

Board of Supervisors Meeting
January 12, 2017
4:00 P.M.

This was a special carry-over meeting for the purpose of interviewing a candidate that submitted a Request for Proposals to the County for services at the Old EVB Building. The County Administrator, E. Luttrell Tadlock, was present for the meeting as well as the County Attorney, Les Kilduff Jr.

Chairman Ronald L. Jett called the meeting to order.

A quorum was established with the following members present:

Ronald L. Jett, Chairman
Richard F. Haynie, Vice Chairman
Thomas H. Tomlin
James M. Long
A. Joseph Self, Sr.

RE: CLOSED MEETING

Upon motion by A. Joseph Self, Sr., duly seconded by, Thomas H. Tomlin, the Board voted unanimously to convene into closed meeting to discuss a contractual matter as permitted under Virginia Code Section 2.2-3711 (A)(7) to interview firms submitting an RFP for the EVB Bank renovation. The vote on the motion was as follows:

A. Joseph Self, Sr. – AYE	Ronald L. Jett – AYE
Richard F. Haynie – AYE	James M. Long – AYE
Thomas H. Tomlin – AYE	

RE: OPEN MEETING

The Board convened back into open session upon motion by Thomas H. Tomlin, duly seconded by Richard F. Haynie, the Board voted unanimously that in the closed meeting just concluded, nothing was discussed except the matters lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in the motion. The vote on the motion was as follows:

A. Joseph Self, Sr. – AYE	Ronald L. Jett – AYE
Richard F. Haynie – AYE	James M. Long – AYE
Thomas H. Tomlin – AYE	

RE: MOTION AND CERTIFICATION OF CLOSED MEETING

A motion was made by Thomas H. Tomlin, duly seconded by Richard F. Haynie, the Board voted unanimously to certify the closed meeting:

WHEREAS, The Northumberland County Board of Supervisors, herein Board, has convened a closed meeting on this date pursuant to the affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act: and

WHEREAS, 2.1-344.1 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

NOW THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board specifically the interview of a candidate for employment and conditions of employment.

The vote on the motion was passed by a roll call vote as follows:

Ronald L. Jett – AYE	A. Joseph Self, Sr. - AYE
James M. Long – AYE	Richard F. Haynie - AYE
Thomas H. Tomlin – AYE	

RE: ACTION TAKEN

No action was taken during the Closed Meeting

**Board of Supervisors Meeting
January 12, 2017
5:00 P.M.**

NORTHUMBERLAND COUNTY, VA

The meeting was convened for the regular monthly meeting of the Northumberland County Board of Supervisors that was held at Northumberland Courts Building, on Thursday, January 12, 2017.

Present: Ronald L. Jett
Richard F. Haynie
Joseph Self, Sr.
Thomas H. Tomlin
James M. Long

W. Leslie Kilduff, Jr. – County Attorney
Luttrell Tadlock – County Administrator

Acting as convener until the election of a Chairman, the County Administrator E. Luttrell Tadlock called the meeting to order.

RE: INVOCATION

Rev. Kornel Kiss, Bethany Baptist Church led the invocation.

RE: PLEDGE OF ALLEGIANCE

County Administrator Tadlock led in the Pledge of Allegiance.

RE: ELECTION OF CHAIRMAN OF THE BOARD OF SUPERVISORS

Supervisor Haynie nominated Ronald L. Jett as Chairman.

There being no further nominations, Supervisor Self made a motion to close the nominations.

Upon motion by Richard F. Haynie, seconded by A. Joseph Self, and carried by all, Ronald L. Jett was elected Chairman.

A roll call vote was then taken on the motion for Chairman and the vote was as follows:

Richard F. Haynie – AYE
A. Joseph Self, Sr. – AYE
Ronald L. Jett – Abstain
Thomas H. Tomlin – AYE
James M. Long – AYE

Supervisor Ronald L. Jett then took over as Chairman of the Board of Supervisors.

RE: ELECTION OF VICE-CHAIRMAN OF THE BOARD OF SUPERVISORS

Supervisor Self nominated Richard F. Haynie as Vice-Chairman.

There being no further nominations, Supervisor Self made a motion to close the nominations.

Upon motion by A. Joseph Self Sr., seconded by Ronald L. Jett, and carried by all, Richard F. Haynie was elected Vice-Chairman.

A roll call vote was then taken for Supervisor Haynie as Vice-Chairman. The vote was as follows:

Richard F. Haynie – Abstain	Ronald L. Jett – AYE
A. Joseph Self, Sr. – AYE	Thomas H. Tomlin – AYE
James M. Long – AYE	

Supervisor Richard F. Haynie was elected Vice-Chairman of the Board of Supervisors.

RE: ADOPTION OF BY-LAWS

The County Attorney had reviewed the proposed By-Laws.

Upon motion by Thomas H. Tomlin duly seconded by A. Joseph Self, Sr., the Board voted unanimously to adopt the By-Laws for the calendar 2017 which included 7 exceptions from Robert Rules of Order. The vote on the motion was as follows:

James M. Long – AYE	Richard F. Haynie – AYE
A. Joseph Self, Sr. – AYE	Ronald L. Jett – AYE
Thomas H. Tomlin – AYE	

BY-LAWS AND RULES OF ORDER

OF THE

BOARD OF SUPERVISORS OF NORTHUMBERLAND COUNTY, VIRGINIA

Affected Departments: All County Staff Members

I. BY LAWS AND RULES OF ORDER

- a. In order to provide for the ease and manner in which the meetings of the Board of Supervisors of Northumberland County, Virginia, are conducted, the following by-laws and rules for internal organization and procedure are adopted. Reference is made to the Constitution of Virginia (1971), the Code of Virginia, 1950, as amended, and the Opinions of the Attorney General as they may apply.
- b. In matters of procedure, the current edition of Robert's Rules of Order Newly Revised shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Board may adopt. The following exceptions shall apply:
 - i. The Chairman may make motions and vote on all questions.
 - ii. On a motion from the floor there is no need for a second prior to the vote.
 - iii. Citizens will follow the Public Hearing Rules of Conduct when addressing the Board at Public Hearings.
 - iv. Members need not rise when speaking.
 - v. There is no limit to the number of times a member can speak to a question.
 - vi. Informal discussion of a subject is permitted while no motion is pending.
 - vii. The Chairman may speak in discussion without rising or relinquishing the Chair.
- c. The by-laws and rules of order of this Board may be amended by a majority vote of the Board and shall be adopted and re-adopted at the organizational meeting of the Board annually.

II. RESOLUTIONS AND ORDINANCES

- a. The business and powers of the Board shall be exercised through resolutions and ordinances duly adopted by the Board in compliance with the provisions of the statutes of the Commonwealth of Virginia and Section V of these By-Laws and Rules of

Order.

- b. Resolutions, or orders, shall be used for all county business that is essentially administrative, including internal or housekeeping matters and temporary concerns of the Board. Resolutions shall not be required to meet any strict standards as to their form and content, but they shall be clear enough to establish the intent of the Board. In most cases a public hearing shall not be required prior to the adoption of a resolution. Ordinances, which are more formal enactments than resolutions, shall be used for most governmental or legislative matters that control the lives, liberties or property of citizens, that have a permanent effect, or that deal with subjects of county-wide concern.
- c. The procedure for enacting an ordinance shall require compliance with strict statutory rules. Descriptive notice of the Board's intention to propose an ordinance shall be published once a week for two successive weeks prior to passage. Emergency ordinances may be adopted without notice, but they may not be enforced for more than 60 days unless re-adopted in the manner required by law. Land use controls and certain tax ordinances shall be subject to more stringent procedural requirements than other ordinances.

III. OFFICERS AND DUTIES

- a. A chairman and vice-chairman of the Board shall be elected by the affirmative majority vote of the Board at the annual organizational meeting of the Board. Their term shall be for one year or until a successor is elected.
- b. It shall be the duty of the chairman to preside over all meetings of the Board and to discharge any other duties as become necessary and are permitted.
- c. The vice-chairman shall act in the absence or disability of the chairman.
- d. The chairman shall be authorized to administer oaths to persons concerning any matters submitted to the Board or connected with its powers and duties.
- e. The chairman and/or the vice-chairman are permitted to make motions at their discretion.
- f. The chairman may sign all orders issued by the Board, but the Board assigns this duty to the County Administrator.
- g. The chairman, or the county administrator as designated, shall sign the records of proceedings of the Board's meetings and the monthly list of salaries/invoices.

IV. MEETINGS

- a. The Board shall hold a regular meeting at least monthly on a day and at a time to be set at the annual organizational meeting. The regular meeting of the Board may be

adjourned from day to day, from time to time and from place to place, but not beyond the date set for the next regular meeting, until all business is completed. The regular meetings and public hearings of the Board shall be held in the Northumberland Courts in Heathsville. If the Board finds it necessary to hold a regular meeting at a time or public place different from the Courthouse, such new time and place may be designated by duly passed resolution posted on the door of the Courthouse and advertised in a newspaper having general circulation in the County once a week for two successive weeks before such meeting.

b. SPECIAL MEETINGS

Special meetings of the Board may be called by the Chairman or requested by two or more of the members of the board of supervisors. The call or request shall be made to the county administrator (clerk of the board) and shall specify the matters to be considered at the meeting. Upon receipt of such call or request, the county administrator, after consultation with the chairman of the board, shall immediately notify each member of the board of supervisors and the county attorney in writing delivered to his place of residence or business to attend such meeting at the time and place stated in the notice. Such notice shall specify the matters to be considered at the meeting. No matter not specified in the notice shall be considered at such meeting, unless all members are present. The notice may be waived if all members of the board of supervisors attend the special meeting or sign a waiver (§15.2-1418). The Northumberland Echo and Rappahannock Record will also be notified of any special meetings.

c. OPEN MEETINGS

- i. All meetings of the Board shall be held pursuant to the provisions of the Virginia Freedom of Information Act, which provides explicit directions for holding open meetings.
- ii. An "open meeting" or "public meeting" means a meeting at which the public may be present to observe the operations of government.

d. CLOSED MEETINGS

- i. A "closed meeting" means a meeting from which the public is excluded.
- ii. A closed meeting of the Board may be held only for those purposes specifically provided by law, as follows or as specifically provided for in the Code of Virginia (1950), as amended:
 1. Discussion or consideration of specific personnel cases, that is, of the employment, appointment, disciplining, performance, salary, dismissal or other related matters of particular governmental officials or employees of the public body;
 2. Discussion or consideration of the condition, acquisition, or use of real property for public purpose, or the disposition of publicly held property;

3. The protection of the privacy of individuals and personnel matters not related to public business;
 4. Discussion concerning the prospective location of a business or industry prior to any announcement of its interest in locating in the community;
 5. Consideration of the investment of public funds when publicity might adversely affect the financial interest of the governmental unit involved;
 6. Consultation, with or without legal counsel and staff, with respect to actual or probable litigation or other legal matters in the public body's jurisdiction;
 7. Discussion or consideration of tests or examinations used by a public body to evaluate employee qualifications or aptitude for employment, retention, or promotion and evaluate qualifications for any license or certificate issued by the public body.
- iii. The substantive and procedural requirements established for closed meetings shall be strictly observed. Prior to each closed meeting, the Board of Supervisors shall vote in open meeting to hold a closed meeting. That vote, as well as a statement specifying precisely the statutory basis for the closed meeting, shall be recorded in the minutes of the open meeting. When in a closed meeting, the Board may consider only those specified matters. For any action agreed to in an executive session to become effective, the Board of Supervisors shall reconvene in an open meeting and take a vote of its membership on the particular action, the substance of which must be reasonably identified in the open meeting.

V. QUORUM AND METHOD OF VOTING

A majority of the members of the Board constitutes a quorum. Unless a greater requirement exists pursuant to the statutes of the Commonwealth, all questions submitted to the Board for decision shall be determined by a majority of the supervisors voting on a question by voice vote or by other method, which sufficiently identifies the matter upon which a vote is being taken. Individual votes of the Board members shall be recorded. A motion by a member of the Board shall not require a second. Abstention from voting shall not constitute a negative vote. The vote of a member of the Board shall become final once the decision of the question has been finally and conclusively pronounced by the chairman and cannot be changed except after adoption of a motion to reconsider the action. If one or more members of the Board are disqualified from voting under the provisions of the Virginia Conflict of Interest Act, leaving less than the number of Supervisors required for action, the remaining member or members may act by majority vote. A tie vote shall defeat the motion, resolution or issue voted upon.

VI. RECORDS

- a. Minutes shall be taken of all actions taken during meetings of the Board of Supervisors, except during closed meetings, and shall be recorded in bound volumes.

These minutes shall include a description of the issue being considered by the Board of Supervisors, any motion made regarding the issue and a record of the vote of each member of the Board of Supervisors. Incomplete volumes shall remain in the County Administrator's office; completed volumes shall be filed in the record room of the Clerk of the Circuit Court. Copies of the minutes shall be available to the public, at the normal charge for copying, after the minutes have been approved by the Board and signed by the County Administrator as the Clerk for the Board.

- b. The books, records and accounts of the Board of Supervisors, except those excluded by the Virginia Freedom of Information Act, shall be open to the examination of all persons and at all reasonable times.

VII. ORDER OF BUSINESS AND AGENDA

- a. The order of business at all regular meetings shall be as follows unless changed by Board action:
 - i. Call to Order
 - ii. Consideration Docket
 - iii. Presentations
 - iv. Board Reports
 - v. County Administrator Report
 - vi. Board Comment Period
 - vii. Closed Meetings
 - viii. Public Hearings
 - ix. Public Comments
 - x. Adjournment
- b. A detailed agenda shall be distributed in advance of each regular meeting to the members of the Board. This shall include the minutes, check register and correspondence/reports for reading and review in advance of the meeting in an effort to conserve time during the meeting. A copy of the agenda shall be made available in the County Administrator's office for examination by the public and a copy shall be delivered to the local newspaper for publication whenever possible.
- c. PUBLIC HEARINGS
 - i. Members of the public attending public hearings wishing to speak shall adhere to the following public hearing rules of conduct:
 - 1. Speakers are limited to one (1) opportunity of four (4) minutes; each speaker shall open his or her remarks by giving their name and physical address for the public record. A person officially representing a group shall be given six (6) minutes to speak; the person representing the group shall give their name, physical address, and the group they are representing for the record. Extensions to the time limit may be granted by the Board.
 - 2. Speakers shall address their comments to the Board.
 - 3. Speakers cannot assign time in whole or in part to other speakers.

4. Board members may interrupt any speaker for questions or clarifications.
5. Speakers' remarks shall only be directed towards the merits or demerits or other issues germane to the public hearing.
6. Materials submitted for review and for consideration by the Board, must be submitted to the recording secretary for entry into the proceedings.

d. PUBLIC COMMENT

- i. General procedures for the conduct of the Public Comment shall include the following restrictions and guidelines:
 1. A person shall be given four (4) minutes to speak and a person officially representing a group shall be given six (6) minutes to speak. Additional time may be granted by the Board if needed.
 2. No person shall be allowed to speak twice at any one public comment period.
 3. Speakers cannot assign time in whole or in part to other speakers.
 4. The public may speak on any issue that is germane to county business. The public comment period shall not include criticism of specific individuals, or attacks on any person or group. No political campaigning or promoting of a business is permitted.
 5. Speakers may not address issues during the public comment period on matters that are scheduled for a public hearing during the same meeting.
 6. Speakers shall not be permitted to speak to matters which have been previously heard by the Board at a public hearing, and which the Board has tabled or not acted upon.
 7. The Board will not generally respond to questions or answers during Public Comment. However, if so desired in response to a written request or question from a speaker, the Board may direct staff to provide information to the speaker, to provide further research to the Board, or to place an issue presented on a future Board agenda.
 8. The Chairman may terminate a specific speaker's time, or the Public Comment period in general, if time does not allow for all speakers, if other items are scheduled for specific times on the agenda, or if the speaker or crowd becomes unruly, derogatory or personally abusive toward specific individuals, or in general disruptive of the conduct of the Board's business.

VIII. THE RIGHT TO REQUIRE INFORMATION

- a. The Board of Supervisors shall have the right to require monthly financial reports from any officer or office of the County or district thereof, may investigate bills and receipts thereof and may, for these purposes, require the production of books, papers and other evidence.

- b. For the purpose of preparing and approving the County's annual budget, the Board of Supervisors may require the heads, or other responsible representatives, of all offices, departments, divisions, boards, commissions, agencies and all other recipients of County funds or appropriations to furnish financial reports and such other information as may be deemed necessary and in such form as may be required in relation to their affairs and activities.
- c. The Board may subpoena witnesses and administer oaths for the purpose of acquiring information for making financial decisions in line with its function and duties as the governing body.

IX. COUNTY ADMINISTRATOR

- a. The Board of Supervisors shall appoint an executive secretary, who shall be designated County Administrator and such appointment shall be evidenced by a resolution. The County Administrator shall serve at the pleasure of the Board.
- b. The County Administrator shall be the clerk to the Board and his/her duties shall be those as prescribed by law.

X. LEGAL COUNSEL

- a. The Board of Supervisors may create the office of County Attorney and appoint an attorney to handle its legal affairs. The County Attorney shall serve at the pleasure of the Board and his/her salary shall be set by the Board. The County Attorney, when possible, shall attend all regular and special meetings of the Board.
- b. His/her responsibility shall be in matters including but not limited to the following:
 - i. Advising and representing the Board of Supervisors and its boards, departments, agencies, officials and employees.
 - ii. Drafting, preparing and reviewing county ordinances, contracts and agreements.
 - iii. Defending or bringing actions in which the County or any of its boards, departments, agencies, officials, or employees is a party.
 - iv. Prosecuting violations of orders of the Board of Supervisors, resolutions or ordinances.
- c. In addition, the Board may employ separate counsel when it deems it necessary in any suit against the County, in matters concerning County property, in collection of delinquent taxes, as well as in other matters concerning the County's interests.

RE: SCHEDULE OF MEETINGS

Upon motion by James M. Long duly seconded by Richard F. Haynie the Board voted to use the Northumberland Courts Building for their meetings and adopt the following meeting dates.

February 9, 2017
March 9, 2017
April 13, 2017
May 11, 2017
June 8, 2017
July 13, 2017
August 10, 2017
September 14, 2017
October 12, 2017
November 9, 2017
December 14, 2017
January 11, 2018

The vote on the motion is as follows:

Ronald L. Jett – AYE	A. Joseph Self, Sr. - AYE
James M. Long – AYE	Richard F. Haynie - AYE
Thomas H. Tomlin – AYE	

RE: 2017 HOLIDAYS FOR COUNTY OFFICES

Upon motion by Richard F. Haynie, duly seconded by James M. Long, the Board voted to adopt the state holiday schedule approved and as amended by the Governor of Virginia. The following holidays are added into the county calendar.

Friday, January 13 – Lee-Jackson Day
Monday, January 16 – Martin Luther King, Jr. Day
Monday, February 20– Presidents Day
Monday, May 29 – Memorial Day
Monday, July 3 – Independence Day Holiday time off
Monday, July 4 – Independence Day Observed
Monday, September 4 – Labor Day
Monday, October 9 – Columbus Day
Friday, November 10 – Veterans Day
Wednesday, November 22 – Close At Noon
Thursday, November 23 – Thanksgiving
Friday, November 24 - Day after Thanksgiving
Friday, December 22 – Close at Noon
Monday, December 25 – Christmas (observed)
Tuesday, December 26 – Holiday time off

The vote on the motion is as follows:

Ronald L. Jett – AYE	A. Joseph Self, Sr. - AYE
James M. Long – AYE	Richard F. Haynie - AYE
Thomas H. Tomlin – AYE	

RE: APPROVAL OF MINUTES FOR DECEMBER 15, 2016

Upon motion by Richard F. Haynie duly seconded by A. Joseph Self, Sr., the Board voted to approve the minutes from the December 15, 2016. The vote on the motion is as follows.

Ronald L. Jett – AYE	A. Joseph Self, Sr. - AYE
James M. Long – AYE	Richard F. Haynie - AYE
Thomas H. Tomlin – AYE	

RE: APPROVAL OF AGENDA

Upon motion by Richard F. Haynie duly seconded by A. Joseph Self Sr., the Board voted to approve the agenda for today’s meeting with one addition:

Mr. Charles Dinato with Dominion Virginia Power

The vote on the motion is as follows:

Ronald L. Jett – AYE	A. Joseph Self, Sr. - AYE
James M. Long – AYE	Richard F. Haynie - AYE
Thomas H. Tomlin – AYE	

RE: VIRGINIA DEPARTEMENT OF TRANSPORTATION

Mr. Todd VanLandingham, Superintendent of the Lottsburg AHQ along with the Division Superintendent, Mr. Steve Mckeever thanked the Board for their support in the recent snow we had in the area. They gave a report on the area maintenance that is going on after the snow storm.

Mr. VanLandingham stated that the new salt house should be completed around February. The new building should hold about 2,000 tons of salt.

The board asked the representatives to check on several areas within the County. Mr. Self asked about the brine that was put on the road prior to the snow storm. Mr. VanLandingham said they had good results from placing the brine on the roads prior to the storm. Mr. Mckeever stated they will start using the brine more often than in the past. Supervisor Self asked Mr. Mckeever to look in to the area of 360 at the stop light. Supervisor Tomlin asked him to look into snow fences. Mr. Mckeever stated that he called one other County that had snow fences and they have discontinued the use of their snow fences. Supervisor Haynie thanked them for fixing a pothole by Smithland Church.

RE: DR. HOLLY WARGO, ACTING SUPERINTENDENT OF SCHOOLS

Dr. Wargo gave the Board information on banked days within the schedule after the recent snow storm. She also discussed the communication plan for school closings.

Dr. Wargo also invited Mrs. Shauna McCranie to talk with the Board today. Mrs. McCranie is the gifted and talented teacher at our school system. She discussed several grants that she is in the process of writing and gave information on trips and projects her students are doing.

Dr. Wargo then spoke with the Board on the recent conference she attended for Superintendents and added that she has been meeting regularly with the County Administrator. The Standards of Learning testing is scheduled to start January 19th.

Supervisor Tomlin questioned the budget carry over money that was discussed last month. Dr. Wargo stated that the \$258,000 amount carryover is based on the Auditors report. Dr. Wargo added that figures are looked at monthly and they plan to meet with the County's Treasurer to make sure all numbers match up.

RE: MR. CHARLES DINATO, DOMINION VIRGINIA POWER

Mr. Dinato and Mr. Sam Walker came today to speak to the Board about developing a new relationship between the County and Virginia Power. Mr. Dinato passed out a handout on topics and explained each one. They included rates, residential customers, industrial customers as well as their energy share program. He then talked about phone scams and how they are working with the area Sheriff Departments on preventing these scams that target customers. Mr. Sam Walker is located in the Northern Neck office. He reported on the strategic underground projects and the funding for this.

Supervisor Tomlin asked about underground lines in reference to the Great Wicomico Bridge. Mr. Walker explained to him the distributional line system.

Supervisor Tomlin noted an issue with an emergency situation that he has discussed with Fairfield's Chief Phillip Keyser in the event that the electric needing to be cut off. He gave an example of an event that would make the volunteers having to sit around and wait for someone from Dominion to show up. Mr. Walker explained this process and stated that the electric can be cut remotely in a life and death situation.

RE: BUILDING PERMIT REPORT

Month of December 2016		
Total construction cost for the month	\$ 1,662,643.00	\$ 1,700,871.12
Total Bldg. Permit Cost for Month	\$ 4,091.84	\$ 3,566.16
Total Zoning Permit Cost for the Month	\$ 1,680.00	\$ 1,170.00
Total Levy Fee for the Month	\$ 81.84	\$ 71.32
Total Construction cost year to date	\$ 20,900,323.98	\$ 23,175,770.00

RE: APPOINTMENTS NEEDED

Mr. Tadlock reminded the Board that an appointment is needed for a representative on the Community Services Board, the CPMT Board and the Northern Neck Tourism Board.

RE: ANIMAL SHELTER APPROPRIATION

Upon motion by Richard F. Haynie, duly seconded by James M. Long, the board voted to appropriate \$4,105.25 to line item 10-3501-1004 for funds received from animal shelter yard sale to cover additional funds to animal shelter employees.

The vote on the motion is as follows:

Ronald L. Jett – AYE	A. Joseph Self, Sr. - AYE
James M. Long – AYE	Richard F. Haynie - AYE
Thomas H. Tomlin – AYE	

RE: APPROPRIATION, SHERIFF OFFICE (GAMES)

Upon motion by Richard F. Haynie, duly seconded by James M. Long, the board voted to appropriate \$ 1,592.50 from 10-273 to line item 3102-1006 (security athletic events).

The vote on the motion is as follows:

Ronald L. Jett – AYE	A. Joseph Self, Sr. - AYE
James M. Long – AYE	Richard F. Haynie - AYE
Thomas H. Tomlin – AYE	

RE: PROJECTS FOR 2017

Mr. Tadlock listed the following anticipated projects for the year 2017:

- Capital Improvement Fund and Projects
- Bank Building
- Old Sheriff's Office
- Landscaping around Old Courthouse
- Lodge Landing Boat Ramp
- Radio System Antenna Upgrade
- Sanitary District Upgrades
- Sheriff's Office Computer/Software Upgrades (911 mapping/CAD System)
- County Website Improvements
- General Assembly: Storm-water changes
- Broadband Service

RE: RECENT SNOW STORM REPORT

County Administrator Tadlock reported on our recent snow storm that ranged throughout the county from 10 to 12 inches. Wind speed reached 34 mph but luckily there were very few power outages in the storm. He thanked the Virginia Department of Transportation, local law enforcement, fire departments and the rescue squads.

RE: BOARD COMMENT PERIOD

Supervisor Long asked for littering signage be put up at the trash sites.

Supervisor Tomlin asked if anyone has heard when Verizon will complete the cell tower for the Reedville area. Chairman Jett said he last heard at the end of February.

The Board asked for Mr. Tadlock to look into the “ticking” noise that is sometimes coming through the radio system. Mr. Tadlock said he would follow up with Radio Communications.

RE: CHECK REGISTER

Upon motion by James M. Long, duly seconded by Richard F. Haynie the board voted to approve the check register.

The vote on the motion is as follows:

Ronald L. Jett – AYE
A. Joseph Self, Sr. – AYE
James M. Long – AYE

Thomas H. Tomlin – AYE
Richard F. Haynie – AYE

RE: CLOSED MEETING

Upon motion by A. Joseph Self, Sr., duly seconded by, Richard F. Haynie, the Board voted unanimously to convene into closed meeting to discuss a personnel matter and discussion of a contractual matter as permitted by Virginia Code Section 2.2-3711 (A) (1). The vote on the motion was as follows:

A. Joseph Self, Sr. – AYE
Richard F. Haynie – AYE
Thomas H. Tomlin – AYE

Ronald L. Jett – AYE
James M. Long – AYE

RE: OPEN MEETING

The Board convened back into open session upon motion by Thomas H. Tomlin, duly seconded by A. Joseph Self, Sr., the Board voted unanimously that in the closed meeting just concluded, nothing was discussed except the matters lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in the motion. The vote on the motion was as follows:

A. Joseph Self, Sr. – AYE
Richard F. Haynie – AYE
Thomas H. Tomlin – AYE

Ronald L. Jett – AYE
James M. Long – AYE

RE: MOTION AND CERTIFICATION OF CLOSED MEETING

A motion was made by A. Joseph Self, Sr., duly seconded by Richard F. Haynie, the Board voted unanimously to certify the closed meeting:

WHEREAS, The Northumberland County Board of Supervisors, herein Board, has convened a closed meeting on this date pursuant to the affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act: and

WHEREAS, 2.1-344.1 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

NOW THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board specifically to discuss a personnel matter, use of public property and a contract matter.

The vote on the motion was passed by a roll call vote as follows:

Ronald L. Jett – AYE	A. Joseph Self, Sr. - AYE
James M. Long – AYE	Richard F. Haynie - AYE
Thomas H. Tomlin – AYE	

RE: ACTION TAKEN

No action was taken as a result of the closed meeting

PUBLIC HEARINGS

RE: PUBLIC HEARING TO SOLICIT INPUT ON LOCAL COMMUNITY DEVELOPMENT AND HOUSING NEEDS IN RELATION TO COMMUNITY BLOCK GRANT (CDBG) FUNDING FOR THE CALLAO REVITALIZATION PROJECT

Northern Neck Planning Commission representative, Alex Eguiguren presented the information for funding the Callao Revitalization Project. He stated that the process can be slow and it will be a step by step project. He gave a run down on the qualifications that Callao had to have to start the project. He then described the goal and benefits of the revitalization project. He added that after applying for the grant, it will take a couple of months before the contracts can be negotiated.

Public Hearing Open

Mrs. Lisa Deitz of Callao Supply stated that she is excited to see the project and thinks this will really spruce things up for Callao.

Ms. Dee David stated she thinks that this will be a good gathering of people and will make the area well lit. It will also improve real-estate.

Mrs. Debbie Newsome said she thinks this will pretty things up in Callao.

Mr. Mark Torres stated he is excited to see the improvements.

Mr. Reuben Thrift spoke positively about the project and said he thinks it will bring additional business and help the economy.

Ms. Theresa Lambert, Director of the Economic Development Board gave information on the first 2 meeting that were held on the project. She said there were about 140 people in attendance for that meeting and about 45 to 50 for the second meeting. She said there was definitely interest. She added that 14 businesses are moving forward with the project.

Public Hearing Closed

No action was taking at this meeting.

RE: PUBLIC COMMENT PERIOD

No comments were given.

RE: CLOSED MEETING

Upon motion by A. Joseph Self, Sr., duly seconded by Thomas H. Tomlin, the Board voted unanimously to convene into closed meeting to discuss a contractual matter as permitted under Virginia Code Section 2.2-3711 (A)(7) to interview firms submitting an RFP for the EVB Bank renovation. The vote on the motion was as follows:

A. Joseph Self, Sr. – AYE	Ronald L. Jett – AYE
Richard F. Haynie – AYE	James M. Long – AYE
Thomas H. Tomlin – AYE	

RE: OPEN MEETING

The Board convened back into open session upon motion by A. Joseph Self, Sr., duly seconded by Thomas H. Tomlin, the Board voted unanimously that in the closed meeting just concluded, nothing was discussed except the matters lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in the motion. The vote on the motion was as follows:

A. Joseph Self, Sr. – AYE	Ronald L. Jett – AYE
Richard F. Haynie – AYE	James M. Long – AYE
Thomas H. Tomlin – AYE	

RE: MOTION AND CERTIFICATION OF CLOSED MEETING

A motion was made by Thomas H. Tomlin, duly seconded by A. Joseph Self, Sr., the Board voted unanimously to certify the closed meeting:

WHEREAS, The Northumberland County Board of Supervisors, herein Board, has convened a closed meeting on this date pursuant to the affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act: and

WHEREAS, 2.1-344.1 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;
NOW THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board specifically the interview of a candidate for employment and conditions of employment.

The vote on the motion was passed by a roll call vote as follows:

Ronald L. Jett – AYE	A. Joseph Self, Sr. - AYE
James M. Long – AYE	Richard F. Haynie - AYE
Thomas H. Tomlin – AYE	

RE: ACTION TAKEN

Upon motion by Thomas H. Tomlin, duly seconded by James M. Long, the Board ranked the following firms submitting Request for Proposals regarding the EVB Bank architectural/renovation project as: Evolve- first choice, Enteros- second choice. The Board also authorized the County Administrator to start negotiations with Evolve. The vote on the motion was as follows:

A. Joseph Self, Sr. – AYE	Ronald L. Jett – AYE
Richard F. Haynie – AYE	James M. Long – AYE
Thomas H. Tomlin – AYE	

RE: ADJOURNMENT

Upon motion by Thomas H. Tomlin, seconded by James M. Long, the Board voted to adjourn. The vote on the motion was:

Ronald L. Jett – AYE	Thomas H. Tomlin – AYE
A. Joseph Self, Sr. – AYE	Richard F. Haynie – AYE
James M. Long – AYE	

E. Luttrell Tadlock, Clerk