

VIRGINIA: AT A WORKSHOP MEETING OF THE BOARD OF SUPERVISORS HELD IN THE POWHATAN VILLAGE BUILDING CONFERENCE ROOM, 3910 OLD BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, AND REMOTELY BY ELECTRONIC MEANS ON MARCH 5, 2021, AT 1:00 P.M.

Board of Supervisors Present: David T. Williams, District 1,
Michael W. Byerly, District 3, Vice Chairman
Bill L. Cox, District 4
Karin M. Carmack, District 5, Chairman

Board of Supervisors Absent: None

County Staff Present: Ned Smither, County Administrator
Bret Schardein, Deputy County Administrator
Phil Warner, Fire and Rescue Chief
Tom Nolan, Director of Public Safety Communications
Ramona Carter, Director of Public Works
Charla Schubert, Director of Finance
John Wood, Director of Information Technology
David Dunivan, Building Official
Jamie Timberlake, Commissioner of Revenue

Constitutional Officers Present: Brad Nunnally, Sheriff

Guests Present:

1. Call to Order

Chairman Carmack called the meeting to order at 1:00 p.m.

- a. Identify Public Entity members physically and/or electronically present

Mrs. Carmack identified the Board members, Mr. Smither, Mr. Schardein, and their locations.

- b. Identify the persons responsible for receiving public comment

County Administration staff will accept emailed comments at administration@powhatanva.gov. Any comments received until 1:00 pm, on the day of the meeting will be entered into the meeting minutes.

- c. Identify opportunities for the public to access the electronic meeting

The public was able to participate in the meeting by using: <https://zoom.us/j/398095011> by computer. Phone access was possible by dialing: US: 1-929-205-6099 or 1-312-626-6799. As always, the public could view the live feed from the County website. (edit link as needed)

- d. Identify opportunities for the public to participate in such an electronic meeting

The public was able to view and participate in the meeting live with the Zoom meeting link. During the public comment period, members of the public could raise their hands using the zoom controls on their screens, or press *9 on their phone.

2. Pledge of Allegiance

Mr. Byerly led the Pledge of Allegiance

3. Invocation

Mr. Williams led the Invocation

4. Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation

None

5. Formal Approval of Agenda

Charmain Carmack a motion to approve the agenda as presented or as amended. Mr. Williams seconded the motion.

David T. Williams, Michael W. Byerly, Bill L. Cox, Karin M. Carmack voted AYE

**VOTE 4-0
MOTION Passed**

7. Public Comment (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)

Chairman Carmack opened the first public comment period.

Seeing no one come forward, Chairman Carmack closed the first public comment period.

8. Old Business

a. FY22 Budget Discussion

Mr. Smither presented. He stated that the first part of the discussion, he would have Fire and Rescue Chief Warner speak about staffing. Then, he stated, the Board would discuss the 10-year CIP.

1. Fire and Rescue Chief Warner discussion

Mr. Warner explained the amount of time it took to train to become a Firefighter and what the volunteers supplement. Mr. Warner then explained the three shifts, how there will need to be coverage for each shift, and that's how he came to the number three for the staffing number. Mr. Warner stated that should another Fire Station be built, as it is in the CIP, that new station will need to be staffed as well.

Mr. Cox asked how he can help to better support the volunteers. Chief Warner responded by saying that training is extremely expensive and any extra training funds would be helpful.

2. 10-Year CIP discussion

Mr. Smither, Mr. Cox, Mr. Byerly, Mr. Williams, and Mrs. Schubert discussed the funding for the Schools and how the Board should appropriate the money. Mr. Smither provided a chart that compared the general funding for other localities.

Mr. Williams pointed out that the Board needs a policy on what to do with School transfers.

Mr. Cox explained that the State handed down 5% raises to the teachers, but it only covers 60% of the staff. Mr. Cox asked Mr. Smither to provide the cost of what the other 40% would be for the County and this includes the increase to benefits.

Mrs. Carmack moved on to the tax rates. She explained that she is in favor of picking a rate and holding onto it. Mr. Cox stated that he would like to staircase the rates. Mr. Cox presented a document that shows the rates of all the surrounding localities tax rates, including ours, in the year 2018. He stated that he is looking at this as a competitive tool. The tax rate in 2018 was at \$.88, now it's at \$.85, and the goal is to get to \$.83. Mrs. Carmack asked Mr. Smither if the make to the \$.83, would we be able to pay cash for everything in the 10-year CIP. Mr. Smither responded by saying that the only way that we get to the \$.83 is to borrow money for the Fighting Creek Park expansion.

Mr. Cox moved on to talk about the projects listed in the CIP. He asked that the Board come to an agreement on what the definition of the CIP is, and what can go in the CIP.

Mr. Williams asked Mrs. Shubert to change the wording in the CIP to allow the Schools in the Capital Budget.

Mrs. Carmack and Mr. Cox discussed the 14 million in roads as being a positive.

Mrs. Carmack, Mr. Cox, Mr. Byerly, and Mr. Smither discussed adding a subtotal in the CIP that would include grant money. Mr. Smither agreed to add it to the CIP.

The Board moved on to building permits. Mr. Dunivan explained that the building permits are running about 19 business days. He stated that the goal is to get to 5 business days. Mr. Cox asked Mr. Dunivan to provide some numbers and goals for the department.

Mr. Smither agreed to send some estimates to Mr. Cox in regards to the softball concession stand.

Mr. Cox asked for some more information on the LMR mobile phone lines upgrade.

The Board agreed to remove the waterline extension from the CIP.

Chief Warner and Mr. Smither presented a PowerPoint slide for Fire and Rescue apparatuses that explained; what their current fleet entailed, how long they keep the vehicles, additional considerations for replacement, and the NFPA recommended service time for apparatuses.

Mr. Byerly asked what the tax rate time frame is. Mr. Smither responded by saying that it would need to be advertised by March 29th. Mr. Smither explained that the budget would also need to be wrapped up by March 29th in order to be advertised by April 19th. The Board agreed to add an additional workshop meeting on March the 19th.

Mr. Cox asked if it's possible to see if they can take the 7 million Parks and Rec project and stagger the projects over a period of time. Mr. Smither explained that it wouldn't do much good, that it's put in that way to reduce the debt service.

9. Public Comment (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)

Chairman Carmack opened the second public comment period.

Seeing no one come forward, Chairman Carmack closed the second public comment period.

10. County Attorney Comments

None.

11. County Administrator Comments

None.

12. Board Comments

Mr. Williams stated that he would like to see about developing a proffer policy as soon as possible. He added that he would also like to see a new personnel evaluation system.

Mr. Cox asked for a closed session to talk about the compensation system. He explained that it's a culture change and wants to see change in how we talk to each other.

14. Adjournment

Chairman Carmack adjourned the meeting at 4:40 pm.

These minutes were approved on November 22, 2021, with a motion, second, and 5/0 vote.

**Ned Smither, Clerk
Powhatan County Board of Supervisors**

**Karin M. Carmack, Chairman
Powhatan County Board of Supervisors**

<i>David T. Williams</i>	AYE
<i>Steve W. McClung</i>	AYE
<i>Michael W. Byerly</i>	AYE
<i>Bill L. Cox</i>	AYE
<i>Karin M. Carmack</i>	AYE

MLW