

Regular Meeting (Thursday, March 14, 2024)

Northumberland County, Virginia

Members present

James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

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

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

Motion to approve the agenda for today's meeting.

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

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

2. Approval of Minutes

Action, Minutes: A. February 8, 2024 3:00p.m. Special Meeting

Motion to approve the minutes from the special meeting on February 8, 2024 at 3:00 p.m.

Motion by: James M. Long, second by: Chip Williams.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action, Minutes: B. February 8, 2024 Regular Meeting

Motion to approve the minutes from the regular meeting on February 8, 2024.

Motion by: Jams M. Long, second by: Chip Williams.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action, Minutes: C. February 9, 2024 Special Meeting

Motion to approve the minutes from the special meeting on February 9, 2024.

Motion by: James M. Long, second by: Chip Williams.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action, Minutes: D. February 20, 2024 Special Meeting

Motion to approve the minutes from the special meeting on February 20, 2024.

Motion by: James M. Long, second by: Chip Williams.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action, Minutes: E. February 29, 2024 Joint Meeting with School Board

Motion to approve the minutes from the joint meeting with the School Board on February 29, 2024.

Motion by: James M. Long, second by: Chip Williams.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

3. Presentations

Information: A. Taylor Stover - Robinson, Farmer, Cox Associates FY23 Audit

Mr. Taylor Stover stated that overall, the County audit for FY23 went very well. Three opinions were included inside the Board's report. One opinion was made on the financial statements in whole, another opinion was on the compliance with internal controls, and then lastly an opinion was made on the federal awards compliance. Mr. Stover informed the Board that all three of those were unmodified opinions which is a clean opinion and the best opinion a locality can get. There was a management letter issued again this year on a repeat finding from last year related to reconciling the school fund expenditures.

Vice Chairman Brann asked how well their team received the information this year and if it was received in a timelier manner than last year.

Mr. Stover stated that they receive their information mostly from the consultant who prepares for the audit and that was delayed this year. He explained that the County is last on the consultant's list of clients so if she falls behind in her work, there will be more of a delay on the County's audit.

Vice Chairman Brann asked if someone could follow up with the consultant to see if there was a delay in getting the information over to her and if that is what held up the process this year.

Mr. Stover continued to provide a summary of the FY23 audit and offered to answer any questions the Board may have.

There were no questions related to the audit at this time.

Action: B. Resolution - Community Services Board Name Change Request, Linda Hodges

Mrs. Hodges stated that the Community Services Board is celebrating 50 years of providing services to this wide community and they'd like to take the opportunity to make some changes. CSB would like to change their name, rebrand themselves, and attend local events to re-educate the community on what services they provide. She explained that they must have the commitment of each of the 10 counties they serve in order for their name change request to be approved.

Supervisor Williams asked if they had presented this information to the other counties that they serve.

Mrs. Hodges stated that not all the counties required them to come and present the information. She stated that they have not heard back from Westmoreland County, however, the other eight counties have approved this resolution for the name change.

Motion to approve the resolution to change the name of CSB from Middle Peninsula Northern Neck Community Services Board to Middle Peninsula Northern Neck Behavioral Health.

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

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action: C. Northern Neck Regional Jail- MAT Program

Mrs. Amy Dameron, Director of Finance and Administration at the Northern Neck Regional Jail, came to discuss the MAT program as well as the Virginia Opioid Abatement Authority (OAA) Grant. She explained to the Board that the Opioid Abatement Authority is an independent body with a purpose of which is to abate and remediate the opioid epidemic in the Commonwealth through financial support from grants, donations, and other ways of financial assistance. Overall, the effort is to treat, prevent, and reduce opioid use disorder and the misuse of opioids in the Commonwealth. Mrs. Dameron further explained that it is treated through a MAT program which is a medication assisted treatment. This program has been recommended in the community within the jail facilities, however it is now becoming mandatory. The jail had previously budgeted the MAT program and was able to bear the financial costs of the individuals coming in from the community on a MAT program, however they are interested in seeking the OAA Grant for further expansion of the program. The grant is a 5-year grant that requires no funding from the localities and the jail is going to provide the required match.

Vice Chairman Brann asked for an estimate of what the grant will total over the 5-year period.

Mrs. Dameron stated that she doesn't anticipate using all the funds, but it's \$215,000 each year.

Vice Chairman Brann asked if the counties would be responsible for any debt of the program if the jail is unable to receive the grant in the coming years.

Mrs. Dameron explained that the 5-year grant allows the jail to get an idea on how the MAT program will grow because it is uncertain. This will allow the jail more time to figure out where they are financially and seek other grants that are available.

Supervisor Fisher asked what counties the regional jail covers.

Mrs. Dameron stated Northumberland County, Richmond County, Westmoreland County, Town of Warsaw, and Gloucester County.

Supervisor Fisher asked if they were still housing inmates from Washington D.C.

Mrs. Dameron stated yes, they do have federal inmates.

Motion to sign the Cooperative Agreement allowing the Regional Jail to seek the Opioid Abatement Authority Grant to assist with the expansion of the MAT program.

Motion by: Richard F. Haynie, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Information: D. Joint Finance Committee Update

Dr. Pica thanked the Board for their foresight in creating the Joint Finance Committee. She stated that there have been two formal meetings along with a third “working group” meeting due to members being absent, however, the Committee has made some good progress. The initial intent of the Committee was to improve communications and transparency. Dr. Pica stated that communications have improved as questions have been flying back and forth between the Board of Supervisors, the citizens, and the School Board. Another goal was to improve trust of the community and she believes that is progressing. Dr. Pica explained that the goals of the budget were to be submitted in a timely manner and in a line-item format. She stated that the School Board did submit the budget this year in the County requested format and they did submit the expenses in a line-item format, however their School Board approved expenses had no revenues considered so it was not a real budget. Consequently, the final School Board budget was submitted this past Monday. Dr. Pica continued to state that one of the objectives of the Joint Finance Committee was to try to expedite the budget process so that contracts can be signed earlier which was agreed to by the Board of Supervisors and the School Board contingent upon all questions being answered. Dr. Pica expressed her excitement in assisting with managing the budget once all questions are answered, the budget hearing is held, and the budget is approved.

Vice Chairman Brann thanked Dr. Pica and Dr. Blizzard for their time and assistance on the Joint Finance Committee.

Dr. Blizzard attended the meeting virtually and asked if the Board of Supervisors has a target date for the school budget public hearing.

Chairman Haynie stated that they haven’t discussed any of the budget yet as a Board.

Action, Information: E. Proclamation - Red Cross Month

Proclamation

Know all citizens by these presents that:

Whereas, President Franklin Roosevelt first proclaimed American Red Cross Month in March 1943 and since then, every president has called on Americans to support the organization’s humanitarian mission; and

Whereas, the American Red Cross has been helping people prevent, prepare for, and respond to emergencies for more than 130 years; and

Whereas, the American Red Cross is celebrating and recognizing the Everyday Heroes in our community - those who help their neighbors by giving blood, volunteering or making a financial contribution; and

Whereas, the American Red Cross is present in communities across the United States providing disaster relief, health and safety training, ensuring a stable blood supply for hospital patients and more, none of which would be possible without the support of **Everyday Heroes** found in Northumberland County, Virginia, and across the world; and

Whereas, on average, the American Red Cross must collect 12,500 pints of blood every day to meet the needs of patients at approximately 2,500 hospitals and transfusion centers across the country; and

Whereas, while the American Red Cross works tirelessly to be there with help and hope when people need it most, without the support of volunteers and the public, the work of the American Red Cross and the Northumberland County Chapter would not be possible; and

Whereas, during the month of March, everyone is encouraged to uncover their inner hero and celebrate American Red Cross Month by donating blood, learning a lifesaving skill, volunteering, or making a financial donation to aid the efforts of this humanitarian organization,

NOW, THEREFORE, BE IT PROCLAIMED that the Northumberland County Board of Supervisors does hereby proclaim the month of March 2024 as “**American Red Cross Month**” in Northumberland County and urges all citizens to support the programs and services of the local American Red Cross organization by giving blood, through volunteerism, assisting with fundraising efforts, donating to the organization, and by becoming an **Everyday Hero**.

Adopted: March 14, 2024

Motion to approve the proclamation for Red Cross Month as presented to the Board.

Motion by: James W. Brann, second by: AC Fisher, Jr.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Information: F. Update from Northumberland County Schools

There was no one present to provide an update on behalf of the School Division.

Vice Chairman Brann asked Mr. Tadlock to look into the amount of Title funds that have been reimbursed to the County.

Action, Information: G. Update from the Virginia Department of Transportation

Mr. David Beale presented his report on behalf of the Virginia Department of Transportation. The full report can be accessed in board docs.

Motion to authorize VDOT to advertise for the public hearing on the County's secondary six-year plan at the regular meeting on April 11, 2024.

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

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Supervisor Williams reported a sign down on Edgewater Drive and Ferry Road as well as the intersection of Fleeton Road and route 360. Mr. Williams also informed Mr. Beale that there are visibility concerns coming out of Sutton Avenue when turning onto Fleeton Road, so he asked if Mr. Beale could look into that area as well.

Supervisor Long reported standing water on Light Street.

Mr. Beale offered to meet with Mr. Long to discuss the exact location of the concern on Light Street.

Vice Chairman Brann asked if VDOT has set dates for the public hearings related to the lane changes in Lottsburg and Callao.

Mr. Beale stated that they have not, but he expects them to announce a date after next week's meeting on the Norris Bridge.

Supervisor Fisher reported standing water on Shiloh School Road and requested some ditch cleaning on Bluff Point Road.

4. County Administrators Report

Information: A. Building Permit Report

2024

2023

Const. Cost for Month	\$3,295,661.17	\$5,707,433.36
Total Bldg. Permit Cost for Month	10,433.04	8,437.52
Total Zoning Permit Cost for Month	3,675.00	2,450.00
Total Levy Fee for Month	204.66	168.74
TOTAL CONSTRUCTION COST		
YEAR TO DATE	\$7,641,097.29	\$11,015,502.61

Action, Information: B. Re-appointment - Edwin King, Planning Commission District I

Motion to approve the re-appointment of Mr. Edwin King on the Planning Commission District I.

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

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action: C. Appointment - Allen Garland, Planning Commission District IV

Motion to approve the appointment of Mr. Allen Garland on the Planning Commission, District IV.

Motion by: AC Fisher, Jr., second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action: D. Appointment - Spencer Headley, Wetlands Board District V

Motion to approve the appointment of Mr. Spencer Headley on the Wetlands Board, District V.

Motion by: Chip Williams, second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action, Information: E. Re-appointment - Mary Martha Stewart, Anti-Litter Committee District IV

Motion to approve the re-appointment of Mary Martha Stewart on the Anti-Litter Committee District IV.

Motion by: Richard F. Haynie, second by: AC Fisher, Jr.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action: F. Supplemental Appropriation - Sheriff's Department

Motion to approve the supplemental appropriation from 10-273 to 3102-1006 in the amount of \$770.00 for ball games worked by the deputies.

Motion by: James W. Brann, second by: Chip Williams.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action, Information: G. Planning Commission Review of Zoning Usages Table Memorandum

County Administrator Tadlock reminded the Board that they requested the Planning Commission to review the usage table for the Zoning Ordinance. The Planning Commission is recommending that the conditional use permit be required for any office buildings proposed in the R-1, Residential General or R-2, Residential Waterfront, but in order to make that change, the Planning Commission would need to hold a public hearing and then send that recommendation to the Board of Supervisors.

Motion to allow the Planning Commission to hold a public hearing on the recommended changes in the zoning usages table.

Motion by: James W. Brann, second by: AC Fisher, Jr.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action: H. Anthem Local Choice Health Insurance Proposed Rates FY25

County Administrator Tadlock stated that the FY25 health insurance rates have shown a 7.2% increase this year. If the Board decides to continue no additional costs to the County employees, the County will be looking at an approximate \$105,000 increase.

The Board agreed to keep the insurance the same as it's been for the County employees.

Motion to approve FY25 Local Choice Renewal Rates as presented for active employees, with no change to the plans offered and no change in the employee contribution cost.

The motion also includes allowing early retirees not eligible for Medicare to continue coverage under early retiree group coverage at Local Choice's full premium cost until they become Medicare eligible as currently being offered.

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

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action, Information: I. Other County Administration Items

County Administrator Tadlock informed the Board that he sent out the letter to the School Board and the Little League regarding the request to offset any costs on the replacement of the concession stand roof. He stated that Dr. Wargo asked for additional information and Supervisor Williams has an update on that request for the Board.

Supervisor Williams stated that the Board's original discussion consisted of splitting the cost of a shingled roof for the concession stand building at a cost of \$11,500, however the Little League has decided to move forward with replacing it with a metal roof. Supervisors Williams provided a quote of the metal roof from S N L Home Improvement in Montross and the total for the job is \$24,500. The Little League was required to pay 50% of the money up front and they now have a remaining balance of \$12,250. Supervisor Williams stated that the Little League made this decision based on the understanding that the County was going to provide 1/3 of the cost for the shingled roof. Mr. Williams stated that he'd like to see the County move forward in granting the Little League 1/3 of the cost for the shingled roof (\$11,500) which totals \$3,833.33.

Supervisor Fisher asked if the School Board was aware of these figures.

County Administrator Tadlock stated that he did not have any figures to provide them. He explained that his letter asked if the School Division would be willing to split the cost of the roof with the Little League and the County in thirds.

Supervisor Long suggested the County move forward with providing the Little League with the money needed and then seek reimbursement from the School Division for their portion of the cost.

Supervisor Williams asked where the County would be in the event the School Division decided to not reimburse the County.

Supervisor Long and Supervisor Fisher both agree that the School Division should reimburse the County.

Motion to approve a supplemental appropriation to line item 5302-5621 in the amount of \$7,666.67 for the replacement of the Little League roof and to seek reimbursement from the school in the amount of \$3,833.33.

Motion by: James M. Long, second by: Chip Williams.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Information: J. 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

Vice Chairman Brann referred to the County's expenditure summary and questioned why line items are running in the red. He questioned why the items haven't been balanced out since the Board just approved a transfer and supplemental appropriation policy.

County Administrator Tadlock explained that the check register is separate from the expenditure report.

Vice Chairman Brann asked if some of those checks are written out of those line items that are running in the negative.

Mr. Tadlock stated yes, the checks would show up in the expenditure report. Mr. Tadlock stated that the transfer and supplemental appropriation policy form had just been sent out to department heads, so it's going to take a little time for the departments to get that information back to County Administration.

Vice Chairman Brann discussed the report with Bookkeeper & Benefits Administrator, Mary Dodson, and then asked how a department can spend money that hasn't been appropriated. He stated that it throws the numbers off and it is money being spent that isn't even there. Mr. Brann asked how that can be cleaned up.

County Administrator Tadlock stated that some of those monies are done on a reimbursement basis so to receive those funds, the department has to show that the project has been completed.

Vice Chairman Brann stated that he understands the process, but there still shouldn't be a zero balance in some of those line-items.

Mr. Tadlock stated that County Administration would take a further look at some of those line items.

Vice Chairman Brann approved the check register but asked for corrections to be made on next month's expenditure report.

Motion to approve the check register for March 2024.

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

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Information: B. Board Comments

Supervisor Fisher thanked the Joint Finance Committee, the School Board, the public, and the Board of Supervisors for all their work.

Vice Chairman Brann stated that he keeps receiving complaints about the Rehab unit sitting out front of a repair shop on route 360. Mr. Brann asked for it to be moved away from the highway if it cannot be repaired.

Mr. Tadlock stated that he has asked for it to be moved. He explained that they are trying to get it started long enough to get it over to the impound lot or if it will not start, they are going to tow it to the impound lot.

Vice Chairman Brann asked if there was a way to consolidate the department monthly updates so that each department only has one document. Additionally, he asked if there's a way to show when each document was submitted on board docs. Lastly, Mr. Brann asked when the County would review the comprehensive plan.

Mr. Tadlock stated that the comprehensive plan is before the Planning Commission right now.

Supervisor Long reported signs leaning in Edwardsville. He then asked where the County is on the criminal background ordinance.

County Administrator Tadlock explained that the Sheriff's Office is waiting for a response from the FBI.

Supervisor Long stated that the housing assessment grant has been approved so the only thing they are waiting on is a meeting.

Mr. Tadlock stated that they are waiting for the kickoff meeting and Jerry Davis has reached out to the state to coordinate that. Initially, it was scheduled and then the state had to reschedule but we have not received a new date.

Supervisor Long asked if trucks that carry limbs are required to cover the debris.

Supervisor Fisher stated to his understanding if it's anything that can blow off, it should be covered.

Supervisor Williams thanked the Economic Development Commission for their hard work and for meeting with the local watermen to see how the County can assist in better supporting them.

Supervisor Fisher also thanked Dr. Pica for the website she created.

Chairman Haynie thanked staff and Board members for all the work that they do. He then asked staff to gather a report on all the HVAC equipment maintenance/work orders in all the buildings for this year.

6. Public Comments

Dr. Pica informed the Board that the website Mr. Fisher was referring to is ncsb.org. She explained that a group of citizens in the County got together and created a website called Northumberland County School Board Watch because a lot of people have questions about their finances. She stated that she'd be happy to send the Board spreadsheets and data that have been collected from the state Department of Education site, analysis of the School Board expense reports, analysis of County audits going back to 2019, and analysis of the check registers of the school and their school budgets. Dr. Pica informed the Board that she has been working on this for about nine months and there is no single source of truth for what is revenue for the school and what is expenditures. She continued to state if you look at the Department of Education last year, it says there's \$10M that came into this County from state and federal sources. If you look at the school budget it only shows \$5.6M. Dr. Pica stated that she is very eager to read the audit report because if it does not show a deficit in school spending in five of six categories, the auditors were not given correct reports. She informed the Board that the School Board reviewed their financial expenditures for the year that closed June 30, 2023, and their expenditure report showed that the school overspent in five of six categories, and the school admitted to doing such in their first round of answers provided to the Board. Dr. Pica said that there is language in the Virginia code that says you cannot overspend unless you go to your appropriating body, and she can't find any record of the School Board coming to the Board of Supervisors with this information. Additionally, Dr. Pica stated that there were two different budgets submitted by the School and the second submittal included revisions to not only the 2024 figures, but revisions to

the 2023 figures as well. She questioned how the school could go back and change their figures on a budget that had already closed out. She continued to state that if you look at 2019-2022 audit reports, they identified there was a surplus in the school system and that money should have been returned to the County, however, if the expenditure reports from the school were not final when given to the auditors, that's a different problem to be addressed.

Mrs. Lynn Stuart thanked the Board of Supervisors for moving forward with the forensic audit. She also thanked the Board, the School Board, and the Joint Finance Committee for working together so the County can finally get real answers and true numbers.

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

***Closed Meeting was postponed to the end of the meeting due to timing constraints.*

7. 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)(8); 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: AC Fisher, Jr., second by: Chip Williams.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action: B. Reconvene into Open Meeting

Motion to reconvene into open session.

Motion by: AC Fisher, Jr., second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

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, AC Fisher, Jr., James M. Long, James W. Brann, Charles H. Williams

Motion by: AC Fisher, Jr., second by: James W. Brann.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

8. Public Hearings 7:00 P.M.

Action, Information: A. Request by Steven Tillman, owner, for a Conditional Use Permit to allow two (2) cargo containers for storage on property zoned A-1, Agricultural. The property is shown as Tax Map Parcel 18-(1)-25 and is located on Newmans Neck Road.

Mr. Tillman, the applicant, explained that he would like to put two shipping containers on his property for storage pertaining to his business and personal needs. He estimates the need for the containers to be around 3 to 5 years, when he has enough funds to place another garage on this property.

Public Hearing Open.

No comments were given.

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.
2. This Conditional Use Permit shall be limited to (2) two, (20) twenty foot cargo containers.
3. The cargo containers shall be placed as shown on the site plan and shall be painted green to camouflage the appearance as stated in the application.

Supervisor Fisher suggested that the length of the containers be included in the application in the future.

Supervisor Long asked if Mrs. Jackson was okay with the conditions of the permit.

Supervisor Williams asked if there was any opposition to this project.

Zoning Administrator Marston stated that he received correspondence from Mrs. Jackson that was provided, but he has communicated with her, and she no longer is in opposition.

Vice Chairman Brann stated that he'd like the conditions to include that the containers must be well maintained.

Motion to approve the Conditional Use Permit to allow two (2) cargo containers for storage 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: Richard F. Haynie, second by: AC Fisher, Jr.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Supervisor Fisher stated that he'd like the Board to further evaluate conditional use permits with containers and discuss some items that could be changed.

Action, Information: B. An amendment to the Northumberland County Code Chapter 132 Article XV, new sections beginning with 132-81; Due dates for real estate, personal property taxes, machinery and tools, and merchants capital, changing the due date from December 5 to November 5 annually as permitted by the Code of Virginia §58.1-3916. An amendment to the Northumberland County Code Chapter 92 Article I, 92-2 C; Due date for vehicle license, changing the due date from December 5 to November 5 annually as permitted by the Code of Virginia §58.1-3916.

Chairman Haynie asked Treasurer Pam King when they'd be mailing the notices out.

Mrs. King stated that they must give the citizens at least 30 days to pay, so the notices would be sent out no later than October 5th.

Supervisor Long asked if this information can be put into the local papers and announced on the radio stations.

Public Hearing Open.

Mrs. Sharon Bryson asked for further explanation on why the date due date needs to be changed to a month earlier.

Mrs. King explained that in the January meeting, they came up with three reasons why the change would be beneficial. The change would move the due date away from the holidays, get revenue into the County sooner, and allow more time for debt set-off money. Debt set-off money is a free collection tool that collected \$162,901.23 for the County in 2023; however, a delinquent list must be sent to the Department of Taxation by December 31st, so this will allow more time to finalize and submit that list.

Mr. Tillman asked if the notices could be sent out 6 weeks before they are due because of the change this year.

Public Hearing Closed.

Motion to approve the amendment to the Northumberland County Code in order to change the tax due date from December 5 to November 5 as presented to the Board.

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

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action, Information: C. A revision to the Northumberland County Zoning Ordinance § 148-151, Boathouses, to add a definition for Boat Canopies, and add exceptions to items 5, 6 and 8 that do not apply to Boat Canopies in order to allow them in Northumberland County. In addition, add Boat Canopies as a use in the zoning usage table to make them a conditional use in A-1, Agriculture, C-1 Conservation, R-2 Residential Waterfront, R-3 Residential Restricted, R-4 Residential Recreational, B-1 Business and M-1 Industrial zoning districts.

Supervisor Long asked how this information is advertised.

County Planner, Stuart McKenzie, stated that the hearings are advertised in the local papers for two weeks.

Supervisor Fisher asked what if the individual doesn't have a boat lift.

Mr. McKenzie stated that the definition for boathouse canopy, private, is a metal frame structure with a fabric canopy over a tidal waterway attached to pilings that shelters a boat by complete or partial enclosure, so the pilings is all that is needed.

Supervisor Williams asked what the neighboring Counties are doing in relation to boat canopies.

Supervisor Fisher stated that boat canopies are everywhere except Lancaster County.

Public Hearing Open.

No comments were given.

Public Hearing Closed.

Motion to approve the revision to the Northumberland County Zoning Ordinance § 148-151, Boathouses, to add a definition for Boat Canopies, and add exceptions to items 5, 6 and 8 that do not apply to Boat Canopies in order to allow them in Northumberland County. In addition, add Boat Canopies as a use in the zoning usage table to make them a conditional use in A-1, Agriculture, C-1 Conservation, R-2 Residential Waterfront, R-3 Residential Restricted, R-4 Residential Recreational, B-1 Business and M-1 Industrial zoning districts. 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: AC Fisher, Jr., second by: Chip Williams.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

Action, Information: D. TABLED FROM FEBRUARY 20, 2024 SPECIAL MEETING: in order to consider an amendment to the fiscal year 2024 budget. This budget amendment is for the purpose of budgeting/appropriating monies for grants, reimbursements, additional personnel, internet cost increase, software increase, and Compensation Board/County Salary Increases.

County Administrator Tadlock explained that the public hearing on this budget amendment was held at the regular meeting on February 8, 2024, and further discussion on the amendment was made at another meeting. The Board had requested additional information on the breakout of where the funds were coming from, and this information is provided in board docs.

Vice Chairman Brann asked if the 2% salary increase was already built into the budget.

Mr. Tadlock stated that the 2% provided in December was not built into the budget and that was additional costs that the Board approved at the November 2023 meeting.

Motion to approve the resolution for the budget amendment to the fiscal year 2024 budget as presented to the Board in the amount of \$718,595.49.

**A RESOLUTION TO AMEND THE FISCAL YEAR
2023-2024 BUDGET
IN THE AMOUNT OF \$718,595.49**

WHEREAS, Section 15.2-2507 of the Code of Virginia provides that a locality may amend its budget to adjust the aggregate amount appropriated; however, any such amendment which exceeds one percent of the total expenditures in the adopted budget must be accomplished by publishing a notice of a meeting and a public hearing in the newspaper and that such notice shall state the governing bodies intent to amend the budget; and

WHEREAS, on June 22, 2023, the Northumberland County Board of Supervisors voted 5:0 to adopt the fiscal year 2023-24 budget in the amount of \$48,670,434, and

WHEREAS, the FY24 budget was increased by \$1,883,978.16 due to carry-over funds from the County ARPA funding, Opioid Funding, School Funding, and salary adjustments to the Sheriff’s Office and Sanitary District on September 14, 2023, and

WHEREAS, the FY24 budget is to be increased by \$718,595.49 due to grants, reimbursements, additional personnel, internet cost increase, software increase, and Compensation Board/County Salary Increases;

Voter Registrar.....	\$1,100.00
Information Technology.....	\$2,830.90
Sheriff’s Office.....	\$150,848.21
Opioid Abatement Settlement Funds.....	\$1,837.62
Litter Grant.....	\$5,766.00
Compensation Board/County 2% Salary Increase.....	\$112,398.37
Ambulance & Rescue Services.....	\$42,377.39
School Division.....	\$273,368.00
EMS Grant.....	\$2,800.00
Capital Projects.....	\$125,269.00
TOTAL.....	\$718,595.49

NOW THEREFORE BE IT RESOLVED, by the Northumberland County Board of Supervisors pursuant to the authority granted in the Code of Virginia, that the Northumberland County 2023-2024 Budget be amended by \$718,595.49, and the following monies be

appropriated and/or budgeted as follows:

BUDGET - PREVIOUSLY APPROPRIATED

Voter Registrar Internet Increase: Total \$1,100.00 (Appropriated on 7/18/2023)

-10-1302-5203	Telecommunications	\$ 1,100.00
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Information Technology: Total \$780.00 (Appropriated on 10/12/2023)

-10-1401-3005	Maintenance Software	\$ 780.00
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Sheriff's Office: Total \$11,300.52 (Appropriated on 11/9/2023)

-10-3102-3012	Repairs to Vehicle	\$ 987.00
-10-3102-1006	Security Athletic Events	\$ 568.75
-10-3102-7009	Repairs to Building	\$ 8,117.27
-10-3102-1006	Security Athletic Events	\$ 1,627.50

Opioid Abatement Settlement Funds: Total \$1,837.62 (Appropriated on 11/9/2023)

-47-5102-3200	Opioid Abatement Settlement	\$ 1,837.62
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Litter Grant: Total \$5,766.00 (Appropriated on 11/9/2023)

-10-5302-5625	Anti-Litter	\$ 5,766.00
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Compensation Board & County 2% Salary Increase: Total \$112,398.37 (Appropriated on 11/9/2023)

10-1201-1001	County Admin.	\$ 4,013.80
10-1201-2001	Fica	\$ 307.06
10-1201-2002	VRS	\$ 485.14
10-1201-2003	VRS Group Life	\$ 53.78
10-1201-2004	VRS HIC	\$ 2.41
10-1201-2006	STD/LTD	\$ 8.71
10-1201-2007	VRS-Mission Square	\$ 15.38
	Total by Department	\$ 4,886.28

10-1209-1001	Comm. Of Revenue	\$ 3,139.01
10-1209-2001	Fica	\$ 240.13
10-1209-2002	VRS	\$ 391.43
10-1209-2003	VRS Group Life	\$ 42.06
	Total by Department	\$ 3,812.63

10-1213-1001	Treasurer	\$ 3,543.61
10-1213-2001	Fica	\$ 271.09
10-1213-2002	VRS	\$ 437.10
10-1213-2003	VRS Group Life	\$ 47.48
10-1213-2006	STD/LTD	\$ 2.71
10-1213-2007	VRS-Mission Square	\$ 4.79
	Total by Department	\$ 4,306.78

10-1302-1001	Registrar	\$ 966.98
10-1302-2001	Fica	\$ 73.97
10-1302-2002	VRS	\$ 120.58
10-1302-2003	VRS Group Life	\$ 12.96
	Total by Department	\$ 1,174.49

10-1401-1001	IT	\$ 1,451.03
10-1401-2001	Fica	\$ 111.00
10-1401-2002	VRS	\$ 166.43
10-1401-2003	VRS Group Life	\$ 19.44
10-1401-2004	VRS HIC	\$ 0.87
10-1401-2006	STD/LTD	\$ 8.21
10-1401-2007	VRS Mission Square	\$ 14.51
	Total by Department	\$ 1,771.49

10-2100-1001	Judge	\$ 701.68
10-2100-2001	Fica	\$ 53.68
10-2100-2002	VRS	\$ 80.48
10-2100-2003	VRS Group Life	\$ 9.40
10-2100-2004	VRS HIC	\$ 0.42
10-2100-2006	STD/LTD	\$ 3.97
10-2100-2007	VRS Mission Square	\$ 7.02
	Total by Department	\$ 856.65

10-2101-1001	Witness Protection	\$ 527.38
10-2101-2001	Fica	\$ 40.34
10-2101-2002	VRS	\$ 65.76
10-2101-2003	VRS Group Life	\$ 7.07
	Total by Department	\$ 640.55

10-2106-1001	Clerk	\$ 5,989.90
10-2106-2001	Fica	\$ 458.23

10-2106-2002	VRS	\$ 723.48
10-2106-2003	VRS Group Life	\$ 80.26
10-2106-2006	STD/LTD	\$ 13.28
10-2106-2007	VRS-Mission Square	\$ 23.46
	Total by Department	\$ 7,288.61
10-2201-1001	Comm. Attorney	\$ 8,607.55
10-2201-2001	Fica	\$ 658.48
10-2201-2002	VRS	\$ 1,007.09
10-2201-2003	VRS Group Life	\$ 115.34
10-2201-2006	STD/LTD	\$ 37.51
10-2201-2007	VRS-Mission Square	\$ 66.27
	Total by Department	\$ 10,492.24
10-3102-1001	Sheriff	\$ 34,400.10
10-3102-2001	Fica	\$ 2,631.61
10-3102-2002	VRS	\$ 4,268.58
10-3102-2003	VRS Group Life	\$ 460.96
10-3102-2006	STD/LTD	\$ 11.94
10-3102-2007	VRS-Mission Square	\$ 21.10
	Total by Department	\$ 41,794.29
10-3203-1001	EMS	\$ 12,258.75
10-3203-2001	Fica	\$ 937.79
10-3203-2002	VRS	\$ 1,528.67
10-3203-2003	VRS Group Life	\$ 164.27
10-3203-2004	VRS HIC	\$ 7.36
	Total by Department	\$ 14,896.84
10-3401-1001	Building	\$ 2,074.73
10-3401-2001	Fica	\$ 158.72
10-3401-2002	VRS	\$ 250.89
10-3401-2003	VRS Group Life	\$ 27.80
10-3401-2004	VRS HIC	\$ 1.24
10-3401-2006	STD/LTD	\$ 4.43
10-3401-2007	VRS Mission Square	\$ 7.83
	Total by Department	\$ 2,525.64
10-3501-1001	Animal Control	\$ 1,633.10
10-3501-2001	Fica	\$ 124.93

10-3501-2002	VRS	\$ 192.98
10-3501-2003	VRS Group Life	\$ 21.88
10-3501-2006	STD/LTD	\$ 6.04
10-3501-2007	VRS-Mission Square	\$ 10.67
	Total by Department	\$ 1,989.60

10-4302-1001	Maintenance	\$ 1,039.08
10-4302-2001	Fica	\$ 79.49
10-4302-2002	VRS	\$ 129.57
10-4302-2003	VRS Group Life	\$ 13.92
10-4302-2004	VRS HIC	\$ 0.62
	Total by Department	\$ 1,262.68

50-4305-1001	Sanitary District	\$ 3,354.61
50-4305-2001	Fica	\$ 256.63
50-4305-2002	VRS	\$ 400.65
50-4305-2003	VRS Group Life	\$ 44.95
50-4305-2004	VRS HIC	\$ 2.01
50-4305-2006	STD/LTD	\$ 10.00
50-4305-2007	VRS Mission Square	\$ 17.67
	Total by Department	\$ 4,086.52

10-8101-1001	Planning	\$ 2,150.33
10-8101-2001	Fica	\$ 164.50
10-8101-2002	VRS	\$ 268.15
10-8101-2003	VRS Group Life	\$ 28.81
10-8101-2004	VRS HIC	\$ 1.29
	Total by Department	\$ 2,613.08

10-5302-6005	Social Services	\$ 8,000.00
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Ambulance & Rescue Services: Total \$42,377.39 (Appropriated on 11/9/2023)

-10-3203-1001	Salary & Wages	\$ 35,004.76
-10-3203-2001	Fica	\$ 2,620.85
-10-3203-2002	VRS	\$ 4,272.16
-10-3203-2003	Life Insurance	\$ 459.07
-10-3203-2004	VRS HIC	\$ 20.55

School Division: Total \$273,368.00 (Appropriated on 12/14/2023)

-30-6000-6100	Instruction	\$ 273,368
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Sheriff's Office: Total \$12,261.64 (Appropriated on 12/14/2023)

-10-3102-3012	Repairs to Vehicle	\$ 5,505.31
-10-3501-7003	Animal Shelter Adoption	\$ 1,329.00
-10-3102-5409	Police Supplies	\$ 2,959.33
-10-3102-5203	Telecommunications	\$ 2,153.00
-10-3102-1006	Security Athletic Events	\$ 315.00

Information Technology: Total \$2,050.90 (Appropriated on 12/14/2023)

-10-1401-7001	Computer Equipment	\$ 2,050.90
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EMS Grant: Total \$2,800.00 (Appropriated on 1/11/2024)

-10-3203-5409	Equipment & Supplies	\$ 948.24
-10-3506-7010	Code Red	\$ 1,851.76

TOTAL Budgeted and previously Appropriated..... \$466,040.44

BUDGET & APPROPRIATE

Sheriff's Office: Total \$127,286.05

-10-3102-1111	FBI Reimbursement	\$ 2,123.64
-10-3102-8012	ARPA Law Enforcement Grant	\$ 125,162.41

Capital Projects: Total \$125,269.00

-10-9103-7030	School CIP Projects Expd.(Bus)	\$ 125,269.00
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TOTAL Appropriated and Budgeted..... \$252,555.05

Adopted and enacted this 14th day of March, 2024.

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

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.

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

9. Closing of Meeting

Vice Chairman Brann asked if staff could do a comparison of some of the local counties on what the percentage of the school budget is for that County.

Vice Chairman Brann asked Mr. Tadlock if the school's numbers were correct when looking at their second submission.

Mr. Tadlock stated that the numbers in the second submission do balance and the first set of numbers did not. He asked the Board if they'd like to have a work session to discuss the numbers a little further or ask questions of the School Division.

Supervisor Long asked if Mr. Tadlock could compare Richmond County's budget with ours by the next meeting since they have a similar budget. Additionally, Mr. Long believes the Board should schedule a work session.

Vice Chairman Brann and Supervisor Fisher referenced Dr. Pica's comments earlier about the school changing their numbers and asked why the first budget submittal didn't balance and now it does. Vice Chairman Brann asked why the school went back and changed their numbers in a budget that was already closed out.

Supervisor Fisher informed the Board that he was told unofficially that the School Board elected to start paying teachers their sick leave they build up when they retire which could amount to over \$60,000 for a teacher who served 25 years using little sick leave. He further explained that the motion was made for teachers, but when it was voted on it was said to be for employees.

Vice Chairman Brann stated that if the Board is concerned about it, it should be documented as a question and sent to the school.

Chairman Haynie asked the Board if they wanted to consider any work sessions.

Mr. Brann suggested seeing what information the Board receives between now and the meeting on April 4, 2024, and then schedule some work sessions at that meeting.

County Administrator Tadlock asked for clarification on whether the Board was going to be submitting more questions to the School Division.

The Board clarified that they would be sending more questions to Mr. Tadlock to forward to the school.

Action: A. Carry Over

Motion to carry over to the special called meeting with Dominion Power, the Economic Development Commission, and the Planning Commission on April 4, 2024 at 6:00 p.m.

Motion by: AC Fisher, Jr., second by: James M. Long.

Final Resolution: Motion Carried

Aye: James M. Long, Richard F. Haynie, James W. Brann, Chip Williams, AC Fisher, Jr.