

**Regular Meeting (Thursday, December 14, 2023)**  
*Northumberland County, VA*

**Members present:**

James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Other Staff Present:**

Mr. Luttrell Tadlock, County Administrator  
Mr. Drew Basye, Assistant County Administrator  
Ms. Morgan Wilson, Executive Assistant  
Mr. Robert Headley, IT Administrator  
Mr. Carl Hayden, IT Technician  
Mr. Eric Gregory, County Attorney

The regular monthly meeting was convened by Chairman Haynie and held at the Northumberland Courthouse located at 220 Judicial Place, Heathsville, VA 22473.

**1. Opening of Meeting 5:30 P.M.**

**Procedural: A. Invocation - Pastor Lee Farmer of Coan Baptist Church**

Pastor Lee Farmer led the invocation.

**Procedural: B. Pledge of Allegiance**

Chairman Haynie led us in the Pledge of Allegiance.

**Action: C. Approval of Agenda**

County Administrator Tadlock explained that the closed meeting will also need to include 2.2 3711 A(7) and A(8) which both deal with consultation of legal counsel.

Motion to approve the agenda for today's meeting with the revisions as stated by Mr. Tadlock.

Motion by: Thomas H. Tomlin, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**2. Approval of Minutes**

**Action, Minutes: A. November 9, 2023 Regular Meeting**

Motion to approve the minutes from the regular meeting on November 9, 2023.

Motion by: James M. Long, second by: Maurice E. Johnson.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Minutes: B. November 30, 2023 4:30 p.m. Special Meeting**

Motion to approve the minutes from the special called meeting on November 30, 2023 at 4:30 p.m.

Motion by: James M. Long, second by: Maurice E. Johnson.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Minutes: C. November 30, 2023 5:30 p.m. Joint Meeting with School Board**

Motion to approve the minutes from the joint meeting with the School Board on November 30, 2023 at 5:30 p.m.

Motion by: James M. Long, second by: Maurice E. Johnson.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**3. Presentations**

**Action, Information: A. Resolution - Mr. Ted Hull**

**A RESOLUTION  
RECOGNITION TO TED HULL**

**WHEREAS;** Mr. Ted Hull began his career with the Northern Neck Regional Jail on May 22, 1995 as the Chief of Inmate Services; and

**WHEREAS;** Mr. Hull was later promoted to Assistant Superintendent in May 1996; and

**WHEREAS;** Mr. Hull was then promoted to Superintendent in September 2010 as Northern Neck Regional Jail's second Superintendent since its opening in 1995; and

**WHEREAS;** the same Mr. Hull has demonstrated a true dedication to serving not only the Northern Neck Regional Jail, but those Counties which rely on such services, and

**NOW, THEREFORE, BE IT RESOLVED,** that the Northumberland County Board of Supervisors, with the support of the citizens of Northumberland County, hereby extends its deepest appreciation and gratitude to Ted Hull for all his contributions and dedication of service to the Northern Neck Regional Jail and Northumberland County and its citizens; and

**BE IT FURTHER RESOLVED,** that the Board hereby congratulates Ted Hull upon his retirement and wishes him happiness, good health, and much success in retirement.

Adopted on this day, December 14, 2023.

Motion to approve the resolution for Mr. Ted Hull as presented to the Board.

Motion by: James W. Brann, second by: Thomas H. Tomlin.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann

Abstain: Maurice E. Johnson

**Action, Information: B. Resolution - Mr. Ronald L. Jett**

**A RESOLUTION  
HONORING RONALD L. JETT**

**WHEREAS;** Mr. Ronald L. Jett served as the District V member of the Northumberland County Board of Supervisors for almost 28 years; and

**WHEREAS;** Mr. Ronald L. Jett demonstrated a deep concern for the welfare of the County citizens throughout his years of service in the most caring and professional manner; and

**WHEREAS;** Mr. Jett was a faithful, hands-on board member who will be greatly missed for his dedication and willingness to serve his community; and

**WHEREAS;** the same Mr. Jett was presented with some very complex and controversial issues that came before the Board of Supervisors for many years, but he always kept the interest of the County citizens first and foremost in his decision making,

**NOW, THEREFORE, BE IT RESOLVED, THAT THE** Northumberland County Board of Supervisors thanks Mr. Jett for all his hard work and dedication while on the Board and hereby expresses its deepest sadness at Mr. Jett's passing, and hopes that his family and friends will always remember the impact he had on Northumberland County.

**BE IT FURTHER RESOLVED,** that this resolution is hereby presented to Mr. Ronald L. Jett's family on this day, December 14, 2023.

Motion to approve the resolution for Mr. Ronald L. Jett as presented to the Board.

Motion by: Thomas H. Tomlin, second by: Richard F. Haynie.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Information: C. Greater Reedville Association - Festival Halle Restoration Project**

Mrs. Shauna McCranie, Mr. Bruce Samuelson, and Mrs. Diane McGuire provided a presentation to the Board on their work done thus far and the work that needs to be done on the Festival Halle Restoration Project.

Mr. Samuelson gave a brief overview on the background of the Greater Reedville Association and explained that Festival Halle was donated to the association back in 2008. Festival Halle has served as a community center for the public since then, however, in 2022 it could no longer be used as such. Underneath the floor, the wooden structure is well past its useful life and needs to be restored. In addition, the Greater Reedville Association would like to do some additional work to the facility that aligns with their economic development plans and some of the grants they want to seek.

In addition to the facility being used to support community engagement and gatherings, the association would like it to support/encourage entrepreneurial activities as well as support educational activities. Their aim is to host educational seminars on small business activities, networking sessions, craft fairs, farmers markets, and to provide a renovated commercial kitchen in the Halle for culinary and associated skills.

Mr. Samuelson then gave a budget breakdown of the project. The budget is as follows:

|                             |                  |
|-----------------------------|------------------|
| Remediation and Renovation: | \$452,700        |
| Kitchen Upgrade:            | \$106,300        |
| Drainage and Landscaping:   | \$15,000         |
| Interior Updating:          | \$141,000        |
| Marketing/Re-introduction:  | <u>\$35,000</u>  |
| <b>Total:</b>               | <b>\$750,000</b> |

Mr. Samuelson continued the presentation and explained their fundraising efforts for the project; however, the association has asked for any in-kind support and requested the Board consider putting \$10,000 into next year's budget for this project.

The full presentation from the Greater Reedville's Association can be accessed in board docs.

**Action, Information: D. Ellen Kirby, Treasurer - Tax Collection**

Treasurer Ellen Kirby stated that her office sent out over 16,000 personal property tax bills and 14,000 real estate bills in October, and to date the County has collected 92% of the tax levy. Mrs. Kirby explained that the 2022 tax collections at this point are at 98% collected, so she anticipates the 2023 tax collections to be near that same percentage this time next year. She further explained that we are 1% behind in collections when compared to last year and she believes this is due entirely to the delay of postal deliveries. The Treasurer's Office is still receiving mail that was postmarked in the middle of November as well as their return envelopes with yellow labels stating it's undeliverable as addressed. The post office apologized and stated that the mail went through the wrong machine. Mrs. Kirby informed the Board that their office

has received numerous calls with concerns about the mail and she guesses that they will receive more tax payments over the next month with timely payments.

Motion to send a letter to the U.S. Senators, U.S. representative, and the postmaster general to express the County's mailing concerns.

Motion by: Thomas H. Tomlin, second by: Maurice E. Johnson.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

Treasurer Kirby informed the Board that the Treasurer's Office will be closed after Christmas through January 2, 2024. The office will be dealing with all the turnover audits on January 2, 2024, and will have to reconcile all bank statements as well as close out all the books and then she will pass everything on to the new Treasurer, Mrs. Pam King.

The Board thanked Mrs. Kirby for her service to the community over the years.

### **Action, Information: E. Update from Northumberland County Schools**

Dr. Wargo presented the school's weekly highlights to the Board. The school's highlights can be accessed in board docs.

Chairman Haynie asked when the last day of school is before the Christmas holiday break.

Dr. Wargo stated that their last day is Tuesday, December 19, 2023, with an early dismissal at noon. She further explained that teachers have a workday on January 3, 2024, and the students come back on January 4, 2024.

Finance Director Tara Booth presented the budget priorities outlined by the School Board. They are looking at requesting level funding from the County for the upcoming budget. Mrs. Booth stated that she is meeting with all the directors and principals to look at the budget by line item to see if there are efficiencies anywhere so they can consider including raises for staff within the current budget. Additionally, they plan to review the paraprofessionals salary scale as well as class sizes. The school is also looking to find ways to cover any health insurance increases, fund three security officers, and fund secure ID badges in this year's budget.

Mrs. Booth stated that the school has two special appropriation requests for the Board tonight. One is called All in Tutoring which is funds from the state in the amount of \$273,368. This money would cover in school tutoring, textbooks, and attendance incentives. She explained that the state suggested using 70% for tutoring, 20% for textbooks, and 10% for attendance incentives, however, the state is now requiring schools to purchase all new textbooks for language arts, so the school requested 50% of the funds be used towards tutoring, 40% for textbooks, and 10% for attendance incentives. Their request was approved by the state, so Mrs. Booth stated 40% of those funds would be used for textbooks. Mrs. Booth continued and asked the Board to consider appropriating the \$273,368 in the school's instruction line item.

Vice Chairman Brann asked Mrs. Booth to confirm that these are grant funds.

Mrs. Booth stated that these funds are grant funds from the state.

Supervisor Tomlin asked what incentives they will be providing for attendance.

Dr. Wargo explained that retired employees are helping to develop attendance plans with the student's families, but current incentives are items of their interest, "prizes," that the students can work toward if they have good attendance.

Motion to approve a supplemental appropriation for Northumberland County Schools in the amount of \$273,368 to line item 30-6000-6100 (Instruction) for All in Tutoring.

Motion by: Maurice E. Johnson, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

### **Action, Information: F. Supplemental Appropriation - School Nutrition Funds**

Mrs. Saunee Hamlett, Director of School Nutrition, came to the Board to present their appropriation request and stated that all funds are federally funded. The request can be accessed in board docs.

Mrs. Hamlett stated that School Nutrition is allowed to roll over three months of expenses for the months that they are not working, and their three months of not working is considered \$243,700. Additionally, she stated they were told school nutrition overspent their funding amount by \$180,000, however, those funds were never appropriated the prior year. The school is looking to purchase new equipment for the elementary school kitchen because of its age and lack of part availability. Mrs. Hamlett stated it's better to buy new equipment so they can have it for the next 20 to 25 years.

Supervisor Johnson asked what the life expectancy is of the current equipment and how old it is today.

Mrs. Hamlett explained that the elementary school equipment is the original from 1996, so replacing it now isn't that bad considering how much it is used. Mrs. Hamlett believes the life expectancy is around 20 years as long as it's well maintained.

Supervisor Tomlin stated that the overspend isn't going to change even if funds were not appropriated. That line item is still going to be overspent.

Mrs. Hamlett explained that they receive their funds on a reimbursement basis, and she doesn't know how much money they are going to receive until the very end of the year. She stated that if they have a rollover, this is when it should be appropriated for the next school year. Mrs.

Hamlett continued and said she spoke with someone from the state, and the school has six months in their account right now and they need to get that down to 3 months, and if you deduct the \$243,700, she stated she still has quite a bit to spend.

Supervisor Long asked what kind of foods the kids are eating.

Mrs. Hamlett stated that the kids typically eat pizza, but they're trying to bring in more raw products and fresh fruit to provide for them. She explained that they are even purchasing from a local farm for beef.

Supervisor Long asked if she notices students trashing a lot of their food.

Mrs. Hamlett stated food isn't being thrown away as often as it used to be. At the middle and high school, they have a salad bar and the students get to pick out their own vegetables.

Supervisor Tomlin asked if the figures she presented represent FY 23 or does it include FY 22 as well.

Mrs. Hamlett stated it was FY 21-22 and FY 22-23.

Supervisor Tomlin asked if she knew how much time she has to spend this money.

Mrs. Hamlett stated she'll be receiving a letter soon with that information on it, but chances are it'll need to be spent by the end of this school year.

Chairman Haynie asked about the lead times on the equipment they are looking to purchase.

Mrs. Hamlett stated that the lead times are typically around a month or two, but it's not as bad as it was during the COVID pandemic.

Supervisor Tomlin would like to table this matter to next month's meeting to get more information from the school due to the money crossing fiscal years.

Supervisor Long disagreed and stated if it's needed, the Board should move forward with their request.

Motion to table a decision to next month's regular board meeting on January 11, 2024.

Motion by: Thomas H. Tomlin, second by: Richard F. Haynie.

Final Resolution: Motion Carried

Aye: Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

Nay: James M. Long

### **Information: G. Update from the Virginia Department of Transportation**

Mr. David Beale presented his monthly report to the Board on behalf of VDOT. The full report

can be found in board docs.

Mr. Beale thanked Mr. Tomlin for challenging him over the years because he believes it has made him better.

Supervisor Long reported a sign down on Sydnors Millpond Road as well as standing water on Light Street. He also acknowledged that Wicomico Church needs more signage near the post office to prevent further accidents from occurring. Supervisor Long then asked when the construction will begin on the Norris Bridge.

Mr. Beale explained that the Norris Bridge construction is scheduled to begin in 2036.

#### **4. County Administrators Report**

##### **Information: A. Building Permit Report – November 2023**

|   | <b>2023</b>            | <b>2022</b>            |
|---|------------------------|------------------------|
| Const. Cost for Month                           | \$5,013,336.41         | \$4,145,680.36         |
| Total Bldg. Permit Cost for Month               | 5,603.36               | 4,621.68               |
| Total Zoning Permit Cost for Month              | 2,490.00               | 1,920.00               |
| Total Levy Fee for Month                        | 112.07                 | 92.44                  |
| <b>TOTAL CONSTRUCTION COST<br/>YEAR TO DATE</b> | <b>\$56,019,833.48</b> | <b>\$55,673,852.61</b> |

##### **Information: B. Abstract of Votes**

County Administrator Tadlock read the following for the 2023 November General Election in Northumberland County.

##### **Member Senate of Virginia:**

Richard H. Stuart – 3614  
Jolicia A. Ward - 1747  
Total Write-In Votes – 3

##### **Member House of Delegates:**

Hillary Pugh Kent – 3596  
John Q. Smith – 1673  
Richard W. Kenski – 107  
Total Write-In Votes – 2

##### **Clerk Of Court – Northumberland:**

Deborah T. Bingham – 4768  
Total Write-In Votes - 37

##### **Commonwealth’s Attorney – Northumberland:**



Jane Blackwell Wrightson – 4727  
Total Write-In Votes – 31

**Sheriff – Northumberland:**

Johnny A. Beauchamp – 4830  
Total Write-In Votes – 57

**Commissioner of Revenue – Northumberland:**

Todd E. Thomas – 4849  
Total Write-In Votes – 27

**Treasurer – Northumberland**

Pamela A. “Pam” King – 4833  
Total Write-In Votes – 22

**Member Board of Supervisors – District I**

James W. Brann – 785  
Total Write-In Votes – 24

**Member Board of Supervisors – District IV**

Alfred C. Fisher, Jr. – 1124  
Total Write-In Votes – 19

**Member Board of Supervisors – District V**

Gayle H. Sterrett – 464  
Charles H. “Chip” Williams, IV – 882  
Total Write-In Votes – 1

**Member School Board – District I**

Dana Deihl O’Bier – 769  
Total Write-In Votes – 29

**Member School Board – District IV**

Betty B. Christopher – 781  
John Amarantides – 405  
Total Write-In Votes – 3

**Member School Board – District V**

David Curran – 1175  
Total Write-In Votes – 15

**Soil and Water Conservation Director Northern Neck District**

Robert E. Pickett – 2719  
Robert G. Vanlandingham – 3603  
Total Write-In Votes – 52

**Action: C. Re-appointment - Mr. Henry Lane Hull Northern Neck Planning District Commission**

Motion to approve the re-appointment of Mr. Henry Lane Hull to the Northern Neck Planning District Commission.

Motion by: Thomas H. Tomlin, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Information: D. Supplemental Appropriation - Sheriff's Department**

Motion to approve a supplemental appropriation to line item 3102-3012 in the amount of \$5,505.31 for a VACorp Reimbursement.

Motion by: Thomas H. Tomlin, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Information: E. Supplemental Appropriation - Sheriff's Department**

Motion to transfer funds with a supplemental appropriation from the Animal Shelter Adoption fund 10-268 to 3501-7003 in the amount of \$1,329.00.

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Information: F. Supplemental Appropriation - Sheriff's Department**

Motion to approve a supplemental appropriation to line item 3102-5409 in the amount of \$2,959.33.

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Information: G. Supplemental Appropriation - Sheriff's Department**

Motion to approve a supplemental appropriation to line item 3102-5203 in the amount of \$2,153.00.

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Information: H. Supplemental Appropriation - Sheriff's Department**

Motion to approve a supplemental appropriation to 3102-1006 in the amount of \$315.00.

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Information: I. Supplemental Appropriation - Lightning Strike**

Motion to approve a supplemental appropriation to 10-1401-7001 in the amount of \$2,050.90 for a VACorp reimbursement.

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Information: J. Callao Hometown Community Association Revitalization Fund Request**

County Administrator Tadlock explained that during the Callao Business District Revitalization Project through DHCD, the Board offered \$25,000 in County funds to cover sewer connection fees in the project area. This was done in order to make the grant application to DHCD more competitive. This money has not been used and is still budgeted for this particular project, so the Callao Hometown Community Association has requested this money be transferred to them to be used for public restrooms, including engineering design, construction, and/or connections to the sewer system. If the Board chooses to transfer these monies, CHCA will be asked to provide supporting documentation of how these funds were spent.

Motion to transfer \$25,000 to the Callao Hometown Community Association Park fund account for their public restrooms for the Hometown Community Park in Callao, including engineering design, construction, and/or connections to the sewer system. CHCA shall provide the County with supporting documentation of how these funds were spent.

Motion by: James W. Brann, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

Supervisor Tomlin stated that he's not opposed to the transfer of monies, however, he believes the new Board should consider granting the Greater Reedville Association a similar amount of funds for Festival Halle.

**Action, Information: K. Sanitary District Manhole Rehabilitation Project**

Mr. Tadlock stated that earlier this year, \$60,000 was requested for manholes to be rehabilitated. The Board approved this request, and the County was looking to use ARPA funding to cover that cost; however, when Mr. Woolard looked into his request and discovered there were only 14 manholes remaining, he decided that he would like to include the additional 14 manholes in his request. The original request was for 60 manholes to be rehabilitated. Mr. Woolard provided the Board with a quote from Prism Contractors & Engineers in the amount of \$78,450.00 and a quote from Culy Contracting in the amount of \$128,250.00.

Plant Supervisor David Woolard explained that two budget cycles ago, they did manhole rehabilitation for about 43 manholes, and they have seen a significant decrease in I and I coming into the plant in Reedville. He stated that this project would be a great help to clean up the County's 50-year-old sewer system.

Chairman Haynie asked Mr. Woolard to explain what I and I means to the public.

Mr. Woolard stated that I and I is inflow and infiltration and right now most of its rainwater. He explained that it's very expensive to treat wastewater and they'd like to treat just wastewater, not rainwater.

Supervisor Tomlin asked if he thought the low bidder could perform.

Mr. Woolard stated that the lower bidder is who completed the 43 manholes before so he's familiar with the system and has proven that they can perform.

Motion to move forward with the quote from Prism Contractors and Engineers in the amount of \$78,450.00 for the manhole rehabilitation project. This purchase will be made by utilizing the County's ARPA funds.

Motion by: Richard F. Haynie, second by: Thomas H Tomlin.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action: L. Sanitary District Generator Replacement**

County Administrator Tadlock explained that the Board approved up to \$70,000 for a generator replacement at the Omega pump station under the FY24 CIP program. Mr. Woolard provided the Board with a quote from Fidelity Power Systems in the amount of \$60,360.00 and a quote from Paul A. Ryan, Inc. in the amount of \$ 62,747.00. Mr. Tadlock stated that the quote from

Fidelity has an estimated lead time of 45-50 weeks. Paul A. Ryan's lead time is 16 weeks, but the cost is a little higher.

Mr. Woolard stated that he's looked at both quotes in depth and noticed that Mr. Ryan has included a few extra things in his quote like a disconnect switch, and a lot of the electrical equipment is not cheap. The price to install is high, but he explained that these new generators will not fit through doors, they have to take off blocks on the back walls and it will require a crane to install. Mr. Woolard stated the Mr. Ryan is local, and although his price is higher, his craftsmanship is top notch.

Supervisor Tomlin asked what would happen if the Board moved forward with the low bid and the existing generator went down before the new one arrives.

Mr. Woolard stated that they would have to call on the standby generator and that itself would cost nearly \$6,000.

Motion to move forward with the quote from Paul A. Ryan in the amount of \$62,747.00 for a generator replacement at the Omega pump station.

Motion by: Richard F. Haynie, second by: Thomas H. Tomlin.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

County Administrator Tadlock stated that the higher estimate was chosen due to lead time, the disconnect switch, and the costs if the existing generator went down before the other arrives.

Supervisor Tomlin asked if they were using ARPA funds for this generator.

Mr. Tadlock explained that they are looking to use ARPA funding.

### **Action, Information: M. Planning Commission Boat Canopies Memorandum**

Motion to allow the Planning Commission to advertise for a public hearing to seek input on revising the Boathouse Ordinance to define boat canopies and allow boat canopies on existing permitted marine pilings as a conditional use.

Motion by: Maurice E. Johnson, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

### **Action, Information: N. RFP- Auditing Services**

Supervisor Johnson believes that the RFP draft has come a long way and it's good enough to move forward with. Chairman Haynie and Vice Chairman Brann agreed.

Motion to move forward in advertising the Forensic Audit request for proposal by end of day Tuesday, December 19, 2023.

Motion by: James W. Brann, second by: Richard F. Haynie.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

### **Action, Information: O. Local Emergency Performance Grant Match**

County Administrator Tadlock stated that Chief Balderson has applied for a FY24 Dominion Rep Grant in the amount of \$2,800 to help offset costs to the code red system and to increase community outreach. Additionally, Mr. Balderson is applying for the Local Emergency Management Performance Grant in the amount of \$15,000, however it requires a match. It's \$7,500 with a \$7,500 match which can be used as in kind so staff salary time can be used as the match. Mr. Balderson was looking to use this grant to cover some of the vehicle charges for the new radio system, the bank charger and the Emergency Operation Center (EOC) for the portable radios, spare batteries for the EOC, as well as some additional portable radios for the EOC.

Motion to authorize the County to move forward with the Local Emergency Performance Grant.

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

### **Action, Information: P. Other County Administration Items**

Mr. Tadlock stated that the Sheriff was notified that he was awarded the DCJS grant in the amount of \$262,000 for equipment and in addition to that, \$26,000 has been included in that award. The total amount received is going to be \$288,000 for the DCJS grant.

County Administrator Tadlock informed the Board that the judicial system is closing the Courts on Tuesday, December 26, 2023 and Tuesday, January 2, 2024 for the holidays. It's not a state closure, but they are closing the courts.

Motion to approve Tuesday, December 26, 2023 and Tuesday, January 2, 2024 as additional days off for County Staff for the holidays to coincide with the State Judicial System.

Motion by: James W. Brann, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Maurice E. Johnson  
Nay: Thomas H. Tomlin

### **Information: Q. Department Agency Monthly Updates**

Department agency monthly updates can be found in board docs.

## **5. Board of Supervisor Items**

### **Action: A. Approval of Check Register**

Motion to approve the check register for December 2023.

Motion by: James M. Long, second by: Thomas H. Tomlin.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

### **Action, Information: B. Board Comments**

Supervisor Johnson stated the County's workforce is shrinking and it lacks the ability to attract businesses that offer career level paths. He acknowledged that the County made some budget cuts to areas that we need more of instead of less, specifically EMS. Mr. Johnson believes the County needs a more robust EMS system and doesn't think budget cuts should have been considered there. Additionally, out of all those budget cuts, \$1.8 million of the funds were given to the schools and he doesn't believe that looks very good. To conclude, Supervisor Johnson stated that the County is still a great place, but many things need to be updated. All of Mr. Johnson's closing remarks can be accessed in board docs.

Supervisor Long asked for an update on the old school board office.

County Administrator Tadlock stated staff is still working on this because the Board has asked for a more comprehensive review of all the county buildings so all properties can be considered at the same time.

### **Action: C. Joint Meeting EDC, Planning Commission, Board of Supervisors**

Motion to schedule a joint meeting with the Economic Development Commission, Planning Commission, and the Board of Supervisors.

Motion by: James W. Brann, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

Vice Chairman Brann stated that the County has received several funds since COVID, and he would like to see some sort of spreadsheet put together on how the County spent those funds so the citizens can see how the funds were spent to better the County. Mr. Brann would also like the County to look for better ways to fund the apparatus necessary to support the volunteer agencies because the costs have become outrageous. He would like the County to reach out to other jurisdictions in Maryland, or any other large jurisdictions, to see how they are funding fire and EMS equipment.

Vice Chairman Brann and Chairman Haynie thanked Morgan Wilson for her hard work on the Christmas Tree Lighting Ceremony and explained that there were well over 150 people that attended the ceremony that evening.

Supervisor Tomlin explained that he has been involved with politics for quite some time and thanked all staff for putting up with him over the years. He recommends anyone who wants to serve in the general assembly or congress sit at the Board of Supervisor level first. Mr. Tomlin thanked the citizens for putting him in this chair and everyone who gave him the opportunity and privilege to serve.

Chairman Haynie thanked Mr. Tomlin for his service to the community over the years and expressed his appreciation to Supervisor Johnson for stepping up and serving as interim board member for the past three months.

Chairman Haynie asked for clarification on Mr. Tomlin's motion when he appointed the policy team members for the radio system.

County Administrator Tadlock stated that he would go back and find that motion for them to discuss.

Chairman Haynie stated that decisions need to be made regarding the old Sheriff's Office, the accounting software, and the new courthouse roof repair. Mr. Haynie asked for an update on the new courthouse roof repair.

Mr. Tadlock stated that they have drafted an RFP but there was a section related to engineering, so they are discussing that with legal counsel. Once finalized, authorization from the Board was already received so staff can move forward with that project.

Chairman Haynie stated that the channel at Smith Point needs to be dredged again and it has been brought to his attention that they are having some problems trying to get that dredged.

Motion to write representatives requesting assistance to dredge the Little Wicomico River jetties.

Motion by Richard F Haynie, second by Maurice E Johnson.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

### **Action, Information: C. VDOF Concern**

Vice Chairman Brann stated that the Virginia Department of Forestry is really low on staffing and it's causing the Northern Neck to lack resources. Mr. Brann stated that he believes a letter should be written to express the County's concern for lack of resources from the Forestry Department.



Motion to draft a letter on the concern for lack of resources in the Northern Neck from the Forestry Department.

Motion by: James W. Brann, second by: Richard F. Haynie.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

*\*\*Closed meeting was postponed to the end of the meeting due to timing constraints. See public comments.*

*\*\*Chairman Haynie requested a 10-minute recess.*

## **6. Items Related to Closed Meeting**

### **Action: A. Convene into Closed Meeting**

Motion to Action: A. Convene into Closed Meeting: convene into closed meeting as permitted by Virginia Code Section 2.2-3711 (A)(3),(7),(8) 3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. 7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. 8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

### **Action: B. Reconvene into Open Meeting**

Motion to reconvene into open session.

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action: C. Certification of Closed Meeting**

Motion that the Northumberland Board of Supervisors return to Public Meeting and certify by roll call vote that only public business matters lawfully exempted from open meeting requirements by the Virginia Freedom of Information Act, and as were identified in the motion convening the closed meeting were heard, discussed or considered during the closed meeting.

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

Aye: Richard F. Haynie, Thomas H. Tomlin, James M. Long, James W. Brann, Maurice E. Johnson

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Information: D. Action(s) taken from Closed Meeting**

Motion to authorize County Attorney Gregory to contact the School Board Attorney regarding the process to transfer the old EVB building property over to the School Board.

Motion by: Thomas H. Tomlin, second by: Maurice E. Johnson.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**7. Public Comments**

Mr. James Russell explained that his daughter works for the school, and they have asked her to pay \$10,000 of health insurance because they didn't deduct it from her salary. He stated that their ignorance of financial matters is unbelievable, and they need to have competent people in place. Mr. Russell suggested that the Board push for an independent forensic audit.

Supervisor Tomlin asked if it was just his daughter's insurance or if it was a family plan.

Mr. Russell stated that it was a family plan and they even had services done so he doesn't understand how those claims got covered.

Vice Chairman Brann asked how much longer the Board is not going to hold others accountable.

Supervisor Tomlin stated if the Board really wants to change things, then the School Board needs to be changed itself. Mr. Tomlin suggested looking into whether or not the selection of School Board members needs to move away from the direct election and shift to some other method.

Mr. Russell also made the Board aware that there are people in the school who write their own checks.

Mr. Lynn Bosmajian believes the Board needs to take another look at the zoning ordinance in terms of allowing signs on personal property. He also asked the Board to consider looking at lowering the speed limit on Courthouse Road near the intersection of route 360.

## **8. Public Hearings 7:00 P.M.**

**Action, Information: A. TABLED FROM THE REGULAR MEETING ON NOVEMBER 9, 2023; Request by Neil Office Complex, owner, and Jack Knapp, applicant, for a Conditional Use Permit to allow a campground on property zoned A-1, Agricultural. The property is shown as Tax Map Parcel 8-B(1)-145-A1 and is located at 226 Village Green Drive in Callao.**

Mrs. Debbie Knapp presented a PowerPoint presentation on the conditional use permit to operate an RV park in Callao, VA. She started with some background information about her and her husband, Mr. Jack Knapp. She goes on to explain that this park will include 130 RV sites on 70 acres of land, each site having their own water, sewer, electric, and internet. Their ideal guests are vacationers, tourists, construction workers, nurses, IT contractors, retirees, military personnel, or engineers. Mrs. Knapp explained the rules and requirements of the park as well as the security measures. She then informed the Board that they voluntarily proffer a 2% hospitality tax for the County. Mrs. Knapp stated that they have much support from the local community on this project and she thanked the Board for their time and consideration. The full presentation can be accessed in board docs.

Supervisor Tomlin asked how first responders are going to get through the security gate.

Mr. Dan Corder suggested them use a knock box. Mr. Knapp stated that they will definitely communicate with all first responders beforehand to ensure proper set up.

Vice Chairman Brann asked if there was an ordinance stating how long you can stay in a camper.

Zoning Administrator Marston stated that's in a flood plain and the ordinance says no full-time occupancy.

Vice Chairman Brann then asked about correspondence between Mr. Knapp and Plant Supervisor David Woolard. Mr. Brann asked if the design of the holding tank system has been approved.

Mr. Knapp stated that it hasn't been done but the engineers will take care of that and present it to Mr. Woolard.

### **Public Hearing Open.**

Mr. David Fine stated that Mr. Corder has worked hard on this property, and it looks amazing. He supports Mr. Corder and his partners, Mr. and Mrs. Knapp, and the project they have proposed.

Mr. Michael Gull stated that the fence they are planning to install is in front of home's points of ingress and egress according to the plat.

County Attorney Gregory explained that the illustration is not a site plan or plat, it's just an illustration for informational purposes only. If approved, the project would have to go through several other approval processes and that concern would be resolved.

Mr. Corder explained that they are paving a spot for the homeowner closest to the dollar general to park his 18-wheeler as an act of good faith.

Mr. Lynn Bosmajian asked if the vehicles there for less than 30 days are considered short-term rentals.

The Board stated they are not. They are private vehicles because short-term rentals must be a residential structure.

### **Public Hearing Closed.**

Zoning Administrator Marston read the suggested conditions if approved.

### **Suggested Conditions if Approved:**

1. All required permits and/or licenses shall be obtained from all appropriate regulatory agencies, including but not limited to, Va. Department of Health, Va. Department of Transportation, and the Va. Department of Environmental Quality.
2. There shall be an 8 (eight) foot privacy fence installed along Village Green Drive and parallel to Richmond Road to block the view of the campground from ingress and egress along Village Green Drive.
3. The perimeter, excluding the view from Village Green Drive, shall have additional fencing installed to prevent trespassing inside or outside of the campground as described in the application.
4. Water shall be provided to each campsite prior to occupancy of the site.
5. The trash disposal area shall have privacy fencing installed around the perimeter and shall be located adjacent to the existing pole barn building.
6. A central dump site for septic shall be installed and connected to the sewer system in accordance with the Northumberland County Sanitary District.
7. There shall be no tent camping until an approved bathhouse is constructed for the use of campers.
8. A waste management company shall be contracted for the removal of trash.

9. An Emergency Response Plan shall be prepared and approved by the Director of Emergency Services and the Fire Chief prior to occupancy of any sites.

10. There shall be no campsites established on the rear ten (10) acres of this parcel which is shown as Parcel "C" on the Composite Boundary Survey provided with the application.

11. Village Green Drive shall be the only ingress and egress for the campground use.

12. All travel trailers shall be licensed with valid tags, valid inspection stickers, and permanent structures, including but not limited to decks and porches shall not be constructed on the campsites.

13. The campground shall be limited to 130 sites as described on the application.

14. Occupancy shall be limited to eight (8) months as specified in the application.

Motion to approve the Conditional Use Permit to allow a campground on property zoned A-1, Agricultural with the suggested conditions. This motion is made in due consideration of the public health and safety, the general welfare of the community, public necessity, convenience, and in the exercise of good zoning practices and in pursuant to the body's statutory authority.

Motion by: James W. Brann, second by: Richard F. Haynie.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action: B. To receive public input regarding a proposed ordinance to consider designation of the Boys and Girls Club of the Northern Neck as tax exempt from local real and personal property tax.**

Mrs. Jill Sears stated that the Boys and Girls club provides career training, workforce experience academic support, a safe place for kids, and opportunities for parents to be at work. She believes the club gives back to the community and she hopes the County will consider their exemption.

**Public Hearing Open.**

No comments were made.

**Public Hearing Closed.**

Motion to approve the request from the Boys and Girls Club of the Northern Neck as tax exempt from local real and personal property tax.

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

**Action, Information: C. In order to consider an amendment to the County Code, Chapter 79-2, which will allow the use of golf carts and utility vehicles within Bridge Creek Subdivision. The operation will only be allowed on Bridge Creek Circle with restrictions that include but not limited to; (a) they may be operated only on designated public highways where the posted speed limit is twenty-five (25) miles per hour or less; (b) no person shall operate any golf cart on any public highway unless he has in his possession a valid driver's license; (c) golf carts shall display a slow-moving vehicle emblem; and (d) golf carts shall be operated upon the public highways only between sunrise and sunset, unless equipped with such lights as are required in sections 46.2-1010 et seq., Code of Virginia, 1950, as amended.**

County Administrator Tadlock stated that in the past the Board has made the subdivision be responsible for all signage if approved.

Mrs. Louis McIntire presented their golf cart community request to the Board and stated that it would enhance safety in their community. She explained that Bridge Creek is a windy and narrow road that has frequent visitors who are unfamiliar with the traffic pattern.

Supervisor Tomlin stated that the request is asking for golf carts to be placed on roads where people aren't exactly doing that. He feels that this could increase some traffic issues in itself.

Mr. Paul McIntire believes that placing golf cart community signs will make drivers pay more attention to the speed limit.

### **Public Hearing Open.**

No comments were made.

### **Public Hearing Closed.**

Motion to approve an amendment to the County Code, Chapter 79-2, which will allow the use of golf carts and utility vehicles within Bridge Creek Subdivision.

Motion by: Maurice E. Johnson, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson

*\*\*The Board convened into closed meeting at this time. See Items Related to Closed Meeting.*

## **9. Closing of Meeting**

County Administrator Tadlock referenced the motion Mr. Tomlin made on the radio committee and stated that on August 10, 2023 the Board appointed Mr. Brann and Mr. Tadlock to be policy team members on the regional radio board. On August 24, 2023, clarification was made, and the Board allowed Mr. Tadlock to have a designee in the event he could not attend a meeting.

Vice Chairman Brann stated that he would like to get more information on the radio meetings as far as the planning of the system because he'd like to offer some input based on his experience.

Mr. Tadlock stated that Chief Balderson has been sitting in on those meetings and he could get Mr. Brann that information. Mr. Tadlock clarified that this is information with L3Harris, not the regional radio meetings.

Chairman Haynie asked if the regional radio committee has moved forward with any meetings, etc.

County Administrator Tadlock stated that he hasn't received any information from them, but he has provided them with the appointed policy team members from Northumberland County.

Vice Chairman Brann asked if there's been any discussion on when the new radios will arrive.

Mr. Tadlock informed the Board that Chief Balderson has been working on getting final numbers from all the departments.

Vice Chairman Brann stated that we need to take into consideration any new members and ensure that they will receive a pager or a radio too. He believes this should be planned ahead of time.

Supervisor Johnson announced that he abstained on the vote for the resolution recognizing Mr. Ted Hull.

**Action: A. Adjournment**

Motion to adjourn.

Motion by: Thomas H. Tomlin, second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, Thomas H. Tomlin, James W. Brann, Maurice E. Johnson