

VIRGINIA:

At a regular meeting of the Board of Supervisors of the County of Northampton, Virginia, held in the Board Chambers of the County Administration Building, 16404 Courthouse Road, Eastville, Virginia, on the 11th day of December, 2012, at 4:00 p.m.

Present:

Oliver H. Bennett, Chairman	Willie C. Randall, Vice Chairman
Richard L. Hubbard	Larry LeMond
Laurence J. Trala	

The meeting was called to order by the Chairman.

Closed Session

Motion was made by Mr. Randall, seconded by Mr. LeMond, that the Board enter Closed Session in accordance with Section 2.2-3711 of the Code of Virginia of 1950, as amended:

(A) Paragraph 1: Discussion or consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees or employees of any public body.

Appointments to Boards/Commissions

(B) Paragraph 3: Discussion or consideration of the condition, acquisition, or use of real property for public purpose, or of the disposition of publicly held property.

(C) Paragraph 5: Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

(D) Paragraph 7: Consultation with legal counsel and briefings by staff members, consultants, or attorneys pertaining to actual or probable litigation, and consultation with legal counsel employed or retained by the Board of Supervisors regarding specific legal matters requiring the provision of legal advice by counsel.

Exmore-Willis Wharf School Property Status

All members were present and voted “yes.” The motion was unanimously passed.

After Closed Session, the Chairman reconvened the meeting and said that the Board had entered the closed session for those purposes as set out in paragraphs 1, 3 5 and 7 of Section 2.1-3711 of the Code of Virginia of 1950, as amended. Upon being polled individually, each Board member confirmed that these were the only matters of discussion during the closed session.

The Chairman read the following statement:

It is the intent that all persons attending meetings of this Board, regardless of disability, shall have the opportunity to participate. Any person present that requires any special assistance or accommodations, please let the Board know in order that arrangements can be made.

Board and Agency Presentations:

The Chairman recognized County Treasurer Cynthia Bradford and asked if there was anything her office could do to assist citizens who might be delinquent because of sickness, loss of employment, etc., particularly with regard to the waiving of penalty and/or interest. Mrs. Bradford agreed to research a possible resolution that the Board could consider. The County Administrator suggested that perhaps a “holiday” could be implemented, similar to the state’s amnesty program where penalty and interest are waived as an enticement for citizens to pay their taxes. She suggested that the Board may wish to raise this issue with Delegate Lewis later this evening.

The County Administrator continued her comments by adding that staff has implemented several actions that are assisting the citizens, including color-coding the tax bills so they are not easily misplaced; inclusion of all past-due amounts; and direct importation of mortgage payments.

(1) Delegate Lynwood Lewis briefed the Board on the upcoming General Assembly

session. The Board reviewed with Delegate Lewis the legislative agenda adopted in October 2012 and also requested that legislation be crafted to provide local authority for waiving of tax penalty and interest, similar to the state's amnesty program.

(2) Ms. Lynne Lochen updated the Board on what she called "a major tourism initiative...a blueprint that will identify areas of growth and development for the tourism industry", the Virginia Tourism Plan, which will be finalized in the first part of 2013. She said that tourism revenues had increased 5.6% over last year, providing an estimated \$1.2 million. She said that the Eastern Shore has been actively involved in the development of the state plan which will provide a "thorough analysis of the Shore's strengths and challenges including action steps." She also noted that she will be retiring next week after working two years on the Shore.

(3) Dr. Walter Clemons, Division Superintendent of the Northampton County Public Schools, was absent.

Consent Agenda:

(4) Minutes of the meeting of November 20, 2012.

(5) Consider approving a change in the mileage reimbursement rate in keeping with IRS regulations to be effective January 1, 2013 (.555 to .565 cents per mile).

Motion was made by Mr. Trala, seconded by Mr. Randall, that the consent agenda be approved as presented. All members were present and voted "yes." The motion was unanimously passed.

County Officials' Reports:

(6) Mrs. Leslie Lewis, Director of Finance, distributed the following budget amendment and appropriation request:

MEMORANDUM

TO: Board of Supervisors
FROM: Leslie Lewis, Director of Finance
DATE: December 4, 2012
RE: Budget Amendments and Appropriations – FY 2013

Your approval is respectfully requested for the following budget amendments and supplemental appropriations:

\$15,633.40 – transfer of funds in the E-911 function from Undesignated fund balance (731-3105-49000) to Other Miscellaneous Expenses (731-3105-56350) to cover an unexpected VITA invoice.

\$24,000.00 - transfer of funds necessary for the purchase of a replacement Sheriff's Office vehicle, which had been flooded during Hurricane Sandy. It is anticipated that these funds will be reimbursed to the County through FEMA.

Thank you for your attention to this matter.

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Motion was made by Mr. Hubbard, seconded by Mr. Randall, that the budget amendment and appropriation request be approved as presented. All members were present and voted "yes."

The motion was unanimously passed.

At 6:00 p.m., the Board recessed for supper.

At 7:00 p.m., the Chairman reconvened the meeting.

The invocation was offered by Rev. Clarence Bowen.

The Pledge of Allegiance was given.

(7) The following work session agenda schedule was presented for the Board's information:

- (i) 12/24/12: Work session cancelled
- (ii) 1/28/13: Topic to be announced
- (iii) 2/25/13: Topic to be announced

The County Administrator's bi-monthly report was presented as follows:

TO: Board of Supervisors
FROM: Katie H. Nunez, County Administrator
DATE: December 7, 2012
RE: Bi-Monthly Update

I have a limited report for this month as a result of my sick leave.

Enclosed behind this update are two memorandums from Peter Stith, Long Range Planner. One is a status report on the CPAC and one is a procedural item that has arisen relative to creating a "Secretary" position for the Planning Commission. In addition, we have engaged the Planning Commission in a greater role for reviewing each chapter of the Comp Plan along with its accompanying data section to continue the County's progress on the update and review of the Comp Plan.

Motion was made by Mr. Randall, seconded by Mr. Trala, that the Board authorize the creation of the office of "Secretary" for the Northampton County Planning Commission. All members were present and voted "yes." The motion was unanimously passed.

The Public Service Authority met in November (I was not able to attend that meeting) and has cancelled their December meeting. They have indicated that they would like to meet with the Board in January to update you on their progress to date and next steps to move forward with a project.

The Governor's Office has announced that they are granting an additional holiday day on Wednesday, December 26 to all state employees and constitutional offices. The Board will need to vote to provide this additional holiday to the County employees if you so wish.

Motion was made by Mr. LeMond that the Board deny the request for the additional holiday on December 26, 2012. All members were present and voted "yes." The motion was unanimously passed.

Citizen Information Period:

There was no comment from the public.

Public Hearing:

Chairman Bennett called to order the following public hearing:

(8) Consider leasing of the following described property, to-wit:

(A) All that certain business premises located on the east side of U S Route 13 in the Town of Eastville, same being more particularly described as the first office from south

to north in the Old Addison Building containing 1,008 square feet. The Board proposes to lease same to Hungar's Episcopal Parish.

(B) All that certain parcel of land situated at or near Oyster, located southeast of a parcel owned by Joseph J., III and Claudia D. Restein. The Board proposes to lease same to Joseph J., III, and Claudia D. Restein.

The Chairman asked if there were any present desiring to speak.

The County Administrator indicated that these were annual leases and that Hungars Episcopal Parish has been notified that the block of buildings across the street, which houses the Thrift Shop, will be offered for sale.

There being no further speakers, the public hearing was closed.

Motion was made by Mr. Trala, seconded by Mr. Randall, that the Board approve the leases to Hungars Episcopal Parish and Joseph J., III and Claudia D. Restein, for their respective properties for 2013, under the same terms and conditions as are currently in place. All members were present and voted "yes." The motion was unanimously passed.

Action Item

(9) Consider adoption of the Comprehensive Economic Development Strategy as prepared by the ANPDC.

Motion was made by Mr. Hubbard, seconded by Mr. Randall, that the Board adopt the Comprehensive Economic Development Strategy as presented. All members were present and voted "yes." The motion was unanimously passed.

(10) Consider approval of a boundary line adjustment relative to two parcels within the Milford Farm Agricultural-Forestal District.

Motion was made by Mr. Hubbard, seconded by Mr. Randall, that the Board approve the adjustment to the boundaries of Tax Map Parcels 99-A-6A and 99-1-6B, comprising acreage within the Milford Farm Agricultural-Forestal District. All members were present and voted "yes." The motion was unanimously passed.

Matters Presented by the Board Including Committee Reports & Appointments

Motion was made by Mr. Trala, seconded by Mr. LeMond, that Ms. Hollye Carpenter be reappointed to the Tidewater Emergency Medical Services Council, Inc. for a new term of office commencing February 1, 2013. All members were present and voted “yes.” The motion was unanimously passed.

In response to a request from the Commissioner of the Revenue, motion was made by Mr. LeMond, seconded by Mr. Trala, that the Board approve a 60-day extension for request a 60-day extension, from January 1, 2013, in which to complete the General Reassessment for Northampton County. All members were present and voted “yes.” The motion was unanimously passed.

Motion was made by Mr. Randall, seconded by Mr. Trala, that the Board request VDOT to clean the culverts in the area of 23158 Seaside Road as well as the Virginia State area of Exmore. All members were present and voted “yes.” The motion was unanimously passed. It was noted that VDOT may wish to coordinate its work with the property owner at the Seaside Road address as he is planning to clean the ditches as well.

Mr. Randall announced that he will be seeking re-election representing District One and will be participating with Delegate Lewis during his December 18th Town Hall meeting.

Chairman Bennett thanked the Commissioner of the Revenue who was present for her office’s assistance during the recent, hectic tax-time. He said that citizens had reported to him that her staff was very friendly and cordial.

Adjourn:

Motion was made by Mr. Hubbard, seconded by Mr. LeMond, that the meeting be adjourned. All members were present and voted “yes.” The motion was unanimously passed.

The meeting was adjourned.

_____CHAIRMAN

_____COUNTY ADMINISTRATOR