

April 25, 2016

At a regular meeting of the Southampton County Board of Supervisors held in the Board Room of the Southampton County Office Center, 26022 Administration Center Drive, Courtland, Virginia on April 25, 2016 at 6:00 PM.

SUPERVISORS PRESENT

Dallas O. Jones, Chairman (Drewryville)
Ronald M. West, Vice Chairman (Berlin-Ivor)
Dr. Alan W. Edwards (Jerusalem)
R. Randolph Cook (Newsoms)
Carl J. Faison (Boykins-Branchville)
Barry T. Porter (Franklin)
S. Bruce Phillips (Capron)

SUPERVISORS ABSENT

OTHERS PRESENT

Michael W. Johnson, County Administrator (Clerk)
Lynette C. Lowe, Deputy County Administrator/Chief Financial Officer
Beth Lewis, Community Development Deputy Director
Julien W. Johnson, Jr. Public Utilities Director
Richard E. Railey, Jr., County Attorney
Amanda N. Smith, Administrative Assistant

OTHERS ABSENT

Chairman Jones called the meeting to order.

After the Pledge of Allegiance, Supervisor Faison gave the invocation.

Chairman Jones stated that the first item on the agenda is a closed session.

Mr. Michael Johnson stated it is necessary for this Board to now conduct a closed meeting in accordance with the provisions set out in the Code of Virginia, 1950, as amended, for the following purpose:

- 1) In accordance with Section 2.2-3711 (A) (5), Discussion with the staff from FSEDI concerning prospective businesses or industries or the expansion of existing businesses or industries where no previous announcement has been made of the business' or industry's' interest in locating or expanding its facilities in the community; and
- 2) In accordance with Section 2.2-3711 (A) (7), Consultation with legal counsel employed or retained by the public body regarding specific legal matters associated with removal of construction and demolition debris from the former H.P. Beale Packing Plant.

A motion is required to convene a closed meeting for the purposes described above.

Chairman Jones asked if he could get a motion to go into closed session.

Supervisor West made a motion to go into closed session.

Supervisor Phillips seconded the motion which carried unanimously.

Chairman Jones called the meeting back to order and stated at this time we will have the certification resolution.

Supervisor West read the certification resolution to go back into open session.

RESOLUTION OF CLOSED MEETING

WHEREAS, the Southampton County Board of Supervisors had convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 (D) of the Code of Virginia requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Southampton County Board of Supervisors hereby certifies 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, and (ii) only such public matters as were identified in the motion convening the closed meeting were heard, discussed and considered by the Southampton County Board of Supervisors.

Supervisor West made a motion to adopt the certification resolution.

Supervisor Porter seconded the motion which carried unanimously.

Chairman Jones states good evening ladies and gentlemen we are back in open session. We did not discuss anything that was not on the agenda. At this time we will have citizens comment period.

Mr. John Burchett addressed the board. My name is John Burchett and I live in Sebrell. Mr. Phillips is my Supervisor. I am assuming Mike since I wasn't here last Wednesday because I was sick, you all had a budget session last week.

Chairman Jones states yes we did.

Mr. John Burchett states is the budget still the same, pretty much.

Chairman Jones states yes sir.

Mr. John Burchett states tax increase the same.

Chairman Jones states tax increase the same thing.

Mr. John Burchett states I was looking at the budget and it is depressing. If I am wrong, I apologize but I think of the .05 cent tax increase, the schools are getting less than 1/3 of the money. Am I wrong?

Supervisor Edwards states you are wrong.

Mr. John Burchett states so I stand corrected how much are they getting?

Supervisor West states \$1.3 million.

Supervisor Edwards states the schools are getting 71%.

Mr. John Burchett states so how much is that in money.

Supervisor West states \$1.3 million.

Mr. John Burchett states no, I am talking about of the .05 cents. I am not talking about other increases in the budget. Of the .05 cent increase, what percentage of that is going to the schools?

Supervisor West states 1.7 was it not; but the additional new revenue was added to it. But, of the .05 cents... this is advertised for further discussion. This is only a recommendation right now before we have a ...

Mr. John Burchett states but I'm just talking about the tax increase. I am not talking about any other revenue.

Supervisor West states Mr. Porter, talk to me. 1.7% went to the schools of the .05 cents.

Supervisor Porter states it is probably not fair to point the tax increase on any one individual area. The reason is the increase in the budget exceeds the .05 cents significantly. So the total spending is more than .05 cents. The .05 cents represents \$750,000.

Mr. John Burchett states right, so how much of that is going to the schools.

Supervisor Porter states Mike what is the total spending in the budget over last year's budget?

Mr. John Burchett states I am not talking about that; I am just talking about the .05 cents.

Supervisor Porter states you can't ...

Mr. John Burchett states why can't I? You can't tell me how much out of the .05 cents went to the schools?

Mr. Michael Johnson states you can't portion it that way John because other revenue sources increase, other expenditures decreased and when you look at the total composite budget; Mr. West is right. The school has about \$1.3 million more in state and local revenue than they had last year. In round numbers; about \$900,000 are state revenue and between \$300,000 and \$400,000 are additional local revenue.

Mr. John Burchett states so that is...

Mr. Michael Johnson states each penny on the real estate rate is between \$150,000 and \$155,000.

Mr. John Burchett states so how much is that total.

Supervisor Porter states two to three cents.

Mr. John Burchett states okay so they are getting about half. Okay, also I was looking at page 105 of the long-term debt. There was a list of \$60 - \$70 million in total long-term debt.

Mr. Michael Johnson states yes, that is correct.

Mr. John Burchett states okay. I don't know about any other tax payer in this county but that makes me kind of sick on my stomach when I think about the \$14 - \$18 million we are getting ready to spend on the courthouse. It is depressing. We are going up .05 cents now on our taxes; for the schools I am all for it. For everything else, we need to pay our employees; we need to do a whole lot of things. I am really serious, and I don't come up here lightly. We have to do something and I don't know what we are going to do. It is depressing; the burden that we are under as tax payers. I can afford the .05 cents; sure I can, but it is not going to end there. I have read in the paper where it is going to be discussed about the \$200 solid waste fee. That will never go away because you have already decided to spend that on the courthouse, because if you don't, you will have to raise the tax rate at least .05 to .06 more cents. Our debt service is a huge burden on our county. I don't know what the answer is, but I am dead serious; it is depressing because everyone in this room will be dead, all the people in this area right here; I don't know about the younger people, before we ever pay off the debt we have right now. I can guess your age and I know how old I am. But, we have to think about other sources for tax revenue. I brought up something about cigarette taxes and we need to monetize our one tourist attraction we have which is hunting. We

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need to figure out how to monetize that. We may get a little bit of money off of the hamburgers the hunters buy, but we have to come up with something. I have one more little thing real quick; on top of the courthouse are the roofs we have to replace at the schools and this building. That is probably another \$5 million. A friend of mine; and I haven't heard this discussed about the Capron Elementary School. He told me that one of the Board of Supervisors told him, and I won't name the man who the guy said told him this that the Capron Elementary School would never be replaced. I don't know, but have we discussed that? I don't know if it is true or not. I am just going by what someone else told me. I am not going to name who told him because I didn't hear it. If I had of heard it I certainly would. Have we discussed that, because I didn't think so; but, apparently somebody has already made up their mind that we are never going to rebuild it. Bruce, has your constituents heard anything about it?

Supervisor Phillips states John I am not sure this is the... I don't know anything about what you are talking about, but this really is not the place to try and discuss that I don't think.

Mr. John Burchett states why? I thought maybe you all may have discussed it and I thought maybe I missed it.

Supervisor Phillips states rumors and ...

Mr. John Burchett states I am asking the question.

Supervisor Phillips states I don't know anything. I have never heard any discussion; thank you.

Mr. John Burchett states that is all I wanted to know. I appreciate it.

Chairman Jones states anyone else?

Mr. Richard Harris addressed the board. I have one of the same questions I asked last time, and I would like to continue to ask it. Have you all put any pressure on Verizon? I think they have permits for three towers and I still can't make any phone calls. I haven't been able to make any for ten years. So, I have a phone I look at every day that I can't use where I live. So, it is really not any good. I would like to know why we continue to issue permits to a utility that refuses to do anything. They don't need the permits. The other thing is I assume this county has a finance department and they have someone that heads up that finance department; and no disrespect to you Mr. Porter, but that question this gentleman asked needs to be answered by either the Finance Director or our County Administrator. Why should it be directed to Mr. Porter? I think that is where the answer should come from. Thank you.

Chairman Jones states anyone else?

Mr. Albert Evans Jr. addressed the board. Mr. Chairman and the board; I was sitting here thinking and he actually asked the question that I had.

Chairman Jones states can you state your name please.

Mr. Albert Evans Jr states my name is Albert Evans Jr and I am from Capron, Virginia. I am just curious also; he said he heard a rumor that the Capron Elementary School would never be built. I was curious to what the status of that is. Is it a tabled issue? Do you have any information on that at all? What is going on with that? That is my major concern about that.

Chairman Jones states Mr. Phillips you want to answer that?

Supervisor Phillips states you are asking about the school?

Mr. Albert Evans Jr states yes sir.

Supervisor Phillips states I would suggest; the second Monday of the month is the School Board meeting. There is a sign out there for public comment and questions. The School Board is the one that would make those decisions about the schools. This board right here sends the funding to the School Board. We really don't have any say so over that.

Mr. Albert Evans Jr states so unless the School Board requests a new school and asks you for the funds to build it; that is the only role you play in that; when they ask for the funds:

Supervisor Phillips states right. I believe that would be accurate.

Chairman Jones states that is the way that works.

Mr. Albert Evans Jr states that is the way the process works.

Chairman Jones states they come up with the need for it and then this board decides whether that need is granted or not.

Mr. Albert Evans Jr states I have been out of circulation for a while and I will start coming back to these meetings.

Supervisor Phillips states for the last three or four years now since we have changed Superintendents, they have a public comment period just like what you are taking advantage of right now. I would say that is the arena you need to ask that question in.

Mr. Albert Evans Jr states okay.

Supervisor Phillips states I would be happy to get you your representative on the School Board.

Mr. Albert Evans states I am on point with all of that. I know how to contact who I need to contact with that question. I just was not aware that is how the process works. The last time I was involved there was talk about building all new schools and all of a sudden Capron got dropped. So, that is my concern. I will go back to the School Board; no problem whatsoever. Thank you for your time.

Chairman Jones states anyone else?

Mrs. Yvonne Rose addressed the board. Good evening my name is Yvonne Rose and I live in Courtland, Virginia. My comments specifically address the assessment that we have; the \$200 assessment that is used to satisfy the SPSA. An assessment was placed on us some years back with the promise that you would review it each year. Now, an assessment is time specific and it is directed for a specific need, and once that need has been met then the assessment should disappear. I saw in the newspaper you are anticipating a \$500,000 savings on the assessment that has been placed. My request would be instead of the savings you anticipate and keeping it, the relief is provided back to those who pay it because an assessment is just that; an assessment and not a tax. The next thing is people who live in town pay not only the assessment but for trash pickup. I say that should be relieved because if they pay you for trash pickup, once the trash has been picked up there is a shift of ownership. With the shift of ownership to the person that is picking up the trash, it is their responsibility to determine how it gets disposed of. It is not fair that they would have to be taxed the \$200 and they have paid for someone else to have that responsibility. Next, we have people who dump their trash in our dumpsters that don't live in the county. On January 5, I had notification that someone who lives on North College Drive was dumping all of their Christmas junk in the dumpster over here on Route 35. There was no obvious decal and when I asked about it in the county office I couldn't get an answer. If it is someone in the City who is paying the \$200 then it is all fine and dandy; but, unless a decal is displayed, whoever is sitting at that gate should say no you can't dump your trash, because I don't want to pay \$200 for Franklin or any other surrounding areas to dump their trash there. Lastly, when you talk about the monies for the courthouse and I have a concern about that too. We have had some renovations done to the courthouse. We are struggling now as it is and I know that there are needs but I would pray that before we incur any real debt that we would go to the public by way of referendum to see how we can address that issue. I think these concerns are valid and maybe one of the ways we could address providence is through the reassessment of the special land use tax that we have. If a person is actively engaged in farming, yes they deserve it. If they are renting the farm out to someone else, than I don't feel they are deserving of the land use rates. So, those are my concerns and I thank you for the opportunity to address them.

Chairman Jones states anyone else?

Mr. Glen Updike addressed the board. I am Glen Updike and I have a very long spill to talk to you

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about tonight. I was one of the two individuals that were at your Wednesday night meeting. So, you all have voted to send the budget to the printers and it doesn't need any additional changes. So, you have canceled all of your future meetings and discussion for the budget. I would be wasting the citizen's time if I went through the areas in which you could save money because the decision has basically been made. There were two other things I would like to mention. One of the things that did come out of the meeting that I attended; after the meeting was over I had a discussion with a couple of Supervisors. They were discussing over 60% of our students are in the food program for breakfast and lunch. Doesn't that give you some insight of the conditions of the people and their ability to pay higher taxes? They can't even afford to put breakfast on the table for their children. It is critical out there and yet you roll out an 8% increase in taxes. This is percentages; not the .05 cents. The fees that have been increased; where is that money coming from? Is it going to come from the poor; low income people. They don't have the funds to pay this excess burden of taxes. Compare our community and county to other counties; other agriculture counties on the south side of Virginia. We can't be compared to Hampton Roads. We don't have any business being in the Hampton Roads district. We have nothing in common; period. We can save money by not paying their fees. I see Mr. Davis is here on this Classification Study. I would like to mention one thing. I have been around the people in the county and they mentioned how to determine if the employees are getting fair pay; the turnover rate. They forgot about one thing; the fringe benefits. That is 35% - 40% of the salary that should be calculated in it. I am just asking Mr. Davis that this study or his recommendation should be based on our community businesses and the immediate surrounding areas. Now, picking up Suffolk and other outside cities, they have anywhere from five to ten times more citizens to pay their tax bills. So, those are the three things I like to mention. Our gross national product is less than 2% and here we are coming up with 6% - 8% increase in taxes. How are these people on fixed income and low income going to afford to pay it? They can't. We are going to be coming up on a public hearing in a few minutes for people who had delinquent taxes. They are not doing it just to be lazy or free loaders. They don't have the money. Whenever we see or hear people say the county has plenty of money; I am glad someone has great retirements; I am proud of them; great incomes, and yet they seem to forget the poor uneducated people they have thrown aside and they don't count. I was just wondering and not that a thing is going to change, but I am asking your conscious tonight and every night to think about your fellow man out here; the housing we have today is less valuable than they were four years ago. People haven't been able to finance and maintain their homes. So, let your conscious answer some of these real down to earth questions.

Chairman Jones states thank you sir; anyone else?

Supervisor West states I know it is citizen comment period and this lady did tell me that she would like to speak last night. We are having citizen comment period if you would like to speak at this point.

Ms. Mary Howell addressed the board. My name is Mary Howell and I just wanted to say that I would really love it if you all could arrange for trash pickup at our houses. It is getting a bit much taking it to the dump once or twice a week. Pretty soon our kids will be too old to do it and then I will have to do it. That is really all that I have to say. I would appreciate if you all would consider that.

Chairman Jones states thank you; anyone else?

There was no response and citizen comment period was closed.

Chairman Jones states does anyone have any problems with the minutes. Did you see anything that needed to be changed? If not, minutes stand approved. We will go to highway matters.

Mr. Michael Johnson states item A, Mr. Chairman, the Commonwealth Transportation Board (CTB) is scheduled to hold a public meeting on Thursday, May 12th beginning at 5:30 p.m. in the Regional Building in Chesapeake to solicit input on its draft Six-Year Improvement Program (SYIP), which was released on April 19th. Funding for the General Thomas Highway Signalization Project is expected to be included in that plan. That project scored first out of 40 projects in Hampton Roads and 10th out of 287 projects statewide under the House Bill 2 scoring criteria. I intend to make the trip that evening to Chesapeake and speak in support of that project.

Chairman Jones states alright.

Chairman Jones called on Supervisor West.

Supervisor West states no sir. I just look forward to mowing alongside of the road; ditches are always an issue but VDOT has been receptive when I asked.

Chairman Jones called on Supervisor Faison.

Supervisor Faison states no sir.

Chairman Jones called on Supervisor Phillips.

Supervisor Phillips states no sir.

Chairman Jones called on Supervisor Porter.

Supervisor Porter states no sir.

Chairman Jones called on Supervisor Cook.

Supervisor Cook states no sir.

Chairman Jones called on Supervisor Edwards.

Supervisor Edwards states no sir.

Chairman Jones states I don't have anything either; we will go to number seven, Appointments.

Mr. Michael Johnson states as we discussed last month Mr. Chairman, three of your Planning Commissioner's terms are set to expire on April 30, 2016. Those include Mr. Chesson from the Berlin-Ivor District, Mr. Parker who is the at-large representative, and Mr. Tennessee from the Drewryville District. As we talked about last month, in order to better stagger the terms, the Drewryville representative will be appointed to a 1-year term, the at-large representative will be appointed to a 3-year term, and the Berlin-Ivor representative will be appointed to a 4-year term. Thereafter, all of those positions will subsequently be appointed on 4-year terms. Supervisor Jones, West, and Faison are hopefully prepared to make those appointments tonight.

Supervisor West made a motion to reappoint Douglas Chesson for the Berlin-Ivor District.

Supervisor Edwards seconded the motion which carried unanimously.

Supervisor Faison made a motion to reappoint Oliver Parker for the at-large representative.

Supervisor West seconded the motion which carried unanimously.

Chairman Jones states Mr. West would you make the motion for Tennessee?

Supervisor West made a motion to reappoint Keith Tennessee for the Drewryville District.

Supervisor Edwards seconded the motion which carried unanimously.

Chairman Jones states we will go to number eight, Reports; Sheriff Office, Animal Control, Litter Control, Building Permits, Cooperative Extension, Treasurer Mr. Britt.

Mr. David Britt addressed the board. Good evening I am here to give you a slight rundown of what is going on in our office. We have sent out delinquent notices on real estates and personal property. At this time we have had close to 400 payment plans set up. We also sent out a week ago delinquent notices on the solid waste fee. Set for this Thursday at 6:00 p.m. at the Motel 6, we have three properties here in Southampton County that will be auctioned off. We are looking to try and implement DMV stops by the first part of May. One year ago the delinquencies on real estate were \$793,000 with a collection rate of 99.43%. At the same time this year we have \$725,000

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outstanding which is a 99.5% collection rate. Personal property one year ago we had \$1,150,000 outstanding which was a 95.92% collection rate. This year at this time we have \$1,110,000 which is a 96.3% collection. As far as Solid Waste, one year ago at this time we had \$610,000 that was outstanding which was 83% collection. This year we have to take into consideration that we have an additional year added to this year on collections. We have \$734,000 outstanding which is 84.5% collection rate.

Chairman Jones states alright, any questions for Mr. Britt? If there are no questions, thank you sir; Solid Waste Quantities, Personnel Mr. Johnson.

Mr. Michael Johnson states just a few items to report Mr. Chairman. We had two employees that were separated during the month effective March 31st, David Grizzard in the Department of Public Utilities and on April 8th Bruce Whichard also in Public Utilities. There were two employees in the Treasurer's Office who received salary adjustments from the state compensation board; Rhonda V. Griffin effective April 1st annual salary \$38,025 and Rosemary B. Horne also effective April 1st annual salary \$31,407.

Chairman Jones states any questions on that? Alright, Shared Services Committee; Mr. West.

Supervisor West states well we haven't really met. We are meeting tomorrow night in Franklin. As you know, the ongoing discussion involves the shared services and looking at the sewage treatment and how that will be handled. That is a process that will continue. It will be before the public. The thing with SPSA is ongoing as well. The statement was made a minute ago about the \$200 solid waste fee that was instituted a few years back. With that being said, there is no consideration on the \$200 fee until after SPSA disbands as it is today which is January 2018. We cannot consider it until the 2019 budget. That is three budgets away. That \$500,000 that was spoken of is not spent. It is out there and determination will be made at that time as to what to do with the funds. As far as picking up trash at the home, I like that idea myself but that would be a new service and additional cost as well.

Chairman Jones states do you have anything Mr. Porter.

Supervisor Porter states no I don't. He covered it well.

Chairman Jones states alright we will go to number nine, financial matters.

Mr. Michael Johnson states item A, Mr. Chairman, is an appropriation resolution for the school fund. It appropriates \$791,218.50 in revenue from various sources all to Southampton County Public Schools.

At a meeting of the Board of Supervisors of Southampton County,
Virginia on Monday, April 25, 2016

RESOLUTION

BE IT RESOLVED by the Board of Supervisors of Southampton County,
Virginia that the following appropriations be and hereby are made
from the Fund to the Fund for the period of July 1, 2015 through
June 30, 2016 for the function and purpose indicated:

From the General Fund to the School
Operating Fund to be expended only
on order of the Southampton County
School Board:

4-205-61100-2300-002- -100	HOSPITALIZATION	159.00	
61100-2300-002- -100	HOSPITALIZATION	159.00	
61100-3000-002-2-100	OTHER INSTRUCTIONAL COSTS - SP	107.76	
61100-3000-002-2-100	OTHER INSTRUCTIONAL COSTS - SP	1,697.24	
61100-3000-002-2-100	OTHER INSTRUCTIONAL COSTS - SP	589.40	
61100-3000-002-2-100	OTHER INSTRUCTIONAL COSTS - SP	772.01	
61100-3000-002-2-100	OTHER INSTRUCTIONAL COSTS - SP	1,218.40	
61100-6000-003-1-100	MATERIALS & SUPPLIES - REG	2,099.18	
61100-6001-003-3-100	MATERIALS & SUPPLIES - VOC	60.99	
62120-2350	RETIREE HEALTH INS PREMIUMS	6,823.00	
62120-2350	RETIREE HEALTH INS PREMIUMS	8,532.00	
62120-2350	RETIREE HEALTH INS PREMIUMS	2,990.00	
62120-2350	RETIREE HEALTH INS PREMIUMS	1,590.00	
62220-6000	MEDICAL & LABORATORY SUPPLIES	856.90	
62220-6000	MEDICAL & LABORATORY SUPPLIES	1,132.02	
63200-2300	HOSPITALIZATION	323.00	
63200-2300	HOSPITALIZATION	323.00	
64200-6001	HOUSEKEEPING & JANITORIAL SUPPLIES	600.00	
64200-6001	HOUSEKEEPING & JANITORIAL SUPPLIES	600.00	
64200-6002	REPAIR & MAINTENANCE SUPPLIES	435.60	
65100-2300	HOSPITALIZATION	30,936.00	
66200-8500	ESCO WORK - BANK OF AMERICA	727,714.00	
	TOTAL SCHOOL FUND		789,718.50
NOTTOWAY , PROG 350			
4-205-61100-1120-002-1-350	TUTORIAL SALARIES - NOTTOWAY	1,390.00	
4-205-61100-2100-002-1-350	FICA BENEFITS	110.00	
			PROG TOTAL
			1,500.00
			=====
	TOTAL APPROPRIATION		791,218.50

REVENUE APPROPRIATION APRIL 25, 2016
(REVENUE RECEIVED FOR ABOVE EXPENDITURES)

SCHOOL FUND		
3-205-18990-0060	SCHOOL BLUE CROSS BLUE SHIELD	6,823.00
3-205-18990-0060	SCHOOL BLUE CROSS BLUE SHIELD	323.00
3-205-18990-0060	SCHOOL BLUE CROSS BLUE SHIELD	8,532.00
3-205-18990-0060	SCHOOL BLUE CROSS BLUE SHIELD	323.00
3-205-18990-0060	SCHOOL BLUE CROSS BLUE SHIELD	159.00
3-205-18990-0060	SCHOOL BLUE CROSS BLUE SHIELD	2,990.00
3-205-18990-0060	SCHOOL BLUE CROSS BLUE SHIELD	159.00
3-205-18990-0060	SCHOOL BLUE CROSS BLUE SHIELD	600.00
3-205-18990-0060	SCHOOL BLUE CROSS BLUE SHIELD	1,590.00
3-205-18990-0100	EXPENDITURE REFUNDS	435.60
3-205-18990-0100	EXPENDITURE REFUNDS	600.00
3-205-18990-0100	EXPENDITURE REFUNDS	2,099.18
3-205-18990-0100	EXPENDITURE REFUNDS	60.99
3-205-18990-0100	EXPENDITURE REFUNDS	30,936.00
3-205-18990-0100	EXPENDITURE REFUNDS	107.76
3-205-18990-0100	EXPENDITURE REFUNDS	1,697.24
3-205-18990-0100	EXPENDITURE REFUNDS	589.40
3-205-18990-0100	EXPENDITURE REFUNDS	772.01
3-205-18990-0100	EXPENDITURE REFUNDS	1,218.40
3-205-18990-0100	EXPENDITURE REFUNDS	856.90
3-205-18990-0100	EXPENDITURE REFUNDS	1,132.02
3-205-18990-0101	DONATIONS	1,390.00
3-205-18990-0101	DONATIONS	110.00
3-205-18990-0300	BANK OF AMERICA - ESCO	727,714.00
	REVENUE SCHOOL FUND	<u>791,218.50</u>
		=====
	TOTAL APPROPRIATION	791,218.50

A copy teste: _____, Clerk
Michael W. Johnson

Southampton County Board of Supervisors
04/25/2016

APPROPRIATION - April 25, 2016

NO NEW FUNDS

SCHOOL BOARD

- See attached letter/spreadsheet for:**
 (1) Expenditure refunds received
 (2) Reimbursements from retirees for health
 (3) Donations received

ESCO

- (1) Appropriation of \$727,714.00 needed for ESCO progress payments to date.

APPROPRIATION - April 25, 2016

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SOUTHAMPTON COUNTY SCHOOL BOARD
P O BOX 96
COURTLAND, VA 23837

TO: MR. MICHAEL JOHNSON, COUNTY ADMINISTRATOR
SOUTHAMPTON COUNTY

FROM: JOY CARR
DIRECTOR OF FINANCE

DATE: APRIL 15, 2016

SUBJECT: REVENUE APPROPRIATIONS

REQUESTING THE FOLLOWING APPROPRIATIONS OF REVENUE

REVENUE CODE	INTERFACE	DEPOSIT DATE	EXPENDITURE CODE	DESCRIPTION	AMOUNT
3-205-018990-0060	SBCB	2/4/2016	4-205-62120-2350	RETIREE HEALTH INS PREMIUMS	6,823.00
3-205-018990-0060	SBCB	2/4/2016	4-205-63200-2300	HOSPITALIZATION	323.00
3-205-018990-0100	EXPR	2/4/2016	4-205-64200-6002	REPAIR & MAINTENANCE SUPPLIES	435.60
SUB TOTAL					7,581.60
3-205-018990-0060	SBCB	3/2/2016	4-205-62120-2350	RETIREE HEALTH INS PREMIUMS	8,532.00
3-205-018990-0060	SBCB	3/2/2016	4-205-63200-2300	HOSPITALIZATION	323.00
3-205-018990-0060	SBCB	3/2/2016	4-205-61100-2300-002- 100	HOSPITALIZATION	159.00
3-205-018990-0100	EXPR	3/2/2016	4-205-64200-6001	HOUSEKEEPING & JANITORIAL SUPPLIES	600.00
3-205-018990-0100	EXPR	3/2/2016	4-205-61100-6000-003-1-100	MATERIALS & SUPPLIES - REG	2,099.18
3-205-018990-0100	EXPR	3/2/2016	4-205-61100-6000-003-3-100	MATERIALS & SUPPLIES - VOC	60.99
SUB TOTAL					11,774.17
3-205-018990-0060	SBCB	3/11/2016	4-205-62120-2350	RETIREE HEALTH INS PREMIUMS	2,990.00
3-205-018990-0060	SBCB	3/11/2016	4-205-61100-2300-002- 100	HOSPITALIZATION	159.00
3-205-018990-0060	SBCB	3/11/2016	4-205-64200-6001	HOUSEKEEPING & JANITORIAL SUPPLIES	600.00
SUB TOTAL					3,749.00
3-205-018990-0060	SBCB	3/28/2016	4-205-62120-2350	RETIREE HEALTH INS PREMIUMS	1,590.00
3-205-018990-0101	DONA	3/28/2016	4-205-61100-1120-002-1-350	TUTORIAL SALARIES - NOTTOWAY	1,390.00
3-205-018990-0101	DONA	3/28/2016	4-205-61100-2100-002-1-350	FICA BENEFITS	110.00
3-205-018990-0100	EXPR	3/28/2016	4-205-65100-2300	HOSPITALIZATION	30,936.00
SUB TOTAL					34,026.00
REVENUE CODE	INTERFACE	DEPOSIT DATE	EXPENDITURE CODE	DESCRIPTION	AMOUNT
3-205-018990-0100	EXPR	11/6/2015	4-205-61100-3000-002-2-100	OTHER INSTRUCTIONAL COSTS-SP	107.76
3-205-018990-0100	EXPR	1/15/2016	4-205-61100-3000-002-2-100	OTHER INSTRUCTIONAL COSTS-SP	1,697.24
3-205-018990-0100	EXPR	1/22/2016	4-205-61100-3000-002-2-100	OTHER INSTRUCTIONAL COSTS-SP	589.40
3-205-018990-0100	EXPR	1/29/2016	4-205-61100-3000-002-2-100	OTHER INSTRUCTIONAL COSTS-SP	772.01
3-205-018990-0100	EXPR	2/5/2016	4-205-61100-3000-002-2-100	OTHER INSTRUCTIONAL COSTS-SP	1,218.40
3-205-018990-0100	EXPR	2/12/2016	4-205-62220-6000	MEDICAL & LABORATORY SUPPLIES	856.90
3-205-018990-0100	EXPR	2/19/2016	4-205-62220-6000	MEDICAL & LABORATORY SUPPLIES	1,132.02
GRAND TOTAL					63,504.50

SOUTHAMPTON COUNTY SCHOOL BOARD
P O BOX 96
COURTLAND, VA 23837

TO: DAVID BRITT, TREASURER
SOUTHAMPTON COUNTY

FROM: JOY CARR
DIRECTOR OF FINANCE

DATE: FEBRUARY 4, 2016

SUBJECT: DEPOSITS FOR 2015-2016

PLEASE POST THE ENCLOSED CHECKS TO THE FOLLOWING REVENUE ACCOUNTS:

CHECK NO.	FROM	AMOUNT	REV ACCT
6931	LINDA DRAKE	795.00	SBCB (A)
1066	MARLENE SCHILLINGER	795.00	SBCB (A)
3951	VANDER OR DOROTHY HILL	724.00	SBCB (A)
7020	WANDA B WISE	795.00	SBCB (A)
3049	MARY LEE BUTLER	724.00	SBCB (A)
2885	JOHN & VIRGINIA SCOTT	159.00	SBCB (A)
3511	GLORIA EVANS	164.00	SBCB (A)
3377	R. DAVIS BRYANT	724.00	SBCB (A)
2263	TOINETTA PHILLIPS	1,471.00	SBCB (A)
0036228286	ROBERT J WOLFF	795.00	SBCB (A)
0499721	EECO	435.60	EXPR (A)
6076	JUDITH PARSONS	500.00	TUIT (NA)
4968	STEPHANIE OLDS	100.00	TUIT (NA)
6181	ANDREW BAY	400.00	TUIT (NA)
3830	DALLAS BANKS	700.00	TUIT (NA)
1166	PAIGE BALDWIN	900.00	TUIT (NA)
0000880204	SAMUEL & THERESSA PURVIANCE	100.00	TUIT (NA)
CASHIERS CHECK	MAKAYLA & ELIZA EDWARDS	1,300.00	TUIT (NA)
030083	OPPORTUNITY, INC	14,326.00	OPPI (NA)

25,907.60

April 25, 2016

SOUTHAMPTON COUNTY SCHOOL BOARD
P O BOX 96
COURTLAND, VA 23837

TO: DAVID BRITT, TREASURER
SOUTHAMPTON COUNTY

FROM: JOY CARR
DIRECTOR OF FINANCE

DATE: MARCH 2, 2016

SUBJECT: DEPOSITS FOR 2015-2016

PLEASE POST THE ENCLOSED CHECKS TO THE FOLLOWING REVENUE ACCOUNTS:

<u>CHECK NO.</u>	<u>FROM</u>	<u>AMOUNT</u>	<u>REV ACCT</u>
3410	R. DAVIS BRYANT	724.00	SBCB (A)
6932	LINDA DRAKE	795.00	SBCB (A)
1067	MARLENE SCHILLINGER	795.00	SBCB (A)
3952	VANDER OR DOROTHY HILL	724.00	SBCB (A)
3061	MARY LEE BUTLER	724.00	SBCB (A)
4251	ROSE & LITTLETON PARKER	795.00	SBCB (A)
3967	SYRETHA C. WRIGHT	795.00	SBCB (A)
4593	BRINDLE HARDY	795.00	SBCB (A)
3524	GLORIA EVANS	164.00	SBCB (A)
2896	JOHN & VIRGINIA SCOTT	159.00	SBCB (A)
7032	WANDA WISE	795.00	SBCB (A)
4270	ROSE & LITTLETON PARKER	795.00	SBCB (A)
0045237459	ROBERT WOULF	795.00	SBCB (A)
	CARLYN CLARK	159.00	SBCB (A)
204	HARVEST TIME MINISTRIES	600.00	EXPR (A)
60036167	HAMPTON CITY SCHOOLS	2,099.18	EXPR (A)
2982879	QUILL	60.99	EXPR (A)
3615	BRADFORD & HEATHER LASSITER	250.00	TUIT (NA)
4134	MARY & JAMIE HOWELL	700.00	TUIT (NA)
4831	JASON & MELANIE CROSS	700.00	TUIT (NA)
4830	JASON & MELANIE CROSS	200.00	TUIT (NA)
1208	STEPHANIE SUMPTER	1,300.00	TUIT (NA)
4180	SHONDA TURNER	100.00	TUIT (NA)
1668	AMIE HOWELL	700.00	TUIT (NA)
1094	JENNIFER LAURE	1,100.00	TUIT (NA)
0000880209	SAMUEL & THERESSA PURVIANCE	100.00	TUIT (NA)
2000096735	LOGAN BANKS	900.00	TUIT (NA)
1235	MATHEW & JENNIFER PARKER	400.00	TUIT (NA)
064011	KERILEIGH FUTRELLE	100.00	TUIT (NA)
064711	KERILEIGH FUTRELLE	477.30	TUIT (NA)
		18,801.47	

SOUTHAMPTON COUNTY SCHOOL BOARD
P O BOX 96
COURTLAND, VA 23837

TO: DAVID BRITT, TREASURER
SOUTHAMPTON COUNTY

FROM: JOY CARR
DIRECTOR OF FINANCE

DATE: MARCH 11, 2016

SUBJECT: DEPOSITS FOR 2015-2016

PLEASE POST THE ENCLOSED CHECKS TO THE FOLLOWING REVENUE ACCOUNTS:

<u>CHECK NO.</u>	<u>FROM</u>	<u>AMOUNT</u>	<u>REV ACCT</u>
3975	SYRETHA C. WRIGHT	795.00	SBCB (A)
3078	MARY LEE BUTLER	724.00	SBCB (A)
2270	TOINETTA PHILLIPS	1,471.00	SBCB (A)
9077	H. WAYNE & JANICE REAMES	159.00	SBCB (A)
162	HARVEST TIME MINISTRIES	600.00	SBCB (A)
00126336	PORTSMOUTH SCHOOL BOARD	4,414.49	ABED (NA)
030154	OPPORTUNITY, INC	11,965.92	OPPI (NA)
2517	NORMA BLAND	650.00	TUIT (NA)
3187	CHARLES WILLIAMS	1,283.25	TUIT (NA)
141130	STATE EMPLOYEES' CREDIT UNION	900.00	TUIT (NA)
CASH	DOMINIQUE EVERETT	400.00	TUIT (NA)
CASH	STEPHANIE OLDS	100.00	TUIT (NA)
		23,462.66	

April 25, 2016

SOUTHAMPTON COUNTY SCHOOL BOARD
P O BOX 96
COURTLAND, VA 23837

TO: DAVID BRITT, TREASURER
SOUTHAMPTON COUNTY

FROM: JOY CARR
DIRECTOR OF FINANCE

DATE: MARCH 28, 2016

SUBJECT: DEPOSITS FOR 2015-2016

PLEASE POST THE ENCLOSED CHECKS TO THE FOLLOWING REVENUE ACCOUNTS:

<u>CHECK NO.</u>	<u>FROM</u>	<u>AMOUNT</u>	<u>REV ACCT</u>
7044	WANDA WISE	795.00	SBCB (A)
4508	BRINDLE HARDY	795.00	SBCB (A)
407534	SOUTHAMPTON COUNTY SOCIAL SERVICES	1,500.00	DONA (A)
524490	SOUTHAMPTON COUNTY FOOD SERVICES	30,936.00	EXPR (A)
030261	OPPORTUNITY, INC	12,411.69	OPPI (NA)
772	MICHAEL W. SPIVEY	900.00	TUIT (NA)
2424	DENNIS BOYD JR	250.00	TUIT (NA)
6139	JUDITH PARSONS	500.00	TUIT (NA)
3627	BRADFORD LASSITER	350.00	TUIT (NA)
4183	SHONDA TURNER	100.00	TUIT (NA)
2141	CATHERINE REVEAL	100.00	TUIT (NA)
1966	BRANT SRAVER JR	1,300.00	TUIT (NA)
MONEY ORDER	LAVERN TAYLOR	100.00	TUIT (NA)
CASH	VERONICA PARKER	100.00	TUIT (NA)
CASHIER'S CHECK	CIERRA OWEN	900.00	TUIT (NA)

51,037.69

Chairman Jones states alright gentlemen I need a motion.

Supervisor Edwards made a motion to approve the attached appropriation resolution for the school fund.

Supervisor Phillips seconded the motion which carried unanimously.

Chairman Jones states item B, we need to pay the bills.

Supervisor West made a motion to authorize payment of the monthly bills.

Supervisor Faison seconded the motion to pay the bills in the amount of \$2,168,002.99 to be paid by check numbers 146799 through 147234. The motion carried unanimously.

Chairman Jones states let's go to number ten; we have citizen requests to address the board; Mr. Richard Harris.

Mr. Richard Harris addressed the board. Chairman and members of the board I am Richard Harris on Trinity Church Road, Courtland. Thank you again for the opportunity to express my views and opinions even though they certainly may not be yours. First I wanted to state again to Mr. West and the rest of the board that I am tired of driving through the potholes and the mud at the Ivor-Berlin dump; suffocating my shoes and clothes in mud and dirt. You need to spend some of this \$200 fee you have collected since 2012 and correct the issue. Second, it is time to elect the school board members in Southampton County. According to Virginian Pilot, since 1992 when Virginia became the last state to allow elected school boards. By 2014, 114 cities and counties now have elected boards. They do not have enough accountability when they are appointed. Gentlemen, this is 2016; it is not 1916, and it is time for us to join the twenty-first century. There is no excuse not to move forward with elected school boards except for personal opinions or living in the past. I find that it is unacceptable and no longer good enough for the citizens of Southampton County. Third, are the appointments to the boards. It appears that the good old boy system is alive and well when it comes to these appointments in Southampton County. When we continue to elect the same individuals to our governing boards and bodies they have a tendency to reappoint the same

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individuals to local boards time after time. And with that, you get no new blood, no new ideas; just a continuation of what you have gotten in the past. And again, complacency does not cut it anymore for Southampton County. The saying goes if you do what you have always done you will get the same results over and over. I remain deeply troubled by this board's apparent inability to bring in a balanced budget without a tax or fee increase. You cannot continue to balance your budgets on the acts of the farming community or those of us who are retired, disabled, living on fixed incomes, working part-time, and some people have two or more jobs and trying to raise a family in a depressed economy while the price of many basic needs such as housing, transportation, food, and health care continue to move upwards. You want some facts; The typical American household of two working parents and two children spent \$36,800 in 2014. That is 14% more than in 2004 and 25% more than they spent in 1996, yet between 2004 and 2014, medium income fell 13%. Households are in worse shape than a decade ago. You also realize, and this just came out today, one in five families; that is 20%; No one in that household is working. Not one person. The people that are working are subsidizing those people. The major headache today for all families is housing. The obligation in 2014 was 25% of pre-tax income. A joke compared to 90/60 in 2013 and about 21% or less. The American dream of homeownership has faded for many families. As another just released news article stated; in the past year two million more families in our country, the land of the free and home of the brave, had to rent while 400,000 fewer were able to buy a home; yet you sit here and command a .05 cent tax rate increase. I want you to tell me what you think makes Southampton County an exception to what is going on in the rest of this country. The 2010 Census indicated that approximately 540 of the 4,502 families and 2,785 people out of a population of 18,570; listen to this. 14.5% of age 65 and older residents in this county were below the poverty line. Now, you want to sit here tonight and tell me this isn't true. I don't think so; our economy hasn't. We have almost an \$18 trillion deficit in this country and they are spending money in Washington D.C. like it is candy. Each budget cycle we fail to admit that more jobs and industry are needed which would increase the tax base. It is time for you, the Planning Commission, and Zoning to do your jobs. You are going to have to make some tough decisions; and yes, some of your friends are going to be upset and mad. I was told at one time that if you are doing your job at least one third of the people you represent are going to be mad at you at any given time. If you can't do what is best for this county as a whole than you need to resign and let someone else have the position that will. Businesses, individuals, entrepreneurs, and others that are looking for a business friendly place to build or relocate need to know that Southampton County is open for business and is willing to help. We need industry; you all know it, I know it, and anyone who is trying to pay a tax bill, support a family, or own a home knows it. Thank you for your time.

Chairman Jones called on Mr. Walter Brown III.

Mr. Walter Brown III addressed the board. Mr. Chairman, Vice-Chairman West, and all of the members of the Board of Supervisors; my name is Walter Brown at 33334 Sandy Ridge Road Franklin, Virginia; and thank you Mr. Johnson for allowing me to be on the agenda tonight to speak before the board. I stand here tonight with two hats on my head. One is as Chief Walter D. Brown, Chief of the Cheroenhaka Nottoway Indian Tribe which is a Virginia State recognized Indian Tribe with 425 members. The genealogy dates back to 1808 Cheroenhaka Nottoway Indian Census that took place here in Southampton County Virginia. The second hat I am wearing is as the Chairperson for the Cheroenhaka Nottoway Indian Tribal Heritage Foundation Inc.; tax exempt number 34-2005753. I want to talk to you about three issues tonight and perhaps you can help me out. The first one is pertaining to the Native American Palisade Village we have in the county each year. We do a preeminence scales gathering; it is always around May 21st. We do a POW WOW; a Corn Harvest POW WOW July 23rd, which is always the fourth weekend in July. We do a Corn Harvest POW WOW and school day the second weekend in November; this year it will be November 11, 12, and 13. We normally bring in between 1,000 and 1,200 students out of Southampton County and the surrounding counties that come out and look at the real Corn Village that we have. It is called Cattashowrock Town which is a copy of the village that William Burge II of Westover described when he came to Southampton County on April 7 & 8, 1728. Here in Southampton County we put that village up. But, unfortunately some arrogant, irresponsible, not brought up good in their home went out there and destroyed our village. They did about \$7,500 in damage; all the time and labor that we put out there. It has been standing for the last three to four years and we probably have had more than 5,000 kids to come through; not counting the international tourists that we bring here from France, England, Germany, Japan, Korea, Australia, etc. at our POW WOWs. I think we are one of the few organizations or tribes here in the state of Virginia that brings in international tourism. These people live in hotels, they buy gas, and they eat

in the local restaurants. Every year we keep a list of all the international tourists that fly here to come to our POW WOWs and our village, but the village has been destroyed gentlemen. I am here to solicit your support as the chairperson of the Cheroenhaka Nottoway Indian Tribal Heritage Foundation which is a 501C3. I am respectfully asking for \$2,500. We need \$7,500 to put this village back together. We have already raised through go fund me \$3,500. Now, I know for a fact that we push \$25,000 to the Southampton County Board of Supervisors; at least they were when I sat on this board for 8 years; but, we bring international tourists to this county. We bring in money to this county. Tourism is one of the greatest revenue stream assets in the state of Virginia and all of you know that sitting on this board. We are respectfully requesting that you support the rebuilding of this village so we can get it up in time for July 23 for our Green Corn Harvest POW WOW and to have it in place by November 11 which is our next school day which we expect between 1,100 and 1,200 students; third through fifth graders because it is all SOL related. That is my first request. My second request is related to the land closing that we had; most of you are aware. I am speaking in reference to 27345 Aquia Path which is in Supervisor Porter's district in Courtland, Virginia. You have been out to the POW WOW before. We recently picked up another 163 acres of land. I want to show you this survey so you can take a look at it. We had the Governor's Office come down; the new recently appointed Secretary of the Commonwealth; the Honorable Madam Kelly Thomasson came down to include the Chief of Staff and the Lieutenant Governor to the land closing ceremony that took place on last Saturday. As you can see, this property joins the 100 acres that we already own which is already tax exempt as a foundation; the Cheroenhaka Nottoway Indian Tribal Heritage Foundation owns the 100 acres. The same foundation owns the 163 acres of this land that now abuts the Nottoway River. One of the things we will be doing is our religious Ear Corn Water Drum ceremony on the bank of the Nottoway River. This parcel will also be used as walking trails, hiking trails, nature watching, launching canoes, kayaking, and it will be open to the public at our invite to the youth here in Southampton County. We are requesting and we will submit a letter to Mrs. Carr in reference to having this property tax exempt; the same that it is for the 100 acres which is Tax Parcel 75-12E. This is Tax Parcel 75-12 and we have another tax parcel that is 7.4 acres which borders where the Courtland Interchange is coming over. So, we are going to be asking that the property be tax exempt for the foundation. Now, I just came from the Governor's Office today. As you are aware each year we do an annual tribute. We take the history and make sure that history in Southampton County is still alive. Today we went and did the 303rd visit to the Lieutenant Governor Alexander Spotswood Treaty Tribute to the Governor. The Lieutenant Governor this time accepted it on behalf of the Governor; this was the 303rd year but we give the three hours because we were the last tribe in the state of Virginia to lead a Treaty with the Crown of England; February 27, 1713 between Lieutenant Governor Alexander Spotswood and our Tribal King who was Serrahoque. So, each year we do that tribute. We did that tribute today and Lieutenant Governor Ralph Northam accepted the tribute on behalf of the tribe here from Southampton County, Virginia. So, we are constantly doing things to foster the history of Southampton County. Not only in the state of Virginia, but outside the state of Virginia. I am also a member of the Native American Garden Association which goes all the way out west to Oklahoma. We are deeply involved in that and we are telling the story. We are telling the story about Southampton County and this tribe, as far as tourism is concerned, is going to complement the Nat Turner trails when they come to fruition. They are going to complement each other which will bring additional money here to the county because we are already known worldwide. We have international tourists coming from those places I have already told you about. The other thing is we have engaged in a partnership with Curtis Contracting. In that partnership, what we are doing is donating sand to VDOT to a state project. There is a code; you can check the code out. The code says if it is for a state project you don't need a conditional use permit. You can check out the code okay. So, what we are doing is donating the sand for the Courtland Interchange in exchange for labor that Curtis Contracting is doing so we can have ponds. Those ponds are going to be for the youth in Southampton County to come up there and fish, scouts to come up there and fish, and for people to come and enjoy the nature whether it is ducks, geese, or whatever is up there. I am going to show you a picture of that. This is on Tax Parcel 75-12E. The code says you must have a complement of acres that you put into conservation. We probably have 15 – 20 acres of wetlands out there so that is no problem whatsoever. I spoke with Beth Lewis, and the Project Director for the Courtland Interchange has spoken to Beth also pertaining to this. I just wanted to show the Board what we are doing so that you know exactly what we are doing and the partnership that we have engaged in. The purpose of this is to have these ponds because we are a public charity. We are trying to do things for people here in the county. That is what we are doing for our youth because those are the individuals that are coming after us. Eventually all of us will be gone in this room; in 50 years we are going to be

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gone. I am going to be gone; everybody here. So, it is about those that come after us and our slogan is, may your walk in the sacred circle of life make better the walk of another, so your tracks have to be deep so you leave a good path for those to follow. Let me show you this so you can get an idea. This is on the first 100 acres that we have. We are not selling a grain of sand either. It is all being donated from the foundation. I just want to apprise you of this just in case it comes before the board. I recall when Jimmy Lee was involved in doing sand for the new 58 that came through; he didn't get a conditional use permit because that was a VDOT project. That is what I looked at and found the code. If you donate it to a state project which is VDOT, you don't need a conditional use permit; you don't need a mining permit because we are not selling anything. We are giving it away. But there is a bartering system associated here; all we want is the ponds so they can be opened up to the youth here in this county. The scouts can come out there to fish and enjoy themselves and the scenery of the Cheroenhaka Nottoway Indian Tribe. I just want to thank you Mr. Chairman, Vice-Chairman, the rest of the members of this Board, and Mr. Johnson for allowing me this time. I hope you will consider assisting us financially so we can put this village back up. This is a seventeenth century village that was written about by William Burge when he came here to this county in 1728. He named the village Cattashowrock Town. Cattashowrock Town is not a made up name. That village was also named in the paper by Edward Bland when he came out of what is now Fort Lee, Virginia in 1650 to a place called Homeville where Highway 40 and 35 intersect. He was headed down to Weldon, North Carolina to meet up with the Tuscan War Indians who in his paper he described were dark-skinned bearded Indians. That is what it said; I didn't write it. I wasn't around in 1650. I don't think anybody else was either. So, we have to go by what history says. Anyway, I just want to thank you very much and I do hope you will seriously consider helping us put this village back up for the kids in Southampton County. Thank you so very much for your time.

Chairman Jones states thank you Mr. Brown.

Mr. Walter Brown III states if you have any questions I will address them.

Chairman Jones states we will get in touch with you.

Mr. Walter Brown III states okay, thank you.

Chairman Jones states alright, we will go to number eleven, Classification and Compensation Study, Mr. Davis.

Mr. Joel Davis addressed the board. Mr. Chairman, members of the Board, County Administrator, Deputy Administrator, Staff, and Citizens it is a privilege to be with you this evening. My name is Joel Davis. I am with Springsted Inc. We are the firm that completed the Classification and Compensation Study that I am going to be talking with you a little bit about tonight. As I go through the documents; before you, I brought you a copy of the power point presentation that we will be going through as well as a copy of the report I will also be referencing during the presentation as well. To jump right in; we have learned that when we talk about classification and compensation and complete such studies, they respond to changing market conditions and supports, in this case, the County's efforts to attract and retain quality employees. It does that because as we all know as the economy continues to recover from the collapse in 2008, a lot of organizations cut back their compensation structures, their plans, and the benefits that were provided to employees were scaled back to accommodate the impact of the economic conditions. So, what these studies do is assess where you are in relation to the market and identify areas where improvements are needed and assist you in being able to attract and retain new employees and keep your employees that you currently have on staff. The issues that are discovered are visited and addressed. It also recognizes changes in employees' duties and responsibilities as a result in the organizational and workplace changes. A lot of organizations have cut back in personnel or didn't fill vacant positions. A lot of these had to be spread out among the staff. So, organizations now are in place trying to bring back some of their personnel to relieve the employees of some of the duties as a result of organizational changes that took place during the declined economy. As it continues to turn back around, organizations have to adjust to those changes as well. To ensure internal equity and consistency among similar positions; what that means, those positions with similar education skills, responsibilities, and experience level should be compensated equitably in the pay structure. In other words, they should be classified in the appropriate grade accordingly. Also, to ensure the salaries are externally competitive with comparable employees in appropriate

labor markets. You want to make sure your minimum, mid-point, and maximum salaries are competitive enough to compete with your neighbor. When it is not competitive, you tend to lose good employees or you become a training ground for employees who become more experienced and then they leave to go to employers who are willing to pay higher wages. Broadly, the question we ask a lot of times, why do local governments conduct classification and compensation studies. To ensure that compensation and benefits for employees are equitable and competitive in the labor market. It used to be when people came out of college; when I first came out of college in 1991, I was interested in how much salary I was going to make. That tends to be a lot of what people were focused on. Once I get older and things are changing, employers and employees are more concerned about the benefits they are going to be receiving and how that is going to affect them as they get older. Will they have health insurance; what is their retirement plan going to look like. So, you want to make sure the benefits, and what we call in our business, the total compensation package is as competitive as it can be; anything comparable to the labor market that you are in. To ensure that the employees' position descriptions are up-to-date; this should aid in the recruitment of capable employees when vacancies occur. Every employee needs to understand what is expected of them. What skill level are they required to have once they are hired into a position. As those change or evolve during your tenure or after your tenure it is important to make sure that the position descriptions are in line with the Fair Labor Standard Act Requirements; they are properly classified as exempt and non-exempt. Also, make sure the Federal American Disability Act requirements are completed in the position descriptions and to ensure that the salary compression issues are addressed. There is some of that here in Southampton County. If you look at the current salaries in comparison to the tenure of your employees in various positions, we affirmed that salary compression is an issue. What that basically means, if I have been a communication officer for 3 years and a new hire comes in year one making equal to or more than what I am making that is what we are talking about when we say salary compression; or a person that I supervise makes very close to what I make or more money than what I make. That is a serious issue that can cause a lot of problems in an organization in terms of morale with employees. Those are the type of things you want to avoid. Also, aid in reducing employee turnover; if you have a competitive classification and compensation system; the benefits are competitive and the wages are competitive, that helps reduce employee turnover in your organization. When you don't have that, you will experience more turnover. Also, there are a lot of hidden costs associated with that. It costs a lot of money; Police Chiefs and Deputy Sheriffs that we have talked to, it cost them \$22,000 - \$24,000 every time they have to train recruitment that come in. Not to mention the advertisement cost and the morale issues that happen when other employees have to fill the void left from turnovers. There are a lot of hidden costs and there are also real quantifiable costs so it is very important to make sure you are competitive to minimize turnover. I have already talked about the federal regulations; FLSA and ADA. Just as a note to you, in the coming months the labor department is going to be enacting some new regulations and a different change as to what qualifies as an exempt status for employees. If it comes out as anticipated; we don't know if it is going to be finalized or modified. It could have significant implications for organizations in terms of those employees that would qualify for exempt versus non-exempt status. Also, to ensure jobs are treated in a fair manner and their rankings and pay are based upon a rational system of evaluation. It is very important to make sure each position is evaluated using the same criteria to ensure consistency and a fair ranking system to determine what positions should be placed in the pay structure. Typical cycles for Classification and Compensation studies; the last one the County conducted was ten years ago. Usually, most communities conduct comprehensive studies every five to seven years. As I mentioned, we experienced major changes in public and private employment and classification and compensation systems when the labor market was in an uptick. In 2003 through the latter part of 2007, organizations were giving pay raises regularly; larger pay raises and very lucrative benefit packages and then when the market collapsed in 2008, all of that in most instances was either reduced significantly or frozen with no increase. Some organizations continued to give minimum but not very many. Also, many communities are recognizing that their classification and compensation systems are in need of assessment and updating due to changes in job responsibilities of employees and a shifting labor market which continually evolves. When conducting the study for the county, there is a pay philosophy we worked towards which was provide fair and equitable compensation to employees in a highly competitive and changing labor market. Southampton County has some pretty strong competition in terms of the labor market that you are in and competing against some significant entities in terms of salary and benefits that they provide to their employees. As we look at where you are and the fact that it has been ten years since the last study that was the main focus; try and figure out how to develop a system that would progress and provide fair compensation to your employees. Also, the main thing to take into

consideration is your resources. The best plans in the world can look great on paper, but if they are not financially feasible and out of reach then it is not very helpful to you. So, we kept that in mind as we developed a system that we are rolling out tonight to you. Also, to ensure that employee compensation is based on individual performance that meets or exceeds expectations and reflects changing economic conditions. It used to be in organizations where COLA was the big thing. A lot of them still do that; everybody gets the same across the board increases. We don't recommend that. For employees that are doing what they are supposed to, exceeding expectations, and meeting the requirements of the position; those are the ones that should receive pay increases based upon merit. So, when you give a COLA it rewards everybody whether they are a high performer, no performer, or an in between performer. You need to make sure you have a system in place that rewards those who meet or exceed expectations with pay increases. Also, it provides consistent administration of pay policies and procedures among all County departments. One of the things we did evaluate was compensation policies. Most of those that I read were adopted July 1, 1985. We believe they are in need of provision; to bring them in line with today's economy and other organizations. The County asked Springsted to identify the five objectives before you. The first is to review, update, and/or create current position descriptions for all full-time positions. Also, to ensure all position descriptions are in full compliance with all applicable Federal and State statutes and regulations. That is the ADA and make sure they are properly assigned exemption. Develop recommendations for a position classification system for proper internal equity, as dictated by the actual responsibilities of each position in the organization. To develop compensation ranges for those positions that provide for competitive pay with other local government employers comparable to Southampton County in the labor market. Lastly, provide the County with a new or updated classification manual that documents the classification methodology used in the study. The methodology we used to amend this whole process was to have meetings with the County Administrator, Deputy County Administrator/Chief Financial Officer, and Department Heads individually to learn from everyone; what is working well with the compensation and classification system and what is not working so well with the system. Where are you having problems with recruitment and retention? What are your concerns about pay raises? Have you had them? Everything about the operations of each department, we asked a series of questions so we could learn as much as we could about the internal operation of the county government so we could make an informed recommendation. We conducted a number of county employee orientation meetings where we explained the methodology to the employees. It is very important when dealing with people's pay and benefits because employees tend to get nervous sometimes. We always like to make sure that the employees have a good understanding of the purpose of the classification and compensation study; that it is not a bad thing. It is a good thing for an organization to invest in and it is a benefit to them for the organization to spend money to look at areas for improvement that needs to be made after a thorough assessment. For the third bullet, we provided a collection of data from a Position Analysis Questionnaire (PAQ) to each employee which provided us with a lot of information about each position in the county. This gave the employee the opportunity to tell us about the position they work in and provide us insight from their perspective. Those PAQ's were then sent to their supervisor and reviewed by their supervisor to allow them the opportunity to make comments so we could also see and hear from the perspective of the supervisor about each of the positions. Supervisors were also given notice of a Position Analysis Questionnaire to complete as well. From that information we received data from the wage and benefit survey that we sent out to identify benchmark organizations. We asked a lot of questions about several positions that we selected in the organization from Administrative Support to Maintenance Workers; from Mid-level management all the way up to Professional Level employees. We took the information and updated the existing classification descriptions for each of the positions and properly classified them. We evaluated each of the positions using the information obtained from the PAQs and using the SAFE System; I will talk about that in a minute to let you know a little bit more about that. We obtained the market salary and benefits information. We asked about certain positions and we asked a number of questions about benefits; to see how Southampton County stacks up against other organizations. Then, development of salary line; I will show you a picture of that in a minute. It simply identifies what the mid-point is and the market rate that organizations are hiring their employees at. Thirty positions we surveyed failed on the salary line. Assignment of positions to pay grades; that is simply evaluating positions and then you assign them to pay grades based on your compensation structure. Then, development of implementation options; we will talk about them in a minute. The County considered the cost associated with bringing the County where they need to be to be competitive. Study findings; basically, the salaries paid to County employees are, for the most part, lower than the average salary rates paid in comparable regional organizations. Specifically, and you can look at appendix

B in the other booklet I gave you; minimum salaries were found to be 12.30% below the surveyed average. At mid-point the market salary of an experienced employee is 14.88% below the surveyed average. Maximum salaries were 17.05% below the surveyed average. That is pretty significant for an organization to be that far off. Also, translation, it means 42% of the County's workforce is below the minimum salary rate of their newly appointed pay grades; in other words 59 employees. Internal pay relationship inequities exist within the County. In other words, there is a salary compression throughout the organization. I talked about some positions that were not properly classified to the pay plan based on the essential functions they perform, experience, and educational levels. That was kind of a major issue. In order to develop consistency for the County and to maintain competitiveness within the regional labor market the current pay plan is recommended to be changed to an open range system. Currently the County has a step system and we thought about that a little bit; But most open range systems allow you more flexibility for pay raises and it doesn't tie your hands as much, in such a way that a step system does. Also, we found that the policies I referenced a moment ago; specific areas that needed to be looked at in the compensation policies are 6.4, 6.10, 6.12, and 7.5. I would suggest the compensation policies be reviewed and updated to go along with whatever option you adopt so that your policies are consistent and more helpful to you as you administer the classification and compensation plan. The salary survey was sent to 19 entities to participate and those organizations are listed on the screen. The asterisk represents those organizations that actually responded to the survey. The others did not respond even after multiple attempts. Thirty-three benchmark conditions were included. They range, like I said, from Administrative Support to Mid-level Management all the way up to Professional level. We received a strong base of information from different organizations that we utilize to help us place positions in the new pay structure that we developed resulting in the County's proposed pay scale which consists of data that we received. The other survey represented questions about compensation structures that the organizations have in place. For example, eight of the organizations reported using an open range system; two reported knowing about the system, and one reported using the step system. This is the steps between the grades; for example the difference between grade 5 and grade 6 is 6%. The average spread between the minimum and maximum of the range was 60%. The County's current pay plan has 26 grades, 9 steps, 5% between each grade, and approximately 7% between steps. So, we took the information we received in the salary survey and we developed the pay plan we will be talking about in a minute. It was based on the pay structures of the organizations you compete with in the labor market. It is an open range system that provides the minimum, midpoint, and maximum salary range which is consistent with survey responses. It contains thirty-three pay grades with a 5% separation between grades and a minimum to maximum spread of 55%. You can look at the positions surveyed and you can look at what the percentage difference was between the minimums and the maximums in Appendix B of the report that you have. This is simply what the proposed pay scale looks like. You will notice we started the first grade at eleven. The reason we did that is because the County's current pay plan begins at grade eleven. So, we find in organizations it is best to try and keep the numbering of the grade system consistent so as the positions come in it may have a lower grade number but yet a higher minimum, midpoint, and maximum. Some of the employees may end up being downgraded so we left the pay structure beginning at grade eleven and just carried it out a few grades. I mentioned a moment ago the SAFE System. That is referred to a systematic analysis and factor evaluation system and copyright by Springsted. It is developed specifically for positions in local government. Springsted doesn't really work with companies in the private sector. We work with local government and non-profit organizations. What the SAFE System does is assign each of those positions using the PAQ a skill level of 1 - 6. Then, we evaluate based on the selections and PAQ using the nine job evaluation factors that you see there. For each of those factors based on the selection the employee made and looking at what the comment was by the supervisor for each of those areas, the SAFE System assigns a certain number of points for each of the line areas; training and ability represents education, experience required and the level of work, how complex the job is. The physical demands; is there physical work or exert forces. If so, how much? Independence of actions; that is simply how much independence is required or allowed in the job. In other words, are you under supervisor supervision or does the employee have latitude under general direction to perform their job as they see fit. Supervision; whether or not supervision is exercised or not. Experience required; do you have to have no experience or six years of experience. Human relations skills; simply what type of contact and what level of officials do you have contact with in your position. Working conditions; that is simply mental stress levels and also physical hazards. Impact of end results; what impact does the position have on the organization based on policy and consequences of actions of the position. So, what happens you get a total number of SAFE points for each position and then the salary survey

data that we captured from the organizations, it is all brought together using a complex formula spreadsheet that forms the salary curve. If you look, the black line represents the average of the market; the regional labor market that Southampton County competes with other agencies. Each of those points represents the positions we surveyed. The line represents the average salary of the midpoint salaries. The midpoint salary is simply the salary of the more experienced employee that has been in place on average 8 - 10 years. That represents what the market rate is for the position. The Y axis on the left is the midpoint salaries and the X axis across the bottom of the spreadsheet is the SAFE points. If you look up in the white box at that formula, that is how we captured through the SAFE evaluation of each position and lining it where the market is in terms of what they are paying for those positions. We used the linear least squares method to do that. So, 97.88 % or 0.9788 is pretty good in terms of capturing the job's skill level. What the remaining percentage represents are factors that the SAFE evaluation didn't capture that are controlled by the market and other barriers. That brings us to the implementation options. Option one simply moves positions below the minimum of the recommended pay grade to the minimum of the recommended pay grade. Most of the employees won't see anything with that option. The cost, which is much more detailed in your report, to implement would be \$142,976; 2.55% of the County's budget. Option two moves positions below the minimum of the recommended pay grade to the minimum of the recommended pay grade or provide 2% increase, whichever is greater. The cost of that option is \$207,898 or 3.70% of the County's budget. Option two began to address salary compression but not as clearly as option three. Option three has the years of service adjustment. This addresses the salary compression issues; 100% of the employees are impacted in this option as in option two because they all receive the .5% increase per year of service if option three is adopted all at once which is what this slide represents. Annual cost would be \$452,448 which is equivalent to 8.06% of the County's \$5.61 million annual payroll. This also includes adjustments to the minimum. In talking with the County Administrator and Deputy County Administrator, it goes back to what I said earlier; we wanted to put together something that the County could afford and is realistic. What we did was take a phase-in approach with option three over three years. In other words, we divided the cost over three years in an effort to lessen the financial impact on the County. This is something that most organizations are doing. We very rarely run into organizations who can afford to adopt option two or three all at once. We are finding that a lot of organizations are in the hole with their employees. Your impact is not bad in comparison to what we see in the Commonwealth of Virginia, North Carolina, and Georgia. Yours is much better than some of the organizations that we are dealing with. This will address the employees that fell below the recommended minimum while providing all employees a percentage increase. In other words, it brings the employees along together. What that comes down to, in year one under implementation, all of the employees below the proposed minimum were brought to the minimum, and the remaining employees who fell within the range received approximately .167% increase per year of service. Years two and three; those employees within range receive approximately .167% increase per year of service, and employees brought to the minimum in year one receive approximately .25% increase per year of service so that by year three all employees receive an approximate cumulative total of .5% increase per year of service as if you had adopted it all at once. What we also done in year two and three is we figured in a 2% cost of living adjustment to account for market adjustments based upon CPI so that you are not already behind the eight ball in years two and three. To give you numbers for the benefit of the public, the cost of year one is \$229,247, year two would cost \$166,216, and year three would cost \$179,180. Assuming you would adopt option three phase-in or option two what that will do for Southampton County is establish guidelines for base adjustments; in other words, once implemented you will be competitive in terms of the market. Going forward it is very important for the County to make adjustments to the ranges annually based on the consumer price index. That is what your neighbors are doing. When you adjust the ranges it normally averages between 1.5% - 2.5% on an annual basis; it just depends. There needs to be a mechanism in place to provide for those employees who meet or exceed expectations to also receive that 2% or whatever percent increase you adjusted the pay range by. If that doesn't happen, if I am hired this year at the new minimum, and the County next year adjusts the pay ranges by two percent and I don't get a 2% increase if I meet or exceed standards, then the person that comes in behind me will already be making 2% more than I am based on the ranges that you have adjusted. You would be right back to where you are. It is really important during adjustments to recognize employee performance. It is important to point out the salary scale has not been adjusted more than three times since the last study which is the primary reason the county is so far behind in terms of the market. By 8 - 10 years, all things being equal, employees should be at the midpoint of the salary range. Let me point out that is not a reflection on the County Administrator or Deputy County Administrator. A lot of organizations just couldn't advance their

pay ranges during the time the economy collapsed. County's benefits; we also surveyed that. These are just the primary ones. If you look on pages 19 - 22 there is detailed information on each of the areas we surveyed in the report. Appendix E provides you with percent comparisons between the organizations that were surveyed and Southampton County in regards to the benefit levels. So, for holiday leave the County is above the survey average of twelve days; annual leave is consistent with the survey averages for most years of service; sick leave is above the survey average of twelve days; pension and retirement is consistent with the survey average including provision of a death benefit; life insurance is consistent with the survey respondents in providing this benefit and for the amount contributed; health insurance, the County pays, on average, a higher premium amount for all levels of coverage, and is below the survey average for contributions at all levels except family coverage; deferred compensation is consistent with the survey average in providing this benefit to County employees. It is important to keep in mind total compensation and we all have to understand there is only so much money that can be spent. So, one of the things we say is for the areas that we identified in the report whether you are below average, slightly below average, above average, slightly above average. You may want to take a look at the areas where you are below average and see what you can do for those particular areas based on what the County can afford. Our recommendations are to approve the proposed open range salary schedule provided in Appendix C. Approve the recommended salary schematics provided in Appendix D. Approve the new/updated classification descriptions. Approve implementation of Option 3. We understand the phase-in option has been incorporated into the budget. We are very happy to hear that and we highly recommend that. Also, we recommend providing support for ongoing administration of the program via a system of market adjustments and performance based merit increases awarded on the anniversary date of employees hire or promotion. I would say what do you get by adopting these recommendations. You will have a fair and workable compensation package to your employees and a labor market that has improved and is now competitive; being able to keep your employees here that are experienced and not lose them to other organizations who pay higher wages, but also be able to get a qualified applicant pool when you do have a vacancy. Also, it provides compensation and addresses internal equity and external market competitiveness. When you adopt this you will be where you need to be in the market in terms of competitiveness, and also re-establishing your internal equity based upon the fact that Option 3 spreads out salary compression based upon years of service of the employees and it does establish a market position. After saying that, I will be happy to answer any questions that you may have. One of the things I wanted to talk about is about the jurisdictions. We hear that often times about why we include this organization or that organization in the study. We can't compete with Fairfax County and Prince William County. Suffolk or Sussex County that is included in your salary study; the salaries are weighted. So, in other words, if we get high salaries from one of those organizations and low response levels from other organizations, the higher paying organizations don't skew the salary range for the average minimum, midpoint, and maximum where it will throw you off and try to align you with the larger organizations that pay good money. You may not be able to match what the larger organizations do but you have to be conscious of that, and you need to be as competitive as you can be so to minimize the reason employees leave is because of salary and benefits as much as possible. Incorporating them in as part of our analysis will help get you where you need to be so that you can be as competitive as you can be for Southampton County's financial capabilities in the regional labor market that you are in.

Public Sector Advisors



PRESENTATION TO

Board of Supervisors Southampton County, Virginia

Classification and Compensation Study

April 25, 2016

PRESENTER: Joel Davis, Vice President

Public Sector Advisors



Purposes for the Study

- Responds to changing market conditions and supports the County's efforts to attract and retain quality employees
- Recognizes changes in employees' duties and responsibilities resulting from workplace and organizational changes
- Ensures internal equity and consistency among similar positions
- Ensures that salaries are externally competitive with comparable employers in appropriate labor markets

Public Sector Advisors



Why Do Local Governments Conduct Classification and Compensation Studies?

- To ensure that compensation and benefits for employees are equitable and competitive in the labor market
- To ensure that employees' position descriptions are up-to-date, which should aid in recruitment of capable employees when vacancies occur (retirement, transfers, etc.)
- To ensure that salary compression issues are addressed
- To aid in reducing employee turnover
- To ensure Federal regulations are met (FLSA and ADA)
- To ensure jobs are treated in a fair manner and their rankings and pay are based upon a rational system of evaluation

Typical Cycles for Classification and Compensation

- Most communities conduct studies every five (5) to seven (7) years
- Major changes in public and private employment and classification and compensation systems took place in the labor market in the 2003 – 2008 and 2009 – 2012 timeframes
- Many communities are recognizing that their classification and compensation systems are in need of assessment and update due to changes in job responsibilities of employees and a shifting labor market

Pay Philosophy We Worked Toward

- Providing fair and equitable compensation to employees in a highly competitive and changing labor market
- Maintaining a competitive pay structure that takes into consideration the County's fiscal resources
- Ensuring that employee compensation is based on individual performance that meets or exceeds expectations and reflects changing economic conditions
- Providing consistent administration of pay policies and procedures among all County departments

The County's Objectives

The County asked Springsted to:

- Review, update and/or create current position descriptions for all full-time positions;
- Ensure all position descriptions are in full compliance with all applicable Federal and State statutes and regulations;
- Develop recommendations for a position classification system for proper internal equity, as dictated by the actual responsibilities of the position;
- Develop compensation ranges for each position, which will provide for a competitive pay plan with other local government employers comparable to Southampton County; and;
- Provide the County with a new or updated classification manual that documents the classification methodology used in the study.

Methodology Utilized in the Study

- Meetings with the County Administrator, Deputy County Administrator/Chief Financial Officer, and Department Heads
- County employee orientation meetings
- Collection of data
- Update existing classification descriptions
- Evaluation of positions
- Obtain market salary and benefits information
- Development of salary line
- Assignment of positions to pay grades
- Development of implementation options

Study Findings

- Salaries paid to County employees are, for the most part, lower than the average salary rates paid in comparable regional organizations
- Internal pay relationship inequities exist within the County
- In order to develop consistency for the County and to maintain competitiveness within the regional labor market the current pay plan is recommended to be changed to an open range system
- Policies regarding maintenance of the plan should be evaluated

Salary Survey Benchmark Communities - Organizations

- County of Sussex*
- County of Isle of Wight
- County of Surry
- County of York*
- County of James City
- County of Gloucester
- County of Prince George*
- County of Greenville*
- City of Franklin
- City of Suffolk*
- City of Newport News*
- City of Virginia Beach*
- City of Hampton
- City of Chesapeake*
- Virginia State Police*
- Virginia Department of Corrections*
- West Tidewater Community Services Board
- Western Tidewater Regional Jail
- Southeastern Public Service Authority*

*Reflect communities who responded to the survey

Salary Survey Results and Pay Scale Comparisons

The County's Proposed Pay Scale:

- Has been developed utilizing the respondents' survey data and is consistent with the other jurisdictions
- Is an open range system that provides a minimum, midpoint and maximum salary consistent with the survey responses
- Contains thirty-three (33) pay grades with a 5% separation between grades and a minimum to maximum spread of 55%
- Complete survey data can be found in the study

Proposed Pay Scale

Grade	Salary Range		
	Min	Mid	Max
11	19,607.84	25,000.00	30,392.16
12	20,588.24	26,250.00	31,911.76
13	21,617.65	27,562.50	33,507.35
14	22,698.53	28,940.63	35,182.72
15	23,833.46	30,387.66	36,941.86
16	25,025.13	31,907.04	38,788.95
17	26,276.39	33,502.39	40,728.40
18	27,590.20	35,177.51	42,764.82
19	28,969.71	36,936.39	44,903.06
20	30,418.20	38,783.21	47,148.21
21	31,939.11	40,722.37	49,505.62
22	33,536.07	42,758.48	51,980.90
23	35,212.87	44,896.41	54,579.95
24	36,973.51	47,141.23	57,308.94
25	38,822.19	49,498.29	60,174.39
26	40,763.30	51,973.20	63,183.11
27	42,801.46	54,571.86	66,342.27

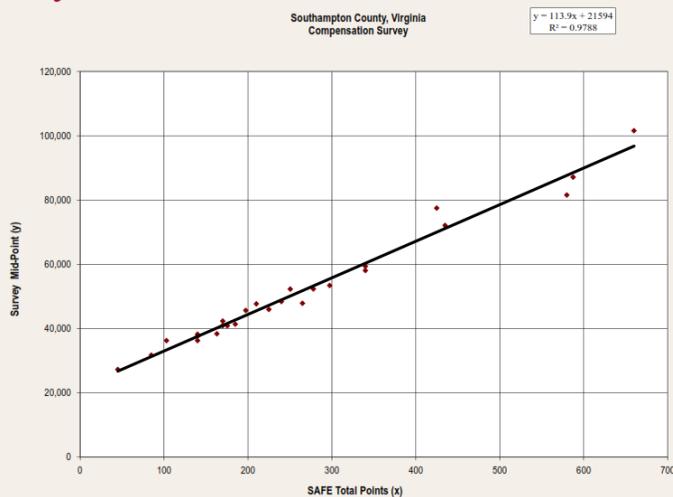
Grade	Salary Range		
	Min	Mid	Max
28	44,941.54	57,300.46	69,659.38
29	47,188.61	60,165.48	73,142.35
30	49,548.04	63,173.75	76,799.47
31	52,025.45	66,332.44	80,639.44
32	54,626.72	69,649.06	84,671.41
33	57,358.05	73,131.52	88,904.98
34	60,225.96	76,788.09	93,350.23
35	63,237.25	80,627.50	98,017.74
36	66,399.12	84,658.87	102,918.63
37	69,719.07	88,891.82	108,064.56
38	73,205.03	93,336.41	113,467.79
39	76,865.28	98,003.23	119,141.18
40	80,708.54	102,903.39	125,098.24
41	84,743.97	108,048.56	131,353.15
42	88,981.17	113,450.99	137,920.81
43	93,430.22	119,123.54	144,816.85

Job Evaluation

Systematic Analysis and Factor Evaluation (SAFE®) System Job Evaluation Factors

Training and Ability	Experience Required
Level of Work	Human Relations Skills
Physical Demands	Working Conditions
Independence of Actions	Impact on End Results
Supervision Exercised	

Salary Curve



Implementation Options

- **Option 1** – Move positions below the minimum of the recommended pay grade to the minimum of the recommended pay grade
- **Option 2** – Move positions below the minimum of the recommended pay grade to the minimum of the recommended pay grade or provide 2% increase, whichever is greater

Implementation Options *(cont.)*

Option 3 – Years of Service Adjustment

- Addresses salary compression issues
- 100% of the County's employees are impacted
- Annual cost is \$452,448, which is equivalent to 8.06% of the County's \$5.61 million annual payroll
- Includes adjustments to minimum
- Provides 0.5% increase per year of service; placing employees within grade

Implementation Options *(cont.)*

Phase In Implementation Option 3 Over 3 Years

- Divides the cost of Option 3 over a three (3) year period in an effort to lessen the financial impact on the County
- Addresses the employees who fell below the recommended minimum, while providing all employees a percentage increase

Implementation Options *(concl.)*

Phase In Implementation Option 3 Over 3 Years

- **Year 1** - Employees below the proposed minimum were brought to the minimum, and the remaining employees who fell within the range receive approximately 0.167% increase per year of service
- **Years 2 & 3** - Employees within range receive approximately 0.167% increase per year of service, and employees brought to the minimum in year one (1) receive approximately 0.25% increase per year of service so that by year three (3) all employees receive an approximate cumulative total of 0.5% increase per year of service
- 2% cost of living adjustment (COLA) was included in years two (2) and three (3) to account for annual market adjustments using the CPI

On-going Administration

Annual Adjustments

- Establish guidelines for base adjustments
e.g., CPI, comparable organizations, other economic indicators
- Adjust pay ranges and wages of employees
- Adjustments that recognize individual employee performance

The County's Fringe Benefits

Holiday Leave	Above the survey average of twelve (12) days
Annual Leave	Consistent with the survey averages for most years of service
Sick Leave	Above the survey average of twelve (12) days
Pension and Retirement	Consistent with survey average including provision of a death benefit
Life Insurance	Consistent with the survey respondents in providing this benefit and for the amount contributed
Health Insurance	The County pays, on average, a higher premium amount for all levels of coverage, and is below the survey average for contributions at all levels except family coverage
Deferred Compensation	Consistent with the survey average in providing this benefit to County employees

Recommendations

- Approve the proposed "Open Range" salary schedule provided in Appendix C of this report
- Approve the recommended salary schematics provided in Appendix D
- Approve the new/updated classification descriptions
- Approve Implementation Option 3
- Provide support for ongoing administration of the program via a system of market adjustments and performance based merit increases awarded on the anniversary date of the employees hire or promotion

Closing Comments

Adoption of the report's recommendations will result in:

- Fairer and more equitable compensation to employees in a growingly competitive labor market
- Improved opportunities to reduce turnover among current employees and to recruit quality replacements, when needed
- Compensation that addresses internal equity and external market competitiveness
- Establishing a market position that is fiscally responsible with public resources

Public Sector Advisors



 Springsted

Chairman Jones called on Supervisor West.

Supervisor West states you kind of answered; I see where you received responses from Virginia Beach and I would assume they skewed the results quite a bit, but the more local people like Surry and Franklin, I would like to have had a response.

Mr. Joel Davis states we don't remove them just because they were more; what the system does is weight them. If we receive data for a position that is exceptionally above then we may strike that data from the position. In some cases, what we find is the organizations we think are paying less in some of these positions actually pay equal to or more. We didn't strike it just because it may be a bit higher. Sometimes they don't always submit data that is match for match for a position. We spend a lot of time analyzing salary survey responses that we get back and looking at the data. We carefully analyze each position that is surveyed so the data is not skewed one way or the other. We make decisions on a case by case basis. It is a very complex process. The larger organizations don't dominate and don't necessarily skew the data heavily like you think they would.

Supervisor West states I think you are far ahead of public comment here tonight and I am referring to Mr. Updike on that concerning the benefits; overall, it looks like the county pays equally or more. As it has already been said by Mr. Updike, we appear to be as well off as Virginia Beach

and others.

Mr. Joel Davis states well overall I would say the County...

Supervisor West states and how does that affect the County employees because I like benefits okay. I like to be off and I liked things like that when I was working. Right now I would consider that a big benefit in Southampton County.

Mr. Joel Davis states it is a very big benefit. That is why I think overall the County is not bad off with the benefits that are provided. They are regionally competitive. But, when it is heavily weighted towards benefits and you are way down here on the salaries; the cost of health insurance and dependent coverage and no pay raises including pay ranges; there has been very little or none at all over the several of years with the exception of a couple of adjustments in the Comp Board area. So, when it is heavily weighted one way or the other that is when you are in trouble. Your benefits are good but it has to be a total compensation package. The salaries have to come up in order to get you competitive so that you can keep your knowledgeable people and improve in those areas where there is high turnover.

Supervisor West states I know I am the only person in this room old enough to receive social security; with that being said, I received a 0 increase last year and I think a 1.3% the year before. I do agree that everybody should not automatically get the same raise. Thank you for what you have done and these are just my personal feelings.

Chairman Jones states alright; anyone else?

Chairman Jones called on Supervisor Faison.

Supervisor Faison states I do appreciate this report and it does point out something; in the report the comparison between here and other places does give us an idea of where we stand.

Chairman Jones called on Supervisor Porter.

Supervisor Porter states I am trying to understand your recommendation with respect to the annual adjustments. You say you adjust the ranges according to the CPI; by definition some people would consider that a COLA.

Mr. Joel Davis states what we do is consider the price index. That is what most organizations use to adjust their range. They don't necessarily tie that to an across the board COLA adjustment.

Supervisor Porter states but the second part of my question is that doesn't mean the employees get that raise automatically.

Mr. Joel Davis states no.

Supervisor Porter states they only get the adjustment based on their evaluation.

Mr. Joel Davis states if they meet or exceed expectations then they would get that percentage increase. If they do not meet expectations, then they certainly would not.

Supervisor Porter states and if you have a poorly performing individual, it would be possible the range could change and they could fall below the minimum.

Mr. Joel Davis states right and they could continue work based on a contingent improvement plan to help them grow and develop to get them where they need to be to meet expectations. There may be a decision that if they can't meet expectations then they would end up in the Administration Office.

Chairman Jones called on Supervisor Cook.

Supervisor Cook states thank you for the report. In the report, it states how salary compression can hurt the whole system. It is evident we have a salary compression problem and this addresses that.

Chairman Jones called on Supervisor Edwards.

Supervisor Edwards states did you compare our turnover rate to the rest of these places you received your information from?

Mr. Joel Davis states we didn't. Where we got that from is from talking with the Department Heads and how they are having turnover issues in certain departments. There is nothing unusual for an organization to experience between 5 – 10% turnover, but when you start to get outside of that it becomes a problem. It costs a lot of money to train a water operator. Once you train them they will go where they can make more money. You also hear that with police officers and other positions. I can say some organizations are experiencing some of the same problems you are except on a larger scale. Becoming competitive and tying it to performance, you will minimize the cost associated with turnover and get quality applicants for positions.

Chairman Jones called on Supervisor Phillips.

Supervisor Phillips states thank you for the study. The number of people that are not currently at a minimum level has probably placed a lot of hope in this study and in this board to bring them up to that level where they should be. I think we made some adjustments; at least since I have been on the board that brought some people up through years of experience and otherwise. I think what we are trying to do is achieve a level playing field. That would certainly increase morale. If you have people in a department that are working at different pay scales, and that hasn't been addressed over a period of years, you would have to just thank them for their continued service. We thank you for your report.

Supervisor Edwards states this report seems to give us a more rational and quality way of doing this rather than hit or miss.

Supervisor Phillips states I am in favor of being able to give someone a raise based on their performance as opposed to across the board.

Supervisor Porter states one thing; this means the managers are going to have a tougher job, because number one, everybody thinks they are above average and that is just not the case. The rating in a department should be average. That means some people will be above it and some people will be below it. This is the fairest way to reward and pay people. It doesn't necessarily mean you won't have distraught employees. Managers are going to have to decide who their best employees are. If you look at that they may not be in the same pay grade. In fact if you only have three employees and they are in three different pay grades; you would have to rate one meet expectations, exceeds expectations, or needs improvements. Ideally, the people who need improvement either understand they need improvement or they should start looking for a job somewhere else. This should be the way you clean and upgrade your organization; by getting people to leave because they realize they aren't at the top within the organization. This is the kind of paid administration that I am familiar with and I whole heartily endorse. I will tell you from a managers perspective it takes a lot of soul searching and it is a lot more difficult to administer in a step system.

Supervisor Edwards states that is why we have managers.

Mr. Joel Davis states the step system is going by the waist side more and more. In a step system, employees tend to have a sense of entitlement; each year we are going to get that next step. It also ties your hands in terms of flexibility. For example, if there is 2.5% between each step, in order for you to give a merit increase each year, you have to give either 2.5% or 5%. You can't go in between; otherwise, you will be in between steps. Whereas an open range system, if you can only afford 1.5% adjustment it is very easy to incorporate that into the pay structure. It is also easier to maintain from a financial perspective. It just works out a whole lot better; gives you a lot more flexibility. It allows you to evaluate and score each person. If you send me a high score, I want to know why that employee, quantifiably is at that high score; not something inflated. If they know that is coming, and that kind of evaluation is expected by management, and the Board of Supervisors is going to hold management accountable for making sure the performance pay is executed properly, they tend to work. It is going to be some bias in it; absolutely. I am going tomorrow to train employees in the City of Albemarle about performance appraisal instruments

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that we developed for them because they are shifting towards performance pay. That is going to be an issue we deal with. There is no way to rule it out totally, but you can minimize it as much as possible if you have a very good process and system in place.

Supervisor West states I have one more question please; Mr. Johnson, this thing is extremely difficult to read. I sat down and tried. With that being said, the present recommended budget already has this particular option C in place.

Mr. Michael Johnson states it has the first year of the three-year phase-in included in the draft budget.

Supervisor West states then it says the schematics and so forth with the approval of the updated job classification descriptions; that needed to be done anyway right?

Mr. Michael Johnson states correct.

Supervisor West states so we are buying into Step 1, and then well and honestly, he already said we need Step 2 the following year. So, it is already built in if we go with this proposed tonight. Is that correct?

Mr. Michael Johnson states Step 1 is built in.

Supervisor West states I am going in deep now; of the .05 cents it is costing...

Supervisor Porter states you can't...

Mr. Michael Johnson states you can't carry everything back to the .05 cents. It is a little more than \$230,000 but you have to keep in mind you had reductions in your VRS employer contribution this year and you had reductions in your health insurance, so the net cost is substantially less; plus, the State Compensation Board is providing an increase in salaries for Constitutional Officer's employees. All of those factors mitigate the actual cost.

Supervisor West states that is what I wanted to be said. I remembered that but I didn't remember the numbers well enough to site them; thank you.

Chairman Jones states alright; any other questions?

Mr. Joel Davis states thank you all for having me. It has been my pleasure. If you have any questions, let me know.

Supervisor West made a motion to accept the Study, approve the "Open Range" salary schedule provided in Appendix C, approve the recommended salary schematics provided in Appendix D, approve the updated and/or new classification descriptions, and approve the plan to fund implementation of Option 3 over a three year period.

Supervisor Faison seconded the motion which carried unanimously.

Chairman Jones states we will go to number twelve, capital funding request.

Mr. Michael Johnson states Mr. Chairman, included in your agenda packages you will see a capital funding request from the Boykins Volunteer Fire Department and Rescue Squad. They are seeking their annual appropriations from three fiscal years; FY(s) 2014, 2015, and 2016. Because they are a combined squad, we appropriate \$21,000 annually. Three years times \$21,000 is a total appropriation of \$63,000. They want to use those proceeds to service debt on their 2013 Fire Engine Rescue Pumper and also to assist them with the purchase of a 2016 Ford Rescue Medic. As you all know, we set capital funding aside in certain amounts each year in our annual budget. We hold them in escrow pending specific requests and then approval by the board. You have a spreadsheet in your agenda which shows the status of capital appropriations over the last sixteen years. As that spreadsheet illustrates, we are currently holding \$63,000 in escrow for the Boykins Volunteer Fire Department and Rescue Squad. Just overall in the last sixteen years, we have collectively appropriated \$2,052,223 for fire and rescue improvements. We are currently holding

\$477,777 in escrow.

Supervisor Faison made a motion to approve the capital funding request for the Boykins Volunteer Fire Department and Rescue Squad in the amount of \$63,000.

Supervisor Phillips seconded the motion which carried unanimously.

Chairman Jones states we will go to number thirteen, public hearing.

Mr. Michael Johnson states we have one public hearing scheduled tonight regarding an ordinance that would grant relief to Chandler Glover who is the POA for the surviving heirs of Mary Louise Tennessee. This ordinance grants relief to Mr. Glover. Again, he has Power of Attorney for Robert A. Williams, Louis W. Tyler, Gloria Turner, Walker K. Sykes, and Frinzine Hayes; all are the surviving heirs of Mary Louise Tennessee. The ordinance would grant to him, if approved, surplus proceeds that were received by Southampton County from the Circuit Court associated with the delinquent real estate tax sale of Tax Parcel 67-49. This property was auctioned off on June 26, 2013 for delinquent taxes and the sale was subsequently confirmed by Court Order on July 30, 2013. Following payment of the delinquent taxes and all associated expenses from the sale proceeds, \$40,184.45 remained in surplus and was held for two years by the Circuit Court of Southampton County in accordance with Section 58.1-3967 of the Code of Virginia. Mrs. Tennessee's heirs failed to file a lawful petition for the surplus proceeds with the Court within the prescribed two-year timeframe. So, following that two-year period in accordance to state statute, surplus proceeds in the amount of \$40,184.45 was paid by the Clerk of Court to the County Treasurer. The notice of public hearing was published in the Tidewater News on April 10 and April 17, 2016 as required by law. After conclusion of the public hearing, the Board of Supervisors will consider the comments offered this evening and will proceed to adopt, amend, or defer action on the proposed ordinance.

Chairman Jones states this is a public hearing. Is there anyone for or against this application?

Mr. Chandler Glover addressed the board. Good evening Mr. Chairman and thank you for having me. The property in question, as stated, is in Drewryville. A little history on it; it started with Mr. D.C. Tennessee. Mary Tennessee was his wife who survived him. He started the property a plant at a time. He was a sharecropper who worked the land until he owned it. Then, he would work until he owned the land next to it; saving his money. He did this off of a fourth grade education and he did it so he would have something to pass along to his wife and his kids. This is known as the Tennessee Estate now in Drewryville. He had the foresight in his late years to have a will and that is how Mary Tennessee inherited it, however, that trait did not carry on with her and she died in 1957. From that, family members took on the responsibility of paying the taxes and overseeing the land, and doing minor developments. But, as the years passed, these responsibilities faded with the passing members. The City and the County did what they could in notifying the successors. But, a lot of these successors did not know because three generations had passed since the last person owned it. The surviving successors; half of them don't live in the state anymore. This one took us about 16 months to find the remaining surviving heirs. It took a lot of formal requests because we had to make sure that some of the people who were named heirs had no survivors. That is all that I have. I just wanted to give you the context of how the land came to be. It was dissolved because a lot of the elders that took on the responsibility to keep it up passed away, and the younger generation didn't keep up their end of the bargain.

Chairman Jones called on Supervisor West.

Supervisor West states I appreciate you saying that the County did its part in trying to contact the heirs. Over age and time, people just disappeared and were unable to follow through. We did what was reasonable and now you are doing what is reasonable.

Chairman Jones states this is in my district and I do know some of the heirs that he is talking about. Does anyone else have any comments on this?

Mr. John Burchett addressed the board. I am not going to make any comment on whether or not you should pay it but I just wanted to ask a question. It was two years and that passed.

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Chairman Jones states right.

Mr. John Burchett states did we, meaning the County, send a letter out close to the end of the two years saying you are going to lose your money if you don't come forward, because \$40,000 is a lot of money to have to take out of the budget that's tight; but I am not saying we should or shouldn't. That is up to you all. I am just saying we need to be sure that we send out a letter to anybody that might be... to let them know in the future. That is a lot of money, but like I said it's not my decision it's you all. Thank you.

Chairman Jones states anyone else?

Mr. Chandler Glover states I wanted to address that question. This is one of the prime examples of the City and the County doing exactly that, but this lady passed away so long ago that the address and the information on file was not correct. In order to have that perfect synergy, the City would have had to hire somebody like me, an investigator, to find out where those other people went. So far, I have had to come out of my pocket with \$9,237. To put that on the City for someone who may not show up even if you did everything is an extreme burden on the City. They actually did; I have a whole package over there where the City sent everything, because there is a process. When it foreclosed, it took about 18 months. They sent letter after letter and even sent letters to possible heirs. They did everything they could, but it was so long ago that the person's name on the property that was located there, the house that was on it doesn't exist anymore. I have one more like that, but these are the prime situations where you can't expect them to do more without having to give more of your own. If you say that \$40,000 is a lot to take out of the budget; so, what would it be if you multiply my \$9,000 every time? My attorneys and I have been working on this for about 16 months. It was at the City when I started, and we just found everybody. It is not really feasible in every situation. It is actually built up to where they do exactly what you are asking. But, most people in these distress situations see it as another bill or an ability to collect so they don't answer those letters. That is why I have to go find them, and there is no fix for that.

Chairman Jones states okay, thank you sir.

Mr. Glenn Updike addressed the board. I am Glenn Updike and most of you know because I have voiced my opinion on this almost a year when it first came before the board. The person that we are holding/collecting money for it is nothing but a sham/fraud; you can call it whatever you want to. You are holding their money under false prescient. We had a person on the County payroll that had to hire a lawyer and pay the advertisement fee to get their money back. You can't tell me they couldn't find a bus driver that is on the County payroll. This is just a continuation of examples time and time again; it's a disgrace on the citizens of the County to have this taken place. It's right down disgusting. Should you pay it? Darn right you should pay it. This is our money that you have been holding for two years. You probably didn't invest it or draw interest or anything, but this is something that needs to be addressed by the board and by the state. This just can't continue to happen. We have three sales coming up next month. These people should be prompt soon as the sale is over whether it didn't sell for the assessed value or it had excess money. They should be informed, and don't wait two or three years; or even ten years to start the process. It is just plain outright common sense when they have the sales, do the diligence that is necessary to see that the people get their money back. Just because they might not keep up with the law or they are poor; it is no reason to keep them further down. That is just pure and simply wrong to not do something about this situation.

Supervisor West states say it again.

Mr. Glen Updike states say what?

Supervisor West states say it again. I didn't hear it the first time.

Mr. Glen Updike states so for goodness sakes do something to inform the people. Just because they are not well educated like the lawyers; I dare to say, and I will be honest; I didn't know this existed until last July or August when the first case came before us. It should have never happened. What about the people who only have \$500. That is just an example; or \$1,000 more than the taxed assessment or liabilities. Going through the whole process of advertising will cost you \$500 and you get back nothing. Then, if you have to hire a lawyer he is going to charge you

\$1,000. Now you have pushed the rebate down to zero. That is not right. Everybody that I have talked to in the County or anywhere can't justify the system. Pay them for God sake.

Chairman Jones states anyone else? Come on up Mr. Britt.

Mr. David Britt addressed the board. I know this issue has come up on several occasions. I am not here to speak for or against but to provide some information that may help you all make your decision. There is a full section in the 58-1 Tax Code of Virginia that relates to the bill and equity sale and the procedures of how that is supposed to be done and what you are supposed to do with the proceeds from the tax sales. I was happy to hear Mr. Glover say that our attorneys that we have employed are doing what they are supposed to do. Their first job in the process of this is to find the heirs of the property. Then, the second thing they do after that is advertise the property in the paper to let people know that those properties are up for tax sale. Many times somebody that lives next door to the property contacts some of the heirs and informs them to come and investigate this. After this process has taken place, they have to go before the Circuit Court Judge and file a suit, and then at the same time, they have to hire a guardian ad litem. The guardian ad litem, if I am not mistaken Mr. Railey, is an attorney that represents the taxpayer and their interest in this case. Once the judge hears the case, he then decides whether the property is deemed to be sold or not. Once he gives that order, we then advertise the property to be put up for sale. We do so at public auction where everyone can come and bid, and the top bidder gets the property. If they forfeit, then the second highest bidder gets the property. Some of these properties we end up having to pay cost on. We don't even get our tax money back. Some of these properties we do get our tax money and cost back, and we do get surplus. But, the Code of Virginia states clearly that the money supposed to be kept in an escrow account in the Clerk of Court's office and can be petitioned within 24 months after the date of the sale.

Supervisor Edwards states so Mr. Britt you are saying that we are doing everything that the Code of Virginia tells us to do to the "T".

Mr. David Britt states yes sir.

Supervisor Edwards states and there is nothing else that we can do.

Chairman Jones states not unless the law changes.

Supervisor Porter states hasn't Mr. Francis established some procedure for notifying these people now. We talked about this...

Mr. David Britt states that is on his own conscious.

Supervisor Porter states I know, but he is taking it upon himself to try to prevent this from happening in the future. We have been listening and that has been in place as far as I know. He is not legally obligated to do that but he has agreed to do that out of the kindness of his heart. That is one thing. One other thing that I think a lot of people... and they may not have even understood it after you said it. This money has to be put into an escrow account for a period of time to make sure if there are other people who have liens on the property that they can be satisfied before any surplus is distributed back to the landowner.

Mr. David Britt states that is correct.

Supervisor Porter states that is the reason it is held for two years; not because we are just holding it. What happens, in the process, it falls between the cracks because there is nothing in the law which actually takes into consideration that maybe the previous owner doesn't know that this is going on and doesn't know that he has money available. I think that is what Mr. Francis is taking on; to try and notify these people that we sold their property and we have money that is theirs; come get it. We don't do that now. That would prevent us from having to go through this. It is cumbersome because we have to go through a County ordinance every time this comes before us.

Mr. David Britt states not only is it cumbersome to you all, it is cumbersome to Mr. Johnson and myself because we have to provide all of the documentation and gather that documentation to present it to you all.

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Chairman Jones states right; I know. We are going by the law right now. We are doing what the law says and that is all that we can do.

Mr. David Britt states I hope the information I gave you is helpful.

Chairman Jones states we thank you Mr. Britt.

Mr. Richard Railey states the important thing to understand is this case is a classic case; why the legislation is there. Mr. Francis new methods wouldn't help because the problem here is years has passed and you didn't know whether there was a heir to the property.

Supervisor West states 1957.

Mr. Richard Railey states so only a gentleman like this gentleman right here, being the detective and finding these people, could you do it.

Supervisor West states \$9,000 worth.

Mr. Richard Railey states he needs to be commended for his efforts. This is not a case where somebody in the family received notice, was served something, and then sat on their rights. Then, you debate whether it is right to reward them for sitting on their rights, give them their money, or whatever; depending on the merits of the case. This is a case where we followed the statute and nothing could have been done differently except for the efforts of this man. You have an oral publication; you talk about unknown heirs, and appoint a guardian ad litem in the event that somebody is under disability. In this particular case, this is exactly what that statute is there for.

Supervisor Faison states the discussion tonight certainly points out that nobody is making any deliberate attempt to keep this money from them. It's just that we have to ensure that it goes to the right persons.

Chairman Jones states is there anyone else that would like to speak on this?

There was no response and the public hearing was closed.

Supervisor West states Chairman Jones acknowledges that this particular family lived in the Drewryville District, and on his behalf I make a motion that we adopt the attached ordinance.

Supervisor Faison seconded the motion which carried unanimously.

Chairman Jones states we will go to number fourteen.

Mr. Michael Johnson states number fourteen, Mr. Chairman, relates to the Certification of the Member Contribution Phase-In for the Virginia Retirement System. You all may remember Senate Bill 497 of the 2012 Appropriations Act required that political and school division employees begin paying the 5% member contribution to the Virginia Retirement System effective July 1, 2012. That legislation also required offsetting salary increases and an option to phase-in the contribution over a 5-year period. You also recall, the County elected to phase-in that contribution over the 5-year period, contributing 1% towards the employees paid contribution and providing the mandated 1% salary increase. July 2016 will be the fifth and final year of the phase-in. There is a chart in your agenda packages which illustrates the employer contribution going down from 4% in 2012 to 0% effective July 1st of this year while the employee contribution has gone up from what was 1% up to the full 5%. Employees that were hired after July 1, 2012 immediately began contributing the full 5% member contribution upon employment. There is a resolution included in your agenda package that was prepared by the Virginia Retirement System. It indicates the County's completion of the 5% member phase-in effective July 1, 2016 which also includes certification that you will provide the required 1% increase to offset the cost of member contributions. It is necessary that this board pass this resolution prior to July 1st and that it be transmitted to the Virginia Retirement System no later than July 5th.

Chairman Jones states alright gentlemen; I need a motion.

Supervisor Porter made a motion to adopt the attached certification resolution.

Supervisor Edwards seconded the motion which carried unanimously.

Chairman Jones states we will go to number fifteen.

Mr. Michael Johnson states number fifteen, Mr. Chairman, is the First Reading on an ordinance which would establish biennial elections and staggered terms for the Board of Supervisors. As you all directed last month, Mr. Railey and I collaborated to develop the ordinance that is included in your agenda packages which transitions Board members elections to staggered terms in accordance with provisions to Section 24.2-219 of the Code of Virginia. The draft ordinance provides that beginning with the next General Election in November 2019, four supervisors will be elected for 4-year terms and three supervisors will be elected for 2-year terms. The electoral board of the County will assign the individual terms of members by election district in a drawing to be conducted no later than March 31, 2019. In all elections thereafter, all successful candidates would be elected for terms of four years. If it is your desire to further consider this ordinance, it is necessary to advertise for public comment next month.

Chairman Jones states alright gentlemen.

Supervisor Porter made a motion to advertise the attached ordinance for public comment next month.

Supervisor Phillips seconded the motion.

Chairman Jones called for the vote.

Supervisor Edwards states can I move that we have three volunteers when we discuss it next time.

Chairman Jones states why don't we just let them pick them out of a hat like they're supposed to. Let the Register do that.

Supervisor Phillips states if we go with volunteers we have to have three.

Supervisor Edwards states I would like to see three volunteers. I am not particularly for this. I would like to hear what the public says about it. I think if you want to put your money on the line, then we come up with three volunteers.

Mr. Michael Johnson states you can do volunteers, but they can't volunteer until after the election is held. So, you would have to wait after the election and then if there are three they can certainly volunteer. If there are not three, at that point you can wait and have the drawing. The advantage of doing it this way is everybody knows which districts are running the short terms. But, that is an option that you all can take under consideration.

Supervisor Edwards states I would be very surprised if we saw three volunteers after election.

Chairman Jones states we have a motion and a second.

A vote was called and the motion passed unanimously.

Chairman Jones states let's go to number sixteen.

Mr. Michael Johnson states number sixteen, Mr. Chairman, is related to the assignment of a contract we currently have with All Virginia Environmental Services (AVES) Disposal for curbside recycling services. They are asking that we consider assigning that contract to Bay Disposal. You may remember that Southampton County and the City of Franklin signed the contract with AVES in 2012 for the collection of recyclable trash. We currently pick that trash up in all six of our incorporated towns as well as in some of the larger sub-divisions; Darden Mills Estates, Bethel Farms, the larger villages like Sedley and Drewryville; those type areas. Paragraph 16 of the contract provides that the contract renews for an additional 12 month period each year unless one party provides 60 days written notice to the other party of the intent to terminate the

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contract effective June 30 of any year. AVES recently sold its business to Bay Disposal and Recycling and assigned its rights to Bay Disposal contingent upon the approval of the County and the City. Paragraph 18 of the contract provides that it is binding on the “successors and assigns” and the “contract may not be assigned by AVES without prior written approval of the City and the County.” We are recommending that the board consent to the assignment of the contract to Bay Disposal and authorize me to consent to the assignment of the contract with the understanding that the terms of the current contract will continue to bind the parties. Just for your information, the Franklin City Council approved the assignment of this contract at their meeting on April 11.

Chairman Jones states alright gentlemen; do you all have any questions?

Supervisor West states no but I know that AVES has had some issues with scheduling and regularity, and I hope Bay Disposal will be a step up. I really do and based on that I will make a motion to consent to assignment of the contract to Bay Disposal and Recycling subject to all original terms and conditions.

Supervisor Porter seconded the motion which carried unanimously.

Chairman Jones states we will go to number seventeen.

Mr. Michael Johnson states number seventeen, Mr. Chairman; you all know the Board has an adopted Code of Ethics which requires an annual review each year of the document by the Board. We distributed a copy of that Code of Ethics with your agenda packages last week. If there are no changes, what we would ask is for each member to sign and date the last page; a copy has been left at your seat tonight. If you have any suggestions we are certainly open to take them.

Supervisor Edwards states Mr. Chairman, I have one comment. If you look at the numbers on there, I really wish everybody would look at number 15 and read that over several times and I am not going to say anything more about that.

Supervisor West states I want to make one comment as well. Mr. Burchett brought up tonight about not building a new Capron School. Some things are said irreversible sometimes, but you have to be careful when you make statements and I will do my best to keep my thoughts to myself and not publically state what I might think sometimes. When it affects policy decisions like that, in the position as Board Members, we cannot speak for Planning Commission members or BZA members...

Supervisor Phillips states or School Board.

Supervisor West states or School Board; we cannot, period. I think we need to keep within our jurisdiction.

Chairman Jones states all we can do is pray and talk about it before it gets out that you said something, and then someone has the wrong idea. But, it was a board member and we are board members. Does anyone have any problems signing this Code of Ethics? I think everyone has already signed it. Let's move on to number eighteen, SPSA.

Mr. Michael Johnson states Mr. Chairman you may recall from last month the Board adopted the attached resolution authorizing Chairman Jones to execute a new Use and Support Agreement with SPSA beginning January 25, 2018. The adopted resolution specifically refers to the version of the Use and Support Agreement that was approved as to form by the SPSA Board at its March 4, 2016 meeting. That said, on April 15, I reconvened the Use and Support Agreement Committee which I presently chair for SPSA, to consider final revisions requested by the Cities of Chesapeake and Suffolk. Our committee intends to recommend three specific revisions to the SPSA Board at its next meeting on April 27, none of which I believe are material changes to the terms discussed with you over the past several months. However immaterial, if subsequently approved by the SPSA Board, they are revisions nonetheless and I wanted to keep you fully abreast of the latest developments and make sure that Chairman Jones still has your authorization to execute the Agreement at the appropriate time. A copy of the entire Use and Support Agreement is attached with the recommended revisions highlighted in blue for your reference:

1. **Page 5 - Endorsed by the Use and Support Agreement Committee** - at the request of the City of Chesapeake, this revision specifically prohibits disposal of municipal solid waste in any landfill constructed, operated or otherwise existing in the Northwest River Watershed (see attached map). This prohibition was previously included within the Strategic Operating Plan, and is now recommended for replication in the Use & Support Agreement to provide additional assurances to Chesapeake with respect to SPSA's inability to use any landfill located within the Northwest River Watershed for the disposal of Solid Waste.

2. **Pages 9 and 10 - Endorsed by the Use and Support Agreement Committee** - at the request of the City of Suffolk, this revision determines that the "Initial Term End Date" shall be fifteen (15) years provided that the Authority is a party to a waste disposal agreement with a third-party vendor that is serving (or will serve) as the primary/principal Designated Disposal Mechanism for the Authority for the Initial Term, as of the January 25, 2018; otherwise the "Initial Term End Date" shall be June 30, 2027 (expected life of Cell VI), providing the Member Localities with flexibility in the event that, for any reason, SPSA is not subject to a Waste Disposal Agreement and instead is utilizing the Regional Landfill for most or all of the region's waste disposal.

Basically what that says is the term of the agreement will be 15 years if SPSA is successful with its contract with Repower. If for any reason the deal with Repower falls apart; they are unable to get their financing, unable to get their facility constructed, or if they are unable to sell their pellets; if they are unsuccessful, then the terms of this contract would expire June 30, 2027 which is basically the expected life of Cell 6. It provides the member locality with flexibility in the event that things don't work out with regards to the Repower Agreement. We are not obligated to deliver waste any longer than we know we have sufficient landfill space for in our own landfill. This really provides all the member communities greater flexibility and mitigates any potential adverse effects if anything happens with the Repower Agreement.

3. **Pages 14 and 15 - Endorsed by the Use and Support Agreement Committee** - at the request of the City of Chesapeake, this revision imposes a flat prohibition on accepting any waste from outside the SPSA Service Area, in addition to the existing prohibition on "facilitating the importation of Out of Area Waste" for disposal within the SPSA Disposal System. This serves as further assurance that SPSA will not "source" waste from outside of its eight member communities.

4. **Page 17 - Not Endorsed by the Use and Support Agreement Committee** - at the request of the City of Chesapeake, this revision would require super-majority approval (75%) by the SPSA Board of any Ancillary Waste Disposal Services (e.g. household hazardous waste disposal, tire-shredding/disposal services, sludge disposal services, etc.,) provided to member localities. The sense of the committee was that simple-majority approval (50%) by the SPSA Board was sufficient in protecting against future "special deal" loopholes.

Chairman Jones states does anybody have any questions on this?

Supervisor West states no but I want to make a point that Mr. Johnson has been the Chairman of the Use and Support Agreement Committee from the very beginning. Southampton County has been well represented and as I spoke it last meeting, Taylor Williams out of Franklin and the third member was who Mr. Johnson?

Mr. Johnson states Taylor Williams was on a different committee. He was on the committee that negotiated the Host/Good Neighbor Agreement. My committee included representatives from Norfolk, Virginia Beach, and Chesapeake.

Supervisor West states so we have been well represented and he has represented us as Chairman. These changes tonight are certainly reasonable. We will go past January 25, 2018 with the new Repower or no Repower okay.

Chairman Jones states I need a motion.

Supervisor Porter states do you?

Mr. Michael Johnson states I just want to make it perfectly clear.

April 25, 2016

Supervisor West made a motion to authorize Chairman Jones to execute a new Use and Support Agreement in substantially the form presented herein.

Supervisor Faison seconded the motion which carried unanimously.

Mr. Michael Johnson states right now it is tentatively planned for Friday May 13, 2016 at a special meeting down at SPSA.

Chairman Jones states okay, we will go to miscellaneous.

Mr. Michael Johnson states there is not a lot to report here Mr. Chairman. I did include a copy of the VACo's salary survey. This is done annually by the Virginia Association of Counties where they survey the annual salaries for all of the Board Chairmen, Board members, and County Administrators. Included for your reference are a number of notices; environmental notices related to certain privately-owned water systems serving the Kingsdale (Moseley) subdivision and White Tail Resort over in Ivor. There are some foreclosures in there, items of correspondence, as well as some articles of interest. I would encourage you to read the last article of interest. It relates to construction of a new Courthouse down in Hertford County, North Carolina. They went through just a couple of years ago some of the same issues that we are preparing to go through so you can see how they ultimately resolved their issue down there. You may decide to resolve it totally differently, but they have some very good prices. They constructed a 45,000 square foot three-story courthouse, along with a new 10,000 square foot County Office building on the same parcel for about \$12.25 million which are substantially better prices than what we have heard.

Chairman Jones states alright, let's go to late arriving.

Mr. Michael Johnson states we have two items Mr. Chairman. The first is designation of surplus property. The Sheriff is seeking your consideration in designating one automobile and eight cases of .38 caliber ammunition no longer utilized by his office as surplus property. There is a resolution Mr. Chairman. The vehicle is a 2008 Chevrolet Impala. You can see in there it has over 200,000 miles on it. The transmission is bad. They are asking to sell that in the Fall Auction at Blythe's Farm Consignment Sell and they would basically like to trade in the eight cases of .38 caliber ammunition on the cost of the new service weapons for the jail staff.

Chairman Jones states alright gentlemen; I need a motion for the surplus property.

Supervisor Edwards made a motion to adopt the attached resolution.

Supervisor West seconded the motion which carried unanimously.

Chairman Jones states item B.

Mr. Michael Johnson states the last item Mr. Chairman relates to the reassessment contract. Our evaluation panel which includes Supervisor Cook, Supervisor Phillips, Mrs. Carr, Mrs. Lowe, and myself completed interviews and evaluations of the three offerors last week. It was the unanimous consensus of the committee that Wingate Appraisal Service provided the best proposal at the best value. We have the final price in from Wingate. The final price is \$297,900 and what we are asking for tonight is your authority to go ahead and enter into that contract. We budgeted \$200,000 in FY 2017 and the remainder will be budgeted in FY 2018.

Supervisor Edwards states may I ask how much difference was it. Was there a lot of difference?

Mr. Michael Johnson states Wingate did not provide the lowest price and we procured the services through competitive negotiation. We stated that price would be 20% of the consideration in the award of the contract. So, Wingate certainly lost points because their proposal was not the lowest price, but overall, based on their qualifications, their skills and abilities, and their familiarity with the County they ended up with the highest total score. We learned several years ago with reassessments you get what you pay for, and then you have to live with it for six years.

Supervisor West states well I think they did a very representative job last time and they are very familiar with the county. I know some people will have grievance with Wingate. At this point, I will motion to authorize execution of a contract for the reassessment not to exceed \$300,000.

Supervisor Cook seconded the motion which carried unanimously.

Chairman Jones states is there anything else to come before us?

Supervisor West made a motion to adjourn.

Supervisor Edwards seconded the motion which passed unanimously.

There being no further business for tonight the meeting adjourned at 9:39 p.m.

Dallas O. Jones, Chairman

Michael W. Johnson, Clerk

April 25, 2016

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