



**VIRGINIA:** A SCHEDULED MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS HELD IN THE GENERAL DISTRICT COURTROOM OF THE SURRY COUNTY GOVERNMENT CENTER ON THURSDAY, DECEMBER 1, 2022, AT 7 PM.

**PRESENT:** SUPERVISOR JUDY LYTTLE  
SUPERVISOR ROBERT ELLIOTT, JR.  
SUPERVISOR WILLIAM (TIM) CALHOUN  
SUPERVISOR BRENTON BYRD  
SUPERVISOR BREYON PIERCE

**ABSENT:**

**ALSO**

**PRESENT:** MS. LOLA PERKINS, COUNTY ATTORNEY  
MS. MELISSA ROLLINS, COUNTY ADMINISTRATOR  
MR. DAVID HARRISON, DEPUTY COUNTY ADMINISTRATOR  
MS. DOREATHA PIERCE, COUNTY ADMINISTRATION  
MR. DELON BROWN, NETWORK ADMINISTRATOR, IT DIRECTOR  
MR. HORACE WADE, PLANNING & COMMUNITY DEVELOPMENT DIRECTOR  
MR. RAY PHELPS, CHIEF OF EMERGENCY SERVICES  
MS. LINDA GHOLSTON, WORKFORCE COORDINATOR  
MS. LAUREN CHAPMAN, WEB APPLICATION SPECIALIST  
SHERIFF CARLOS TURNER, SURRY COUNTY SHERIFF'S DEPARTMENT  
MR. GIRON WOODEN, JR., SURRY COUNTY SCHOOLS ASST. SUPERINTENDENT

## **INVOCATION**

The invocation for tonight's meeting was given by Darryl Rawlings of Tree of Life Church.

## **CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE/ADOPT AGENDA**

The meeting was called to order by Chair, Judy Lyttle, who then asked for a moment of silence. Following the moment of silence, she asked those present to stand and say the pledge of allegiance. Chair Lyttle then asked for any changes to the agenda, Melissa Rollins, County Administrator, ask to add an additional item, which was a resolution for Mrs. Janet Monahan.

*Supervisor Elliott motioned to adopt the agenda as presented, along with the requested addition. Supervisor Calhoun seconded the motion. The agenda was adopted by roll call vote.*

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|-----------------------------------------|------------|
| <b>SUPERVISOR JUDY S. LYTTLE</b>        | <b>AYE</b> |
| <b>SUPERVISOR ROBERT ELLIOTT, JR.</b>   | <b>AYE</b> |
| <b>SUPERVISOR WILLIAM "TIM" CALHOUN</b> | <b>AYE</b> |



**SUPERVISOR BRENTON BYRD**  
**SUPERVISOR BREYON PIERCE**

**AYE**  
**AYE**

## **CONSENT ITEMS**

1. Approval of Draft BOS Minutes - November 3, 2022
2. Approval of Accounts Payable in the Amount of \$722,910.82
3. 2023 Holiday Calendar
4. Surry County Treasurer's Office: Refund for Overpaid Taxes
5. Resolution Recognizing Mrs. Janet Monahan

*Supervisor Byrd motioned to adopt the consent items, including the additional consent item recognizing Mrs. Monahan as enumerated. Supervisor Elliott seconded the motion. All present voted affirmatively. **(Approved)***

## **NEW BUSINESS**

1. MOU: Town of Claremont and Town of Surry for Chesapeake Bay Preservation Act Program Implementation – Lola Perkins, County Attorney

In April 2022, the Board of Supervisors was presented with a Memorandum of Understanding (MOU) between the Town of Claremont and the County of Surry for Chesapeake Bay Preservation Act Program Compliance and Implementation. The MOU establishes a basis for cooperation and support between the County and the Town in the areas of zoning administration, building permit administration, erosion and sediment control, and stormwater management review. It was agreed that the draft MOU would be presented to the Town of Claremont for review and consideration. Since that time, the Town of Claremont, via coordination with the Virginia Department of Environmental Quality (DEQ) and staff has revised the MOU for final consideration and approval. Further, discussions with the Town of Surry leadership revealed the desire by the Town to have the County's support and assistance in its Chesapeake Bay Preservation Act compliance requirements. To this extent, a MOU between the County and the Town of Surry is presented.

*Supervisor Elliott motioned to approve the Memorandum of Understanding (MOU) between the Town of Surry and the County of Surry for Chesapeake Bay Preservation Act Program Compliance and Implementation. Supervisor Calhoun seconded the motion. All present voted affirmatively. **(Approved)***

*Supervisor Elliott motioned to approve the Memorandum of Understanding (MOU) between the Town of Claremont and the County of Surry for Chesapeake Bay*



*Preservation Act Program Compliance and Implementation. Supervisor Calhoun seconded the motion. All present voted affirmatively. (Approved)*

2. Appropriation Request – Fire Truck Acquisition: Carroll Swindell, Finance

The FY2022-23 CIP includes an appropriation of \$678,665 for the purchase of a fire pumper, to be financed, along with other projects, with bond proceeds. Since the time the budget was adopted, staff has recommended an alternative proposal for a mini-fire pumper that would provide the services needed by the County at a lower cost of approximately \$384,563. In addition to the pumper, staff recommends the purchase of self-contained breathing apparatus (SCBA), which will be proposed to the Board at a later date.

*Supervisor Elliott motioned to authorize the County to enter into a purchase agreement with Atlantic Emergency Solutions to acquire a Fire Mini Pumper for the Dendron Volunteer Fire Department at an approximate cost of \$384,563. Supervisor Byrd seconded the motion. All present voted affirmatively. (Approved)*

3. Fire and Emergency Medical Services Mutual Aid Agreement between Isle of Wight County and Surry County – Ray Phelps, Emergency Services

The presented item is a Fire and Emergency Services Mutual Aid Agreement between the County of Isle of Wight, Virginia, and the County of Surry, Virginia that establishes reciprocal agreements for mutual aid and cooperation in the furnishing of fire protection and emergency medical services during any actual or potential emergency resulting from fire, personal injury, or other public disasters.

*Supervisor Elliott motioned to approve the Fire and Emergency Medical Services Mutual Aid Agreement between Isle of Wight County and Surry County. Supervisor Pierce seconded the motion. All present voted affirmatively. (Approved)*

4. School System FY 22-23 Budget Amendment Request and Request for Appropriation of Fund Balance for One-Time Bonus

The Surry County School Board has received \$248,477 in grant funds from federal and local agencies. The grant funds are designated for needs relating to instruction, administration & health, and technology and require an appropriation to the School Operating Budget. The total budget appropriation needed is \$248,477.

|                                    |                  |
|------------------------------------|------------------|
| Instruction                        | \$62,727         |
| Administration & Health            | \$16,687         |
| Technology                         | \$168,863        |
| <b>Total School Operating Fund</b> | <b>\$248,477</b> |



*Supervisor Elliott motioned to amend the FY2022-23 School Operating Budget, increasing it by \$248,477 for various grants received, as detailed in the chart above. Supervisor Byrd seconded the motion. All present voted affirmatively. (Approved)*

The Surry County School Board has requested that the Surry County Board of Supervisors appropriate and transfer \$204,540 from the unassigned fund balance to the school's operating budget, to be reimbursed with expected unspent budgeted local school funding remaining from the Fiscal Year 2021-22. These funds will be used to pay for one-time bonuses for employees totaling \$290,000 including a bonus mandated by the 2022 General Assembly. The State will contribute \$85,460 of the cost of the bonuses, which requires an appropriation to the School Operating Budget. The total budget appropriation needed is \$204,540.

*Supervisor Byrd motioned to appropriate \$204,540 from the unassigned fund balance to the school's operating budget. Supervisor Elliott seconded the motion. (Approved)*  
*All present voted as follows:*

|                                         |            |
|-----------------------------------------|------------|
| <b>SUPERVISOR JUDY S. LYTTLE</b>        | <b>AYE</b> |
| <b>SUPERVISOR ROBERT ELLIOTT, JR.</b>   | <b>AYE</b> |
| <b>SUPERVISOR WILLIAM "TIM" CALHOUN</b> | <b>NAY</b> |
| <b>SUPERVISOR BREYON PIERCE</b>         | <b>AYE</b> |
| <b>SUPERVISOR BRENTON BYRD</b>          | <b>AYE</b> |

Staff Comment: For clarity, Melissa Rollins added, once the audit is complete, the amount of monies that are left over for the school division will remain in the general fund, they do not come to the schools or the Board of Supervisors to be reappropriated for any other one-time use.

5. Request to Extend the Due Date on County Taxes from December 5th to March 5th Without Penalty and Interest

Due to the recent effect that inflation has had on the value of real estate and personal property, a resolution to provide residents with some relief in paying tax bills due December 5th is being presented for the Board of Supervisors consideration. Section 58.1-3916 of the Code of Virginia empowers the Surry County Board of Supervisors to grant by resolution an extension of time, not to exceed 90 days, for the payment of real estate and personal property taxes whenever good cause exists. A one-time extension of the due date from December 5th to March 5th without incurring penalty and interest is proposed.

*Supervisor Elliott motioned to adopt the resolution to extend the due date on County Taxes from December 5th to March 5th without incurring penalty and interest. Supervisor Byrd seconded the motion. All present voted affirmatively. (Approved)*



## APPOINTMENTS

1. Wetlands Board Reappointment – Mr. Russell Savedge, Jr.

Mr. Russell Savedge, Jr.'s term expired on August 31, 2021, from the Wetlands Board. He has expressed his interest in serving another four-year term, which would expire on August 31, 2025.

*Supervisor Calhoun motioned to reappoint Mr. Russell Savedge, Jr. to the Wetlands Board. Supervisor Pierce seconded the motion. All present voted affirmatively.  
(Approved)*

## COUNTY ADMINISTRATORS REPORT

1. Community Events – Lauren Chapman
2. Family Dollar/Dollar Tree - David Harrison, Deputy County Administrator – Recognized Mrs. Linda Gholston, Workforce Development, for efforts she put forth in hosting four job fairs, yielding twenty-five newly hired employees.
3. Business Round Table
4. Shop Local Month – Extended through the month of December
5. Dominion Energy Recognized Surry County for Providing a Medic Unit On-site – Ray Phelps, Emergency Management
6. FY 23-24 Tentative Budget Calendar
7. Joint Meeting with Surry County School Board: The meeting will continue until December 13, 2022, 5pm at Surry County High School.

## PUBLIC COMMENTS

Robert Chandler, Bacons Castle District – Asked why wasn't the money that was agreed to pay teachers used toward the needs of Emergency Services.

Susan Corvella, - Claremont District, - Suggested the County use one newspaper for public hearings.

Mike Eggleston, Dendron District, - Shared concerns regarding the schools budget.



## BOARD COMMENTS

- Supervisor Byrd: Congratulated Mr. Pierce on his newly elected position. Thanked Mr. Wooden for his advocacy for teachers and staff of Surry County Public Schools. Thanked Lauren Chapman for county updates, Ray Phelps for EMS Services, and Linda Gholston for her services with Workforce Development.
- Supervisor Elliott: Recognized McEachin for his service and asked for a moment of silence in condolences for his recent passing. Congratulated Mr. Byrd and Mr. Pierce on their newly elected positions. Encouraged citizens to come out and be a part of the Lighting of the Christmas Tree on December 9<sup>th</sup>.
- Supervisor Calhoun: Extended his thanks to Mr. Byrd and others mentioned. Stated he appreciates the teachers and school staff but is just looking into the expenditures of the county. Welcomed Mr. Pierce and Mr. Byrd to the Board. Encouraged citizens to attend board meetings.
- Supervisor Pierce: Stated it is a pleasure to serve as the Supervisor representing the Carsley District. Thanked Linda Gholston and Janet Monahan for their service to the County. Thanked Mr. Wooden, Jr. and the School Board for being an advocate for Surry County teachers and staff.
- Supervisor Lyttle: Shared that many of her comments were already shared and she wasn't going to restate them. Surry received VaCO Achievement Award. She stated she is a large proponent in participating VaCO events and encourages other board members to participate as well.

## ADJOURNMENT

*There being no further business before the Board, Supervisor Elliott made a motion that the Board continues their meeting to December 13, 2022, at 5 pm at Surry County High School. The motion was seconded by Supervisor Byrd and unanimously approved.*

*Meeting Adjourned at 8:49 pm*

***This meeting can be viewed in its entirety through the Surry County Government YouTube Channel: [Surry County Government - YouTube](#)***