

July 9, 2020

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 09TH DAY OF JULY 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

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

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

Supervisor Steve Bowen provided the invocation.

Madam Chair Simmons states the purpose of the work session is to review and discuss upcoming content to come before the Board of Supervisors.

Presentation - Melody Foster, Executive Director – Commonwealth Regional Council: Mrs. Foster re-introduces the Council's staff members, its coverage area, and its purpose; to include free grant writing with membership dues. Mrs. Foster provides information on recently awarded grant funding as well as available potential funding for other projects. She additionally provides information related to membership benefits. Mrs. Foster informs that membership dues for the Council is \$19,000 a year; she explains that there is potential for a portion of those dues to be returned under certain circumstances.

Supervisor Roark asks Mrs. Foster if the three Towns would be able to utilize the Council's services if the County joins; she assures they can. He also asks if the Council would be able to assist the Town of Crewe with much needed water line upgrades. She states there are many possibilities they can research in attempts to help Crewe.

Supervisor Shekleton asks Mrs. Foster if there are any additional fees beyond the annual membership dues. Mrs. Foster explains that unless they are asked to provide a service outside of their normal member services, such as a Comprehensive Plan or Re-districting, there would be no other fees.

Supervisor Bowen asks how locality project priorities are decided. She indicates that most all projects can be worked on simultaneously; project deadlines or situational severity can potentially push a project's priority over others. She lastly advises that the Council also sends out monthly project updates to keep all members informed.

Supervisor Roark asks Mrs. Foster for an estimate on completing the County's Comprehensive Plan; she offers \$50,000 as an answer. Supervisor Bowen suggests that he doesn't want the moratorium on solar facilities to continue for another two years; the potential time it can take to complete a comprehensive plan re-write.

Administrator Roark informs there will be a free to the public COVID-19 testing event held at Nottoway High School on Saturday, July 25, 2020 from 10:00 A.M. until 2:00 P.M. He has this information scheduled to be advertised for the next two weeks in the local newspapers.

Administrator Roark informs that he has received a letter from Mrs. Connie Scott resigning her position on the Nottoway County Public Library Board of Trustees.

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Administrator Roark briefs the Board on the following public hearings that are advertised for the July 16, 2020 regular meeting:

1 – Special Exception Permit – Virginia Electric & Power Company: Request to construct a new substation on property located off Route 624 – Inverness Road in Haytokah District; property is zoned RR-Rural Residential and is listed to KSH Properties #1 Boswell, LLC

2 – Special Exception Permit – Jody Crown: Request to place an auto sales and service business on property located off East Patrick Henry Highway in Haytokah District; property is zoned General Business and is listed to James R. Thorpe, Trustee

Administrator Roark provides details on the following items that will be on the agenda for the Board to consider at its regular meeting to be held on Thursday, July 16, 2020:

The County has received a 2020 Virtual Training Support grant award of \$2,000 from the Virginia Department of Housing and Community Development. The funds will be used to purchase a laptop for the Building Official to have mobile access to necessary building codes and training materials.

Administrator Roark will be asking the Board to consider appointing County Finance Director Katy Tomer as the Deputy Clerk to the Board with a stipend of \$350 per month.

Terry J. Royall, Judge has submitted a letter announcing her resignation from the Board of Directors of Piedmont Senior Resources.

The School has submitted a letter informing of their wish to return the remainder of the School Fund balance, as of June 30, 2020 (\$30,685.91), to the General Fund with the request that it gets re-appropriated back to the School during the 20-21 year to support additional cleaning and safety supplies needed due to the COVID-19 pandemic.

Supervisor Bowen suggests the Board needs to be prepared for the potential budgetary impacts to the Schools due to pending decisions on how it will proceed with re-opening for the fall term.

Supervisor Shekleton provides a report of the Budget Committee relating to the following

1 – School Resource Officer (SRO) – during a recent meeting with School Board members, Superintendent Dr. Grimes, and Sheriff Robert Jones the School provided their vision on how a SRO would be utilized; the Committee feels it is not likely they will recommend to approve all five grant awards but have discussed approving two. Supervisor Shekleton continues that the Committee plans to require a detailed estimate on what the costs to the County will be for each award.

The Committee acknowledges that any approval on the grant awards would need to come with contingencies on the possibility that due to COVID-19 the grant may not be renewed for the additional three years, and the potential for the County's loss of revenue to be greater than expected. The Committee suggests looking into the possibility of shared funding between the County and the School.

Supervisor Shekleton additionally acknowledges that there is proposed legislation to come before the General Assembly during its upcoming Special Session in August to remove law enforcement officers from School Systems entirely.

Administrator Roark clarifies that the Board can authorize signing the contracts to meet the deadline; this does not obligate the County to spending any awarded funds.

Supervisor Roark encourages shared funding suggesting that since the School has an established precedence of pre-paying items, they can do the same for the required local match to the grant funding.

Administrator Roark provides a breakdown of the associated expenses related to hiring the additional officers to serve as SRO; the cost per Officer (using an entry-level salary and fringes) would be \$53,368. Each grant award would cost the County over \$6000 per officer before expenses related to training, uniforms, and vehicles.

Supervisor Shekleton states that she has contacted adjoining localities seeking their experiences with implementation and utilization of school resource officers; most all was positive. She also explains that the Officers were not being utilized for student disciplinary actions, only if a criminal activity was committed.

2 – Employee Health Care Coverage: during a meeting with the County’s current insurance broker, Barbara Bailey, it was revealed that Anthem is the only company that would provide a quote; the other companies could not compete with what Anthem was offering. Mrs. Bailey was able to negotiate a plan renewal, with no reduction in coverage, with no premium increase.

Supervisor Roark urges the Board to consider addressing the County’s insurance renewal process earlier than it is normally handled to allow more negotiating time with other potential companies.

Supervisor Shekleton reads a report of the federal CARES coronavirus relief funds committee, stating that the first meeting of the Committee was today. The Committee discussed how other localities are handling the funding and have a better consensus on how Nottoway will approach recipient funding. The Committee members will be reviewing the applications received to date and will report back to the Board.

The following reports/items will be included on the agenda for the July 16, 2020 regular meeting:

- 1 – Building Inspector’s Report – June 2020
- 2 – Animal Control Officers’ Report – June 2020
- 3 – June 2020 Nottoway County Landfill waste report; average of 82.41 tons per day
- 4 – June 2020 Nottoway County Landfill Leachate disposal record; 636,000 gallons were hauled in June 2020
- 5 – Piedmont Regional Jail Authority Feb – May 2020 Jurisdiction Report, May & April 2020 Billing Report, April & May 2020 Transportation Report
- 6 – Abstract of votes for the 2020 June Republican Primary Election held on June 23, 2020
- 7 – Letter from James Morton requesting for the Confederate monument located on the Courthouse Complex to be removed
- 8 – Notification letter from the Virginia Department of Environmental Quality concerning the Virginia Pollutant Discharge Elimination System Permit No. VA0025194 – Town of Blackstone Wastewater Treatment Plant
- 9 – Request to appoint Mrs. Carolyn W. Leslie to the Nottoway County Public Library Board of Trustees
- 10 – Information on Civil War Trails, Inc.
- 11 – Minutes – Piedmont Regional Jail Authority Board, Nottoway County Public Library Board of Trustees
- 12 – Citizen letter of appreciation/support for the Nottoway County Animal Control Officers
- 13 – Census response rates/map for Nottoway County and its Towns
- 14 – Information relating to the Federal Emergency Management Agency Emergency Non-Congregate Sheltering during the COVID-19 Public Health Emergency; FEMA Policy 104-009-18

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Supervisor Roark, Chair of the Personnel Committee, has requested to discuss the County's Personnel Policy and procedures; strongly urging the Board to take action to have these updated. He suggests seeking proposals from qualified companies to complete an update of the current policy. Administrator Roark informs that he has recently found out that the County's insurance provider, Virginia Risk Sharing Association (VRSA), will take a member's current policy and offer suggestions for inclusion and/or removal.

Supervisor Roark recommends implementing employee evaluations, specifically commencing as early as August or September and being concluded by end of the chosen month. He additionally recommends that either a Committee of the Board or the entire Board would perform the evaluations of Administrator Roark and Assistant Administrator Prosisie. Madam Chair Simmons explains that any evaluation of Administrator Roark would be with the entire Board.

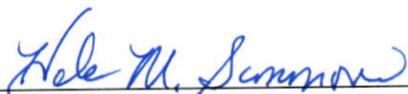
Supervisor Bowen doesn't agree with the Assistant County Administrator being included in that initial evaluation as this position, like all others, is under the direct supervision of the County Administrator. It is the consensus of the Board to have Administrator Roark contact VRSA about reviewing the County's current policy.

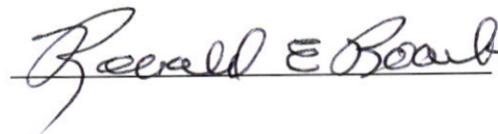
Vice Chairman Vaughn asks if the Board would consider not holding a work session in August; if there is nothing pressing to come before the Board. It is the consensus there will be no work session scheduled for August. The Board also asks Administrator Roark to add the Commonwealth Regional Council to the agenda for the regular July meeting.

Madam Chair Simmons asks if there are any other items anyone needs/wants to discuss.

Supervisor Shekleton reports on her recently attended, first, CARES meeting. She relays concerns from the members who have invested a significant amount of time and resources on this initiative. They feel as if the lack of action by the County is discouraging the members and effecting potential fundraising efforts; they desire feedback of some sort from the Board of Supervisors. Supervisor Shekleton will provide a complete report at the regular July meeting.

There being no further business to come before the Board, the work session was adjourned at 8:22 p.m.

 Chair

 Clerk