

January 02, 2020

AT AN ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 02ND DAY OF JANUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

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

ABSENT: NOEL R. SHEKLETON
PRESTON G. WILLIAMS, COUNTY ATTORNEY

Administrator Roark, Clerk to the Board, called the meeting to order at 7:00 p.m. informing that the night's meeting was the annual organizational meeting of the Nottoway County Board of Supervisors, which will organize the Board for the year 2020.

Supervisor Steve Bowen provided the invocation.

Administrator Roark explains that the term of Chairman needs to be established; the Chairman has served a one (1) year term in the past, rotating Chairmanship with each January 1st. Supervisor Vaughn moves to set a rotating Chairmanship with the Chairman to serve a term of one (1) year. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark announces that Supervisor Shekleton was present for the night's meeting but was feeling ill and had to leave.

Administrator Roark states that the first order of business is to elect a Chairman to serve for 2020. Administrator Roark opens the floor to nominations.

Supervisor Bowen moves to nominate Supervisor Helen Simmons as the Chairman. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark turns the meeting over to Madam Chair Simmons and she proceeds with nominations for Vice-Chairman.

Supervisor Bowen moves to nominate Supervisor Sherman Vaughn to serve as Vice Chairman. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons informs the Board that the date and times for the 2020 Board of Supervisors meetings needs to be established; suggesting that previous years have housed the meetings on the third Thursday of each month at 7:00 p.m. in the Nottoway General District Court.

Supervisor Vaughn moves to hold the 2020 Board of Supervisor meetings on the third Thursday of each month at 7:00 p.m. in the Nottoway General District Court. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons explains that there needs to be an adoption of the Nottoway County Board of Supervisors Rules of Procedure. Administrator Roark reads the Rules of Procedure aloud.

Supervisor Bowen expresses his desire to have a permanent Emergency Services Committee established; Chair Simmons will add this to her committee appointments.

Supervisor Roark expresses his wishes to eliminate the five-minute rule for delegations wishing to speak at regular meetings. Madam Chair Simmons offers her opinion that five minutes is an adequate amount of time for a citizen to share their comments/concerns. Administrator Roark explains that it is not typical for public delegations to be allowed to speak during work sessions; with the exception of invited guests to make a scheduled presentation.

Supervisor Roark moves to adopt the Nottoway County Board of Supervisors Rules of Procedure as presented. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark explains the determination of the tie breaker rule to the Board, reminding them that the tie breaker, when deemed necessary, would have to be elected and can no longer be appointed. Supervisor Vaughn moves to eliminate the use of a tie breaker; meaning a tie vote would result in a defeated motion. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark explains to the Board their representation on the Nottoway County Planning Council; precedence has been set for the active Board Chairman and Vice Chairman to serve as representatives on the Council. Supervisor Bowen moves for the Chairman and Vice Chairman to serve as Board representatives on the Nottoway County Planning Council. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair informs that an appointment is need for both the Piedmont Regional Jail Authority Board and Piedmont Regional Detention Center Board. Administrator Roark explains that the Sheriff is dictated by Law to be on the Jail Board, and that he and Supervisor Bowen have been serving as representatives for the last few years also; the County Administrators of the six participating localities make up the Detention Center Board.

Supervisor Bowen explains that being appointed to the Jail Board allows for exposure to representatives from other Counties and extends the appointment to Supervisor Roark. Supervisor Roark expresses his desire to serve on the Jail Board and Supervisor Bowen makes a motion for that appointment, also to allow Administrator Roark to continue serving on the Piedmont Regional Jail Board and the Piedmont Regional Juvenile Detention Center. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for an appointment to the Nottoway County Planning Commission. Administrator Roark informs that Supervisor Bowen served the most recent term. Supervisor Vaughn moves to reappoint Supervisor Bowen to serve as the Board representative on the Nottoway County Planning Commission. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for an appointment to the Community Policy Management Team (CPMT). Administrator Roark informs that in the past he, Sheriff Larry Parrish, Treasurer Ellen Myatt, and Supervisor Shekleton served. Supervisor Bowen moves for Supervisor Shekleton to be reappointed and for Supervisor Roark to replace Administrator Roark. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for two appointments to serve on the Pickett Park and Officer's Club Committee. Administrator Roark informs that Supervisors Vaughn and Bowen served the most recent term. Supervisor Roark moves to reappoint Supervisors Vaughn and Bowen to the Pickett Park and Officer's Club Committee. The motion received a second from Supervisor Bowen. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons informs that a nomination is needed for a Board appointment to the Crossroads Community Services Board. She explains that she currently serves as Chair on the Crossroads Board and would like to continue. Supervisor Vaughn moves to reappoint Madam Chair Helen Simmons to the Crossroads Services Board. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for an appointment to the Piedmont Senior Resources Board. She explains that she currently serves as Secretary for this Board and would like to continue. Supervisor Bowen moves to reappoint Madam Chair Helen Simmons to the Piedmont Senior Resources Board. The motion received second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for an appointment to the STEPS Board. She explains that she currently serves on this Board but doesn't seek reappointment; recommend Supervisor Roark be appointed. Supervisor Bowen moves to appoint Supervisor Roark to the STEPS Board. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark informs that there is an additional Committee that is not listed on the night's agenda for appointment; the Department of Social Services Board. He explains that Supervisor Shekleton currently serves on the Board and there are two more years in that term.

Madam Chair Simmons explains that Administrator Roark and Sheriff Jones will serve on the Piedmont Court Services Board (PCSB). Administrator Roark informs that he received correspondence from PCSB suggesting that someone new be appointed. Chair Simmons wishes for the appointments to remain as Administrator Roark and Sheriff Jones. Supervisor Bowen makes a motion to approve these appointments. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for appointments to the newly established Emergency Services Committee. Supervisor Bowen informs that both he and Supervisor Shekleton have been meeting with the agencies as an adhoc committee. Vice Chairman Vaughn expresses interest in serving on this committee. Supervisor Roark moves to appoint Vice Chairman Vaughn and Supervisor Bowen to the Emergency Services Committee. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for a discussion and decision on holding regularly scheduled work sessions, either monthly or quarterly, prior to the regular Board meeting. Vice Chairman Vaughn suggests quarterly, Administrator Roark suggests holding them monthly for at least the first few months. Supervisor Bowen shares suggestions made by Supervisor Shekleton of regularly scheduling the work sessions on the week prior to the regular meeting and cancelled if deemed unnecessary by Madam Chair Simmons. Supervisor Roark recommends having one work session a month regularly scheduled but have two a month until the Budget is adopted.

Supervisor Roark moves to hold regular work sessions scheduled for the second Thursday of each month beginning at 7:00 PM in the Health Department conference room. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark explains it is his intent to inform the Board at the work session about items that are to be placed on the agenda for the regular meeting; they can discuss any and all items as they see fit, and/or make requests for things not be placed on the agenda, and/or make requests for additional agenda items.

Supervisor Bowen asks the Board to consider still holding an informative work session with representatives from Piedmont Senior Resources.

There being no further business to come before the Board, Madam Chair Simmons calls for a motion to adjourn. Supervisor Bowen makes a motion to adjourn and Supervisor Roark provides a second. With a voice vote the meeting was adjourned at 7:37 pm.

Hele M. Simmons Chairman

Reard E Roark Clerk