

**Special Called Board of Supervisors Meeting (Tuesday, February 20, 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. Carl Hayden, IT Technician

**1. Opening of Meeting 3:00 P.M.**

**Information: A. Call to Order**

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

**2. 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)(29); 29. Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

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: B. Reconvene into Open Meeting**

Motion to reconvene into open session.

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. 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: 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: D. Action(s) taken from Closed Meeting, Forensic Audit RFP**

Motion to enter into an agreement with UHY Advisors Mid-Atlantic, Inc. for their forensic auditing services to cover both the County and School Division with a cost not to exceed \$159,975. The forensic audit is to cover a 5-year time period as stated in the request for proposal.

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.

**3. County Administrator Items**

**Action: A. Re-appointment - Vivian Diggs, Planning Commission District III**

Motion to approve the re-appointment of Vivian Diggs, Planning Commission District III retroactively to February 13, 2024.

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

Final Resolution: Motion Carried

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

**Information: B. TABLED FROM FEBRUARY 8, 2024 REGULAR 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 provided the Board with additional information related to how the budget amendment was broken down. This document can be accessed in board docs.

Vice Chairman Brann asked Mr. Tadlock if this needed to be approved tonight.

County Administrator Tadlock explained that it can wait until the end of the fiscal year.

Vice Chairman Brann asked if it could be brought up at the next regular meeting so he could review that information again.

**Action, Information: C. RFP - General Reassessment of Real Estate Values**

Motion to move forward in advertising request for proposals for the general reassessment of real estate values.

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: D. Mobile Food Vendors Policy Amendment**

Mr. Tadlock stated that a question came up related to the Mobile Food Vendor Policy the Board approved at the February 9, 2024 meeting. The question was whether the individual could rent somewhere in the County and be able to apply because as the policy is written at this time, they would not be able to.

Vice Chairman Brann asked if the policy should state having residence instead of owning real property in the County.

The Board agreed that rather than owning real property, the policy should state that the applicant must show they have a residence in the County.

Motion to amend the Mobile Food Vendors Policy to allow application to those who have a permanent residence in Northumberland County.

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.

County Administrator Tadlock stated that the County just received health insurance rates and it's showing a 7.2% increase, so staff is running numbers for the Board to consider.

Lastly, Mr. Tadlock had sent the information to the Board related to a grant that the Boys and Girls Club would like to seek, however, it requires a county match. The grant is up to \$200,000 with a 25% County match required, so Mr. Tadlock asked if the Board would like to authorize the Boys and Girls Club to move forward with that grant.

Supervisor Long believes they should support the Boys and Girl Club because they look after a lot of the children in the community.

Vice Chairman Brann asked if that was a cash match or in kind.

Mr. Tadlock stated that they were going to use in-kind service and overhead costs like electric and water. He informed the Board that he could ask the Boys and Girls Club this question and bring it back to the Board at the March 7, 2024 meeting.

**4. Closing of Meeting**

**Action: A. Carry Over**

Motion to carry over to the joint meeting with the School Board on February 29, 2024 at 5:30 p.m.

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.