

November 24, 2020

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 24TH DAY OF NOVEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY ADMINISTRATOR

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Reverend Chris Hillman of Sharon Baptist Church provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons asks if there are any additional items that need to be placed on the agenda for the night's meeting:

Supervisor Roark asks to add items under new business to the agenda that he had previously spoken with Madam Chair about. He presents these to the whole Board for their review. Madam Chair questions whether it is his desire to discuss all of the matters on the list {provided} in closed session. He clarifies the request for closed session was only for two separate personnel matters that had been sent to the Personnel Committee.

Being one of his requests for addition to the Agenda, Supervisor Roark explains that the templates for employee evaluations have been completed and there is a copy available for each Board member to review for adoption. Vice Chairman Vaughn states that a lot of the matters on Supervisor Roark's list would be better suited for a work session. Supervisor Roark agrees but notes that both the November and December work sessions were cancelled. Madam Chair expresses that none of the matters on his list are pressing therefore don't all need to be addressed at tonight's meeting; stating the agenda is already full. She acknowledges that since the agenda already includes a closed session they will take care of the personnel matters at the same time.

Supervisor Bowen asks for clarification on the last matter on Supervisor Roark's list; a dog attack. He asks if this is something that is presently happening. Supervisor Roark explains that this list was previously prepared for last week's rescheduled meeting and he has since communicated with Madam Chair Simmons about the related letter and this can be removed from the list. He continues by stating that the list item related to a CRC grant application for black owned property should be a very quick discussion.

Madam Chair Simmons states that she will just go down the list item by item which will allow everyone to hear what they were.

Administrator Roark requests to add consideration of bonuses for County employees, solar panel exemption definitions and closed session for perspective business or industry to the Agenda.

The minutes of the September 10, 2020 work session, the October 08, 2020 work session, and the October 15, 2020 regular meeting were presented. Vice Chairman Vaughn moves to receive and adopt the September 10, 2020, October 08, 2020, and the October 15, 2020 minutes as presented. The motion received a second from Supervisor Shekleton. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons recesses the meeting for the Board members to go outside and view a new ambulance that was purchased using Federal CARES Relief Funds for Nottoway County Emergency Squad. The Board recesses at 7:12 P.M.

The Board resumes the meeting at 7:21 P.M.

Madam Chair Simmons asks if there are any delegations from the public:

Sonny Abbott: Mr. Abbott acknowledges the news that according to the Virginia Department of Elections, Nottoway's election was error free. He questions whether the election results will change things for Nottoway; will things progress for the better? He questions will the solar tax issues be worked out before the moratorium is lifted. He acknowledges recent action by the Nottoway County School Board to give all of its employees, both full and part time, a \$1,000 stipend; encourages the Board of Supervisors to consider the same for its employees. Lastly he suggests that the savings of \$342,000 that were found in the FY21 Budget for the School employee bonuses would have been a part of the spenddown funds they typically have remaining at the end of the fiscal year.

Philip Vannoorbeeck, Manager – Town of Blackstone: Manager Vannoorbeeck informs the Board of a COVID-19 Municipal Utility Relief Program that was recently approved by the Governor and being administered by the Virginia Department of Housing and Community Development; making municipal utility system customers eligible for relief due to ongoing matters related to the COVID-19 pandemic. Manager Vannoorbeeck explains that Virginia utility providers are not allowed to disconnect service for non-payment until 60 days after the Governor's Declaration of Emergency has been lifted. He explains that while this can pose a financial hardship to utility providers such as the Town this Relief Program will allow utility customers to apply, through the Town, for utility relief for delinquent accounts associated with the COVID-19 pandemic; for balances that were due between the months of March 01, 2020 through October 31, 2020.

Manager Vannoorbeeck explains the Town's application process and states that one of the requirements is approval from the partnering County who would serve as Fiscal Agent. He additionally explains the application and distribution process for recipients.

Supervisor Bowen suggests that Manager Vannoorbeeck's comments should have been placed on the meeting agenda as a presentation. Manager Vannoorbeeck agrees but explains the only reason it wasn't is due to the time constraints for application submission.

Supervisor Shekleton asks Manager Vannoorbeeck if he is aware of how the funds will be distributed to the County; as one lump sum payment to be disbursed to the Town or multiple disbursements? He explains that while he is not 100 percent certain, he believes that it will likely be a series of multiple disbursements. He does clarify that each customer can only apply once and the disbursements filtering through the County will be solely to the town and not individual customers.

Supervisor Shekleton makes a motion authorizing Administrator Roark to execute documents on behalf of the County as needed by the Virginia Department of Housing and Community Development and to designate Nottoway County as the Fiscal Agent for the Town of Blackstone throughout the process. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Manager Vannoorbeeck assures Supervisor Bowen, after his asking, that both the Towns of Burkeville and Crewe have the same opportunity to apply. He lastly clarifies that this relief program is only for residential utility customers; not commercial. Supervisor Bowen asks Administrator Roark to give Burkeville and Crewe a courtesy call informing of the availability of the funding program. Administrator Roark interjects that he had provided the information to Burkeville Mayor Morrissette that day.

Supervisor Roark asks if the Board would need to vote again if one of the other two Towns wishes to apply. Both Madam Chair Simmons and Supervisor Bowen answer no.

William Clarke: Mr. Clarke asks the Board to reconsider their decision to send the fate of the Courthouse Statue to a referendum; suggests important decisions such as this is why each Board member was elected.

Sarah Allen: Ms. Allen explains that since she began her mission to have the Courthouse Statue relocated from the Courthouse Complex she has had a great deal of productive conversations with citizens of all races; particularly white citizens. She acknowledges that while she has enjoyed these conversations and interactions about history she feels that the Statue being located at the Courthouse will not allow for this historical perspective to continue and that it now serves no purpose. Lastly, Ms. Allen asks the Board to let the citizens know where they stand on the issue; do they wish for it to remain on the Courthouse Complex or be relocated?

Supervisor Roark chooses to mollify Ms. Allen's request on where the Board stands on the Courthouse Statue. He states that he voted for the Referendum because he felt like he viewed the matter with a different ideology than his constituents. He commends her efforts and chooses to clarify that it is his opinion that the Statue does need to be relocated. He implies that it is not obvious nor visible that relocating the Statue would hurt anyone but having it remain would. He does reiterate, for clarification, that he still plans to stick to his word and honor the voters' decision.

Citizen William Clarke speaks from the audience and claims that fear is holding some citizens back, especially of the African American race, from expressing their true feelings about the statue.

Clarence Hawkes: Mr. Hawkes is present requesting the Board issue a mandate to cover the Confederate State and to also have the symbol removed from the County website

Madam Chair Simmons shares some citizen concerns/requests that have been expressed to her. There was a request to cover the statue and to only remove the cover if someone wanted to take pictures of it as well as remove the image from the County website. There was also a request to seek flashing signage through the Virginia Department of Transportation as a reminder for continued hand washing and mask wearing during the pandemic. She adds to this a reminder that the Board, at its last regular meeting, chose not to move forward with a proposal to complete the County's website update. Additionally, Administrator Roark is going to check on the signage.

Madam Chair Simmons reads aloud a letter from citizen Thomas Crews that begins with a congratulations for Supervisor Shekleton on her recent election victory. He urges all citizens to consider doing something nice for someone else during this difficult time the nation is facing; especially since there are many that will be facing the Holidays alone. His letter continues with a request that the Board make a motion to establish a Broadband Committee to fully investigate all the options available to the community. He makes a request that the Board publicly articulate its position on the Courthouse Statue, a request that the Board make a motion to cover the statue until such time as the referendum is held and the Board's decision is made, and lastly a request to have the image of the Courthouse Statue removed from the County website immediately.

Madam Chair Simmons reads aloud a letter from Christine Davis Easterling relating to the Luther H. Foster Alumni Association request to have the name of the Nottoway County Intermediate School building renamed in honor of the black college President, Dr. Luther H. Foster. Ms. Easterling requests that the Board use all of its authority to have the School renamed.

The Board held the following public hearing:

1 – Budget Adjustments – School - \$911,277.78

Budget Adjustment - Ath Life Grant - \$3,500.00

REVENUES:

3-201-24020-0127	Ath Life Grant	\$3,500.00
		<u>\$3,500.00</u>

EXPENDITURES:

4-201-61100-1620-301-500-530	Supplemental Salary	\$3,232.25
4-201-61100-2100-301-500-530	FICA	<u>267.75</u>
		<u>\$3,500.00</u>

Budget Adjustment - Perkins - \$67,624.00

REVENUES:

3-201-33084-0048	Perkins	\$67,624.00
		<u>\$67,624.00</u>

EXPENDITURES:

4-201-61100-1620-300-300-650	Supplemental Salary	\$ 2,600.00
4-201-61100-2100-300-300-650	FICA	199.00
4-201-61100-3000-300-300-650	Purchased Services	17,370.00
4-201-61100-5500-300-300-650	Travel	7,000.00
4-201-68100-8300-300-300-650	Hardware	<u>\$40,455.00</u>
		<u>\$67,624.00</u>

Budget Adjustment – NMS School Improvement Grant - \$30,000.00

REVENUES:

3-201-33020-0107-300	NMS School Improvement Grant	\$30,000.00
		<u>\$30,000.00</u>

EXPENTURES:

4-201-61310-3000-200-100-550	Purchased Services Elementary	\$13,679.00
4-201-61310-3000-300-100-550	Purchased Services Secondary	13,679.00
4-201-61310-5000-200-100-550	Travel Elementary	434.00
4-201-61310-5000-300-100-550	Travel Secondary	434.00
4-201-61310-6000-200-100-550	Materials & Supplies Elementary	887.00
4-201-61310-6000-300-100-550	Materials & Supplies Secondary	<u>887.00</u>
		<u>\$30,000.00</u>

Budget Adjustment – CARES Act Revenue (additional funding) - \$479,995.78

REVENUES:

3-201-33084-0425 CARES Act Revenue (Add funding) \$479,995.78

EXPENDITURES:

4-201-61310-1620-200-200-595	Supp. Salary SPED Elem.	\$ 1,000.00
4-201-61310-1620-300-200-595	Supp. Salary SPED Sec.	1,000.00
4-201-61310-2100-200-200-595	FICA	76.50
4-201-61310-2100-300-200-595	FICA	76.50
4-201-61310-3000-200-200-595	Purchased Services SPED Elem.	2,363.89
4-201-61310-3000-300-200-595	Purchased Services SPED Sec.	2,363.89
4-201-61310-1620-200-500-595	Tutoring Supp. Salary Elem	10,000.00
4-201-61310-1620-300-500-595	Tutoring Supp. Salary Sec.	10,000.00
4-201-61310-2100-200-500-595	FICA	765.00
4-201-61310-2100-300-500-595	FICA	765.00
4-201-61310-3000-200-500-595	Purchased Services Elem	5,000.00
4-201-61310-3000-300-500-595	Purchased Services Sec.	5,000.00
4-201-68100-3000-900-000-595	Technology Purchased Services	175,032.00
4-201-68100-6000-900-000-595	Technology Supplies	111,528.00
4-201-64200-6006-900-000-595	Custodial Cleaning Supplies	16,273.44
4-201-64200-6006-200-100-595	Custodial Supplies – Private School	2,653.56
4-201-64200-6000-900-000-595	Maintenance Materials & Supplies	42,990.02
4-201-64200-6000-200-100-595	Maint. Materials & Supp. – Priv Sch	7,009.98
4-201-61100-1120-900-600-595	Summer School Salary	42,930.00
4-201-61100-2100-900-600-595	FICA	3,168.00
4-201-61100-6030-900-600-595	Materials & Supplies	1,000.00
4-201-61310-3001-200-100-595	School Based MH Train Pur Svc	16,000.00
4-201-61310-3001-300-100-595	School Based MH Train Pur Svc	16,000.00
4-201-61310-3002-200-100-595	Social Emotional Screener Pur Svc	3,500.00
4-201-61310-3002-300-100-595	Social Emotional Screener Pur Svc	<u>3,500.00</u>
		<u>\$479,995.78</u>

Budget Adjustment - VTSS - \$4,500.00

REVENUES:

3-201-24020-0270 Virginia Tiered Sys. of Support \$4,500.00
(New Grant) \$4,500.00

EXPENDITURES:

4-201-61310-1620-200-100-680	Supp. Salary Elementary	\$2,077.88
4-201-61310-1620-300-100-680	Supp. Salary Secondary	2,077.87
4-201-61310-2100-200-100-680	FICA	172.13
4-201-61310-2100-300-100-680	FICA	<u>172.12</u>
		<u>\$4,500.00</u>

Budget Adjustment – CARES Act Revenue - \$325,658.00

REVENUES:

3-201-33084-0425 CARES Act Revenue - \$325,658.00
\$325,658.00

EXPENDITURES:

4-201-64200-6000-900-000-585	Maintenance Materials & Supplies	\$225,658.00
4-201-68100-6000-900-000-585	Technology Materials & Supplies	<u>100,000.00</u>
		<u>\$325,658.00</u>

Madam Chair Simmons asks if there is anyone wishing to speak, either for or against the Budget adjustments. There is no one wishing to speak.

Supervisor Bowen moves to approve the six School budget adjustments totaling \$911,277.78. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

2 – Special Exception: Request from James Saad to place a warehouse business on property located off Lewiston Plank Road in Haytokah District; property is zoned General Business and is listed to County of Nottoway

Madam Chair Simmons asks if there is anyone present wishing to speak, either for or against the SAAD request; there is no one wishing to speak. Supervisor Bowen states the Planning Commission held a public hearing on the same request and recommend approval.

Supervisor Bowen makes a motion to approve the James Saad request to place a warehouse business on property located off Lewiston Plank Road in Haytokah District and owned by Nottoway County. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board receives the following Department reports:

1 - Highway Department:

A – October 2020 Nottoway Area Headquarters Maintenance Report

B – Email – Dianna Bryant, Assistant Residency Administrator: solar lighted stop signs have been ordered (and will be installed) for the intersection of Route 723 and Route 460; they will be placed on the eastbound and westbound entries from Route 723 to Route 460. They are only being installed as temporary safety measures until the hybrid r-cut can be constructed.

C – Resolution: Administrator Roark explains that a resolution is required to for VDOT to add roads as Rural Rustic Road projects. He reads aloud the Resolution that requests the following roads be designated as Rural Rustic Roads:

- Route 703, Loveland Road from Route 661 to End of State maintenance for 0.40 miles
- Route 670, Highpoint Road from Route 360 to End of State maintenance for 0.50 miles
- Route 647, Jennings Ordinary Road from Route 307 to Amelia County line for 0.40 miles
- Route 684, Crystal Lake Road from Route 607 to End of State maintenance for 0.60 miles

Supervisor Bowen makes a motion to approve the Resolution requesting the Rural Rustic Road designations as presented. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR RESOLUTION)

Administrator Roark provides information from VDOT, just received earlier in the day, informing they have finally posted the 45MPH on Piney Green Road; the signage was never installed when the speed limit was changed from 35 MPH to 45 MPH.

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on November 12, 2020; minutes of a regular meeting of the Nottoway County School Board meeting held on October 08, 2020, minutes of the work session of the Nottoway County School Board held on October 12, 2020, minutes of the work session of the Nottoway County School Board held on October 26, 2020, Nottoway County Public Schools proposed FY2022 Budget Calendar

3 - Health Department – Howard Nash, MD FCAP: no report provided

4 - Economic Development Committee: Administrator Roark announces there will be no meeting for November

5 - Regional Jail Authority Report & Juvenile Detention Center: Virginia Department of Juvenile Justice Statewide Detention Facility Population, September 2020 Piedmont Regional Juvenile Detention Center Utilization Report

6 - Landfill:

A – October 2020 Daily Leachate Disposal Record; 564,000 gallons hauled with a treatment cost of \$2343.36, Leachate Management Guidance prepared by the Virginia Department of Environmental Quality

B – October 2020 Waste Report; average of 59.85 tons of waste per day

C – Letter – Jeffrey C. Norman, Environmental Services Division – Draper Aden Associates: results of the Nottoway Sanitary Landfill Gas Monitoring Program Event performed on 10-07-20

D – Letter – Jeff Norman (PG), Environmental Services Division – Draper Aden Associates: results of the Nottoway Sanitary Landfill (closed facility) Groundwater Monitoring Program Sampling Event completed on 10-07-20

7 – Fort Pickett Redevelopment Authority: Administrator Roark states that he has advertised a request for bids for roof and window replacement/repairs on Building 448

8 – Planning Commission Report: Administrator Roark states the Commission met and heard the SAAD special exception request; additionally they heard a report from the Sign Study Committee and they will be holding a public hearing on the proposed amendments

The Board revisits the following Business:

1 – Progress on Animal Shelter: Administrator Roark explains that the number one ranked company stated they would have to re-do a portion of the Phase I study, although they say they will use components of the already completed study. The representative explained that it wouldn't cost any more for them to re-do Phase I. He also provided further explanation by saying the current Phase I study does not take into consideration the human population relative to the animal intake nor the average length of stay for animals in the shelter. Additionally he doesn't think the recommended square footage in the current Study is accurate; suggests it should be less. Lastly he explained the current Study does not provide a conceptual design including floor plans.

Supervisor Shekleton acknowledges the expressed justification from the number one ranked Company and states that she would feel comfortable with proceeding with a contract with them. Supervisor Roark suggests that the Board should offer their input on the size of the building.

Supervisor Shekleton makes a motion to proceed with the Phase II Study for the animal shelter with the selected Architectural Firm of RRMM at a proposed cost of \$20,000, including expenses. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

A – Letter from Nottoway CARES acknowledging a recent meeting and their updated understanding of where the project stands currently and established future plans

2 – Comprehensive Plan: Commonwealth Regional Council has provided a quote in the amount of \$52,000 to update Nottoway's plan. Vice Chairman Vaughn makes a motion to approve the CRC quote and proceed with the Comprehensive Plan update. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Painting Courthouse Complex: Administrator Roark informs that County staff, to include the County Building Official, compiled a list and sought written bids from known painting contractors to paint the exterior of the Courthouse Complex buildings, to include the woodwork on the brick buildings and all trim and the General District Courtroom and foyer. There was only one bid received and that is from Bronson from Powhatan County, in the amount of \$110,100 with a proposed completion date of within 8 to 10 weeks depending on the weather. He says this is the same company that painted Blackstone's Schwartz Tavern.

Supervisor Roark makes a motion to deny the only bid received and put the job out for bid again. This motion does not receive a second. Supervisor Bowen asks Supervisor Roark what his reason was for denying the bid. He answers that not only does the bid seem high in price but the time of the year could be a deterrent for some contractors.

Supervisor Bowen asks for clarification on the scope of work. Administrator Roark states it is to paint all the exterior wood trim on the brick buildings on the Complex, completely paint the exterior of all other buildings on the Complex, and the inside of the General District Courtroom and foyer. Administrator Roark answers yes to Supervisor Bowen's question of was the invitation to bid due in part to citizen complaints of an unkempt Complex.

Administrator Roark also adds that with this job will come the need to repair some woodwork around the complex like the railings of the handicap ramp at the Administrator's Office and wood damage to the storage building at the rear of the Complex; there are also some windows that need repairs. He clarifies that the expected repairs are not part of the Bronson bid.

Supervisor Roark amends his original motion and makes a motion to deny the only bid received and seek new bids to include the painting and expected needed repairs to some of the buildings; and to follow the procurement policy that requires sealed bids. This motion does not receive a second.

Supervisor Shekleton asks Administrator Roark how the request for bids was advertised. He explains that the County Building Official and the Permit Technician reviewed past building permits to gather the list that the request for bid was mailed to. She questions whether more responses could be generated if an official request for bid was advertised. He states he can advertise it in the Richmond Times Dispatch.

Supervisor Bowen asks for clarification on the approval from the Board, made on September 23, 2020, to authorize \$100,000 to begin improvements and necessary maintenance on the Courthouse facilities; has this money already been spent? Administrator Roark explains this information is part of the next item on the Agenda. Supervisor Bowen acknowledges that Supervisor Roark makes a valid point for denying the bid but suggests he is always in favor of work going to local contractors when it can. It was reiterated that only one local contractor expressed interest in the project but decided the job was too big for them. Administrator Roark adds that the invitation to bid was sent to the same local contractor that painted the Complex when it was last done and they did not submit a bid.

Supervisor Roark asks that due to the project estimate being so large, isn't it necessary, per the procurement policy, to advertise for sealed bids and to open them in public. Supervisor Shekleton interjects that whatever is done should certainly be done according to Policy. Additionally she questions how the Board can be comfortable with the Bronson price if there are no comparative bids. Supervisor Bowen explains the way the Commonwealth handles bids like this; they provide an extremely detailed scope of work and then advertise the date, time and location of the bid opening and are not required to choose the lowest bid. Supervisor Roark suggests this project could be advertised as a two-part request for bid; a company can either bid on the entire job or one part of the job.

Vice Chairman Vaughn urges that while the bid price may seem a little high, this work has to be completed. Supervisor Roark agrees but adds that his concern is with the procurement procedures used. Administrator Roark clarifies that sealed bids were required. Supervisor Bowen asks for clarification as to whether the County is under an active investigation with the Virginia State Police (VSP) for procurement violations. Supervisor Roark answers yes. When asked by Vice Chairman Vaughn how he is aware of this, Supervisor Roark explains that he was interviewed by the VSP.

Supervisor Bowen explains that when the Piedmont Regional Jail Authority was under investigation for procurement violations they took no voting actions until such time as the investigation was complete and he suggests tabling any action on the painting project pending the outcome of the VSP investigation. The Board does authorize Administrator Roark to re-advertise the invitation to bid in the Richmond Times Dispatch.

Citizen Kathie Kingery announces from the audience that the Commonwealth of Virginia's EVA procurement system can be utilized in addition to standard media advertising.

4 – Report on Fire Marshall repairs & Commonwealth’s Attorney Office: Administrator Roark provides a breakdown of the repairs made at each respective location, the source of the repair and, where applicable, the cost and Budget category has been provided. In addition to the report he shares that Fire-X is still waiting on a part to complete repairs to the Fire Alarm Monitoring System in the General District Court building; all other required repairs have been completed.

Vice Chairman Vaughn makes a motion to approve the emergency expenses for the repairs related to the Fire Marshall’s report and the Commonwealth’s Attorney Office and authorize payment.

Supervisor Roark interjects that he will not be able to vote on the repairs completed on the Commonwealth’s Attorney Office due to the already discussed questions relating to possible procurement violations.

Vice Chairman Vaughn’s motion to approve the expenses and authorize payment receives a second from Supervisor Bowen. He explains that the vendors completed the work and are due payment. He states that he was on the Committee that was part of the repairs to the Commonwealth’s Attorney office and bids were sought for the job; further acknowledges that change orders were required due to unforeseen circumstances with the walls.

Supervisor Shekleton asks for clarification; are all of the listed expenses, totaling \$13,555, all in response to the additional work that was required after JES Foundation Repair completed their job. Administrator Roark answers yes. Supervisor Bowen explains that a JES representative stated they were not going to repair the walls in question and acknowledges that Commonwealth’s Attorney Leanne Watrouss made it very clear that she could not function in her existing space unless the additional repairs were made.

Supervisor Shekleton asks for clarification on the invoices listed; have they already been paid. Administrator Roark answers yes. As a result of that declaration, Supervisor Bowen questions the need to vote on them.

Administrator Roark explains that a condition of the contract with JES was that they would be paid immediately upon completion of the work. He additionally explains that the original plan that was established by JES, and approved by the Board, would not work creating the need for a new plan; of which was decided on by JES, the County Building Official and Attorney Watrouss. He goes on to explain that with this new plan came the necessary additional repairs.

Supervisor Bowen states that it is his understanding that Vice Chairman Vaughn’s motion was to authorize payment of the listed invoices and this is not needed; as a result he withdraws his second to the motion. Administrator Roark asks if the Board is going to approve the work that has been completed for both as emergency repairs. Vice Chairman Vaughn exclaims that what his motion was for.

Supervisor Roark takes exception with the request to ratify work as an emergency when the work completed by Dooley Construction was previously approved by the Board in June. He adds to this the fact that the problem was brought to the Board’s attention “years ago” by former Judge Terry Royall when she asked the Board to pay for the reframing of her degrees due to mold. Supervisor Roark declares this was not an emergency it was an ongoing mold issue.

Administrator Roark answers yes to a question from Supervisor Shekleton as to whether these invoices listed were directly related to getting Attorney Watrouss and her staff back in their Office after the work completed by JES. He additionally answers yes to her inquisition that the Circuit Court Judge gave a two week deadline to get the work completed and the staff relocated. He clarifies that Circuit Court Clerk Jane Brown was able to get a three day extension of that deadline.

Supervisor Shekleton asks if the Board is being asked to approve the nature of the work being an emergency or the dollar amounts of the work performed. Administrator Roark answers with an approval of emergency. Supervisor Roark asks what deems the Attorney's situation as emergent requiring the Board to ratify it. Madam Chair Simmons states the fact that she had to get back into her Office does; and this was an emergency due to the unexpected change in repair plans. Supervisor Roark suggests that the problem only became an emergency because the problems have been ignored from years past.

Supervisor Bowen acknowledges there is basis to support Supervisor Roark's claim, but states it was the Board that told Administrator Roark to proceed with whatever was necessary to get the Attorney back in her office. Supervisor Shekleton declares that she would vote in favor of the work being designated as emergency repairs. Supervisor Roark states he would only constitute the time frame between Attorney Watrouss asking the Board to find temporary office space and the present as an emergency. To this he adds that if they are talking about the pre-existing issues; that was not an emergency. Supervisor Shekleton reads a portion of the document provided to them that explains that the listing of repairs was from unexpected complications in the work done in the Commonwealth's Attorney office and explains that she interprets this to mean after the work completed by JES.

Supervisor Roark takes exception with the fact that, months ago, the Board was informed that Dooley Construction and Billy Strickland were already selected to do work in the Commonwealth's Attorney office and now it is being declared emergency work. Madam Chair Simmons explains that part of the delay was waiting for a suitable date from the Attorney Watrouss to complete the work. Administrator Roark interjects that the original plan was a three day job; JES revealed that plan would not work.

Supervisor Bowen states that the problems with the General District Court fire alarm system could be perceived the same way; it may have been not functioning for three years but when it was brought to the Board it became an emergency. Supervisor Roark continues to seek clarification on what time frame is being declared as emergency; states that he will only acknowledge the emergency as the time frame after Attorney Watrouss asked the Board for temporary office space.

Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	No
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board considers the following new business:

1 – Resignation – Library Board: Jane Hohn has resigned effective immediately

Vice Chairman Vaughn requests that a letter of accomodation be sent to Ms. Hohn.

2 – Purchasing Policies and Procedures – Supervisor Shekleton: As a result of concerns related to possible deficiencies with the County's procurement procedures County Attorney Preston Williams is reviewing its current Policy and will provide any update recommendations to bring it in line with State Code. It is acknowledged that compliance with the State Code is not negotiable. Supervisor Shekleton states that internal procurement procedures are being reviewed. She recommends the implementation of an audit reporting process that facilitates additional Board oversight and offers to continue working with County Administration staff to develop the process and report back to the Board in December.

3 – Personnel Policy Update – Supervisor Roark announces his hopes to have the completed updated Policy for the Board to review and approve at the December meeting. He acknowledges the efforts from County staff member Andrea Kelly to get the Policy update completed. Administrator Roark suggests having copies made and distributed to County employees for their review; the Board agrees to this. Supervisor Roark states there is one major revision left to be made and that is removing the image of the Courthouse Statue from the front cover.

Supervisor Bowen asks for clarification on the status of the County's website update. Administrator Roark and Assistant Administrator Prorise explain there is a great deal of information to be gathered before putting it out to bid; this information is currently being gathered. Supervisor Bowen suggests that as part of the future update, removing the Statue from the site.

Madam Chair addresses the list of agenda additions provided earlier by Supervisor Roark:

1 – adoption of employee evaluation templates and implementation of evaluations beginning in March 2021; Supervisor Roark distributes the template to Board for their review

Madam Chair Simmons asks for time for the whole Board to review the documents provided. Supervisor Bowen clarifies that the plan is for the whole Board to evaluate the County Administrator and in turn the County Administrator will evaluate all other County employees.

2 – drug testing for all county employees – random (selected by County Administrator) and reported

Administrator Roark interjects that drug testing is a matter that would need to be incorporated into the County's Personnel Policy and thoroughly described. Supervisor Bowen states that random drug screening can be perceived as a target but that any matter related to a potential workman's compensation claim should require drug screening. Supervisor Shekleton agrees with incorporating any such policy into the Personnel Policy and additionally recommends seeking a legal opinion on any potential implications of implementing it. The Board, lastly, acknowledges there will be a cost associated with implementing a drug testing policy.

3 – Freedom of Information Act (FOIA) fee reassessment/digitizing files: Supervisor Roark informs that some localities offer requests free of charge up to a set dollar amount. He suggests that digitizing files can help alleviate the need to charge for requests and would expedite access for the Citizens; he states that taxpayer dollars have already paid for everything and they shouldn't have to pay for it twice

Administrator Roark interjects that there are very few requests where fees are charged. Administrator Roark announces that all FOIA requests will now be sent to County Attorney Williams for his review of the request before the documents are provided. Supervisor Roark asks if the County will have to pay for the time spent reviewing the requests by the County Attorney. Administrator Roark says Attorney Williams is being paid a stipend to serve as County Attorney then states it is a holding fee and that the County could be additionally charged depending on how much time is spent on each request. Supervisor Roark asks if there is an amount the Board could agree on to avoid the charges to citizens.

Citizen Kathie Kingery speaks out from the audience and asks why there would be a need for the Attorney to review a request for a document that already exists. Madam Chair Simmons states the Attorney can guarantee that the document being requested is the correct document being provided. Administrator Roark adds to this the Attorney can assist with making sure the right answer is provided to any questions asked.

Citizen Sue Yeatts speaks out from the audience and questions why, if training is required every two years, the County's FOIA Officer, which is Administrator Roark, would need to seek assistance from the County Attorney.

Supervisor Bowen acknowledges that he understands the point Supervisor Roark is trying to get across; regular work sessions are necessary. He also seeks the status of the collective priority listing that was to be provided to the Board. Administrator Roark says the list was compiled and was provided to the Board to be ranked; this has not been done. Vice Chairman Vaughn questions if a work session is really needed every month. Supervisor Roark assures that he does. Supervisor Bowen urges the Board to re-focus on the priority listing.

Vice Chairman Vaughn acknowledges another item on Supervisor Roark's list; to advertise a public hearing to build a new Sheriff's Office. He states there is no way he would consider this without going back to the Facilities Study. He acknowledges the need for a new Office but urges there are other needs also. Supervisor Roark says some of the items on his list are a conversation piece. Vice Chairman Vaughn states everyone should be more worried about getting the Registrar's Office moved back to the Complex.

Supervisor Roark comments on a recent conversation between him and Sheriff Robert Jones; the Sheriff proposed a possible solution that he needs to discuss with the Board. Supervisor Bowen asks Supervisor Roark would he be okay with the Board discussing the items at a future work session. Supervisor Roark says he would like to discuss one more item from his list that shouldn't require any action from the Board.

4 - CRC grant application for black owned property: Supervisor Roark informs of grant funding available for the preservation of historical black cemeteries and then explains that he has had citizens reach out to him about a specific cemetery he believes that will qualify; he suggests asking the Commonwealth Regional Council to assist with reviewing the eligibility requirements and possibly assisting with application for this funding

Citizen Clarence Hawkes speaks out from the audience and makes the suggestion that if the County sought to help one eligible black cemetery it should seek help for all that would be eligible. Supervisor Roark states that this particular cemetery was directly brought to him as a possibility; that's why he only mentioned the one but does agree that each individual cemetery could make its own application if deemed eligible. He offers to share the information with Mr. Hawkes.

Supervisor Bowen expresses his concern that Nottoway County is dumping a great deal of projects on the Commonwealth Regional Council (CRC) when taking into consideration it just rejoined the group. He adds that while he will gladly take the request to CRC, he suggests any new projects should be staggered.

Reports, requests, and recommendations of Constitutional Officers:

- 1 – Jane L. Brown, Clerk – not in attendance
- 2 – Robert L. Jones, Sheriff: nothing to report at this time
- 3 – Ellen F. Myatt, Treasurer: not in attendance

Vice Chairman Vaughn asks for Treasurer Myatt to attend the December Board meeting to provide a report on tax collections

- 4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance
- 5 – Leanne Watrouss, Commonwealth's Attorney: nothing to report at this time

Madam Chair Simmons presents the CONSENT CALENDAR:

1 – Budget Adjustment – LRA - \$45,570.51

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$45,570.51</u>
	VRSA Ins Proceeds – Property loss – LRA	<u>\$45,570.51</u>

EXPENDITURES:

4-100-83090-3004	Repairs & Maintenance	<u>\$45,570.51</u>
		<u>\$45,570.51</u>

2 – Budget Adjustment – Sheriff - \$1,556.30

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$1,556.30</u>
	VRSA Ins. Proceeds – Vehicle Loss	<u>\$1,556.30</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$1,556.30</u>
		<u>\$1,556.30</u>

3 – Budget Adjustment – Sheriff - \$2,200.95

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$2,200.95</u>
	VRSA Ins. Proceeds – Vehicle Loss	<u>\$2,200.95</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$2,200.95</u>
		<u>\$2,200.95</u>

4 – Erroneous Assessment: Refund Macio Hill \$102.20 for erroneous real estate assessments for the last three tax years

5 – Erroneous Assessment: Refund Bishop & Taylor \$1,512.59 for erroneous personal property assessments

6 – Erroneous Assessment: Refund The Baughans \$363.26 for erroneous real estate assessments for tax years 2017, 2018 and 2019

7 – Budget Adjustment – Social Services - \$34,968.00 – new funds approved to provide foster care services

8 – Erroneous Assessment: Refund John T. Atkinson \$505.72 for erroneous real estate assessments for tax years 2017, 2018 and 2019; credit to be applied to 2020 real estate taxes

9 – Erroneous Assessment: Refund Margaret F. Ashmore Trust \$1,876.79 for erroneous real estate assessments for tax years 2016, 2017, 2018 and 2019

10 – Erroneous Assessment: Refund Mainline Investments \$38.50 for an erroneous real estate assessment

11 – Erroneous Assessment: Refund Virginia L. Oliver \$225.04 for erroneous real estate assessments for tax years 2017, 2018, 2019 and 2020

12 – Budget Adjustment – Animal Control - \$128.25

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined Spay & Neuter Distribution	<u>\$128.25</u> <u>\$128.25</u>
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EXPENDITURES:

4-100-35010-5402	Dog Food & Supplies	<u>\$128.25</u> <u>\$128.25</u>
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Supervisor Bowen makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 – September 2020 Blackstone Volunteer Fire Department Incident Report

2 – Letter – James W. Elliott, Attorney at Law: providing notification to Circuit Court Clerk Jane Brown that he has not received disbursement checks from recent tax auctions

3 – Letter – Tina M. MacIntyre, Gypsy Moth Cooperative Suppression Program – Virginia Department of Agriculture and Consumer Services: the *2021 Guidelines for Participation – Aerial Treatments* has been completed and is available online

4 – Letter – Dean A. Lynch, CAE, Executive Director – Virginia Association of Counties {written to The Honorable Ralph S. Northam, Governor of Virginia}: requesting that SB 5106 be amended; citing the amendments requested would preserve local authority in the granting of certain extensions related to legislative acts of local elected bodies and does not affect the extension of subdivision plats and site plans as proposed in the legislation

5 – Letter - Dean A. Lynch, CAE, Executive Director – Virginia Association of Counties: introducing Cashvest® by three+one®; a financial technology organization that deploys liquidity analysis, to help counties leverage new data resources, to maximize the value of every dollar on deposit

6 – October 2020 Commonwealth Regional Council Items of Interest

7 – Nottoway County estimated demographics; to include the three Towns

8 – Letter- Barbara Moore, Owner – Farmers Café: expresses appreciation for the Small Business Assistance they received from the County’s Federal CARES COVID Relief Funds

9 – Email: Steve Bowen – Virginia Department of Behavioral Health and Development Services: sharing the announcement that Emma L. Lowry, Psy.D. as the new Facility Director/CEO of Piedmont Geriatric Hospital, Burkeville, VA

10 – Notices of Virginia Electric and Power Company d/b/a Dominion Energy Virginia of intent to file application(s) or petition(s) pursuant to §56-585.1 A 5 of the Code of Virginia – Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider US-2, Scott, Whitehouse, and Woodland Solar Power Stations for the Rate Year commencing September 01, 2021 Case No. PUR-2020-00231, Petition of Virginia Electric and Power Company for approval of Broadband Capacity Pilot Projects pursuant to §56-585.1:9 of the Code of Virginia, and for approval of a rate adjustment clause, designated, Rider RBB under §56-585.1 A 6 of the Code of Virginia Case No. PUR-2020-00197, Commonwealth of Virginia, *ex rel.* State Corporation Commission *Ex Parte*: Establishing 2020 RPS Proceeding for Virginia Electric and Power Company Case No. PUR-2020-00134

11 – Minutes: minutes of the Piedmont Regional Juvenile Detention Center Commission meeting held on September 29, 2020, minutes of the Nottoway County Public Library Board of Trustees meeting held on September 16, 2020, minutes of the Nottoway County Public Library Board of Trustees meeting held on October 21, 2020, minutes of the Piedmont Regional Jail Authority Board meeting held on September 16, 2020

12 – County of Prince Edward, Virginia News Release: Board of Supervisors announces new County Administrator – Douglas P. Stanley

Administrator Roark presents the following correspondence:

1 - Building Inspector’s Report: report period October 2020

2 - Animal Control Officer’s (ACO) Report: report period October 2020

3 - Erosion and Sedimentation Report: no report provided

4 – Application, through the Commonwealth Regional Council, for Fast Track Broadband Funding to assist Nottoway County Public Schools with providing hotspots for students; Administrator Roark announces the County was approved for an award of \$153,992.00.

Supervisor Roark makes a motion to accept and appropriate the Broadband funding to the Nottoway County Public Schools for the purpose or providing hotspots for students. The motion received a second from Supervisor Bowen.

Supervisor Shekleton asks if this funding follows the same guidelines as all other CARES funds; it must be purchased, implemented and paid prior to December 30, 2020. County Finance Director Katy Tomer explains that she communicated with Marcia Martin, Nottoway County Schools Director of Instruction, and Mrs. Martin has received confirmation from AT&T that they can provide the equipment and have it active by the deadline. This same guarantee has yet to be provided from Verizon Wireless.

Supervisor Bowen reminds everyone that this is not a solution to the County’s broadband availability problems; this is strictly for use by students.

Following a voice vote the motion to approve the funding carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

5 – Donation – Animal Shelter - \$100.00: Supervisor Roark makes a motion to appropriate the \$100.00 donation for use in the current Shelter. The motion received a second from Supervisor Shekleton Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

6 – Letter to the Town of Blackstone: Acknowledging an agreement made between the County of Nottoway and the Town that Town forces would demolish the old Registrar’s office at the Courthouse Complex and the County would waive an equal amount of Landfill tipping fees for a project they are demolishing

Administrator Roark informs that Town Council has denied the request for their forces to demolish the building in fear it would be competing with the private sector. He will put the job out for bid.

7 – Letter – Richard D. Holcomb, Commissioner – Virginia Department of Motor Vehicles: Notification that Nottoway County is due \$165.00 from the sale of the Animal Friendly license plates. Supervisor Roark moves to accept and appropriate the \$165.00 to the Animal Control Budget. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

8 – Email – Dean A. Lynch, CAE, Executive Director – Virginia Association of Counties: extending appreciation to the Virginia Department of Taxation for carrying out the study of streamlining the cigarette tax stamping process directed by HB 785 and SB 588

Administrator Roark informs that the Board will need to begin discussions on whether it will choose to implement a cigarette tax and if it does how it will be done.

9 – Mold Test performed by Rugby Environmental, Inc. for the Commissioner of the Revenue Office; Administrator Roark announces the test for mold was negative. According to the report, airborne mold testing did not indicate indoor mold amplification as compared to the outside sample taken on the same day, mold growth was not found visibly within the interior of the building, environmental parameters were measured and were not within the ASHRAE recommendations in the interior first floor of the building

Administrator Roark acknowledges the School Boards recent action to authorize a one-time bonus of \$1,000 for all of its employees; both full and part time. He expresses that the County employees were just as exposed and urges the Board to consider doing the same for them. He explains that due to the Governor’s original approved Budget mandating a one-time 2% bonus for Constitutional Officers and their employees, there are funds currently budgeted that can be used for the bonuses. The Governor’s Budget was recently amended to authorize only \$500 for the Sheriff and each sworn Deputy; totaling \$8,000.

Administrator Roark recommends paying the 2%, already budgeted to the Constitutional Officers and their employees that were employed prior to July 01, 2020, and pay all other regular County employees, both full time and part time, a bonus of \$1,000.

Supervisor Roark asks what the cost will be to the County for these bonuses. Administrator Roark estimates it should only require around \$10,000 of new local money to cover the bonuses. Administrator Roark adds that the State will reimburse the County approximately 80% of what is given Social Services employees. A breakdown of the associated costs is provided to the Board.

When asked by Supervisor Shekleton if an Ordinance is required to receive reimbursement from the State Administrator Roark explains that awarding any bonuses requires a public hearing and an adopted Ordinance. Supervisor Roark makes a motion to advertise the bonuses and required Ordinance for public hearing at the December regular meeting. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen interjects that situations like these bonuses are what make employee evaluations so important; it is not good practice to award an employee extra money when they aren't successfully performing their job.

Citizen Sonny Abbott, also a member of the Nottoway County Electoral Board, requests that the Registrar's Office be included in the bonuses. Administrator Roark explains that the Registrar's Office is able to use already received CARES funds to provide a bonus to those employees; with the approval of the Electoral Board. Mr. Abbott urges the Board of Supervisors to handle this as the Electoral Board is not scheduled to meet again until February 2021.

Solar energy collection system: Administrator Roark provides the Board with definitions relating to the collection system used by other localities; defining residential/small scale solar energy use as less than an acre of land or less than 200 kilowatts. Supervisor Bowen makes a motion to adopt the Ordinance, with the definition for residential/small scale versus large scale solar energy collection systems included. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR ORDINANCE)

Madam Chair entertains a motion to enter closed session. Supervisor Roark makes a motion to enter closed session pursuant to Code of Virginia §2.2-3711.A.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 and Code of Virginia §2.2-3711.A.5 Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. The motion receives a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board enters closed session at 9:17 P.M.

The Board returns to open session at 10:15 P.M.

Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

Supervisor Roark makes a motion to increase the salary of the County Payroll Coordinator to \$40,000, effective January 01, 2021. Supervisor Bowen offers a second to the motion, stating only due to additional duties and education. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen expresses appreciation to Madam Chair Simmons and Supervisor Shekleton for their efforts with ensuring the Federal CARES Relief Funds is being used to help those in need. Supervisor Shekleton adds that Finance Director Katy Tomer deserves credit also.

Supervisor Roark wishes everyone a Happy Thanksgiving and reiterates the need for all people to help those in need and keep everyone in their prayers.

November 24, 2020

There being no further business to come before the Board, Vice Chairman Vaughn made a motion to adjourn the meeting. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons adjourned the meeting at 10:18 P.M.

Hele M. Simmons Chair Ronald E. Roark Clerk

AT THE REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 24TH DAY OF NOVEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

Be it ordained by the Nottoway County Board of Supervisors that Article IV of the Nottoway County Code, Real Estate, Tangible Personal Property, Machinery and Tools and Merchants Capital, is hereby amended as follows:

§113.6. Due date; penalty for late payment.

Add:

- C. For purposes of this Section, there shall be an exemption for solar equipment on both residential and commercial properties within the County.

Residential scale shall be considered a renewable energy system consisting of solar panels and related equipment (e.g., heat exchanger, pipes, inverter, wiring, storage) that collects solar radiation and transfers it as heat and converts it to electricity for direct on-site use. The term applies to solar photovoltaic systems less than one (1) acre in size or having a rated capacity less than 200 kilowatts (kw).

Commercial scale shall be considered a renewable energy system consisting of solar panels and related equipment (e.g., heat exchanger, pipes, inverter, wiring, storage) that collects solar radiation and transfers it as heat and converts it to electricity for transfer to an electricity grid. The term applies to solar photovoltaic systems equal to or greater than one (1) acre in size or having a rated capacity equal to or greater than 200 kilowatts (kw).

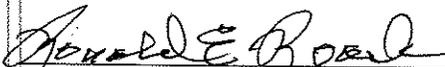
This exemption will expire on December 6, 2023.

Done this 24th day of November 2020, by a unanimous Board.

BY:


Helen M. Simmons, Chairman

Attest:


Ronald E. Roark, Clerk