

**King and Queen County
Board of Supervisors Meeting
Tuesday, February 20, 2024**

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

Vice Chair Sherrin Alsop called the meeting to order. Roll call was taken with member Lawrence Simpkins being absent.

CLOSED SESSION

A motion was made by Mr. Berry and seconded by Ms. Norman to enter into closed session pursuant to VA. Code § 2.2-3711(A)(1) for discussion of a salary matter relating to one or more constitutional officer employees.

AYES: S. C. ALSOP, M. R. BERRY, M. H. NORMAN, C. R. BILLUPS

NAYS: NONE

ABSENT: J. L. SIMPKINS

A motion was made by Mr. Berry and seconded by Ms. Norman that each member of the King and Queen County Board of Supervisors certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the King and Queen County Board of Supervisors, and (iii) no action was taken in the closed meeting.

AYES: S. C. ALSOP, M. R. BERRY, M. H. NORMAN, C. R. BILLUPS

NAYS: NONE

ABSENT: J. L. SIMPKINS

HABITAT FOR HUMANITY PRESENTATION – MR. JASON TICKLE

Mr. Tickle, representing Caroline County Habitat for Humanity, advised that they are applying for a grant that would allow them to expand into King and Queen County. They hope to be able to build, over several years, at least 24 homes in the county. He also provided a background on the organization and the services they provide to the community. He also advised that they are looking for interested citizens from King and Queen to serve on their board.

BUDGET PRESENTATIONS BY COUNTY DEPARTMENTS

The following department heads and constitution officers made presentations regarding their FY2025 budget requests:

- Kelly Lumpkin, Commissioner of Revenue
- Stephanie Sears, Treasurer
- Meredith Adkins, Commonwealth’s Attorney
- Hattie Robinson, Clerk of Circuit Court
- Diane Klausen and Stuart Swilley, Registrar and Electoral Board
- Donna Sprouse, Director of Community Development
- Erin Lazar, Director of Community Programming (included library)
- Betty Dougherty, Director of Social Services (included Human Resources)
- Tina Ammons, Director of Finance (included Human Resources)
- Rob Balderson, Sheriff (included Animal Control)

REVIEW OF AUDIT ITEM – AUDIT TO BE PRESENTED MARCH 11, 2024

Tina Ammons, Director of Finance provided copies of the final audit for FY23. She noted that as part of the audit, it was discovered that a single item in the school fund was determined to be an accrual to FY23 that the school division had posted to FY24. This caused the local funding to exceed the local appropriation since action was not taken on it prior to the end of the fiscal year. No additional action is needed now, but staff wanted to let the board know that it was not a concerning matter, just a timing issue on one item.

IT IS ORDERED THAT THIS BOARD BE ADJOURNED

A motion was made by Ms. Billups and seconded by Ms. Norman to adjourn the meeting at 9:15 p.m.

Chairman

Clerk of the Board