

RICHMOND COUNTY BOARD OF SUPERVISORS

May 8, 2014

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 8th day of May, 2014, thereof in the Public Meeting Room of the County Office Building.

Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Jean C. Harper, Member
John L. Haynes, Jr., Member
Robert B. Pemberton, Member

Also Present:

R. Morgan Quicke, County Administrator
Denise Dunaway, Development Services Manager
Dr. Greg Smith, Superintendent, Richmond County Public Schools
Douglas A. Bryant, Sheriff
Jennifer Delano, Commissioner of the Revenue
Randy Passagaluppi, Chief, RCVFD
David Thomas, Assistant Chief, RCVFD
David Brown, VDOT Residency Administrator
Rusty Acree
Frank Johnson
Kathy Clarke
Billy Herbert
Pat Weakland

WELCOME AND CALL TO ORDER – CHAIRMAN SANDERS

Chairman Sanders called the meeting to order at 9:00 a.m. and led the invocation & Pledge of Allegiance.

VDOT SECONDARY SIX YEAR PLAN – PUBLIC HEARING

Mr. David Brown, VDOT Residency Administrator, presented the Board with a list of Richmond County's unpaved roads ([see attachment 1](#)) and a copy of the Richmond County Secondary Six Year Plan presentation ([see attachment 2](#)). Mr. Quicke read the public hearing notice. Mr. Brown presented the proposal to the Board, which included projects on Oak Row Road, Mill Pond Road, and Emmanuel Church Road. Mr. Brown asked the Board if they would like to proceed with notice of willingness or should a normal public hearing be held. Chairman Sanders suggested that a notice should be sufficient and the board agreed.

Chairman Sanders opened the public hearing. After no public comment, the public hearing was closed. Mr. Brown asked that the Board approve the plan as presented.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve the FY15-20 Secondary Six Year Plan.”

VIRGINIA DEPARTMENT OF TRANSPORTATION

Mr. David Brown, VDOT, informed the Board that VDOT is in the process of cutting the ditch and grass areas within the county. Mr. Thomas advised Mr. Brown that Canal Road needed attention.

RICHMOND COUNTY PUBLIC SCHOOLS – DR. GREG SMITH, SUPERINTENDENT

Dr. Greg Smith, Superintendent, advised the Board that the U. S. News and World Report has ranked Rappahannock High School number 38 out of 322 high schools, charter schools, and private schools in Virginia and number 1621 out of 19,400 nationwide, and was also a silver award winner. Dr. Smith praised the teachers and students on their hard work.

Dr. Smith provided a Power Point presentation showing the current stage of construction at each school.

RESOLUTION RECOGNIZING RICHMOND COUNTY PUBLIC SCHOOL ECONOMIC AND PERSONAL FINANCE TEAM

“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to adopt the following resolution:”

A Resolution Recognizing the Rappahannock High School Economics and Personal Finance Team for their Achievements

WHEREAS, the Virginia Governor’s Challenge tests the knowledge of high school students throughout the Commonwealth in the area of economics and finance, and

WHEREAS, the Rappahannock High School team was one of fourteen teams selected to compete for the State Championship; and

WHEREAS, the Rappahannock High School team won the Personal Finance Challenge at Virginia Commonwealth University on April 9, 2014 and thereby qualified for the national competition in St. Louis, Missouri on May 2, 2014; and

WHEREAS, the Rappahannock High School team consisted of Kelly Brann, Bill Johnson, Raymond Parker Nicholas Rouse, Elizabeth France and Even Shipman and was led by their teacher, Mr. Brent Brown; and

NOW BE IT RESOLVED by the Richmond County Board of Supervisors that we express our congratulations, admiration and pride to this outstanding group of Rappahannock High School students and their sponsor for their exceptional accomplishments at the State level.

BE IT FURTHER RESOLVED that a copy of this resolution is made a part of the minutes of the May 8, 2014 meeting of the Board of Supervisors of Richmond County, Virginia.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Date

SHERIFF

Douglas A. Bryant, Sheriff, reported that his office has dispatched 622 calls for service since April 10, 2014. The total calls so far this year is 2728.

The Northern Neck Regional Jail population for Richmond County this week is 23.

Sheriff Bryant reported that \$20.00 has been collected for delinquent fines and costs during the month of April, making the total collected \$123,777.59 since April 2007.

The DMV2GO Mobile Van will return to the courthouse parking lot on June 16, 2014 from 9:00 am to 4 pm.

Sheriff Bryant was pleased to announce that the Rappahannock High School Prom and the after prom party went well and there were no problems.

Sheriff Bryant reported that the Sheriff's Office coordinated with the RCC Nursing Program for the National Drug Takeback Day on April 26, 2014. They collected a total of 48.6 lbs. of old prescription drugs.

Sheriff Bryant informed the Board that the Sheriff's Office and the Town Police will be preparing for the upcoming YMCA 5K Color Run which will be held on May 10, 2014. The Sheriff's Office is also preparing for the Menokin Music Festival on Saturday, May 10, 2014.

The Sheriff's Office is moving forward with Animal Control. Currently, the Sheriff's Office has developed a policy and job description for the position. The position has been advertised within the office and shifted employees to take over Animal Control. When that is complete, the position needed will be advertised.

ANIMAL CONTROL

Sheriff Bryant reported the following Animal Control report to the Board for the month of April 2014: 23 total calls; 1 dog trapped; and 3 dogs transferred to the pound.

TREASURER

Mr. Quicke presented the Trial Balance Report for the month of April, 2014.

COMMISSIONER OF THE REVENUE

Mrs. Jennifer W. Delano, Commissioner of the Revenue, stated that the May 1st filing deadline for personal property forms and Virginia State Income has come and gone and that it was a busy filing season. She stated that out of 4800 forms mailed out, only 77% have been received back. To date, their office has processed approximately 259 state income refunds, 76 tax dues, and about 87 estimated tax payments.

Mrs. Delano updated the Board on the 2015 General Reassessment, advising the Board that the new construction permits are being entered into the real estate system and the assessors have approximately 17 more maps to visit out of the 45. Mrs. Delano informed the Board that Mr. Pierson has collected the recent sales information so hopefully the sales study will be completed soon so they can get a better feel of how the assessments will be for the 2015 tax year.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT

David Thomas, Assistant Chief, presented the following report for April 2014: Company 1: 14 calls; Company 2: 7 calls; Company 3: 6 calls (3 EMS assists). Total calls for the month of April 2014: 23 (3 EMS assists).

Assistant Chief Thomas advised the Board that within a 12 hour time frame, Company's 2 and 3, with assistance from Company 1, responded to two (2) motor vehicle accidents with occupants trapped. Occupants were quickly freed from both vehicles and transported by medical helicopters to trauma centers. Fire, EMS, and law enforcement worked well together in both incidents.

EMERGENCY SERVICES

Mr. Quicke gave the following report for the month of April, 2014: 105 – 911 calls in Richmond County; 1 call for mutual aid into Richmond County; 4 calls for mutual aid to bordering counties; 2 calls that were handled with assistance from off duty and fire department members; 6 fly-outs. Half of the full time personnel re-certified their State Certification and ACLS. The total delinquent collections since January 2014 are \$2,438.00, which is handled through the County Administrator's Office. \$27,871 was collected for the month of April through EMS recovery billing. Continued efforts are being made on the EOP update, which should hopefully be presented to the Board in July.

RESOLUTION HONORING THE CENTENNIAL OF THE SMITH LEVER ACT ESTABLISHING COOPERATIVE EXTENSION

“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to adopt the following resolution:”

Honoring the Centennial of the Smith-Lever Act Establishing Cooperative Extension

WHEREAS, The Smith-Lever Act of 1914 established the Cooperative Extension Service, a state-by-state national network of Extension educators who extend the university-based research and knowledge to the people in the counties; and

WHEREAS, the Cooperative Extension System is a nationwide educational network that is a collaboration of federal, state and local governments and Virginia Tech and Virginia State University , the state's land-grant universities; and

WHEREAS, the mission of the Cooperative Extension System is to disseminate research-based information on topics as varied as nutrition and health, youth development, agriculture, horticulture, animal husbandry, small business and personal finance. Every U.S. state and territory has a central state Extension office at its land-grant universities and county offices staffed by professionals; and

WHEREAS, Cooperative Extension of Richmond County, serves its residents through faculty and staff providing educational programs and research to meet the needs of the county; and

WHEREAS, for 100 years, the Smith-Lever Act has stimulated innovative research and vital educational programs for youth and adults through progressive information delivery systems that improved lives and shaped a nation; and

WHEREAS, Cooperative Extension educational programs in the areas of Family and Consumer Sciences, Agriculture and Natural Resources, 4-H Youth Development, and Community Viability have benefitted producers, businesses, families and youth in Richmond County; and

NOW, THEREFORE, BE IT PROCLAIMED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF RICHMOND

That the Board of Supervisors, on behalf of the citizens of Richmond County, recognizes the **100th Anniversary of the Smith-Lever Act** that established Cooperative Extension. We honor and thank all the faculty and staff, past, present and future, of the Virginia Cooperative Extension of Richmond County who serve residents of all ages and backgrounds, and that all residents continue to grow in awareness and support, in order to reap the benefits of the programs and services provided by the Virginia Cooperative Extension of Richmond County.

F. Lee Sanders
Richmond County Board of Supervisors

Date

PUBLIC COMMENT

Ms. Kathy Clarke briefly commented to the Board ([see attachment 3](#)).

Mr. Rusty Acree addressed the Board about the FY15 Budget ([see attachment 4](#)).

Mr. Frank Johnson asked the Board to turn all the negatives into a vision for the county. He recommended the Board visit the different districts and show their faces. Mr. Johnson recommended the county start an internship program so the students are encouraged to get involved in the government now. He is begging the Board to turn the conversation to a true vision for the county.

Mr. Billy Herbert congratulated the administration, school board members, teachers, and students for their accomplishments and wanted to commend Richmond County on their educational services.

Mr. Pat Weakland invited the community and the Board to a Memorial Day Event, to be held at the Westmoreland County Courthouse on May 26, 2014 at 11:00 a.m. Music and food will be provided.

HEAD START PROGRAM

Mr. Quicke read a status report about Head Start's possible return to Richmond County. Mr. Haynes questioned the reduction of monthly payments due to the loss of income from the program, and understood if the income returned, the rent would go back to the original amount. Mr. Haynes was concerned that the lease does not reflect the agreement that was made. Mr. Quicke advised the Board that he would look at the lease and past board minutes to find out what the agreement was. Mr. Haynes recommended tabling the issue until the lease agreement can be looked into.

BAY AGING BOARD OF DIRECTORS - APPOINTMENT

Mr. Quicke informed the Board that he had received a letter from the Bay Aging Director, Kathy Vesley, stating that Mrs. Carolyn Gray's term expiration date is June 30, 2014 and that she is ineligible for re-appointment. Chairman Sanders asked the members to begin thinking of a possible candidate for this position and asked Mr. Quicke to add this subject to the June agenda.

FY15 USDA POLICE CAR GRANT

Mr. Quicke advised the Board that he met with Sheriff Bryant, Captain Smith, and USDA Representative Tara Delaney on April 29, 2014 regarding a matching police grant that the county has been awarded. The grant is essentially a buy one get one free deal. Mr. Quicke explained the grant to the Board and reminded the Board that the police car budget has been removed from the FY15 budget. Mr. Quicke gave the Board some options to consider. Mr. Haynes asked about the \$130,000 in undesignated funds. Mr. Quicke stated that from a cash perspective, that is the correct amount. Mr. Hayes questioned if the loan had a pre-payment penalty. Mr. Quicke confirmed that the loan could be paid off at anytime with no penalty. Mr. Quicke advised the Board that two resolutions would need to be approved. Mr. Pemberton asked Sheriff Bryant how many cars he has. Sheriff Bryant informed the members that he has 18 cars, 10 cars that have over 100,000 miles. Chairman Sanders recommended accepting the grant and using the money that Mr. Quicke has identified. Mr. Haynes is concerned about the cash position.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to adopt the following loan resolution:”

Resolution ([see attachment 5](#))

“On a motion made by John L. Haynes, Jr. , the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to adopt the following resolution of governing body:”

Resolution ([see attachment 6](#))

“On a motion made by John L. Haynes, Jr. , the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to allocate the 1st monthly installment from the FY15 budget.”

Mr. Quicke advised the Board that monthly installments will be made at this time and he will add the payoff discussion to the July, 2014 agenda.

FY15 REVENUE ANTICIPATION NOTE

Mr. Quicke informed the Board that he has begun communications with Sands Anderson and Davenport & Company, LLC, regarding the FY15 Revenue Anticipation Note. Mr. Quicke has outlined a schedule much like the past two years with the same amount of \$3,000,000.

- Week of May 12: RFP distributed to banks
- Thursday, May 29: RFP responses due back to Davenport
- May 29-June 4: Review RFP responses and develop recommendations
- Thursday, June 12: County Board considers approval of the winning bidder and the financing
- Tuesday, July 1: Close on the financing

Mr. Quicke stated all associated costs from Sands Anderson and Davenport & Company will be consistent with the previous two years; \$3,600 for Davenport and \$3,950 for Sands Anderson, which will be paid from the proceeds of the \$3,000,000.

Mr. Quicke is anticipating the interest on the RAN to be between 1% and 1.5% which would make the total additional costs \$20,000-\$30,000, which includes interest and associated fees.

Mr. Haynes questioned if the county has to qualify. Mr. Quicke stated that the banks will receive the county's audit electronically and for the past two years, Richmond County has only received two bids from local banks, Union and Bank of Lancaster, due to their cash position. Mr. Haynes is concerned that if the county gets much weaker, the county could be denied the Revenue Anticipation Note.

PLANNING & ZONING POSITION

Mr. Quicke asked permission to hire a Planner with the starting salary of \$31,000, which has been budgeted. This position will be used for research, ordinance amendments, code enforcement, and other duties as assigned.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to allow the hiring of a Planner with the starting salary of \$31,000.”

FY15 BUDGET DISCUSSION

Mr. Quicke advised the Board that he had included the most recent copy of the budget in their packet and all changes resulting from the most recent worksession are highlighted in blue.

Mr. Thomas suggested moving forward with the public hearing.

Mr. Haynes questioned Mr. Thomas's motion. Mr. Thomas confirmed that he was ready to move forward with the proposed budget.

Mr. Haynes showed his concerns with the upcoming budget and read an email from Chairman of the Lancaster County School Board about the composite index. Mr. Haynes stated that the county is taking the funds, which are earmarked to relieve poverty, and giving the funds to the schools. The schools will realize a net increase in their overall budget when everyone else is struggling. Mr. Haynes said that according to the school website, the non-resident population is 110, at \$4,659 totals \$512,490, which the county will need to match to support the non-resident population. Mr. Haynes suggests some type of cap or reduction program. Mr. Haynes feels that this not only affects the county taxpayer, but also the state tax payers, and proposes that the Board recapture the funds sent for the composite index.

Mrs. Harper added that this includes no new money going into the reserve.

Mr. Haynes asked Mr. Quicke about the email sent last week about reversing his consensus votes. Mr. Haynes asked if that had been calculated in this budget. Mr. Quicke responded that any decisions like that would have to be done publically. Mr. Haynes stated that he was reversing all of his consensus votes.

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – nay; John L. Haynes, Jr. – nay; Robert B. Pemberton – aye: to advertise the proposed FY15 budget in the amount of \$22,808,214, with a 3-2 vote.”

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – nay; John L. Haynes, Jr. – nay; Robert B. Pemberton – aye: to advertise the FY15 Proposed Tax Rates and set the public hearing for May 21, 2014 at 6:00 p.m. in the Public Meeting Room, with a 3-2 vote.”

MONTHLY APPROPRIATIONS

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to appropriate \$75,000 to the Richmond County Department of Social Services for the month of June 2014.”

APPROVAL OF MINUTES – APRIL 10, 2014

Mr. Quicke advised the Board that since the last adoption of minutes, there has been a regular meeting, three budget worksessions, and a public hearing. With the recent transition in the County Administrator's Office, staff has been trying to interpret notes to prepare the minutes. Due to the time constraints, the April 14th and April 23rd budget worksession minutes are not complete at this time.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – nay; Robert B. Pemberton – aye: to approve the April 10, 2014 Board of Supervisors meeting minutes and the April 10, 2014 public hearing minutes, with a 4-1 vote.”

OTHER BUSINESS

Mr. Thomas asked Mr. Quicke if he would look into possible funding or grants that may be available to make improvements to the Farnham Creek Boat Landing.

Mr. Thomas recognized the students again for their accomplishments.

Mrs. Harper asked about the status of the School Board Selection Committee appointments. Mr. Quicke informed the Board that he had spoken with Ms. Hinson, Judge Taliaferro's secretary. Ms. Hinson confirmed that the order has been prepared and that Judge Taliaferro has sent letters to the five nominees and is waiting for their responses.

Mr. Haynes apologized to the tax payers and citizens of Richmond County for this budget, stating that funds have been taken from the least funded and diverted to the most highly funded sector.

Mr. Pemberton asked Mr. Quicke if businesses were allowed to take part to the clean-up day held each year at the recycling center. Mr. Quicke informed Mr. Pemberton that this program is meant for residents only.

Chairman Sanders advised the Board that he attended a meeting last week with representatives from the five (5) Northern Neck counties about lobbying VDOT to perform improvements to Rt. 3. Mr. Sanders presented the members with two (2) sets of maps, one being current, the other indicating spots from King George to Kilmarnock where improvements are needed. Mr. Sanders asked the Board to look over the maps and let him know if they see other areas that need improving.

Mr. Quicke informed the Board that the VDOT Primary Six Year Plan information meeting is scheduled for May 12, 2014 at Essex High School. There is a new member on the Commonwealth Transportation Board that will be attending along with the District Administrators.

Mr. Quicke received a letter from Mr. Ed Marks asking the Board to reappoint Mr. Ed Ramsey and Mr. Walter Ball to the Library Board, whose terms expire June, 2014. Mr. Thomas asked if the appointments were done by districts. Mr. Quicke was not sure but stated that he could find out. Mr. Haynes asked if the public was notified in case someone else was interested in serving. Mr. Quicke said he could find out the process and let them know before the next Board of Supervisors meeting. Mr. Haynes recommended tabling this appointment request until the June meeting.

Mr. Quicke received an email from Jerry Davis requesting the Board to appoint Mr. Quicke to the Bridge House Commission.

“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to appoint R. Morgan Quicke to the Bridge House Commission.”

Mr. Quicke informed the Board that he has been approached by Mr. Rob Smith in reference to a potential re-zoning project, adjacent to the Rappahannock Cliffs project. This proposal is pretty big in

scale and may involve legal fees. Mr. Quicke said he would update the Board once he received more information.

ADJOURNMENT

Chairman Sanders adjourned the meeting at 11:09 a.m.

F. Lee Sanders
Richmond County Board of Supervisors