

**King and Queen County
Board of Supervisors Meeting
Monday, October 24, 2022**

6:00 P.M.

**Regular Meeting
King and Queen County Courts and Administration Building
Second Floor Conference Room**

Minutes of the Meeting

CALL TO ORDER AND ROLL CALL

Chairman Morris called the meeting to order. Roll call was taken with member Lawrence Simpkins noted as being absent.

APPROVAL OF RECURRING WARRANTS

A motion was made by Ms. Alsop and seconded by Mr. Burns approving the October recurring warrants, subject to audit.

AYES: ALSOP, MORRIS, BAILEY, BURNS

NAYS: NONE

ABSENT: SIMPKINS

At this point, Ms. Morris turned the meeting over to Sherrin Alsop.

PRESENTATION BY DAVENPORT ASSOCIATES/FINANCIAL PLANNING

David Rose and Austin Sacks with Davenport Associates provided an overview of recent discussions with staff regarding the Board's request to continue the financial plan set in motion by the issuance of debt for capital projects. They will continue to work with staff and the Board in the coming months to lay out a long-term plan to set up a framework that will assist the county in setting up a sustainable operational plan as well as provide guidance on the best management of its financial assets.

DISCUSSION/CLERK OF CIRCUIT COURT REQUEST FOR SALARY INCREASE FOR EMPLOYEE

Vanessa Porter, Clerk of Circuit Court was present and provided documentation regarding her request that her Deputy Clerk receive the additional Compensation Board increases in addition to the increases provided by the county as part of the FY23 budget.

Tina Ammons, Director of Finance and Vivian Seay, County Administrator provided information regarding how salary increases were calculated and reminded the Board of the policy that the Board adopted stating that when both state and local salary increases are given employees in constitutional offices do not receive both but receive whichever is higher. They also do not receive additional funding from the state increases if their salary exceeds the required salary set by the state.

No action was taken by the Board.

COUNTY BOUNDARY CONCERNS/ESSEX COUNTY LINE

Essex County Supervisor Sydney Johnson, Essex Commissioner Thomas Blackwell and the Essex citizens requesting the boundary adjustment were present. As part of the most recent redistricting, it was discovered that properties along the county lines have been taxed and voting in Essex for many years when they are physically located in King and Queen. It is believed that the issue goes back many years to when Commissioners in adjacent counties would have agreements as to which county taxed citizens and therefore voted in the same county, when properties crossed county borders.

After discussion it was the consensus of the Board to have the County Administrator work with Essex County to resolve the issue based on the information provided.

REQUEST FROM ELECTORAL BOARD/CHANGE IN PRECINCT LOCATIONS

Diane Klausen provided information on the proposed changes to precinct locations:

Shacklefords Precinct – Request to relocate from Lower King and Queen Fire Station due to conflict with use of specific portions of the building. The proposed location is Shacklefords Chapel.

Courthouse Precinct – Request to relocate from Central High School to the King and Queen Courts and Administration Building due to student and faculty safety concerns at the high school.

Old Mill Precinct – Request to relocate from King and Queen Elementary School to Popporone Baptist Church due to the proposed construction project.

Central Absentee Precinct – Request to relocate to the Registrar's office if the Courthouse precinct is moved to the Administration Building.

After discussion regarding each location, the Board directed the Registrar to look into additional possible locations and cost estimates for the change and to provide updated information at the next meeting.

RAPPAHANNOCK REGIONAL CRIMINAL JUSTICE ACADEMY MEMBERSHIP

Vivian Seay, County Administrator updated the Board on the process up to this point. Due to a recent significant increase in participation dues, Captain Balderson reached out to the academy and it was discovered that the County has been using the academy for many years but no action has ever been taken to be a member. This led to a discussion of the process to become a member. Captain Balderson asked the County Attorney to review organizational documents for the academy and she does not feel that the County should approve membership based on these documents. It was the consensus of the Board to have the Ms. Seay, the Sheriff and Captain Balderson to continue to work on this issue.

COUNTY ADMINISTRATOR UPDATES

Ms. Seay reminded the Board that they need to be looking for candidates to sit on the Board of Equalization. This Board needs to be in place at the beginning of 2023 since reassessment hearings may begin in January.

She also advised the Board of a committee meeting for the KQES project will be here at the court house tomorrow afternoon at 3:00.

ITEMS BROUGHT FORTH BY BOARD MEMBERS

Ms. Morris thanked Ms. Alsop for taking over the meeting.

Mr. Burns updated the Board on projects at the airport. They are purchasing new t-hangars and hope to start construction soon. He advised that Resa Wilson (assistant in the finance office) has taken over airport bookkeeping duties from Ms. Ammons and she is doing a very good job. He also updated the Board on the KQES project, he is looking forward to the meeting tomorrow to get more information on the proposed changes that include possible demolition of the entire facility rather than the renovation of a portion of it.

Ms. Alsop advised that she was made aware on Friday that county EMS staff contacted the Office of EMS and would not agree to sign off on licensing for Upper King and Queen Rescue. She requested that the Board enter into closed session to discuss.

CLOSED SESSION

A motion was made by Mr. Burns and seconded by Mr. Bailey to enter into closed session pursuant to Section 2.2-3711A (1) to discuss a personnel matter regarding staff in the Emergency Services department.

AYES: ALSOP, MORRIS, BAILEY, BURNS

NAYS: NONE

ABSENT: SIMPKINS

A motion was made by Mr. Burns and seconded by Mr. Bailey to enter into open session with all members certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act were heard, discussed or considered in closed session.

AYES: ALSOP, MORRIS, BAILEY, BURNS

NAYS: NONE

ABSENT: SIMPKINS

IT IS ORDERED THAT THIS BOARD BE ADJOURNED

A motion was made by Mr. Bailey and seconded by Mr. Burns to adjourn the meeting.

Doris H. Morris, Chairman

Clerk of the Board