

At a regular meeting of the Southampton County Board of Supervisors held in the Board Room of the Southampton County Office Center at 26022 Administration Center Drive, Courtland, Virginia on January 27, 2003 at 6:00 PM.

SUPERVISORS PRESENT

Reggie W. Gilliam, Chairman
Carl J. Faison
Eppa J. Gray, Jr., Vice-Chairman
Dallas O. Jones
Charleton W. Sykes
Ronald W. West
Walter L. Young, Jr.

SUPERVISORS ABSENT

None

OTHERS PRESENT

Michael W. Johnson, County Administrator (Clerk)
J. Waverly Coggsdale, III, Assistant County Administrator
Richard E. Railey, Jr., County Attorney
Julia G. Williams, Finance Director
Cynthia L. Cave, Community/Economic Development Director
Susan H. Wright, County Administration Executive Secretary

Supervisor Gilliam (Chairman of the Board of Supervisors for calendar year 2002) called the meeting to order at 6:00 PM and Supervisor Sykes gave the invocation.

The first item on the agenda was organizational matters (inclusive of election of officers, establishment of meeting dates and times, and establishment of the holiday schedule), thus Supervisor Gilliam turned the meeting over to Mr. Michael Johnson, County Administrator.

Mr. Johnson announced that State statutes required each local governing body to resolve certain organizational matters at its first meeting each year. He advised the first order of business would be election of the chairman and vice-chairman. He noted that if the Board failed to designate the term of office, it was presumed by law that each would be elected for a one-year term or until a successor of each was elected. Chairmen and vice-chairmen could succeed themselves in office. He informed a copy of the statute was provided in the agenda. He then opened nominations.

Supervisor Jones made a motion for Supervisor Reggie W. Gilliam to be elected as Chairman. Supervisor Young seconded the motion. Supervisor West moved, seconded by Supervisor Faison, that nominations be closed. All were in favor, thus the motion passed unanimously.

Mr. Johnson turned the meeting over to Chairman Gilliam.

Chairman Gilliam opened the nominations for Vice-Chairman. **Supervisor Young made a motion to elect Supervisor Eppa J. Gray, Jr. as Vice-Chairman. Supervisors Jones and Sykes seconded the motion. All were in favor, thus the motion passed unanimously.**

Mr. Johnson announced that in the agenda was a resolution that listed proposed meeting dates and times, consistent with the schedule in the past, keeping with the 4th Monday of each month, alternating with meetings of even numbered months beginning at 8:30 AM, and of odd numbered months beginning at 6:00 PM. (The only exceptions were the May meeting, moved to the Tuesday following the 4th Monday in observance of Memorial Day, and the December meeting moved to the third Monday in observance of Christmas).

The resolution is as follows:

BE IT RESOLVED by the Southampton County Board of Supervisors that the following days and times are hereby prescribed for regular session meetings to be held at the Southampton County Office Center:

Monday, February 24, 2003	8:30 AM
Monday, March 24, 2003	6:00 PM
Monday, April 28, 2003	8:30 AM
Tuesday, May 27, 2003	6:00 PM
Monday, June 23, 2003	8:30 AM
Monday, July 28, 2003	6:00 PM
Monday, August 25, 2003	8:30 AM
Monday, September 22, 2003	6:00 PM
Monday, October 27, 2003	8:30 AM
Monday, November 24, 2003	6:00 PM
Monday, December 15, 2003	8:30 AM

AND BE IT FURTHER RESOLVED that a regular meeting shall be continued to the next following regular business day if the Chairman, or Vice-Chairman in his absence, finds that inclement weather or other conditions are such that it is hazardous for members to attend.

Vice-Chairman Gray moved, seconded by Supervisor Young that the resolution be adopted. All were in favor, thus the motion passed unanimously.

Regarding the establishment of the 2003 holiday schedule, Mr. Johnson read the following resolution aloud:

WHEREAS, it is the policy of the Commonwealth of Virginia to fix and set aside certain days in the calendar year as legal holidays for the people of Virginia to honor and commemorate such holidays so established; and

WHEREAS, the following days have been established by the Commonwealth as legal holidays pursuant to § 2.2-3300, *Code of Virginia*.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Southampton County that the following holidays shall be recognized and observed by all county agencies:

Monday, February 17, 2003	President's Day
Monday, May 26, 2003	Memorial Day
Friday, July 4, 2003	Independence Day
Monday, September 1, 2003	Labor Day
Monday, October 13, 2003	Columbus Day
Tuesday, November 11, 2003	Veteran's Day
Thursday, November 27, 2003	Thanksgiving Day
Friday, November 28, 2003	Thanksgiving Holiday
Thursday, December 25, 2003	Christmas

And any other days so appointed by the Governor of the Commonwealth or the President of the United States as a legal holiday with regard to the transaction of business.

Supervisor Jones made a motion that the resolution be adopted. Supervisor West seconded the motion. All were in favor, thus the motion passed unanimously.

Chairman Gilliam sought approval of the minutes of the December 16, 2002 regular meeting. There were no additions or corrections, thus the minutes were approved as recorded.

Regarding highway matters, Chairman Gilliam recognized Mr. Randolph Cook, Resident Engineer of the Virginia Department of Transportation (VDOT).

Mr. Cook announced that CSX was proposing to replace, in its entirety, the first 4 rail crossings as you enter (Southampton County) Virginia from North Carolina. The first would be The Hall Road just as you come into Virginia, next the Branchville Crossing, third would be across from Main Street in Boykins, and last at the SPSA Transfer Station. They were the only crossings in their budget for this fiscal year. He stated that replacement of each of those crossings would

require the road to be closed for 3 days. Mr. Cook advised he had talked to Mr. Rick Francis, Mayor of Boykins, and Mr. Johnson, County Administrator, particularly about the Boykins crossing, as the rescue squad and fire department were located right beside that crossing and would have to go about 6 miles to get around to the other side. He informed that CSX had agreed to put a temporary crossing for emergency vehicles only during the time of closure at that crossing. He stated all the crossings would be much improved and CSX assured they could complete each in 3 days, but not without closing the entire road. He advised that VDOT was going to help CSX with detouring traffic and suggested that Board members direct any calls or inquiries regarding the CSX rail replacements and/or road closures to him or CSX. He hoped Newsoms would be on the list for rail replacements next year.

Mr. Cook stated he thought the road beside the (first) rail crossing belonged to CSX, and they would start putting equipment and materials there soon. He advised that nevertheless, they would have to provide the people residing on that road a way to get through, and he would talk to CSX about that tomorrow morning. Supervisor Faison indicated that was a concern.

Supervisor Young advised that people were still contacting him with concerns and complaints about Champs Drive. Phil Darden bought the end lot on that road and had been hauling logs, and people residing in that area were complaining and he did not know what to tell them. Mr. Cook advised that some guidelines had to be met, inclusive of having enough right of way for a cul-de-sac at the end of the road, before VDOT could get it dedicated as a rural addition. He stated he and Mr. Johnson would try to go out and look at it again, but he thought the problem was the right of way at the end of the road. He added he did not think that belonged to the people living in that area. Additionally, he informed that VDOT had a rural addition ahead of that one that could possibly exhaust the funds allotted for such.

Proceeding to appointments, Mr. Johnson reminded that as discussed last month, the terms of both H. Paige Pulley Jr. and John Sweeney expired on December 31, 2002 on the Industrial Development Authority. Supervisor West reported last month that Mr. Pulley was not interested in reappointment and he would be seeking a successor for the Berlin-Ivor District. Supervisor Faison contacted Mr. Sweeney who indicated an interest in continuing to serve.

Supervisor West made a motion to appoint Mr. A. Meredith Felts Jr., son of the former Chairman of the Board of Supervisors, to the Industrial Development Authority for the Berlin-Ivor District. Vice-Chairman Gray seconded the motion. All were in favor, thus the motion passed unanimously.

Supervisor Faison moved, seconded by Supervisor Jones, that John Sweeney be reappointed to the Industrial Development Authority. All were in favor, thus the motion passed unanimously.

Mr. Johnson reminded that last month, the Board agreed for each member to provide a name of a prospective appointee at tonight's meeting for the Suffolk Shelter for the Homeless, Inc. Board of Directors. Based on the presentation received last month (from Dr. Terry Miller, Executive Director of that organization), the candidate should have a good understanding of the local economy, the ability to get things done, have a vision for the future, and the ability to raise or contribute \$500 annually. The only Board member with a name to share, Supervisor West stated that Mrs. G.P. McClenney (Mildred McClenney) was a possible candidate. However, he wanted it understood by the Board that if they accepted her name tonight, he would contact her first, and then contact the Board back. The Board agreed to his request.

Mr. Johnson announced the last appointment was regarding the Social Services Board. Included in the agenda was a letter of resignation from Linda Vick. The Board needed to appoint a successor for her on the Social Services Board. He mentioned that others on that Board included Mrs. Charleton Sykes, representing the Board of Supervisors, Mrs. Anita Felts representing the Jerusalem District, Mrs. Mary Carter, representing the Franklin District, and Ms. Norma Jones, representing the Boykins District. He stated if the Board wished to keep with their tradition of rotating the appointments among the Districts, Mrs. Vick's successor should come from the Berlin-Ivor District, which had not been represented since 1996. Supervisor West (representing the Berlin-Ivor District) advised he would take care of that.

In regards to monthly reports, Mr. Johnson received various monthly reports and provided them in the agenda. Those reports were Financial, Sheriff's Office, Traffic Tickets for 2002, 9-1-1 Sign Repair, Animal Control, and Building Inspections. Also New Housing Starts, Cooperative Extension, Delinquent Tax Collection, Daytime E.M.S. Contract, Fire and Rescue Reports, and Personnel.

Mr. Johnson introduced and welcomed Ms. Cindy Cave, the new Community/Economic Development Director for Southampton County. He informed that she came to Southampton County from Prince Edward County and today was her first day on the job.

Mr. Johnson announced in reference to the personnel report, there were a few changes for the month. John W. Griggs, Jr. was hired in the Sheriff's Office, effective 12/16/02, at an annual salary of \$23,329. Andra Cross was also hired in the Sheriff's Office, effective 01/01/03, at an annual salary of \$23,329. Joseph P. Hopko, IV was reclassified in the Sheriff's Office, effective 12/01/02, with a reclassified annual salary of \$25,501.

Proceeding to financial matters, Mr. Johnson announced that Mrs. Robin Jones of Creedle, Jones & Alga was there to formally present the Southampton County FY 2002 audit report.

Mrs. Jones introduced herself to the Board and distributed handouts of graphs taken from the audited financial statements. (Mr. Johnson had already provided the Board with copies of the actual audit report he had received from her earlier.) She reported that no problems were found and it was a good clean audit to perform. She stated the County's major project was a school project, thus most of the expenditures were in the educational area. She advised she would briefly go over the main numbers in the audit report. On pages 1 and 2 of the report, Exhibit 1 showed the balance sheet. Total assets last year were \$46,413,644 and this year were \$46,603,359, so there were no major changes there. On pages 3 and 4, Exhibit 2 showed a deficit of revenues over expenditures. She stated the general fund showed a small deficit of \$74,000 and the capital projects a deficit of \$417,000. She commented those figures were not bad considering the economy, but added that interest income was significantly down this year and thought that was the main factor in the deficit.

Ms. Jones continued that on pages 5 and 6 there was Exhibit 3, which was the same as Exhibit 2 except it showed budget figures in addition to actual figures (and showed the variance of the two). In referencing Exhibit 3, she pointed out that under the general fund, revenues from the use of money and property (interest income) was the only category in which the budget was not met, and the unfavorable variance was \$131,000. She noted that details of the line items in Exhibit 3 were provided in Schedules 1 and 2 near the back of the report. On page 7, Exhibit 4 showed the water and sewer fund in which a loss of \$192,000 was reported. She explained that depreciation on water and sewer equipment was \$491,000, and if that number were not considered, it would reflect a profit. On page 8, Exhibit 5 showed a cash flow statement of water and sewer in which a cash increase of about \$2,900 was reported. She reiterated that the water and sewer figures were ok not considering depreciation. She advised that the 5 aforementioned exhibits were the main statements. The remainder of the audit report consisted of notes to financial statements or schedules detailing where the numbers in the exhibits came from. She noted that the Auditor of Public Accounts in Richmond wanted to see the activity in the Sheriff's office separated. As a result, they had to split the work release fund portion of the special revenue funds into the inmate enterprise fund and the canteen fund.

Mrs. Jones referenced the graphs handout she had distributed. On page 2, the bar graph depicting the balance sheet showed high equity in the year 2000. She advised that was due to temporary financing for a school project received at the end of the year before any money was spent. She stated the graph showed very high debts in 2001 and 2002 and explained that was due to school projects. On page 3, the bar graph showed revenues. She pointed out that intergovernmental revenues and property taxes comprised the majority of revenues. Intergovernmental revenues dropped off a little this year while property taxes have been gradually increasing. On page 4, a pie graph illustrated another look at revenues but for the current year only. It depicted more clearly just how much revenue came from intergovernmental revenues, which was 58%. She noted that intergovernmental revenues included education funds. On page 5, the bar graph illustrated water and sewer funds. She pointed out that the revenues were smaller than the operating expenses. She added that the general fund had been transferring money over to the water and sewer fund ever year to supplement the lag between revenues and

expenses. The bar graph on page 6 showed expenditures in different categories (general administration, judicial administration, public safety, public works, education, and debt service). She stated that education was overwhelmingly the largest expense and public safety the next largest. She reiterated that school projects were the reason education expenses were so great last year and this year. Lastly on page 7, a pie graph depicted expenses as well but just for the current year. It more clearly showed that education made up 60% of expenses, with public safety being the next largest expense with 13%. Mrs. Jones advised she thought the graphs provided a good overview of where funds were coming from and how funds were being spent.

Supervisor West made a motion to receive and accept the FY 2002 annual audit as presented. Vice-Chairman Gray and Supervisor Jones seconded the motion. All were in favor, thus the motion passed unanimously.

Mr. Johnson announced that included in the agenda was an appropriations resolution with appropriations totaling \$1,307,398.28. That total consisted of \$1,169,864.64 of current revenue, \$81,321.10 carried over from the previous fiscal year, \$35,751.49 of new money, and \$20,461.05 of revenue transferred in the Inmate Enterprise Fund.

The appropriations resolution is as follows:

At a meeting of the Board of Supervisors of Southampton County,
Virginia on Monday, January 27, 2003

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, 2002 through
June 30, 2003 for the function and purpose indicated:

From the General Fund to the
General Operating Fund to be
expended only on order of the
Board of Supervisors:

4-100-11010-5510	TRAVEL BOARD RETREAT	4,600.00
11010-5510	TRAVEL BOARD RETREAT	1,114.13
12110-1700	COMPENSATION-COUNTY ATTORNEY	26,000.00
12110-6001	OFFICE SUPPLIES	41.58
12310-1300	PART-TIME SALARIES	(1,983.00)
12410-1100	SALARIES & WAGES REGULAR	3,007.84
12410-1100	SALARIES & WAGES REGULAR	(1,800.00)
12410-1100	SALARIES & WAGES REGULAR	1,710.35
12410-2100	FICA	230.10
12410-2100	FICA	130.84
12410-6001	OFFICE SUPPLIES	752.23
12410-6021	COUNTY LICENSE TAGS	778.00
12550-2300	HOSPITAL PLAN	7,242.00
12550-2300	HOSPITAL PLAN	7,242.00
21100-3848	JURORS & WITNESSES - STATE	1,916.01
21100-3848	JURORS & WITNESSES - STATE	132.60
21600-1800	SALARY SUPPLEMENT	6,918.00
21600-3863	GRANT #4	1,320.44
21600-3868	GRANT #8	1,134.00
21700-1300	PART-TIME SALARIES	3,250.80
21700-2100	FICA	248.69
22100-1300	PART-TIME SALARIES	(2,973.00)

22100-1750	COMPENSATION-COST COLLECTION	1,936.20
22100-2100	FICA	(227.00)
22100-5830	REFUND-COLLECTION FEE ACCOUNT	12,450.64
22100-8201	EQUIPMENT	391.95
22200-1100	SALARIES & WAGES REGULAR	32,732.00
22200-2100	FICA	2,504.00
22200-2210	RETIREMENT	1,041.00
22200-2215	RETIREMENT - EMPLOYEE SHARE	1,597.00
22200-2300	HOSPITAL PLAN	3,264.00
22200-2600	UNEMPLOYMENT INSURANCE	43.00
22200-2700	WORKER'S COMPENSATION	464.00
22200-5500	TRAVEL CONVENTION, EDUCATION	2,299.00
22200-6001	SUPPLIES & OTHER EXPENSES	5,194.00
31200-1901	PART-TIME/SOUTHAMPTON HIGH SCHOOL	1,359.00
31200-1903	GRANT-DMV-SELECTIVE ENF & EQUIP	4,709.69
31200-2100	FICA	103.96
31200-3310	REPAIR & MAINTENANCE	653.81
31200-3310	REPAIR & MAINTENANCE	98.40
31200-3310	REPAIR & MAINTENANCE	134.89
31200-5230	TELECOMMUNICATIONS	241.66
31200-5230	TELECOMMUNICATIONS	647.97
31200-5500	TRAVEL CONVENTION, EDUCATION	230.07
31200-5500	TRAVEL CONVENTION, EDUCATION	668.05
31200-5500	TRAVEL CONVENTION, EDUCATION	106.59
31200-5500	TRAVEL CONVENTION, EDUCATION	440.47
31200-5540	EDUCATION/SCHOLARSHIPS CAMP - YOUNTS FD	9,500.00
31200-6001	OFFICE SUPPLIES	72.95
31200-6011	UNIFORMS & APPAREL	112.50
31200-6011	UNIFORMS & APPAREL	80.94
31200-6025	CRIME PREVENTION	7,246.45
31200-6025	CRIME PREVENTION	2,000.00
31200-6030	DARE	137.50
31200-6030	DARE	1,565.32
31200-8203	MOBILE COMMAND	3,600.24
31200-8205	EQUIP/HAZMAT-FRANK SOUTH CHARITIES	10,380.00
31750-1100	SALARIES & WAGES-REGULAR	23,329.00
31750-2100	FICA	1,785.00
31750-2210	RETIREMENT	761.00
31750-2215	RETIREMENT - EMPLOYEE SHARE	1,167.00
31750-2300	HOSPITAL PLAN	3,180.00
31750-2700	WORKER'S COMPENSATION	419.00
32200-5110	ELECTRICAL SERVICES	915.29
32200-5110	ELECTRICAL SERVICES	138.86
32200-5110	ELECTRICAL SERVICES	238.46
32200-5843	STATE FUNDS	20,560.13
33100-1100	SALARIES & WAGES-REGULAR	2,172.00
33100-1250	OVER-TIME SALARIES-VDOT	2,408.28
33100-1301	PART-TIME COOK	5,500.00
33100-2100	FICA	166.16
33100-2210	RETIREMENT	70.80
33100-2215	RETIREMENT - EMPLOYEE SHARE	108.60
33100-3310	REPAIR & MAINTENANCE	90.82
33100-3800	PURCHASE OF SERVICE-OTHER INSTITUTIONS	6,390.00
33100-3800	PURCHASE OF SERVICE-OTHER INSTITUTIONS	5,895.00

33100-3800	PURCHASE OF SERVICE-OTHER INSTITUTIONS	9,315.00
33100-3800	PURCHASE OF SERVICE-OTHER INSTITUTIONS	13,757.00
33100-3800	PURCHASE OF SERVICE-OTHER INSTITUTIONS	5,430.00
33100-3800	PURCHASE OF SERVICE-OTHER INSTITUTIONS	9,090.00
33100-3860	VEHICLE REPAIRS/SUPPLIES	350.58
33100-5110	ELECTRICAL SERVICES	682.25
33100-5210	POSTAL SERVICES	15.84
33100-5210	POSTAL SERVICES	18.69
33100-5210	POSTAL SERVICES	8.07
33100-5500	TRAVEL CONVENTION, EDUCATION	267.20
33100-6001	OFFICE SUPPLIES	160.80
33100-6002	FOOD SUPPLIES	329.68
35500-5699	TEMS COUNCIL	186.30
35500-8200	DISASTER PREPAREDNESS EQUIP/CAMP FD	4,690.00
43000-5241	TELECOM-SOC SER/HEALTH	3,123.58
43000-5241	TELECOM-SOC SER/HEALTH	2,865.25
43000-5241	TELECOM-SOC SER/HEALTH	800.67
43000-5241	TELECOM-SOC SER/HEALTH	1,236.77
51400-1100	SALARIES & WAGES REGULAR	9,975.24
51400-1100	SALARIES & WAGES REGULAR	6,650.16
51400-2851	FRINGE BENEFITS	2,022.75
51400-2851	FRINGE BENEFITS	1,348.50
51400-5510	TRAVEL MILEAGE	390.00
51400-5510	TRAVEL MILEAGE	520.97
53500-5666	ADMINISTRATIVE ALLOCATION	25,464.15
53500-5667	STANDARD ALLOCATION	(2,275.00)
72200-5601	CONTRIBUTION-GOVT CHALLENGE/VA COM	5,000.00
81100-5647	LITTER CONTROL GRANT	11,335.00
81100-5647	LITTER CONTROL GRANT	1,342.00
81100-5649	COMPREHENSIVE PLAN	1,572.50
83500-3861	GRANT #2	1,868.79
91400-5671	CAMP CAMPBELL FUNDS	111,000.00
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	TOTAL	472,632.00

From the General Fund to the Virginia
Public Assistance Operating Fund to
be expended only on order of the Social
Services Board of Southampton County:

4-201-53210-5742-313	FOSTER CARE RESPITE CARE	130.00
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	TOTAL	130.00

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

4-205-61100-1620-003-5-100	ALGEBRA READINESS	43,120.00
61100-3000-002-1-100	OTHER INSTRUCTIONAL COSTS-REG	159.00
61100-3000-002-5-100	OTHER INSTRUCTIONAL COSTS-OTHER	160.00
61100-3000-003-1-100	OTHER INSTRUCTIONAL COSTS-REG	7,274.00
61100-3000-003-1-100	OTHER INSTRUCTIONAL COSTS-REG	4,350.00

61100-3000-003-1-100	OTHER INSTRUCTIONAL COSTS-REG	5,042.00
61100-3000-003-2-100	OTHER INSTRUCTIONAL COSTS-SP	15.00
61100-3001-002-5-100	EDDIE EAGLE & GUN SAFETY	3,100.00
61100-3002-002-5-100	PTA THEATRE IV	1,500.00
61100-3003-002-5-100	OTHER INSTRUCTIONAL COSTS-SMS	3,750.00
61100-6000-002-1-100	MATERIAL & SUPPLIES-REG	222.50
61100-6000-003-3-100	MATERIAL & SUPPLIES-VOC	140.00
61100-6001-002-1-100	SCIENCE-BY-VAN PROGRAM	1,302.79
61100-6002-002-1-100	SOL TESTING-HUNTERDALE	3,000.00
61100-6003-002-1-100	READING CENTERS	40,000.00
61100-6020-003-1-100	TEXTBOOKS FURNISHED FREE-REG	400.00
61100-6020-003-1-100	TEXTBOOKS FURNISHED FREE-REG	100.00
61100-8210-002-5-100	CAPITAL OUTLAY ADD'L-NOTTOWAY	5,250.00
61100-8210-003-3-100	ROBOTICS LAB GRANT	6,000.00
61100-8215-002-1-100	PLAYGROUND EQUIPMENT GRANT	618.00
61310-1120-003-6-100	INSTRUCTIONAL SAL SUMMER SCHOOL	11,248.25
61310-2100-003- -100	FICA BENEFITS	860.49
61410-2210-003- -100	VRS RET-PROF	405.25
62220-8201	SCHOOL COMMUNITY HEALTH SERV GRANT	786.43
63200-6008	VEHICLE & POWERED EQUIP-FUEL	400.00
64200-5100	UTILITIES	95.00
64200-5100	UTILITIES	5,047.66
64200-5202	TELECOMMUNICATIONS	202.08
64200-5800	MISC-OTHER EXPENSES	907.04
64200-5800	MISC-OTHER EXPENSES	100.00
64200-6002	REPAIR & MAINTENANCE SUPPLIES	202.00
64500-3310	REPAIRS & MAINTENANCE SERVICE	531.41
	TOTAL	146,288.90
BOYKINS TUTORIAL, PROGRAM 200		
4-205-61100-1120-002-1-200	INSTRUCTIONAL SALARIES-REG	5,271.39
61100-1120-002-1-200	INSTRUCTIONAL SALARIES-REG	1,500.00
61100-2100-002- -200	FICA BENEFITS	663.58
61100-2100-002- -200	FICA BENEFITS	500.00
63200-1170- - -200	OPERATIVE SALARIES	480.00
63200-2100- - -200	FICA BENEFITS	37.00
	TOTAL	8,451.97
TECHNOLOGY PLAN, PROGRAM 265		
4-205-61100-8205-005-1-265	CAPITAL OUTLAY ADD'L EQUIP-REG-CO	206,000.00
61100-8215-005-1-265	CAPITAL OUTLAY ADD'L EQUIP-ADMIN CO	118.90
61100-8250-003-1-265	INTERNET SERVICE	26,300.79
61100-8250-003-1-265	INTERNET SERVICE	29,639.47
	TOTAL	262,059.16
AT RISK - 4 YEAR OLDS, PROGRAM 400		
4-205-61100-5500-000-1-400	TRAVEL (MILEAGE)-REG	700.00
61100-9000-000-1-400	PARENT INVOLVEMENT	(700.00)
	TOTAL	0.00

TITLE I, PROGRAM 500

4-205-61100-1120-002-1-500	INSTRUCTIONAL SALARIES-REG	(11,783.00)
61100-1140-002-1-500	TECHNICAL SALARIES-REG	(1,407.00)
61100-2210-002- -500	VRS RETIREMENT-PROF	7,893.00
61100-2214-002- -500	VRS INSURANCE	(2,790.00)
61100-2600-002-1-500	VIRGINIA EMPLOYMENT COMMISSION	8.79
61100-5500-002-1-500	TRAVEL (MILEAGE)-REG	55.90
61100-6000-002-1-500	INSTRUCTIONAL & EDUC MAT'L	28,000.00
61100-6000-002-1-500	INSTRUCTIONAL & EDUC MAT'L	31,984.32
61100-8200-002-1-500	CAPITAL OUTLAY ADD'L EQUIP-REG	16,209.60
61100-2210-003- -500	VRS RETIREMENT-PROF	308.00
61100-2214-003- -500	VRS INSURANCE	(308.00)
61100-5500-003-1-500	TRAVEL (MILEAGE)-REG	1,500.00
61100-6000-003-1-500	INSTRUCTIONAL & EDUC MAT'L	13,638.00
61310-2100-002- -500	FICA BENEFITS	130.58
61310-3000-002-1-500	IN SERVICE-REG	4,220.00
62120-1110-009- -500	SUPERVISOR SALARIES-REG	5,828.84
62120-1150-009- -500	CLERICAL SALARIES-REG	(2.00)
62120-1150-009- -500	CLERICAL SALARIES-REG	1,575.00
62120-1151-009- -500	EVALUATION SECRETARY SAL	4,888.50
62120-2100-009- -500	FICA BENEFITS	754.10
62120-2210-009- -500	VRS RET-PROF	720.00
62120-2210-009- -500	VRS RET-PROF	1,160.40
62120-2214-009- -500	VRS INSURANCE	(720.00)
62120-2600-009- -500	VIRGINIA EMPLOYMENT COMMISSION	0.95
62120-5500-009- -500	TRAVEL (MILEAGE)-REG	381.96
62120-5802-009- -500	COMMUNITY SERVICES	8,000.00
62120-5802-009- -500	COMMUNITY SERVICES	12,840.61
64200-5201-009- -500	POSTAL SERVICES	32.00
64200-5203-009- -500	TELECOMMUNICATIONS	443.51
64200-5203-009- -500	TELECOMMUNICATIONS	(768.00)
64200-6000-009- -500	OFFICE SUPPLIES	248.11
64200-6007-009- -500	REPAIR & MAINTENANCE SUPPLIES	(700.00)
64200-6007-009- -500	REPAIR & MAINTENANCE SUPPLIES	3,314.00
64400-3320-009- -500	MAINTENANCE SERVICE CONTRACTS	5,056.00
64400-8200-009- -500	CAPITAL OUTLAY ADDITIONS	2,000.00
66600-8200-009- -500	BLDG ADDITIONS & IMPROVEMENTS	8,000.00
	TOTAL	140,714.17

TITLE I SCHOOL IMPROVEMENT, PROGRAM 501

4-205-61100-3000-002-1-501	STAFF DEVELOPMENT	96.12
61100-6000-002-1-501	MATERIAL & SUPPLIES-REG	1,154.28
	TOTAL	1,250.40

ELEMENTARY TITLE VIB FLOW THROUGH, PROGRAM 550

4-205-61100-1120-002-2-550	INSTRUCTIONAL SAL-SP	49,350.20
61100-3180-002-2-550	OTHER CONTRACTUAL SERVICE	2,500.00
61100-5500-002-2-550	TRAVEL (MILEAGE)-SP	8,682.28
61100-6000-002-2-550	INSTRUCTIONAL & EDUC MAT'L	510.00
61100-8200-002-2-550	CAPITAL OUTLAY ADD'L	8,008.09
61100-1120-003-2-550	INSTRUCTIONAL SAL-SP	42,070.37
61100-3180-003-2-550	OTHER CONTRACTUAL SERVICE	2,500.00
61100-5500-003-2-550	TRAVEL (MILEAGE)-SP	5,918.72

January 27, 2003

61100-6000-003-2-550	INSTRUCTIONAL & EDUC MAT'L	5,510.00
61100-8200-003-2-550	CAPITAL OUTLAY ADD'L	10,489.00
	TOTAL	<u>135,538.66</u>
IDEA PART B SLIVER GRANT, PROGRAM 570		
4-205-61100-1120-002-2-570	INSTRUCTIONAL SALARIES-SP	(2,327.73)
	TOTAL	<u>(2,327.73)</u>
TITLE V INNOVATIVE EDUC, PROGRAM 600		
4-205-61100-6000-002-1-600	INST & EDU MATERIALS-REG	1,153.00
61100-6000-003-1-600	INST & EDU MATERIALS-REG	1,154.00
	TOTAL	<u>2,307.00</u>
ESEA CLASS SIZE REDUCTION INITIATIVE, PROGRAM 625		
4-205-61100-1120-002-1-625	INSTRUCTIONAL SALARIES-REG	2,874.12
61100-2100-002- -625	FICA BENEFITS	402.61
61100-2210-002- -625	VRS RETIREMENT-PROFESSIONAL	715.48
61100-2214-002- -625	VRS GROUP LIFE	290.61
61100-2600-002- -625	VEC	14.73
61100-2700-002- -625	WORKER'S COMP	244.00
	TOTAL	<u>4,541.55</u>
SUBSTANCE & DRUG PREVENTION, PROGRAM 650		
4-205-61100-1140-003-1-650	TECHNICAL SALARIES-REG	148.59
61100-2100-003- -650	FICA BENEFITS	759.00
61100-2210-003- -650	VRS RETIREMENT-PROFESSIONAL	905.00
61100-2214-003- -650	VRS GROUP LIFE	39.00
61100-3000-003-1-650	IN SERVICE	2,000.00
61100-5500-003-1-650	TRAVEL (MILEAGE)-REG	1,900.00
61100-6000-003-1-650	INSTRUCTIONAL & EDUCATIONAL MATERIAL	3,608.00
61100-9000-003-1-650	PARENT INVOLVEMENT	857.00
	TOTAL	<u>10,216.59</u>
VOCATIONAL/SPECIAL EDUC PROJ, PROGRAM 800		
4-205-61100-5500-003-3-800	TRAVEL (MILEAGE)-VOC	2,200.00
61100-6000-003-3-800	INSTRUCTIONAL & EDUC SUPPLIES-VOC	2,655.56
61100-6000-003-3-800	INSTRUCTIONAL & EDUC SUPPLIES-VOC	2,269.55
61100-8001-003-3-800	EDUCATIONAL EQUIPMENT-VOC	14,362.00
	TOTAL	<u>21,487.11</u>
PRE-SCHOOL INCENTIVE, PROGRAM 900		
4-205-61100-6000-002-2-900	INSTRUCTIONAL & EDUC MAT'L	4,913.85
61100-8200-002-2-900	CAPITAL OUTLAY-ADDITIONAL	696.40
	TOTAL	<u>5,610.25</u>
EISENHOWER MATH & SCIENCE, PROGRAM 950		
4-205-61100-3000-003-3-950	IN SERVICE-REG	6,470.40

January 27, 2003

61100-3180-003-3-950	OTHER CONTRACTUAL SERV-VOC	3,500.00
61100-6000-003-3-950	INSTRUCTIONAL & EDUC SUPPLIES	2,072.00
	TOTAL	<u>12,042.40</u>

RURAL AND LOW-INCOME SCHOOL PROGRAM, PROGRAM 960

4-205-61100-6000-002-2-960	MATERIAL & SUPPLIES-SP ED ELEM	2,700.00
61100-6000-003-2-960	MATERIAL & SUPPLIES-SP ED SEC	974.00
61100-8200-002-2-960	CAPITAL OUTLAY-ADDITIONS-SP ED	14,200.00
61310-6000-002-1-960	MATERIAL & SUPPLIES - REG	9,647.80
61310-6040-002-1-960	MATERIAL & SUPPLIES - SOFTWARE	19,048.00
61320-6000-002-1-960	MATERIAL & SUPPLIES-LIBRARY ELEM	6,846.84
61320-6000-003-1-960	MATERIAL & SUPPLIES-LIBRARY SEC	1,369.36
62120-5500- - -960	TRAVEL - ADMINISTRATIVE	1,000.00
62120-6000- - -960	MATERIAL & SUPPLIES - ADMIN	1,500.00
	TOTAL	<u>57,286.00</u>

TOTAL SCHOOL FUND 805,466.43

From the General Fund to the Local
Utility Tax Building Fund to be expended
only on order of the Board of Supervisors:

4-300-94000-8120	ELEMENTARY SCHOOLS RENOVATION	6,500.00
94000-8135	GIS	2,208.80
	TOTAL	<u>8,708.80</u>

From the General Fund to the
Inmate Enterprises Fund to be
expended only on order of the
Board of Supervisors:

4-737-92000-9200	TRANSFER OUT-GEN FUND-SRO OFFICER	8,944.00
92000-9210	TRANSFER OUT-GEN FUND-PT-TIME COOK	5,500.00
92500-9200	TRANSFER OUT-GEN FUND-PT BAILIFF	3,499.49
92500-9210	TRANSFER OUT-GEN FUND-DETEN SALARY	2,517.56
	TOTAL	<u>20,461.05</u>

TOTAL APPROPRIATION =====
1,307,398.28

REVENUE APPROPRIATION JANUARY 2003
(REVENUE RECEIVED FOR ABOVE EXPENDITURES)

GENERAL FUND		
3-100-16010-0018	COLLECTION FEE ACCOUNT	1,936.20
3-100-16030-0002	TASK FORCE REIMBURSEMENTS	647.97

3-100-16030-0003	DARE	137.50
3-100-16040-0003	REIMBURSEMENT VFD-VRS	915.29
3-100-16040-0003	REIMBURSEMENT VFD-VRS	138.86
3-100-16040-0003	REIMBURSEMENT VFD-VRS	238.46
3-100-16050-0001	CHARGES FOR DETENTION	5,430.00
3-100-16050-0001	CHARGES FOR DETENTION	6,390.00
3-100-16050-0001	CHARGES FOR DETENTION	5,895.00
3-100-16050-0001	CHARGES FOR DETENTION	9,315.00
3-100-16050-0001	CHARGES FOR DETENTION	13,757.00
3-100-16050-0001	CHARGES FOR DETENTION	9,090.00
3-100-16090-0001	HEALTH-TELEPHONE	2,865.25
3-100-16090-0001	HEALTH-TELEPHONE	1,236.77
3-100-16110-0001	SOCIAL SERVICES-TELEPHONE	3,123.58
3-100-16110-0001	SOCIAL SERVICES-TELEPHONE	800.67
3-100-18030-0003	EXPENDITURE REFUND	41.58
3-100-18030-0003	EXPENDITURE REFUND	778.00
3-100-18030-0003	EXPENDITURE REFUND	752.23
3-100-18030-0003	EXPENDITURE REFUND	682.25
3-100-18030-0003	EXPENDITURE REFUND	8.07
3-100-18030-0003	EXPENDITURE REFUND	80.94
3-100-18030-0003	EXPENDITURE REFUND	1,462.96
3-100-18030-0003	EXPENDITURE REFUND	12.00
3-100-18030-0003	EXPENDITURE REFUND	181.66
3-100-18030-0003	EXPENDITURE REFUND	60.00
3-100-18030-0003	EXPENDITURE REFUND	56.00
3-100-18030-0003	EXPENDITURE REFUND	56.50
3-100-18030-0003	EXPENDITURE REFUND	15.84
3-100-18030-0003	EXPENDITURE REFUND	329.68
3-100-18030-0003	EXPENDITURE REFUND	72.95
3-100-18030-0003	EXPENDITURE REFUND	98.40
3-100-18030-0003	EXPENDITURE REFUND	240.94
3-100-18030-0003	EXPENDITURE REFUND	160.80
3-100-18030-0003	EXPENDITURE REFUND	18.69
3-100-18030-0003	EXPENDITURE REFUND	90.82
3-100-18030-0003	EXPENDITURE REFUND	267.20
3-100-18030-0004	INSURANCE CLAIMS & DIVIDENDS	653.81
3-100-18030-0004	INSURANCE CLAIMS & DIVIDENDS	350.58
3-100-18030-0004	INSURANCE CLAIMS & DIVIDENDS	134.89
3-100-18030-0005	HOSPITAL PLAN	7,242.00
3-100-18030-0005	HOSPITAL PLAN	7,242.00
3-100-18990-0025	CAMP/CAMPBELL FOUNDATION	117,600.00
3-100-18990-0036	FRANKLIN-SOUTHAMPTON CHARITIES	10,380.00
3-100-23010-0001	COMMONWEALTH'S ATTORNEY SALARIES	(2,973.00)
3-100-23010-0001	COMMONWEALTH'S ATTORNEY SALARIES	(4,750.88)
3-100-23010-0001	COMMONWEALTH'S ATTORNEY SALARIES	(5,344.74)
3-100-23010-0002	COMMONWEALTH'S ATTORNEY FICA	(227.00)
3-100-23010-0002	COMMONWEALTH'S ATTORNEY FICA	(363.20)
3-100-23010-0002	COMMONWEALTH'S ATTORNEY FICA	(408.60)
3-100-23010-0003	COMMONWEALTH'S ATTORNEY EMPLOYER VRS	(153.28)
3-100-23010-0003	COMMONWEALTH'S ATTORNEY EMPLOYER VRS	(172.44)
3-100-23020-0007	EXTRADITION EXPENSES	218.07
3-100-23020-0007	EXTRADITION EXPENSES	668.05
3-100-23020-0007	EXTRADITION EXPENSES	106.59
3-100-23020-0007	EXTRADITION EXPENSES	199.53

3-100-23030-0001	COMMISSIONER OF REVENUE SALARIES	(1,983.00)
3-100-23040-0001	TREASURER EXPENSES SALARIES	1,503.92
3-100-23040-0001	TREASURER EXPENSES SALARIES	(1,800.00)
3-100-23040-0002	TREASURER FRINGES FICA	115.05
3-100-24040-0002	VICTIM WITNESS ASSISTANCE GRANT	49,138.00
3-100-24040-0006	VDOT SALARIES	2,408.28
3-100-24040-0012	FIRE PROGRAM FUNDS	20,560.13
3-100-24040-0014	JURORS & WITNESSES	1,916.01
3-100-24040-0014	JURORS & WITNESSES	132.60
3-100-24040-0015	SEVAMP-VISITING NURSE	12,518.96
3-100-24040-0015	SEVAMP-VISITING NURSE	8,388.66
3-100-24040-0020	LITTER CONTROL GRANT	11,335.00
3-100-24040-0020	LITTER CONTROL GRANT	1,342.00
3-100-24040-0022	HIGHWAY SAFETY GRANT/DUI	4,709.69
3-100-24040-0032	SCHOOL RESOURCE OFFICER	21,697.00
3-100-24040-0052	COMPREHENSIVE SERVICES ACT	(1,540.17)
3-100-24040-0056	VA COM FOR THE ARTS	5,000.00
3-100-24040-0065	RECYCLE GRANT-EXTENSION	1,868.79
3-100-41050-0001	TRANSFER IN FROM OTHER FUNDS	8,944.00
3-100-41050-0001	TRANSFER IN FROM OTHER FUNDS	2,517.56
3-100-41050-0001	TRANSFER IN FROM OTHER FUNDS	3,499.49
3-100-41050-0001	TRANSFER IN FROM OTHER FUNDS	5,500.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	1,572.50
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	186.30
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	1,503.92
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	115.05
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	1,710.35
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	130.84
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	391.95
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	12,450.64
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	5,925.78
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	6,918.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	1,320.44
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	1,134.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	4,690.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	5,267.36
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	21,912.01
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	26,000.00
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	25,464.15
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	(734.83)
3-100-41050-0005	TRANSFER IN-GENERAL FUND RESERVE	1,114.13
	REVENUE GENERAL FUND	<hr/> 472,632.00
DEPARTMENT OF SOCIAL SERVICES		
3-201-24010-0002	VPA STATE REVENUE	130.00
	REVENUE SOCIAL SERVICES	<hr/> 130.00
SCHOOL FUND		
3-205-18990-0100	EXPENDITURE REFUNDS	8,840.25
3-205-18990-0100	EXPENDITURE REFUNDS	5,363.91

January 27, 2003

3-205-18990-0100	EXPENDITURE REFUNDS		16,021.34
3-205-18990-0100	EXPENDITURE REFUNDS		202.08
3-205-18990-0100	EXPENDITURE REFUNDS		5,042.00
3-205-18990-0100	EXPENDITURE REFUNDS		5,047.66
3-205-18990-0101	DONATIONS		1,302.79
3-205-18990-0101	DONATIONS		618.00
3-205-18990-0101	DONATIONS		6,451.97
3-205-18990-0101	DONATIONS		64,600.00
3-205-18990-0200	E-RATES REFUND		26,300.79
3-205-18990-0200	E-RATES REFUND		29,639.47
3-205-24020-0570	SCHOOL COMMUNITY HEALTH SERVICE		786.43
3-205-24020-1025	ALGEBRA READINESS		43,120.00
3-205-25020-0760	TECHNOLOGY		206,000.00
3-205-25020-0760	TECHNOLOGY		118.90
3-205-33020-0020	TITLE I		1,250.40
3-205-33020-0020	TITLE I		52,857.00
3-205-33020-0020	TITLE I		87,857.17
3-205-33020-0030	TITLE V INNOVATIVE EDUC PROG STRAT		2,307.00
3-205-33020-0170	VOCATIONAL/SPECIAL EDU		15,633.55
3-205-33020-0170	VOCATIONAL/SPECIAL EDU		3,198.00
3-205-33020-0190	TITLE VIB FLOW THROUGH		135,538.66
3-205-33020-0280	SUBSTANCE DRUG PREVENTION		10,216.59
3-205-33020-0290	VIB PRE-SCHOOL INCENTIVE		5,610.25
3-205-33020-0310	EISENHOWER MATH & SCIENCE		12,042.40
3-205-33020-0320	ESEA CLASS SIZE REDUCTION INITIATIVE		4,541.55
3-205-33020-0330	IDEA PART B SLIVER GRANT		1,373.57
3-205-33020-0330	IDEA PART B SLIVER GRANT		(3,701.30)
3-205-33020-0340	RURAL & LOW-INCOME SCHOOL PROG		57,286.00
	REVENUE SCHOOL FUND	TOTAL	805,466.43
3-300-41050-0025	LITERARY FUND/ELEM SCHOOLS RENOVATION		6,500.00
3-300-61010-0001	RESERVE FUNDS		2,208.80
	REVENUE LOC UTIL TAX BLDG FD	TOTAL	8,708.80
3-737-15030-0001	WORK RELEASE REVENUE		14,444.00
3-737-15040-0001	INMATE TELEPHONE SYSTEM REVENUE		6,017.05
	REVENUE INMATE ENTERPRISES	TOTAL	20,461.05
			=====
	TOTAL APPROPRIATION		1,307,398.28

A copy teste: _____, Clerk

Michael W. Johnson

Southampton County Board of Supervisors

01/27/03

Vice-Chairman Gray moved, seconded by Supervisor West that the appropriations resolution be adopted. All were in favor, thus the motion passed unanimously.

Bills in the amount of \$889,849.15 were received. Supervisor Jones made a motion that bills in the amount of \$889,849.15 be paid with check numbers 53903 through 54427. Vice-Chairman Gray seconded the motion. All were in favor, thus the motion passed unanimously.

Mr. Johnson announced that provided in the agenda for the Board's consideration was a budget calendar and memorandum calling for estimates from various agencies, departments, and organizations.

The budget calendar is as follows:

FY 2004 BUDGET CALENDAR

Wednesday, February 5, 2003	Budget request forms issued to agencies, departments and organizations
Friday, March 7, 2003	All budget requests due back to the County Administrator
Monday, March 24, 2003 7:00 PM	Public comment regarding the annual budget received during regular session
Wednesday, April 9, 2003 6:30 PM	Draft budget presented to the Board of Supervisors during initial budget workshop
Wednesday, April 16, 2003 6:30 PM	Departmental presentations to the Board of Supervisors during budget workshops (limited to 20 minutes each)
Wednesday, April 23, 2003 6:30 PM	Budget Workshop
Monday, April 28, 2003 8:30 AM	Work continues on draft budget following regular session (draft budget finalized)
Sunday, May 4, 2003 Sunday, May 11, 2003	Advertise proposed FY 2003-04 budget
Monday, May 19, 2003 7:00 PM	Public Hearing
Wednesday, May 21, 2003 6:30 PM	Budget Workshop (if necessary)
Tuesday, May 27, 2003 6:00 PM	Adoption of the budget during regular session

The memorandum calling for estimates is as follows:

MEMORANDUM

TO: Departments, agencies and organizations requesting county funding
BY: Mike Johnson, County Administrator
DATE: February 5, 2003
RE: Call for estimates – FY 2004

During its regular session on January 27, 2003 the Southampton County Board of Supervisors directed me to issue this call for estimates for FY 2003-04 from each agency, department and organization which has historically received funding from Southampton County.

As you may be aware, almost one-half of Southampton County's annual revenue is derived from the Commonwealth of Virginia to help pay for schools, police, jails, health care and other services. With the Commonwealth facing historic budget deficits, I expect state programs to be substantially reduced. Although the nature of these reductions won't be finalized until the General Assembly adjourns, many will undoubtedly filter down to the local level. **Accordingly, I expect most non-personnel budget lines in the county budget to be level funded or reduced.** As a department head, agency director or constitutional officer, you are in the unique position of best identifying potential cost reductions in your respective budgets. I would appreciate your assistance in doing so.

Please find a computer spreadsheet attached which details your respective FY 01 and FY 02 expenditures by line item, your FY 03 budgeted funds, and your FY 03 actual expenditures through December 2002. After careful and thoughtful consideration, please complete the column which is headed **"DEPARTMENT REQUEST."** **Remember, non-personnel line items should be level funded or reduced.**

If your agency or organization receives a lump-sum appropriation and funds are not appropriated by line item, you do not need to complete the form; a simple letter of request returned to my attention will suffice.

Please note that all funding requests are due back to me by close of business on **Friday, March 7, 2003.**

For your reference, I am attaching a FY 2004 budget calendar. The board of supervisors will listen to oral presentations from departments/agencies/organizations on Wednesday, April 16 beginning at 6:30 PM. **Please notify Mrs. Julia Williams at 653-3015 by April 14 if you wish to make a presentation.** Oral presentations are not required but provide an opportunity for dialogue with the board.

If you have any questions or if I may be of assistance, please advise.

Vice-Chairman Gray moved, seconded by Supervisor Young, to adopt the budget calendar and direct the call for estimates from the County Administrator. All were in favor, thus the motion passed unanimously.

Mr. Johnson announced that at its strategic planning retreat on December 12, the staff of Southeastern Public Service Authority (SPSA) presented its Board of Directors with revised cost estimates and community-by-community implementation costs for three separate recycling options. He reported that SPSA recognized they could not move forward with recycling improvements until each community decided what type of program it desired, thus they had asked each of the seven member communities (except for Virginia Beach which operated its own recycling program) to consider the options and inform the SPSA Board of its preference. He advised that Mr. John Hadfield, Executive Director of SPSA, was present to discuss the details with the Board.

Before Mr. Hadfield made his presentation, Mr. Johnson briefly went over the three options. He informed the first option was to continue with the present program which included curbside collections for 940 homes in Courtland, Boykins, Newsoms, and an area north of Hunterdale collectively. The cost was expected to increase from \$1.05 to \$1.21 per month per household. He added there would also be a new charge of \$300 per month per container for the drop-off recycling sites for this option as well as the other two options. The net effect was the recycling cost would increase by almost \$45,000 a year. However, when you factored in a proposed decrease in the tipping fee to \$49 a ton in FY 04, the County could expect an overall savings of about \$29,000 for solid waste disposal. He advised the second option was to automate the present program which would involve replacement of the present small blue bins with large containers on wheels. All recyclables would be placed in one bin and wheeled to the curb for collection. He stated the curbside collection fee would increase from \$1.05 to \$2.92 per month and there would be the \$300 per month per container charge for the drop-off sites. The net effect was an overall increase of \$64,000 per year for recycling, but factoring in the decreased tipping fee to \$49 a ton in FY 04, an overall savings of almost \$9,400 for solid waste disposal could be expected. He informed the third option was to eliminate the curbside program in its entirety and only utilize the drop-off sites. That would eliminate the program in Courtland, Boykins, Newsoms, and the area north of Hunterdale. He noted the only recycling expense would be the \$300 per month per container at the drop-off sites, estimated to be about \$43,000 per year. The County would save almost \$42,000 for solid waste disposal when the tipping fee reduction to \$49 a ton was factored in.

Mr. Johnson turned the discussion over to Mr. Hadfield.

Mr. John Hadfield, Executive Director of SPSA, distributed a handout (printed presentation) entitled *Southampton County Recycling Overview* to each member of the Board. He then addressed the Board and jokingly commented that Mr. Johnson had taken most of his presentation. He referenced the handout and provided some background on the curbside recycling program evolution. He also provided an overview of the current curbside recycling and drop-off program being utilized by Southampton County. He then discussed the three options available for consideration providing pros and cons of each option. He advised that with the option of maintaining the current program, pros were no additional container purchases required, no additional personnel needed, and lower recycling contamination. The cons were limited participation (currently 31% in Southampton County), very worker “unfriendly”, inefficient means of collection, customer “unfriendly”, limited collection of additional recyclables due to small size of bins, and windblown litter resulting from no lids on bins. Next year, this option would cost the County \$56,549. He reported that with the option of the fully automated curbside recycling and drop-off center program, the pros were expected increased participation, customer friendly, additional recyclables could be collected, worker friendly, more efficient collection, savings in tipping fees from more recycling, less litter, and drop-off centers available to residents not served by curbside recycling. The cons were increased cost and potential for increased recycling contamination. Next year this option would cost the County \$75,838. Mr. Hadfield continued that with the option of eliminating the curbside program and utilizing only drop-off recycling, the pros were least costly, additional recyclables could be handled such as cardboard, available to all residents, open 24 hours a day, 7 days a week, and could be expanded. The cons were difficult to site, additional maintenance to localities, customer unfriendly, higher contamination rates, and potential liabilities to SPSA and localities. Next year this option would cost the County \$42,900.

Mr. Hadfield recommended that the County implement the fully-automated recycling option phased in over several years. There was discussion among the Board. Supervisor West asked Supervisor Jones, their representative on the SPSA Board, what his recommendations were? Supervisor Jones favored the automated recycling program option. Vice-Chairman Gray asked how long the County was obligated to stay with its chosen program? Mr. Hadfield replied that SPSA was looking for a long-term commitment due to the investment they had to make. The Board discussed possibly moving recycling drop-off bins from nonproductive places to places that may be more productive and/or adding additional drop-off bins. The Village of Sedley was mentioned as a possible location in which the placement of a drop-off bin may be productive. The Board ultimately decided to stay with the current system for now but to continue evaluating the program. Mr. Hadfield requested that they advise SPSA as soon as practical of the County’s preferred program, but noted that SPSA would assume the County’s desire was to continue with the existing program until advised otherwise.

Mr. Johnson announced that included in the agenda for the Board’s consideration was a proclamation which declared April 5, 2003 as “Clean Rivers Day” in Southampton County and encouraged all County residents to participate in planned river clean-up activities. He mentioned this was the third consecutive year the Blackwater/Nottoway Riverkeeper Program had sponsored a Clean River Day, and had removed an estimated six tons of refuse on prior occasions.

Mr. Johnson read the following proclamation aloud:

A Proclamation

To all to whom these presents shall come – Greeting

WHEREAS, the Blackwater and Nottoway Rivers have played an important part in the heritage and development of Southampton County, Virginia; and

WHEREAS, these rivers are an integral part of our natural environment upon which every living thing is dependent; and

WHEREAS, maintaining and improving water quality is essential in protecting public health, fisheries, wildlife, and watersheds and in ensuring abundant opportunities for public recreation and economic development in Southampton County, Virginia; and

WHEREAS, the Blackwater/Nottoway Riverkeeper Program strives to encourage a greater awareness of the value of these resources among all residents of Southampton County by organizing and sponsoring an annual event to clean-up local waterways; and

WHEREAS, our Chairman, by and with the advice and consent of the Board of Supervisors, has been pleased to direct by motion that a Proclamation be issued designating April 5, 2003 as "Clean Rivers Day."

NOW KNOW YE THAT We do by these presents proclaim and declare that April 5, 2003 shall be known as

"Clean Rivers Day"

AND FURTHER KNOW YE that this Board calls upon all its residents to participate in the activities incident to this occasion.

IN TESTIMONY WHEREOF we have caused the Seal of the Southampton County Board of Supervisors to be hereunto affixed.

WITNESS The Honorable Reggie W. Gilliam, Chairman of the Board of Supervisors of Southampton County, Virginia on this twenty-seventh day of January, two thousand three.

Reggie W. Gilliam
Board of Supervisors

Vice-Chairman Gray made a motion authorizing the Chairman to sign the Proclamation and affix the Board's Seal thereto. Supervisor Jones seconded the motion. All were in favor, thus the motion passed unanimously.

Moving forward to public hearings, Waverly Coggsdale, Assistant County Administrator and Secretary of the Planning Commission, announced the first public hearing was as follows:

The application of Brenda E. Burgess (owner) to rezone a parcel of property identified as Tax Map 72, Parcel 33 from Business District (B-1) to Residential District (R-1). Said property is located off the south side of Southampton Parkway (US Route 58) and is located approximately 850 feet east of the corporate limits of the Town of Capron at 18146 Southampton Parkway. The property contains approximately 6/10 of an acre and is located in the Capron Magisterial District.

Mr. Coggsdale advised that the Southampton County Planning Commission at its December 12, 2002 meeting conducted a public hearing in regards to this application, and following discussion, recommended its approval.

Chairman Gilliam reminded this was a public hearing and asked if any members of the public were in favor of or opposed to the rezoning.

Mr. Jim Hart, owner of ReMax Now Realty in Franklin, VA addressed the Board. He introduced himself as a friend representing the family in regards to the rezoning application, as well as realtor. He explained that currently a singlewide mobile home in fairly poor condition was on the property. With the current (Business) zoning, if the mobile home were destroyed or removed off the property, a residential structure could not replace it. They wanted the property rezoned so it could be utilized for residential purposes. He noted the property was served by the Town (of Capron) water.

Supervisor Jones pointed out that the property was only 6/10 of an acre because the State took part of the land to widen the road, which was not the fault of the owners.

Chairman Gilliam asked if anyone else desired to speak in favor of or in opposition to the rezoning. Hearing none, he closed the public hearing.

Vice-Chairman Gray moved, seconded by Supervisors Jones and Young, to approve the rezoning application. All were in favor, thus the motion passed unanimously.

Mr. Coggsdale, announced the next public hearing was as follows:

The application of Daniel L. Fowler (owner) for a conditional use permit in accordance with Section 18-37(24) of the Southampton County Code to permit a firewood operation on property identified as Tax Map 44, Double Circle One, Parcel 2. Said property is located on the east side of Wakefield Road approximately 1000 feet north of its intersection with Plank Road (Route 35) at 18661 Wakefield Road. The property contains approximately 4.84 acres, is zoned Agricultural A-1, and located in the Jerusalem Magisterial District.

Mr. Coggsdale advised that the Southampton County Planning Commission at its December 12, 2002 meeting conducted a public hearing in regards to this application. Following discussion, they recommended its approval with the following conditions:

- 1) The operation not be conducted during funeral services being performed at the cemetery on adjacent property; and
- 2) Hours of operation be from dawn to dusk Monday through Saturday and from 1:00 PM to dusk on Sunday.

Chairman Gilliam reminded this was a public hearing and asked if any members of the public were in favor of or opposed to the conditional use permit.

Mr. Daniel Fowler, owner/applicant, addressed the Board. He advised he had cut firewood for many years and wanted to try it full time. He informed he had talked to Mr. Ingram (owner of cemetery adjoining his property) and assured him that anytime he was having a funeral, he would cease all operation until it was over. He had talked to several adjacent property owners, including Jim Evans and the Davis brothers, and they had no problem with it. He made known he was ok with the hours of operation recommended by the Planning Commission.

Vice-Chairman Gray made a motion to approve the conditional use permit. Supervisor Young seconded the motion. All were in favor, thus the motion passed unanimously.

Chairman Gilliam announced the final public hearing was an ordinance to amend and reordain the Southampton County Code as it related to the county administrator position. Among other things, the ordinance prescribed the process for appointment and removal of the county administrator and specifically enumerated the powers and duties of the position.

The ordinance is as follows:

AN ORDINANCE CREATING THE POSITION OF COUNTY ADMINISTRATOR
AND PROVIDING FOR HIS/HER POWERS AND DUTIES

BE IT ORDAINED by the Board of Supervisors of Southampton County, Virginia that the Southampton County Code be, and hereby is, amended as follows:

Sec. 2-1. ~~County administrator generally.~~ *Creation of position.*

~~Until otherwise provided by the board of supervisors, there shall be a county administrator to the board of supervisors appointed pursuant to Code of Virginia, § 15.1-115. The position of county administrator is hereby created.~~

Sec. 2-2. ~~Fee for passing bad checks.~~ Appointment of County Administrator.

~~For the uttering, publishing or passing of any check or draft for payment of taxes or any other sums due the county, which is subsequently returned for insufficient funds or because there is no account or the account has been closed there is hereby imposed a fee of twenty dollars (\$20.00). The county administrator shall be appointed by majority vote of the board of supervisors for an indefinite term. The administrator shall be chosen by the board solely on the basis of executive and administrative qualifications with special reference to actual experience in or knowledge of accepted practice in respect to the duties of the position hereinafter set forth. At the time of this appointment, the appointee need not be a resident of the county, but during the administrator's tenure, shall reside within the county. No board member shall receive such appointment during the term for which the board member shall have been elected nor within one year after the expiration of the board member's term.~~

Sec. 2-3. Removal of the county administrator.

The board of supervisors may remove the county administrator at any time by a majority vote of its members.

Sec. 2-4. Compensation.

The county administrator shall receive such compensation as the board of supervisors shall fix from time to time by ordinance or resolution.

Sec. 2-4. Powers and duties of the county administrator.

The county administrator shall be the chief administrative officer of the county and shall, insofar as the board requires, be responsible to the board for the proper administration of all affairs of the county which the board has authority to control. To that end, the administrator shall have the power and shall be required to:

- (a) See that all ordinances, resolutions, directives and orders of the board of supervisors and all laws of the Commonwealth required to be enforced through the board of supervisors or officers subject to the control of the board of supervisors are faithfully executed
- (b) Direct and supervise the administration of all departments, offices and agencies of the county which the board of supervisors has the authority to control
- (c) Appoint all officers and employees of the locality, except as he/she may authorize the head of an office, department and board responsible to him/her to appoint subordinates in such office, department or board.
- (d) Prepare and have delivered to each member of the board of supervisors a detailed agenda prior to a regular or adjourned meeting of the board of supervisors
- (e) Keep the board advised of the financial condition of the county, and submit to the board monthly, reports concerning the administrative affairs of the county.
- (f) Prepare and submit to the board of supervisors a proposed annual budget to the county for informative and fiscal planning purposes only.
- (g) Execute the budget as finally adopted by the board of supervisors.
- (h) Supervise the care and custody of all property owned by Southampton County.
- (i) Recommend to the board of supervisors adoption of such measures as may be deemed necessary or expedient for the health, safety, or welfare of the county or the improvement of services.
- (j) Perform all duties imposed by law upon the clerk for the governing body pursuant to § 15.2-1538, et seq., Code of Virginia.
- (k) Perform all duties imposed by law upon the county purchasing agent pursuant to §15.2-414, et seq., Code of Virginia.
- (l) Confer with any person concerning the affairs of the county government and make a report to the board of supervisors of all such matters whereon it should take action.
- (m) Audit all claims of every character or nature against the county, ascertain that such claims are in accordance with purchase orders or contracts; issue warrants in settlement of all such claims when authorized and approved by the officer and/or employee authorized to procure the goods or services.
- (n) Devote his/her full time to the discharge of all official duties.
- (o) Perform such other duties as may be required by the board, not inconsistent with state or local statutes, ordinances or regulations.

Sec. 2-5. Powers to be construed as administrative in nature.

It is the intent of the board of supervisors to grant to the county administrator only those powers and duties which are administrative or ministerial in nature and not delegate any governmental authority imbued in the board of supervisors as the governing body of Southampton County, Virginia pursuant to

Title 15.2 of the Code of Virginia. To that end, the above specifically enumerated powers are to be construed as administrative in nature.

Sec. 2-6. Vacancy.

Any vacancy in the position of the county administrator shall be filled within sixty (60) days after the effective date of such vacancy.

Sec. 2-7 – 2.24. Reserved

Sec. 2-25. Fee for passing bad checks.

For the uttering, publishing or passing of any check or draft for payment of taxes or any other sums due the county, which is subsequently returned for insufficient funds or because there is no account or the account has been closed there is hereby imposed a fee of twenty dollars (\$20.00).

A copy teste: _____, Clerk
Southampton County Board of Supervisors
Adopted: January 27, 2003

Chairman Gilliam reminded this was a public hearing and asked if any members of the public were in favor of or opposed to the ordinance amendment. Hearing none, he closed the public hearing.

Supervisor West moved, seconded by Supervisor Jones, to adopt the ordinance. All were in favor, thus the motion passed unanimously.

Regarding miscellaneous issues, Mr. Johnson reminded that an ordinance was adopted in August 2000 imposing service charges on state-owned property for the first time. With a one-year notification prerequisite, FY 2002 was the first year the charges were billed, amounting to slightly more than \$37,000. He reported the charges in FY 2003, based on a statutory formula, were slightly less at \$35,866. Invoices were mailed in early January and payment was expected by February 1.

Mr. Johnson announced that a host of bills had been introduced to the General Assembly this year authorizing counties to impose a cigarette tax. Copies of three of the bills were provided in the agenda for the Board's reference. Of the three, SB 1111 was the most far-reaching and favorable in that it would grant counties equal taxing authority with cities and towns. He did not hold much hope that any of the bills would progress very far in this year's session. He stated that also provided in the agenda for the Board's reference were selected slides from a presentation by John Whaley, Deputy Executive Director of the Hampton Roads Planning District Commission. Mr. Whaley calculated that Southampton County could expect a cigarette tax of \$0.05 per pack to generate about \$80,000 of revenue annually. If cigarettes were taxed at \$0.25 per pack, the rate currently imposed by the City of Franklin, the amount could increase five-fold to almost \$400,000 annually.

Mr. Johnson stated included in the agenda was a copy of the Western Tidewater Community Services Board annual report. He noted in 2002, they served more than 250 consumers in Southampton County with mental health, mental retardation, or substance abuse needs.

Mr. Johnson reported that provided in the agenda was correspondence from the Health Department relative to:

- 1) A notice of violation to the owners of Darden's Mill water system for failure to take the required bacteriological sample during the month of December; and
- 2) A notice of violation to the owners of Nottoway Shores water system for failure to take the required number of bacteriological samples during month of November.

Continuing with miscellaneous issues, Mr. Johnson announced that he and Waverly Coggsdale recently made a presentation related to their experiences with Hurricane Floyd to roughly 60 participants at a workshop in Williamsburg, VA sponsored by the Virginia Floodplain

Management Association. He mentioned they also made the same presentation back in November to a group of twenty State Hazard Mitigation Officers from Virginia, West Virginia, Maryland, Delaware, and Pennsylvania. A copy of the slide show was included in the agenda.

Mr. Johnson informed they had a group of 6 presenters scheduled to facilitate a 3-hour session of the Franklin-Southampton Leadership Institute on January 28 at the Workforce Development Center. The session was titled "Know Your Community", and would focus on engaging citizens to make Franklin and Southampton County a better place to live.

Mr. Johnson reported that the following incoming correspondence was received and copies included in the agenda:

- 1) From Arthur B. Harris, Jr., Mayor of Branchville, to CSX Railway relative to a blocked railroad crossing in the Town on December 14;
- 2) From Southeast Rural Community Assistance Program indicating that their grant funding for FY 2003 had been depleted;
- 3) Notification from Isle of Wight County that Richard MacManus had been elected Chairman of the Board of Supervisors for 2003;
- 4) From the City of Suffolk, notice of subdivision variance request filed with the City on Wyanoke Trail (just across the Suffolk/Southampton border at South Quay);
- 5) A VACo status report from Phillip Bradshaw, VACo's Region I Director;
- 6) From Arthur B. Harris, Jr., Mayor of Branchville, to CSX Railway relative to a blocked railroad crossing in the Town on January 8;
- 7) From the Long Term Recovery Committee to Allen Gordon that payment for site development at Southampton Meadows Mobile Home Park will be deferred pending resolution of ongoing storm water issues;
- 8) From VACo, inviting Michael Johnson (himself) to serve on the Administration of Government steering committee in 2003; and
- 9) Notice from the Southampton County Planning Commission that their slate of officers for 2003 remains unchanged.

Finalizing miscellaneous issues, Mr. Johnson stated that outgoing correspondence and various news articles of interest were included in the agenda for the Board's reference.

In reference to late arriving matters, Mr. Johnson announced that invitations from the Southampton County Fire and Rescue Association had arrived inviting each member of the Board to their annual meeting and dinner on Tuesday, February 11, 2003 at 6:30 PM at the Ivor Volunteer Rescue Squad. He asked that Board members advise him no later than February 6 of whether or not they planned to attend.

Chairman Gilliam advised it was now necessary that a closed meeting be held in accordance with the provisions set out in the Code of Virginia, 1950, as amended, for the following purposes:

Section 2.2-3711 (A) (1) to discuss appointment, assignment, performance, and salaries of specific public officers;

Section 2.2-3711 (A) (5) Discussion concerning prospective industries where no previous announcement has been made of the business' or industry's interest in locating its facilities in the community; and

Section 2.2-3711 (A) (3) Discussion or consideration of the disposition of publicly held property formerly used as an elementary school in the Berlin-Ivor Election Districts where discussion in an open meeting would adversely affect the negotiating strategy of the public body;

Section 2.2-3711 (A) (7) Consultation with legal counsel pertaining to a probable litigation associated with a bill of complaint by Southampton County for injunctive relief to enjoin and restrain Anthony S. Scodes and Victoria L. Scodes from developing a race-track on agriculturally-zoned land; and

Section 2.2-3711 (A) (7) Consultation with legal counsel regarding specific legal advice relative to a contract to collect delinquent taxes.

Vice-Chairman Gray made a motion to convene a closed meeting for the purposes aforementioned. Supervisor Young seconded the motion. All were in favor, thus the motion was approved unanimously.

Richard Railey, County Attorney, and Waverly Coggsdale, Assistant County Administrator and Secretary of the Planning Commission, were present in the closed session.

Ms. Cindy Cave, Community/Economic Development Director for Southampton County, joined the others in the closed meeting for a portion of that meeting.

Upon returning to open session, Chairman Gilliam advised only those items previously assigned had been discussed.

Vice-Chairman Gray moved, seconded by Supervisor Young, to adopt the following resolution:

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.

**Supervisors Voting Aye: Reggie W. Gilliam
Eppa J. Gray, Jr.
Carl J. Faison
Dallas O. Jones
Charleton W. Sykes
Ronald W. West
Walter L. Young, Jr.**

The motion was approved unanimously.

Chairman Gilliam advised there were 2 motions needed as a result of discussion in the closed meeting.

Vice-Chairman Gray made a motion to increase the salary of Mr. Lynn Banks (Operator Trainee at the Courtland Wastewater Treatment Plant) by 5%. Supervisor Young seconded the motion. All were in favor, thus the motion passed unanimously.

Supervisor Jones moved, seconded by Supervisor Young, for the Board to sign a contract with the tax collection attorneys and the Southampton County Treasurer (for collection of delinquent taxes). All were in favor, thus the motion passed unanimously.

There being no further business, the meeting was adjourned at 8:15 PM.

January 27, 2003

Reggie W. Gilliam, Chairman

Michael W. Johnson, Clerk