

VIRGINIA: At a Regular Monthly Meeting of the Board of Supervisors for the County of Accomack held in the Board of Supervisors Chamber in Accomac, Virginia on the 18th day of November, A.D., 2015 at 5:00 p.m.

Members Present: C. Reneta Major, Chair  
Ron S. Wolff, Vice Chair  
Wanda J. Thornton  
Grayson Chesser  
John Charles "Jack" Gray  
Kay W. Lewis  
Robert D. Crockett  
Laura Belle Gordy  
Donald L. Hart, Jr.

Others Present: Steven B. Miner, County Administrator  
Michael Mason, Finance Director  
Shelia West, Administrative Assistant

### **Call to Order**

The meeting was called to order by the Chair and opened with a prayer by Reverend Steve Dunn, Pastor, Painter Garrison and Quinby United Methodist Churches after which, the Pledge of Allegiance to the Flag was recited.

### **Adoption of the Agenda**

Mr. Wolff made a motion to adopt the Agenda. Mr. Crockett seconded the motion. The motion was unanimously approved.

### **Public Comment**

The Chair read the rules governing conduct during the public comment period. Comments were offered by the following persons opposing the new proposed draft poultry house Ordinance dated November 9, 2015:

Joe Valentine – Onancock, VA  
Anthony (Toni) C. Picardi – Belle Haven, VA  
Barbara Thackray – Chincoteague, VA  
Jay Davenport – Onancock, VA  
Jay Ford – Belle Haven, VA representing the Eastern Shore Keepers

### **Minutes**

Mr. Crockett made a motion to approve the Minutes of the October 21, 2015 meeting. Mrs. Thornton seconded the motion. The motion was unanimously approved.

### **Recognitions**

#### **Distinguished Budget Award from Government Finance Officers Association**

Dr. Miner recognized Finance Director Michael Mason and his staff for having achieved the Distinguished Budget Award for their great efforts. He told the Board this was the highest form of recognition in governmental budgeting and represented a

significant achievement which reflected the commitment of the governing body and staff to meet the highest principles of governmental budgeting.

He detailed the following and in order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. He continued and stated the guidelines are designed to assess how well an entity's budget serves as a policy document, a financial plan, an operations guide, and a communications device. Dr. Miner said the budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories to receive the award. The Board thanked Mr. Mason and his staff for all their hard work within the County they do.

### **Consent Agenda**

Mr. Crockett made a motion to approve the following items under the Consent Agenda and remove items 5.2 (Joint Land Use Study Comprehensive Plan Amendment) and 5.3 (Proposed Poultry Ordinance) for discussion. Mr. Wolff seconded the motion. The motion was unanimously approved.

- 5.4 The Fiscal Year 2017 Budget Call Memorandum and Draft Budget Calendar,
- 5.5 The award of a contract to HBA Architecture & Interior Design, Inc. for the provision of engineering services for the Health Department Expansion Project in accordance with the terms and conditions of RFP 277 and subject to approval of the Resolution to Amend the Fiscal Year 2016 Accomack County Budget to Fund Approved Capital Improvement Projects.
- 5.6 The renewal of the contract with Elliott, LeBouef & McElwain to provide inspections of the Fire Training Burn Building for the Term of January 1, 2016 to December 31, 2016 in accordance with the terms and conditions of RFP 266.
- 5.7 The renewal of the contract to Bowman Consulting for wastewater and water systems consulting services for the term of December 20, 2015 to December 19, 2016 in accordance with the terms and conditions of RFP 264.
- 5.8 The renewal of the contract with AvFuel Corporation for the provision of aviation fuel at the Airport for the term of January 16, 2016 to January 15, 2017 in accordance with the terms and conditions of RFP 265.
- 5.9 The renewal of the contract with SLAIT Consulting, LLC for service desk functions for the term of December 1, 2015 to November 30, 2016 in accordance with the terms and conditions of the Service Level Agreement.
- 5.10 The County Attorney Agreement with Ms. Cela Burge contract effective January 1, 2016.

## **Items Removed from Consent Agenda**

### **5.2 Joint Land Use (JLUS) Study Comprehensive Plan Amendment**

Mrs. Thornton stated she felt the public did not know enough information about the Joint Land Use Study (JLUS) Comprehensive Plan Amendment and she felt the public meetings were not well attended by the public. She said once this was put in the Comprehensive Plan it would become a guide that would have to be followed; that if the property values were going to be affected in the area a letter would have to be written to notify the property owners informing them of any zoning change.

A discussion ensued concerning the Blast Zone.

Mr. Crockett made a motion to schedule a public hearing on the Joint Land Use Study Comprehensive Plan Amendment on January 20, 2016 at 7:30p.m. in the Board of Supervisors Chambers. Mr. Wolff seconded the motion. The motion was unanimously approved.

### **5.3 Proposed Poultry Ordinance**

A brief discussion ensued concerning the need for a work session to discuss the proposed amendments to the Poultry Ordinance. Mr. Hart felt a work session should be held after the new board was seated. Mr. Hart made a motion to table the proposed poultry ordinance and schedule a work session in January. Mr. Crockett seconded the motion. The motion was unanimously approved.

## **County Attorney**

Chairman Major introduced new County Attorney, Ms. Cela Burge, who would be beginning effective January 1, 2016. She stated a Press Release had been issue today.

## **Report of Public Officials**

### **Library Trustees, Colette Nelson, and Paul Berge**

Ms. Colette Nelson, Chair of the Board of Trustees of the Eastern Shore Public Library announced that decisions had been made on Monday, January 16, 2015 with a unanimous voted to move forward with fundraising efforts to remodel all library operations to the location of the former Fresh Pride Building in Parksley. She informed the Board of Supervisors they were estimating 20,000 square feet for the library with a value of \$5 million.

Mr. Paul Berge, Trustee member, presented a power point presentation. He told the Board the \$2 million at the Parksley location, where there were already 118 parking

spaces, it would fix the outside to look like a library and include a new interior and new electrical. A \$3.5 million renovation would allow the building to be enlarged approximately 2,500 feet, making the total square footage to 15,100 feet. Mr. Berge stated \$5 million afforded two options. One would elongate the building towards the street and the other was an L-shape on the back left corner of the building. Mr. Berge talked about the ceiling height and stated it would be approximately 14 feet higher than the Accomack location.

Mr. Berge stated he had submitted a request to Senator Lynwood Lewis and Delegate Rob Bloxom for a contribution of \$250,000 per year for two consecutive years from the state budget and asked that the Board of Supervisors would make a similar request as well.

A discussion ensued and Mr. Berge responded to questions.

Mr. Wolff made a motion to send a letter of support to State officials endorsing the \$250,000 per year for 2 years from the state budget.

## **Old Business**

### **Update on Solar Farm by Community Energy**

Mr. Tom Tuffy appeared before the Board and gave an update on Solar Farm in Northern Accomack County. He told the Board Dominion Power had purchased the proposed solar farm from Community Energy the founding company. He said that a company from Lynchburg would be supplying all the transformers for the solar installation.

Mr. Emil Avram of Dominion Power pointed out this would be the largest solar installation in the State of Virginia, and that a job fair would be announced to attempt to fill positions with all local people and approximately 300 construction jobs would be created during the one year construction project.

### **Fire Inspections**

Dr. Miner told the Board it had previously approved a Resolution to relinquish fire inspections to the State. He said feedback from state officials revealed significant state concern over their staffing capacity to handle the increased load in an optimal manner for county residents and could only do the minimum which was about what the County had done previously, but that there was a sense that a county of our size and complexity should have its own program. He stated that the state officials believe that

the County could have a better program if it had its own fire inspector instead of state services.

He said the transition to their oversight would require a change to the county code by ordinance which would constitute a Public Hearing and this would become confusing for the public. Dr. Miner told the Board this would be the appropriate time for the Board to reconsider before an ordinance change is amended.

Director of Public Safety C. Ray Pruitt stated a position needed to be created for a fire inspection position. He said he could manage and oversee the added responsibility, but he would need additional resources; that a full-time position is estimated to cost about \$60,000-\$65,000 per year, expenses included. He informed the Board the person that would fill the position would have to attend required training which would take approximately 3 weeks and that Finance Director Mike Mason expected that the fund would require a 1 cent increase in 2020 and if this was added, the increase would remain 1 cent, but was projected to be required a year earlier in FY2019, rather than FY2020.

Mrs. Thornton made a motion to allow the full time Fire Inspector position. Mr. Wolff seconded the motion.

A discussion ensued.

The motion, as stated, was unanimously approved.

#### **FY15 Unassigned Fund Balance (aka surplus) for Employee Compensation**

Mrs. Thornton asked how much money was left in surplus to which Mr. Mason responded \$1.4 million. She said she had put the motion on the floor because the Board had approved action to allow teachers to receive the Early Retirement Option which cost the County \$408,000 this year; that she felt it was grossly unfair to County employees because they had not received a raise for a long time and that County employees had an increase in their health insurance and other things which impacted their bottom line.

Mrs. Thornton made a motion to take funds from the surplus to give employees that have been employed for 2 years or more a bonus in the amount of \$1500 per employee which equates to approximately \$408,000. Mrs. Lewis seconded the motion.

A discussion ensued.

The vote on the motion: Ayes: Mrs. Thornton, Mrs. Lewis, Mr. Gray, Mr. Hart, and Ms. Major. Nays: Mr. Wolff, Mr. Chesser, Mr. Crockett, Mrs. Gordy.

**Eastern Shore Public Library Board (4-year term)**

Mrs. Thornton made a motion to appoint Jerry Ryan to the Eastern Shore Public Library Board effective immediately and ending on June 30, 2019. Mrs. Lewis seconded the motion. The motion was unanimously approved.

**Wetlands Board (5-year term)**

Ms. Major made a motion to reappoint Jay Ford to the Wetlands Board effective November 30, 2015 and expiring on November 30, 2020. Mr. Wolff seconded the motion. Ms. Major withdrew the motion.

**Recess**

By consensus, Ms. Major recessed the meeting at 7:30p.m.

**Call to Order**

Ms. Major called the meeting back to order.

**Public Hearing**

**Proposed Amendment to Fiscal Year 2015/2016 Budget**

The Chair opened the Public Hearing to afford interested persons the opportunity to be heard or to present written comments concerning a proposed amendment to Fiscal Year 2014/2015 Budget.

No public comments were offered.

The Chair closed the Public Hearing.

Mrs. Thornton made a motion to adopt the following Resolution. Mr. Wolff seconded the motion. The motion was unanimously approved.

**RESOLUTION TO AMEND THE FISCAL YEAR 2016  
ACCOMACK COUNTY BUDGET TO FUND \$4.48M IN  
APPROVED CAPITAL IMPROVEMENT PROJECTS**

**WHEREAS**, it is the responsibility of the Accomack County Board of Supervisors to approve and maintain the budget for Accomack County which includes the Accomack County School Division; and,

**WHEREAS**, on March 31, 2015, the Board of Supervisors adopted the Accomack County Fiscal Year 2016 Budget; and,

**WHEREAS**, during the course of the fiscal year, the Board of Supervisors has identified the following high priority capital improvement projects totaling \$4,480,000 that it wishes to pursue which were not included in the original Accomack County Fiscal Year 2016 Adopted Budget: and,

- Kegotank Elementary School New Gym & Stage (\$1,210,500)
- Kegotank Elementary School Existing Stage and Gym (\$72,500)
- Arcadia High School STEM Classroom Renovation (\$42,000)
- Kegotank Elementary School Kitchen Expansion (\$50,000)
- School Central Cold Storage Facility (\$125,000)
- Health Department Renovation (\$2,000,000)

- Public Works Office (\$500,000)
- Commonwealth's Attorney's Office (\$250,000)
- Bond Issuance Costs (100,000)
- Central Park Facilities (\$130,000)

**WHEREAS**, the Board of Supervisors has issued \$4,350,000 in lease revenue bonds and allotted \$130,000 in unassigned fund to finance these capital improvement projects; and,

**WHEREAS**, the Board of Supervisors now wishes to amend the Fiscal Year 2016 Accomack County Budget to include funding for these capital improvement projects; and,

**WHEREAS**, the *Code of Virginia* § 15.2-2507 requires any proposed budget amendment that exceeds one percent of the total expenditures shown in the currently adopted County budget be accomplished by publishing a notice of a meeting and a public hearing once in a newspaper having general circulation in that locality at least seven days prior to the meeting date; and,

**WHEREAS**, this proposed budget amendment does exceed one percent of the total expenditures shown in the currently adopted County budget; and,

**WHEREAS**, on November 11, 2015, a public hearing notice was advertised in the Eastern Shore News on this proposed amendment to the County's Fiscal Year 2016 Budget; and,

**WHEREAS**, on November 18, 2015, a public hearing was held on this proposed amendment to the County Fiscal Year 2016 Budget; therefore,

**BE IT RESOLVED** by the Board of Supervisors of Accomack County, Virginia, that the Fiscal Year 2016 County Budget be amended by \$4,480,000 and related funds appropriated for the capital projects listed above.

### **Appointments**

#### **Wetlands Board (5-year term)**

Mrs. Thornton made a motion to appoint Jim White to the Wetlands Board effective December 1, 2015 and expiring on November 30, 2020. Mr. Crockett seconded the motion. The motion was unanimously approved. Motion passed 8-1.

### **Joint Land Use Study Implementation Plan and Accomack Wallops Working Group (AWWG) Recommendation**

Kristen Tremblay gave a brief power point presentation on the Follow-Ups on the Initial Report of the Joint Land Use Study Implementation Plan

- Establish the Accomack Wallops Work Group (AWWG) with 1 regular member and 1 alternate member from the Planning Commission and consisting of One planning Commission Mrs. Thornton recommended to strike ~~(plus 1 alternate)~~, Board of Supervisors, NASA Caroline Massey or designee, NAVY Surface Combat Systems Center (SCSC) Debra Ryon, Accomack-Northampton Planning District Commission (A-NPDC) Curtis Smith, Town of Chincoteague, Robert Ritter or design, and United States Fish and Wildlife Service (USFWS) Kevin Sloan or Bob Leffel
- The Board initiate the process to make changes to State law that would allow for notices for aircraft potential zones, aircraft noise zones, and rocket hazard zones ad recommended by the JLUS Mrs. Thornton recommended to **(add ask to give the Board of Supervisors the authority)**

- To execute Round One and Two of the Comprehensive Plan amendments as drafted

Kristen Tremblay continued and gave an overview of the Planning Commissions recommendations:

- Round Two Comprehensive Plan Update
- Discussion of Clear Zone Strategic Action Plan
- Address Accident Potential Overlay Zone
- Initiate State legislation
- Review and consider recommendation of Accomack Wallops Working Group long term plan for mitigation of recurrent flooding, storm surge for coastal areas of Accomack County within defined study area

Ms. Tremblay told the Board several options were prepared for the board

- Consider adoption parts or all of both the August and Planning Commission recommendations
- Direct staff to prepare and report to the Board all funding and staffing options
- The Board may want to develop its own implementation strategy

Mr. Crockett made a motion to hold a public hearing on January 20, 2016 at 7:30 p.m. in the Board Chambers to afford interested persons the opportunity to be heard or to present written comments concerning the proposed Joint Land Use Study Comprehensive Plan. Mr. Wolff seconded the motion. The motion was unanimously approved.

**Proposed Amendments to County Policy #FP1200 “Audit Requirements for Organizations Applying for or Receiving County Funding”**

Finance Director Michael Mason provided a draft of several recommended changes to County Policy #FP1200 and said the policy required financial audits from organizations receiving \$10,000 or more annually in County funding. The revisions were designed to address the following issues:

- The original policy stated that audited financial statements had to meet “reasonable standards” to be considered in compliance with County Policy. He stated this was too ambiguous. The revisions strike this language and add wording that clearly states that submitted financial statements must have an unqualified (aka “clean”) auditors’ opinion to be considered satisfactory.
- The original policy stated that if the organization failed to turn in their financial statements within the stipulated timeframe (9 months after the close of their fiscal year), County Funding would be suspended. He continued and stated it did not spell out how long the County would hold the suspended funding before it would be up for reallocation. The revisions state that if the organization has not submitted audited financial statements to the County within one year after their

due date, the matter will be referred to the Board of Supervisors who may repurpose the funds. Mr. Mason responded to questions from the Board. Mr. Mason noted one organization, Parksley Volunteer Fire and Rescue Company, fell into this category.

- The original policy did not address the repercussions if an organization submitted audited financial statements with an auditors’ opinion that was not unqualified (“clean”). The revised policy states that the organizations funding will be suspended if this occurs until such time as the County receives “clean” financial statements. It also sets the expectation that organization will work their external auditor to implement a corrective action plan to remedy the situation in time for the next audit. The revised policy does leave some room for additional County actions should the suspension of funding result in a public safety risk such as if a volunteer fire and rescue company is endanger of defaulting on their debt.

Mr. Mason noted an organization (Melfa Volunteer Fire and Rescue Company) had submitted financial statements with a less than unqualified auditors’ opinion.

<p>Mr. Crockett</p>  <p>made a motion to adopt all recommended amendments made by Michael Mason, Director of Finance. Mr. Wolff seconded the motion. The motion was unanimously approved.</p>	<b>GENERAL SUBJECT:</b>	
	<i>a. Fiscal Policies</i>	
	<b>SPECIFIC SUBJECT:</b> <b>Audit Requirements for Organizations Applying for or Receiving County Funding</b>	
	<b>POLICY NUMBER:</b> FP1200	<b>PAGE:</b> <i>b. 1 of 4</i>
<b>EFFECTIVE DATE</b> 7/1/2013	<b>REVISED DATE:</b> <i>c. 11/18/15</i>	

**PURPOSE:**

The purpose of this policy is to establish an audit requirement or other financial reporting requirement for all external organizations requesting and/or receiving direct County funding. The policy will help ensure that these organizations have adequate levels of financial management and operational transparency which are necessary to ensure public trust and accountability and are precursors to receiving taxpayer funds.

**SCOPE:**

This policy does not apply to funds paid to external organizations for services obtained through the normal procurement process.

**DEFINITIONS:**

1. *Audited Financial Statements* – Are financial statements which:

- a. Have been prepared in accordance with generally accepted accounting principles or the following other comprehensive basis of accounting: tax basis or cash basis; and,
- b. Audited by an independent certified public accountant; and,
- c. An opinion has been expressed as to whether they present fairly the financial position of the organization.

2. *Unaudited Financial Statements* – For purposes of this policy, unaudited financial statements are a grouping of statements that contain, at a minimum, a balance sheet or statement of net assets, a statement of activities or income statement and a notarized certification from the organization’s President and Treasurer that the statements provided accurately reflect the financial position of the organization.

3. *External Organization* – Any organization that is separate and distinct from the County of Accomack and which is not included within the County of Accomack’s financial reporting entity.

	<b>GENERAL SUBJECT:</b>	
	<i>d. Fiscal Policies</i>	
	<b>SPECIFIC SUBJECT:</b>	
	<b>Audit Requirements for Organizations Applying for or Receiving County Funding</b>	
<b>POLICY NUMBER:</b>	<b>PAGE:</b>	
FP1200	<i>e. 2 of 4</i>	
<b>EFFECTIVE DATE</b>	<b>REVISED DATE:</b>	
7/1/2013	<i>f. 11/18/15</i>	

**PROVISIONS:**

**1. General**

The County partners with multiple external organizations including volunteer fire and rescue companies, nonprofits and other governmental boards, councils, commissions, etc. to provide essential services to the public in exchange for the organization receiving financial support from the County.

Although the County does not provide these services or administer these funds directly, it expects those organizations that do to adhere to the same elevated principles of accountability and transparency that it applies to itself. The County has therefore developed this policy to require all external organizations that **request or receive** direct County funding to furnish audited or unaudited financial statements to the County on an annual basis as a condition of receiving these funds. Which statements to furnish, audited or unaudited, is dependent on the amount of funds the organization is requesting or receiving from the County

**2. Audited Financial Statement Requirement**

External organizations are required to submit audited financial statements to the County under the following circumstances:

- a. Organizations **requesting** County funds in an amount greater than or equal to \$10,000 must submit current audited financial statements to the County before their request will be considered. In order for the financial statements to be considered current, they must pertain to a fiscal year ending no more than 20 months prior to the date the funds were requested.
- b. Organizations that have been **awarded** County funds in an amount greater than or equal to \$10,000 must submit annual audited financial statements covering the periods the grant funds were used for as long as the organization receives County funding. These financial statements are due to the County within 9 months after the fiscal year end of the organization.
  - i. Only financial statements containing an unqualified or “clean” auditor’s opinion are considered to have met the County’s submission requirements.

	<b>GENERAL SUBJECT:</b>	
	<i>g. Fiscal Policies</i>	
	<b>SPECIFIC SUBJECT:</b>	
	<b>Audit Requirements for Organizations Applying for or Receiving County Funding</b>	
<b>POLICY NUMBER:</b>	<b>PAGE:</b>	
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<b>EFFECTIVE DATE</b>	<b>REVISED DATE:</b>	
7/1/2013	<i>i. 11/18/15</i>	

### 3. Unaudited Financial Statement Requirement

External organizations are required to submit unaudited financial statements to the County under the following circumstances:

- a. Organizations **requesting** County funds in an amount less than \$10,000 must submit current unaudited financial statements to the County before their request will be considered. In order for the financial statements to be considered current, they must pertain to a fiscal year ending no more than 20 months prior to the date the funds were requested.
- b. Organizations that have been **awarded** County funds in an amount less than \$10,000 must submit annual unaudited financial statement(s) covering the periods in which the grant funds were used for as long as the organization receives County funding. These financial statements are due to the County within 9 months after the fiscal year end of the organization.
- c. Organizations required to submit unaudited financial statements may substitute audited financial statements in lieu of unaudited ones if available.

### 4. Where to Submit Information

Financial statements should be submitted via email to the Accomack County Finance Department.

### 5. Form of submission

Financial statements must be submitted in electronic format. No paper copies will be accepted.

### 6. Annual Review

A review will be conducted annually during the budget process to ensure external organizations are complying with the provisions of this policy.

### 7. Noncompliance Consequences & Actions

- a. **Failing to Meet Submission Timeframes**

Any organization that fails to submit their financial statements to the County in accordance with the timeframes and conditions specified in this policy will have their County funding suspended until compliance is achieved. County funding for organizations who fail to submit their required financial statements within 12 months after the due date will be referred to the Board of Supervisors for possible reallocation of funds.

	<b>GENERAL SUBJECT:</b>	
	<i>j. Fiscal Policies</i>	
	<b>SPECIFIC SUBJECT:</b>	
	<b>Audit Requirements for Organizations Applying for or Receiving County Funding</b>	
<b>POLICY NUMBER:</b>	<b>PAGE:</b>	
FP1200	<i>k. 4 of 4</i>	
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**b. Failing to meet reasonable standards**

Organizations who submit audited financial statements that contain an unqualified (aka “clean”) auditor’s opinion on the financial statements are considered to have met the County’s submission standards. Submissions containing an auditor’s opinion other than unqualified such as an adverse, qualified or disclaimer of opinion are considered unsatisfactory and will have their County funding immediately suspended. Funding will remain suspended until the County receives audited financial statements that contain an unqualified auditor’s opinion.

- i. If suspension of organization’s funding results in an increased public safety risk due to the ability of the organization to continue to provide public services, the County may institute measures to ensure services continue to be delivered such as making direct payment to the organization’s lenders to avoid default. Any amounts distributed on behalf of the organization will be deducted from the total amount of suspended County funds. In no case will County funding be remitted directly to the organization until satisfactory audited financial statements are received.

Organizations who receive an auditor’s opinion which is considered unsatisfactory are expected to immediately implement a corrective action plan, with this assistance of their independent external auditor, to remedy the situation in time for the next audit period. County funding for organizations who fail to implement a corrective action or repeatedly receive unsatisfactory auditor’s opinions will be referred to the Board of Supervisors for possible funding reallocation.

**8. Cost of Compliance**

The financial cost associated with obtaining audited or unaudited financial statements shall be borne by the external organizations requesting or receiving funds from the County.

**Board of Supervisors Comments**

**Authorized Onsite Soil Evaluator Proposal**

Mrs. Thornton stated the County was facing the same issue as they were a couple years ago. She told the Board the Health Department in Richmond was trying to get the Authorized Onsite Soil Evaluators (AOSE’s) to issue all permits and if passed, would mean the public would be subjected to what every they would like to charge because it was not a set charge. She said it was a classic example of Richmond pushing it down on everyone else; that she felt the County should take a strong stand on the issue and told the Board she would like them to take the same position as they took approximately three (3) years ago.

Mrs. Thornton made a motion to send a letter to the Health Department in Richmond and Mr. Knapp and our representatives objecting to this proposal by the Board of Health Department. Mr. Hart seconded the motion. The motion was unanimously approved.

### **Corps of Engineers**

Mrs. Thornton said the County has not had a representative from the Army Corps of Engineers since Robert Cole left the Shore. She stated she had expressed to Mike Darrow asking them to give the County someone to replace Mr. Cole.

Mrs. Thornton made a motion to write a letter to the Army Corps of Engineers to give the County a permanent person on the Eastern Shore. Mr. Hart seconded the motion. The motion was unanimously approved.

Ms. Lewis stated she was submitting her resignation to the CIP Committee as of November 18, 2015.

Mr. Wolff thanked Mrs. Thornton for attending his meeting on Monday, November 16, 2015.

Mrs. Thornton stated she had been asked to speak at the Eggs and Issues meeting on December 3<sup>rd</sup> with Senator Lewis and Delegate Bloxom concerning some of the legislative issues.

### **Budget and Appropriation Items**

#### **Resolution to Amend the Fiscal Year 2016 County Budget**

Mr. Hart made a motion to adopt the following Resolution to amend the FY16 budget. Mr. Wolff seconded the motion. The motion was unanimously approved.

#### **RESOLUTION TO AMEND THE FISCAL YEAR 2016 ACCOMACK COUNTY BUDGET**

**WHEREAS**, it is the responsibility of the Accomack County Board of Supervisors to approve and maintain the budget for Accomack County; and

**WHEREAS**, on March 31, 2015, the Board of Supervisors adopted the Accomack County Fiscal Year 2016 Budget; and

**WHEREAS**, during the course of the fiscal year certain unanticipated events occur that compel amendments to the budget be made; and

**WHEREAS**, staff has reviewed the following budget amendments and recommends that they be approved; now, therefore,

**BE IT RESOLVED** by the Board of Supervisors of Accomack County, Virginia, that the Fiscal Year 2016 County budget be amended by the amounts listed below and the same amounts appropriated for the purposes indicated.

Requesting Department	Fund/Function	Purpose	Funding Source	Amount
Cooperative Extension Program	General Fund/Environmental Management	To recognize receipt of grant funding for the Virginia Pesticide Container Recycling Program.	State Funding	\$ 1,008
Sheriff	General Fund/Law Enforcement	To accept insurance proceeds to cover the cost of vehicle repairs due to a accident.	Insurance Reimbursements	\$ 541
Finance	Consolidated Fire & Rescue Fund	To reappropriate funding for Tangier Volunteer Fire Company which was suspended due to noncompliance with the County's external organization audit policy. Tangier is now in compliance with this policy.	Assigned Fund Balance of the Consolidated Fire and Rescue Fund	\$ 20,404
<b>Total</b>				<b>\$ 21,953</b>

### **Payables**

Upon certification by the County Administrator, Mrs. Thornton made a motion to approve the payables. Ms. Lewis seconded the motion. The motion was unanimously approved.

### **Closed Meeting**

Mr. Wolff made a motion that the Board go into closed meeting pursuant to Section 2.2-3711, of the Code of Virginia of 1950, as amended, for the following purposes. Ms. Lewis seconded the motion. The motion passed unanimously.

1. (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; (County Administrator), and
2. (A)(7) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

### **Open Session**

The Chair declared the meeting open to the public.

### **Certification of Closed Meeting**

Mr. Hart made a motion and seconded by Ms. Lewis, to reconvene in Open Meeting and to Certify by roll call vote, pursuant to Section 2.2-3712 (D) of the Code of Virginia, that to the best of each member's knowledge the only matters heard, discussed, or considered during the Closed Meeting were (i) public business matters lawfully exempted from Open Meeting requirements under this chapter and (ii) such public business matters as were identified in the motion by which the Closed Meeting was convened.

Ayes: Mrs. Thornton      Mr. Wolff      Mr. Chesser      Nays: None  
Mrs. Lewis      Mr. Crockett      Mrs. Gordy  
Mr. Hart      Ms. Major      Mr. Gray

**Annual Raise for County Administrator**

Mr. Wolff made a motion to institute the contract agreement with the County Administrator to provide the annual raise for the County Administrator equal to that of the 2.5% of the County Employees. Mr. Crockett seconded the motion. The motion was unanimously approved.

**Bonus for County Employees**

Mrs. Thornton made a motion that the \$1500 bonus be paid to County employees as soon as possible, but definitely before Christmas. Ms. Lewis seconded the motion.

Ayes: Mrs. Thornton, Mr. Wolff, Mr. Gray, Mrs. Lewis, Mrs. Gordy, Mr. Hart, Ms.

Major. Nays: Mr. Chesser, Mr. Crockett.

**Adjournment**

Mr. Crockett made a motion to adjourn. Mr. Wolff seconded the motion. The motion was unanimously. The meeting adjourned at 8:52p.m.

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C. Reneta Major, Chair

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Date