

There has been no opposition to the request.

Public Comments

Comments were heard from Jean Bagley (Century 21), representative for Mr. Martz.

Board Members Comments

There were no comments from the Board members.

c. FY 2016 Proposed Budget

Mr. T. Robertson Blount, Director of Finance, provided an overview of the FY 2016 Proposed Budget. The FY 2016 Proposed Budget in the amount of \$34,186,865.00 includes state and federal governmental transfers of funds for the Sussex County Public School System in the amount of \$9,926,310.00.

The Proposed General Fund budget is \$23,649,717.00. The adopted School Board Budget is \$17,920,480.00 which includes a local contribution in the amount of \$7,959,170.00.

Budget information was provided at previous work sessions. No action was required of the FY 2016 Proposed Budget at this time.

Public Comments

Comments were heard from the following:

Anne Joyner (Wakefield District)
Damian Bennett (Waverly District)

Board Members Comments

Comments were heard from the following:

Supervisor Fly (Courthouse District)
Supervisor Futrell (Waverly District)
Supervisor Hamlin (Henry District)
Supervisor Warren (Blackwater District)

Comments were also heard from the following:

Deborah A. Davis, County Administrator
Sussex County Attorney Michael Kaestner
Ellen G. Boone, Commissioner of the Revenue
Andre M. Greene, Director of Community Development
Onnie L. Woodruff, Treasurer

8:16 pm – the Board took a five minute recess during Public Hearing to await information to be provided regarding an inquiry of Supervisor Fly.

8:31 pm – the Board reconvened.

Item 8. Return to Open Session

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR CAPLE and carried; RESOLVED that the Sussex County Board of Supervisors hereby returns to Regular Session.

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

Voting nay: none

Item 9. Action on Public Hearing Items

a. VDOT Proposed Secondary Six Year Plan for Fiscal Year 2015/2016 – 2020/2021 & Secondary System Construction Plan and Budget for Fiscal Year 2015/2016

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR WARREN and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the following resolution:

WHEREAS, Section 33.1-23 and 33.1-23.4 of the Code of Virginia, 1950, as amended, provides the opportunity for each County to work with the Virginia Department of Transportation in developing a Secondary Six Year Road Plan; and

WHEREAS, this Board has previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures and participated in a public hearing on the Proposed Plan (FY 2015/2016 through FY 2020/2021) on May 21, 2015 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, Mr. Gerald W. Kee, Assistant Residency Administrator, Virginia Department of Transportation appeared before the Board and recommended approval of the Six Year Plan for Secondary Roads and the Construction Priority List for Sussex County; and

WHEREAS, the Priority List is as follows: (1) Courthouse Road, Route 735 Reconstruction from Route 660 to Route 661; (2) Steel Bridge Road, Route 635, pave non hard surface road, to Route 610 and Route 609;

NOW THEREFORE BE IT RESOLVED that since said Plan appears to be in the best interests of the Secondary Road System, said Secondary Six Year Plan is hereby approved as presented at the public hearing.

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

Voting nay: none

b. Action on Rezoning Application #2015-02, Michael H. Martz, applicant

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Rezoning Application #2015-02, Michael H. Martz, application

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren
Voting nay: none

Item 10. Appointments

Item 10a. Appointments to Planning Commission

The terms of Mr. Gurney Cowling, Jr. (Blackwater District), 510 Carpenter Drive, Waverly, VA 23890 and Mr. J. Lafayette Edmond (Courthouse District), 16423 Jerusalem Plank Road, Waverly, VA 23890 are up for renewal. Both members have been contacted and have agreed to serve again, if reappointed.

ON MOTION OF SUPERVISOR WARREN, seconded by SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Mr. Gurney Cowling, Jr., 510 Carpenter Drive, Waverly, VA 23890 to the Planning Commission for a four year term, with term expiring April 30, 2019.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren
Voting nay: none

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR WARREN and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Mr. J. Lafayette Edmond, 16423 Jerusalem Plank Road, Waverly, VA 23890 to the Planning Commission for a four year term, with term expiring April 30, 2019.

Voting aye: Supervisors Caple, Fly, Futrell, Hamlin, Stringfield, Warren
Voting nay: none

Item 10b. Appointments to Industrial Development Authority Board of Directors

The terms of Mr. Eugene Brittle, Post Office Box 461, Wakefield, VA 23888 and Mr. Martin F. Harrell, 28599 Grizzard Road, Emporia, VA 23847 are up for reappointment. Both members have agreed to serve another term, if reappointed.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Mr. Eugene Brittle and Mr. Martin F. Harrell to the Industrial Development Authority Board of Directors for four year terms each, with terms expiring May 15, 2019.

Item 11. Staff/Committees/Organization Standing Report

Item 11a. County Administrator's Report

1. Presentation – The Improvement Association

Ms. Ginger Wrenn, Program Coordinator for the Improvement Association, announced that May is recognized as the National Community Action Month. In honor of the National Community Action Month, Ms. Wrenn provided an overview. “War on Poverty” was declared and Congress adopted the Economic Opportunity Act in 1964 resulting the development of Community Action Agencies. The Improvement Association is Sussex County’s first Community Action Agency.

The Improvement Association started out with three (3) employees and now has over 75 employees providing services in six (6) different localities. The Improvement Association service areas include Dinwiddie, Emporia, Greensville and Sussex.

Ms. Wrenn discussed two (2) of their programs: In-School Youth and Out-of-School Youth. Ms. Wrenn gave brief overviews on enrollment, return investment and outcomes of the POWER Program. Handouts were provided with further details.

Mr. William Ricks, Program Coordinator of Project Discovery for the Improvement Association, provided information on the operation Project Discovery. Project Discovery is a community based, non-profit program throughout the Commonwealth of Virginia. It assists potential first generation college attendees in overcoming the educational, financial and cultural barriers. Project Discovery serves over 67 students in Sussex County in grades 6 -12. Project provides visits to various college campuses for student. The Project Discovery also offer waivers for low income student for SAT, ACT and college application fees for those students pursuing college degrees. Handout were provided with details of services and programs offered through Project Discovery.

Ms. Erica Singleton, Housing Coordinator for the Improvement Association, provided an overview of Housing/Prevention Program assisting the community with housing issues and homelessness. Reports were given as to the number of people in community assisted. Ms. Singleton gave an overview on homelessness prevention, Improvement Association goals, outcomes for FY14 and return investment. Handouts were provided as well.

Ms. Faye Perkins, Human Resource Payroll Officer for the Improvement Association, gave a brief “Outcome Overview” of Headstart Program. Currently there are sixty-six (66) children (3 – 4 year olds) receiving comprehensive services to enhance their social, intellectual and emotional growth. The Improvement Association has four (4) classrooms in Sussex County. Staff is working with families to get GEDs and become gainfully employed. Handouts were provided with further details.

The Improvement Association will be hosting a Community Action Day to be held at the Stony Creek Park Saturday, May 30, 2015 from 11:00 am to 2:00 pm.

2. Kenbridge Construction Invoice, \$5,277.46

Mr. T. Robertson Blount, Director of Finance, provided a report that the Finance Department recently received the final invoice from Kenbridge Construction Company for the Commonwealth Attorney Building in the amount of \$5,277.46. This invoice includes the final balance of retainer for the project. This project was closed out in the FY 2014 fiscal year; therefore, there are no current funds appropriated in the FY 2015 budget.

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR CAPLE and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the payment of invoice in the amount of \$5,277.46 to Kenbridge Construction Company; and,

FURTHER RESOLVED that the Finance Department is authorized a budget transfer from Capital Funds/Building Renovation & Repair to Capital Funds/Commonwealth Attorney Building, Construction Services.

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

Voting nay: none

3. Presentation – Jessica Ann Moore Foundation

Dr. Phyllis Tolliver, co-founder, and Mr. Olanda Tolliver, Chairman of the Board, of the Jessica Ann Moore Foundation, gave a brief overview of the Jessica Ann Moore Foundation. The Jessica Ann Moore Foundation focuses on preparing students to take the SAT/ACT, filling out college applications, applying for scholarships, college entrance essay writing, exploring various military ROTC Programs, tutoring Spanish and Algebra I, Back to School Program – providing supplies to five schools in the State of Virginia and GED Admission. Packets were given providing information regarding programs, services and or various activities.

The Jessica Ann Moore Foundation is requesting to lease the former Annie B. Jackson Elementary School located at 408 School Street, Waverly, VA 2890, as a Community Center. The Jessica Ann Moore Foundation will hosts various educational and recreational activities.

The Jessica Ann Moore Foundation was asked to return to the regularly scheduled Board meeting in June 2015 to provide Board members the opportunity to review packets.

4. NACo 2015 Conference Credentials (Voting) Form – Mecklenburg County, North Carolina

Deborah Davis, County Administrator, informed the Board that the NACo 2015 Credential (Voting) Form need to be submitted. A primary voter and a secondary voter need to be selected for the Board members attending the NACo 2015 Conference to be held in Mecklenburg County, North Carolina from July 10 – 13, 2015.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Board of Supervisors hereby approves of Vice Chairman Caple as the primary voter and Supervisor Stringfield as the secondary voter for the submission of the NACo 2015 Credential (Voting) Form.

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

Voting nay: none

Item 11b. Treasurer (included in Board packet)

Item 11c. Commissioner of the Revenue (no report)

Item 11d. Sheriff's Department (no report)

Item 11e. Superintendent of Schools (no report)

Item 11f. Director of Social Services (no report)

Item 11g. General Registrar (no report)

Item 11h. Health Department (no report)

Item 11i. County Attorney's Report

1. Gin Hill Property Acquisition

County Attorney Mike Kaestner provided a background report of EEE Consulting, Inc., an environmental contractor, monitoring and compliance responsibilities with respect to the two closed landfills—Gin Hill and Robinson Road. (Background information provided in the Board packet.)

EEE Consulting, Inc. recommended that the County acquire ownership of this property, stating that:

the additional property is necessary to demonstrate to the Virginia Department of Environmental Quality that all landfill gas and landfill related groundwater contamination is confined/limited to County-owned property. If there is a potential for off-site migration, DEQ will prolong and possibly expand groundwater monitoring requirements.”

Requested Actions

1. To appropriate \$92,000 from the Unassigned Fund Balance for the acquisition of the property adjacent to the Gin Hill Landfill and associated expenses, with any excess amount reverting to the Unassigned Fund Balance.
2. To authorize the County Administrator to execute the purchase and sale agreement to acquire the property adjacent to the Gin Hill Landfill as described by the County Attorney at the Board of Supervisors' May 21, 2015 meeting.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR WARREN and carried: RESOLVED that the Sussex County Board of Supervisors hereby appropriates \$92,000.00 from the Unassigned Capital Fund Balance for the acquisition of property adjacent to the Gin Hill Landfill and associated expenses, with any excess amounts reverting to the Unassigned Capital Fund Balance.

FURTHER RESOLVED that the Sussex County Board of Supervisors hereby authorizes the County Administrator to execute the Purchase and Sale Agreement to acquire the property adjacent to the Gin Hill Landfill as described by the County Attorney at the Board of Supervisors' May 21, 2015 meeting.

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

Voting nay: none

Item 12. Hearing of Citizen's Comments (9:28 pm)

Comments were heard from Damian Bennett (Waverly District).

Item 13. Unfinished Business – none

Item 14. New Business – none

Item 15. Reports from Departments/Staff/Commissions (reports included)

Item 16. Board Members Comments

- a. Blackwater District – none
- b. Courthouse District – none
- c. Henry District

Supervisor Hamlin announced that he would not be seeking re-election in the upcoming election.

- d. Stony Creek District – none
- e. Wakefield District

Supervisor Stringfield announced that prospects would be coming to look at the former Ellen Warren Chambliss Elementary School.

- f. Waverly District - none

Item 17. Closed Session

There was no Closed Session Items.

Item 18. Adjournment

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR FLY and carried: RESOLVED that the May 21, 2015 meeting of the Sussex County Board of Supervisors is hereby adjourned at 10:33 p.m.

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

Voting nay: none