

Board of Supervisors Special Meeting (Wednesday, April 24, 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 5:30 P.M.

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

Action, Information: A. School Board Budget Discussion

County Administrator Tadlock explained that the questions and responses from the School Division are in board docs for their review. Mr. Tadlock offered the Board to ask any further questions they may have, but no comments were made. He recommended the Board consider a time frame for when they would like to hold the public hearing on the School Board budget.

Supervisor Long asked how soon the hearing could be held.

County Administrator Tadlock stated that it does have to be advertised for one week, so the earliest it could be held is May 8, 2024. He stated that it could be held on the 9th at the regular meeting, however, there are several public hearings already advertised.

Supervisor Fisher suggested holding the public hearing on May 8, 2024, so that if any additional questions arise, they can be addressed, and the budget can be taken into further consideration at the regular meeting on May 9, 2024.

Motion to advertise the School Board budget public hearing to be held on May 8, 2024 at 7:00 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.

Action: B. Supplemental Appropriation - Refuse Collection

County Administrator Tadlock explained that this particular line item is not over budget at this time, but staff forecasted expenses and it will go over budget before the end of the fiscal year.

He asked that the Board consider appropriating \$125,000 to this line item so it doesn't become a negative line item.

Vice Chairman Brann asked where the \$125,000 would come from.

Mr. Tadlock informed the Board that it would be coming from the General Fund.

Supervisor Fisher asked what the expense is attributed to.

County Administrator Tadlock explained that the County did renegotiate the contract with Waste Management last fiscal year, so the amounts were higher. When considering this line item, Mr. Tadlock stated that he used his best guesstimate as far as tonnage going in and out throughout the year. He stated that you can super inflate that number, but he tries to keep it as low as possible. Mr. Tadlock reiterated that this line item needs additional funds to avoid becoming a negative line item.

Vice Chairman Brann asked what would be done at the end of the year to close out the budget if funds were not appropriated.

Mr. Tadlock stated that it would show up as a negative line item.

Supervisor Fisher stated that it's a combination of inflation and tonnage.

Mr. Tadlock agreed and stated there is a combination of factors related to this.

Chairman Haynie asked how much was budgeted and where we are at now.

County Administrator Tadlock stated that \$1.5M was budgeted and we are sitting at \$1.3M.

Supervisor Williams asked for clarification on if the Board did not appropriate the monies at this time, the line item would become a negative and the monies would be appropriated later.

Mr. Tadlock stated that the monies would never be appropriated. The expense would be paid through the General Fund because that is where all the money sits. He explained that the budget just designates where those monies should go.

Motion to approve the supplemental appropriation for refuse collection to line item 4203-3100 in the amount of \$125,000.00.

Motion by: James M. Long, second: NONE.

Final Resolution: Motion Carried

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

Action: C. Supplemental Appropriation - Auditing Services

Mr. Tadlock presented the next supplemental appropriation to the Board in the amount of \$175,140.00 which is to cover the costs for Rodefer & Moss and Robinson, Farmer, and Cox Associates as well as UHY Advisors for the forensic audit.

Chairman Haynie asked what the total cost was for the forensic audit with UHY Advisors.

Mr. Tadlock stated that it was approximately \$160,000.00. Mr. Tadlock informed the Board that these monies would be coming from the General Fund as well.

Motion to approve the supplemental appropriation for auditing services to line item 1206-3003 in the amount of \$175,140.00.

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, J

Action: D. Microwave Networks Invoice

County Administrator Tadlock reminded the Board of a wire transfer request to Microwave Networks a few months ago because we were still working on the lease agreement with ATC. That lease agreement has been signed by the County and sent back to ATC, however, we are waiting for them to send it back to us with their signatures. Bank of America has requested that all documentation submitted to them be the original document with original signatures, and if we wait for ATC to send back the original document, it will be past the invoice due date. Mr. Tadlock requested that the board authorize a wire transfer to Microwave Networks in the amount of \$10,850.00 (invoice total) in the event that Bank of America does not accept digital signatures on the lease agreement. Once ATC sends the original lease agreement back, the County can then turn it in to Bank of American and recoup those costs.

Motion to authorize a wire transfer of \$10,850.00 to Microwave Networks in the event that Bank of America does not accept digital signatures on the lease agreement.

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, Information: E. VMRC Abandoned or Derelict Vessel Grant

Mr. Tadlock stated that staff and Board members have received several phone calls related to sunken boats on Bridge Creek and Lodge Creek. He asked if the Board would be interested in authorizing staff to put together a packet for the Board's consideration to seek the VMRC Grant dedicated to abandoned or derelict vessels.

Chairman Haynie would like staff to proceed with seeking the grant as soon as possible.

Motion to authorize staff to draft applications for the VMRC Abandoned or Derelict Vessel Grant on behalf of the abandoned vessels on Bridge Creek and Lodge Creek.

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.

Action, Information: F. Consideration of Amendment to By-Laws

Mr. Tadlock stated that it was requested to add committee reports to the agenda and in order to change that, the Board would have to amend their by-laws.

Supervisor Williams asked what the amendment would say.

Mr. Tadlock stated that the way he understood it was that the Board members would have this opportunity to provide a committee update to the public for the committees that they sit on, but he's unsure if that was the intent of the request.

Vice Chairman Brann stated that the Board members all sit on committees and never provide updates at the Board meeting. He believes they're missing out on information and that was his intent of providing the reports.

Motion to amend the Board of Supervisor By-Laws to include Committee Reports as section 5 on the agenda after the County Administrator's Report.

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.

County Administrator Tadlock informed the Board that an updated draft personnel policy was sent to the Board for their consideration.

Vice Chairman Brann asked is the local landscapers were allowed to take their debris to our county waste sites.

Mr. Tadlock explained that the County does not allow commercial dumping of debris at the horsehead site.

Mr. Brann asked if the site was unable to handle that much debris.

Mr. Tadlock stated that has just been the standing policy of the County, but if the Board wishes to change that it's something staff can talk to Rite Way Recycling (in charge of the debris site) about.

Mr. Brann explained that he has been approached by some lawn care workers that take their debris to Lively, so he didn't know if the County would consider having a conversation to help them out a little bit.

Mr. Tadlock stated that staff would have to go back and look at the bid document because that was just sent out for advertisement.

Vice Chairman Brann stated that this is going to require some time to figure out, so he'd like to take a look at it after they finish the County budget.

Supervisor Long asked Mr. Tadlock to contact neighboring counties to see what their process is.

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

2. Items Related to Closed Meeting

Action: A. Convene into Closed Meeting

County Administrator Tadlock asked the Board if they'd like Mr. Balderson to attend the closed meeting session.

The Board asked that Mr. Balderson come into closed meeting with them.

Motion to Action: A. Convene into Closed Meeting: convene into closed meeting as permitted by Virginia Code Section 2.2-3711 (A)(1)(29); 1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board. Nothing in this subdivision, however, shall be construed to authorize a closed meeting by a local governing body or an elected school board to discuss compensation matters that affect the membership of such body or board collectively. 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: 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: 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: 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: AC Fisher, Jr.

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, Kone Elevator Quote

Motion to approve the quote from Kone Elevator to complete the repairs on the Old Courthouse elevator in the amount of \$59,295.00.

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.

3. Closing of Meeting

Action: A. Carry Over

Motion to carry over to the special called meeting on May 2, 2024 at 5:30 p.m.

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.