

A regular meeting of the Westmoreland County Board of Supervisors was held Monday, November 13, 2023, in the public meeting room of the George D. English, Sr. Memorial Building, located at 111 Polk Street, Montross, Virginia. Those members present were Darryl E. Fisher, Timothy J. Trivett, Dorothy Dickerson Tate, W. W. Hynson, and Russ Culver. Also present were Norm Risavi, County Administrator; Karen Lewis, Assistant County Administrator; Debra Whaley, Finance Director and Donna Cogswell, Executive Assistant.

### CALL TO ORDER

Chairman Fisher called the meeting to order at 6:08 p.m..

1. APPROVAL OF MINUTES

Chairman Fisher stated that all members had received draft minutes of the Regular Meeting September 11, 2023, Regular Meeting October 13, 2023, Continued meeting October 16, 2023, continued meeting October 17, 2023 and Special meeting November 2, 2023. Chairman Fisher asked if there were any additions or corrections to these minutes, if not, asked for a motion.

Upon motion by Woody Hynson, second Tim Trivett and carried unanimously the Board approved all the minutes, as presented.

2. APPROVAL OF ACCOUNTS PAYABLE LIST AND PAYROLL REGISTER

Chairman Fisher stated that all members had received and reviewed the accounts payable list and payroll register for October 2023. Chairman Fisher asked if there were any questions or comments regarding these documents, if not, asked for a motion.

Upon motion by Russ Culver, second by Dorothy Dickerson Tate and carried unanimously the Board approved the accounts payable list and payroll register as submitted by the Finance Department for the month of October 2023.

3. APPROVAL OF APPROPRIATION INCREASE/DECREASE REQUESTS

- A. Department of Social Services State funds to cover the additional 2% salary increase effective 12/1/23 and adoption incentive funds from approved State DSS grant.

Keri Cusick, Director of DSS was present and requested that the Board approve an appropriation in the amount of \$21,881.00 to cover the 2% salary increase effective December 1, 2023, as well as, and appropriation in the amount of \$1500 for the adoption incentive funds received from a grant. Neither appropriation require local money.

With no further discussion, upon motion by Russ Culver, second Dorothy Dickerson Tate and carried unanimously with Woody Hynson, Russ Culver, Dorothy Dickerson Tate, Tim Trivett and Chairman Fisher voting "aye". The Board approves the appropriation requested by the Department of Social Services totaling \$23,381.00, as presented.

**\*\* NEXT PAGE – APPROPRIATION \*\***

WESTMORELAND COUNTY  
 APPROPRIATION INCREASE/DECREASE REQUEST  
 FY 2023-2024

I, Keri Cusick, Director at Social Services, HEREBY REQUEST A  
 SUPPLEMENTAL APPROPRIATION INCREASE/DECREASE FOR THE FOLLOWING:

FUND # 105  
 DEPARTMENT OF SOCIAL SERVICES 105

EXPENDITURES					
(1) INCREASE	/DECREASE	LINE ITEM #	4-105-053100-1100	BY \$	21,881.00
(2) INCREASE	/DECREASE	LINE ITEM #	4-105-053210-5820	BY \$	1,500.00
(3) INCREASE	/DECREASE	LINE ITEM #		BY \$	
(4) INCREASE	/DECREASE	LINE ITEM #		BY \$	
(5) INCREASE	/DECREASE	LINE ITEM #		BY \$	
(6) INCREASE	/DECREASE	LINE ITEM #		BY \$	
(7) INCREASE	/DECREASE	LINE ITEM #		BY \$	
(8) INCREASE	/DECREASE	LINE ITEM #		BY \$	
(9) INCREASE	/DECREASE	LINE ITEM #		BY \$	
(10) INCREASE	/DECREASE	LINE ITEM #		BY \$	
TOTAL:					\$ 23,381.00

REVENUE					
(1) INCREASE	/DECREASE	LINE ITEM #	3-105-33050-0001		11,691.00
(2) INCREASE	/DECREASE	LINE ITEM #	3-105-24010-0002		8,299.00
(3) INCREASE	/DECREASE	LINE ITEM #	3-105-41050-0005		3,391.00
(4) INCREASE	/DECREASE	LINE ITEM #			
(5) INCREASE	/DECREASE	LINE ITEM #			
TOTAL:					\$ 23,381.00

THIS SUPPLEMENTAL APPROPRIATION IS FOR: State DSS funds to cover the additional 2% salary increase effective 12/1/23 and adoption incentive funds from approved State DSS grant

FUNDS FOR THIS SUPPLEMENTAL WILL COME FROM:

LOCAL  STATE  FEDERAL  OTHER

APPROVAL: \_\_\_\_\_ AYE/NAY \_\_\_\_\_  
 CHAIRMAN \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*Keri Cusick*  
 REQUESTING SIGNATURE  
10/24/2023  
 DATE REQUESTED

POSTED \_\_\_\_\_

DATE ACTION TAKEN: \_\_\_\_\_

#### 4. TOWN OF COLONIAL BEACH/CORRESPONDENCE

JC LaRivera, Acting Town Manager, was recognized and presented the following past and upcoming events in the Town

- On the morning of November 11<sup>th</sup> there was a spill at the Towns Wastewater Treatment Plant where approximately 45,000 gallons was released into the marsh lands that leads to Goldman Creek. The Town is currently working with the relevant authorities, including the Department of Health and DEQ to further address the matter. The beaches are closed to recreational swimming, fishing and shell fishing until further notice;
- Next event is Light Up on Townhill on Friday November 24<sup>th</sup> at 4:30 p.m.;
- Winter Festival on December 2<sup>nd</sup> 11:00 a.m. - 4:00 p.m.;
- Update on essential drainage project, in the final stages and will be completed on schedule.

Russ Culver asked why did the spill happen this time? Mr. LaRivera stated that they are currently investigating along with Department of Health and DEQ.

Russ Culver asked if anyone knows how it happens? Mr. LaRivera stated that is currently under investigation.

Mr. Risavi stated that the County has requested information regarding the funds the Town received from COVID and have not received anything to date. He noted also those funds must be expended by December. This information needs to be submitted as soon as possible . Mr. LaRivera noted he spoke with Ms. Sydnor last week and everything should be fine. Mr. Risavi asked if the money was spent within the same programs as originally submitted. Mr. LaRivera stated he found a letter from the County to the Town with a lists of approved expenditures and they are staying within those bounds.

#### 5. TOWN OF MONTROSS/CORRESPONDENCE

No one from the Town was present.

6. VIRGINIA DEPARTMENT OF TRANSPORTATION

David Beale, Resident Engineer was present and acknowledged by the Board. He review the monthly report as set forth below.

Mr. Beale noted that there would be five resolutions presented to the Board next month for approval to have roads added to the secondary system.

**\*\* NEXT PAGE – MONTHLY REPORT\*\***



Westmoreland County Board of Supervisors  
November 2023 VDOT Report

**Maintenance Activity Highlights**

Completed:

- Shoulder grading (Ephesus Church Rd)
- Address work orders countywide
- Mowing and litter removal (underway)
- Brush cutting (Horners Mill Rd, Rt 202, Tucker Hill Rd)
- Ditching cleaning (Bowie Rd, Chiltons Rd)
- Snow prep dry run
- Pothole patching (Bushfield Rd, Panorama Rd)
- Curb & Gutter cleaning (Rt 205, 205Y, Rt 3)
- Concrete repairs (Rt 205)

Upcoming:

- Brush cutting Rt 202 and countywide
- Ditch and pipe cleaning countywide
- Drainage improvement (Harbor View Circle)
- Address work orders countywide

**Construction Projects**

SSYP:

Rt 735 Grannys Bar Rd; Fall 2023                      Rt 652 Charles Way; Summer 2024  
Rt 685 Ashbury Rd; Summer 2025

HSIP:

Rt 202 paved shoulder (Rt 3 to Nomini Creek Bridge); 2024 Construction  
Rt 3 paved shoulder (County line to Oak Grove); 2024 Construction

Revenue Sharing:

Egret Ct; <b>Complete</b>	Anchor Ct; <b>Complete</b>
Deux Rue; Summer 2024	Holly Way Ph III; Summer 2024
Hickory Ln; Summer 2025	Birch Ln; Summer 2025
Woodmount Dr; Summer 2025	Pinewood Ln; Summer 2025
Lakeview Ln; Summer 2026	

Bridge:

Rt. 621 at Tidwells Marsh (replacement); **Under Construction (1/31/2024 Completion)**  
UPC 123364 Rt. 205 over Branch of Rosier Creek; Scour Repair; 2/2024 Ad  
UPC 121539 Rt. 658 over Monroe Creek; Summer 2024

**Contacts:**

*VDOT Customer Service Center: 1-800-FOR-ROAD*

David L. Beale, P.E.  
Resident Engineer  
(804) 333-7941

[david.beale@vdot.virginia.gov](mailto:david.beale@vdot.virginia.gov)

Carter White  
Assistant Residency Administrator  
(804) 333-7942

[carter.white@vdot.virginia.gov](mailto:carter.white@vdot.virginia.gov)

Ronnie Crabbe Jr.  
Hague Area Headquarters Superintendent  
(804) 695-6730

After Mr. Beale’s presentation, requests from the Board were as follows:

Dorothy Dickerson Tate – Thank you for cutting the brush on Horners Mill Road; she emailed him requesting a flashing stop light prior to Rt. 202 and Rt. 3. Mr. Beale stated this is under review but he doesn’t have an answer but he will let us know.

Mr. Beale then stated he had a meeting with staff today on Smart Scale and transportation projects and that location is flagged for a safety need at that intersection.

Woody Hyson – The top of Grants Hill on the turn the pavement is broken up and very deep and dangerous. Second, Dragstrip Road where it comes out on Rt. 205 toward Dahlgren and there is a culvert has sunk down so much larger trucks could lose their load when going over it. Mr. Beale said they would take a look at both.

Chairman Fisher stated that Rt. 202 and Rt. 3 needs something done because it is very dangerous.

Mr. Risavi noted in Glebe Harbor/Coles Point the speed limit sign from Royal Way when speed limit starts 25 mph can it be moved back before Essex Place, at Cabin Point Drive. Mr. Beale said they would check on it.

7. NEW BUSINESS

8. OLD BUSINESS

**A. Ordinance Section 50-181 Revisions**

Chairman Fisher asked if there were any comments regarding the “draft” Ordinance regarding Section 50-181 that the Board will vote on.

Mr. Stuart stated that last month the Board adopted an emergency order which changed utility attorney to treasurer to allow her to collect these delinquent accounts. Mr. Stuart stated that one we have a public hearing then the Board can take action to make this change permanent.



**PUBLIC HEARING**

Chairman Fisher opened up the meeting to the public to comment on the revised Ordinance Section 50-181 Delinquent Accounts.

Let the record show that no came forward during the Public Hearing period. Vice Chairman Trivett closed the Public Hearing for the Ordinance Section 50-181.

With no further discussion, upon motion by Tim Trivett, second Dorothy Dickerson Tate and carried unanimously with Russ Culver, Dorothy Dickerson Tate, Tim Trivett, Woody Hynson and Chairman Fisher voting "aye". The Board approved the Ordinance Section 50-181 regarding Delinquent Accounts, as presented.

**\*\* NEXT PAGE – DRAFT ORDINANCE \*\***



**BLOCK AD – WESTMORELAND NEWS – TWO WEEKS**  
**Wednesday, October 25, 2023 AND November 1, 2023**

**PUBLIC NOTICE**

Notice is hereby given as set forth in Sections 15.2-1426 and 15.2-1427 of the Code of Virginia, 1950, as amended, that the Westmoreland County Board of Supervisors proposes to hold public hearings on Monday, November 13, 2023 in the Public Meeting Room of the George D. English, Sr., Memorial Building, 111 Polk Street, Montross, Virginia 22520. The Board will consider the following: ***Adopting and Enacting an Ordinance Modifying Section 50-181 regarding Delinquent Accounts; Actions at Law*** at 6:15 p.m.

Copies of the ordinances in their entirety are available for public examination in the Office of the County Administrator located in the George D. English, Sr. Memorial Building, Montross, Virginia, between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday.

Individuals with a disability, as defined in the Americans with Disabilities Act of 1990 (ADA), desiring to attend this public hearing should contact the County Administrator's office ten (10) days prior to the meeting to ensure appropriate accommodations are provided.

**BY ORDER OF THE WESTMORELAND COUNTY BOARD OF SUPERVISORS**  
**Norm Risavi, County Administrator**

ORDINANCE TO AMEND THE  
WESTMORELAND COUNTY CODE SECTION 50-181  
DELINQUENT ACCOUNTS; ACTIONS AT LAW

**Sec. 50-181. – Delinquent accounts; action at law.**

To secure monies due and payable to the utility from the customer whose account is delinquent because of the nonpayment of a utility bill, the ~~{public-works-director-and-attorney}~~ Treasurer may perform the following tasks:

1) *Lien for charges.*

a) *Real estate.* Charges for utility services shall be lien upon the premises as provided by the Code of Virginia (1950, as amended). Two weeks after the date that utility service is terminated, as provided in sections 50-182 and 50-183, the ~~{public-works-director}~~ Treasurer shall file with the clerk of the county circuit court a statement of lien. This statement shall contain the following:

1. Legal description of the premises served.
2. Amount of the unpaid bill.
3. Notice that the utility claims a lien for the amount of the unpaid bill and for all charges for utility service subsequent to the period covered by such bill.
4. Petition the clerk to record the lien in the judgment lien book

Such lien, when properly entered, shall be enforced by the ~~{utility-attorney}~~ Treasurer, as described in subsection (2) of this section. Normally, such statements shall be batched monthly by the ~~{public-works-director}~~ Treasurer and filed with the clerk.

b) *Personal property.* Two days after the date that utility service is terminated, as provided in sections 50-182 and 50-183, the ~~{public-works-director}~~ Treasurer shall file ~~{with-the-utility-attorney}~~ a statement of delinquent account when such account is \$100.00 or more in arrears. This statement may contain the following:

1. Name and last known address of the customer.
2. Amount of the unpaid bill, the amount classified according to utility service furnished.

3. Time period covered by the unpaid bill.
4. Date complete payment was due and payable.
5. A copy of the application for service.
6. Petition to the utility attorney to file for a judgment in the county general district court (county circuit court when the sum of unpaid bill exceeds \$7,000.00).

The ~~{utility-attorney}~~ Treasurer shall immediately file for a judgment in the proper court of the county. When a judgment is rendered against the customer and the customer defaults in the payment thereof, the ~~{utility-attorney}~~ Treasurer shall immediately request the ruling court for a writ of fieri facias and he/she shall docket the same in all jurisdictions in which the customer is known to own or have interest in real or personal property, or both, thereby creating a lien upon such property.

2) *Enforcement of lien.*

- a) *Writ of fieri facias.* When a writ of fieri facias has been issued, the ~~{utility-attorney}~~ Treasurer shall petition the county court having jurisdiction to issue to the customer a summons to answer interrogatories to ascertain the personal estate (goods and chattels) and the real estate in and out of the commonwealth, on which the writ is lien.
- b) *Interrogatories.* Upon the issuance and service of such summons to the customer to answer interrogatories, the ~~{utility-attorney}~~ Treasurer shall secure from the customer sufficient information about ownership and interest in real and personal estate to determine the appropriate action to satisfy the judgment.
- c) *Garnishment; levy; creditor's suit.* The ~~{utility-attorney}~~ Treasurer, on facts learned during the interrogatories, shall initiate at his/her election the following actions:
  1. *Garnishment.* A petition to the clerk of the county general district court to issue a summons to one or more garnishees (a third party, e.g., an employer, who is indebted to the customer) to enforce the lien created by the writ. Payments rendered to the utility by the garnishee shall be applied in satisfaction of the judgment for money.
  2. *Levy.* A petition to the county sheriff to levy on the personal property (e.g., savings account, checking account, notes, securities, automobiles) of the customer. The ~~{utility-attorney}~~ Treasurer shall request the sheriff to levy on certain personal estate (goods, and chattels) at a certain location. The sheriff seizes and then sells the goods and chattels of the customer and returns to the utility the proceeds therefrom to satisfy the judgment for money. At the request of the sheriff, the ~~{utility-attorney}~~ Treasurer shall cause the procurement of a bond to indemnify the sheriff in such seizure and sale.
  3. *Creditor's suit; sale of land.* When the judgment cannot be satisfied by the personal estate of the customer, the ~~{utility-attorney}~~ Treasurer may institute a suit in equity to have the real estate, if any, of the customer sold.
  4. *Enforcement priority; customer-tenant.* The ~~{utility-attorney}~~ Treasurer, without delay, shall obtain judgment against a customer-tenant who is delinquent in the payment of a utility bill and cause the clerk of court to issue a writ of fieri facias upon the property of such customer-tenant. The ~~{utility-attorney}~~ Treasurer may make a reasonable effort to satisfy

the judgment from the personal and real estate of the customer-tenant before instituting action at law to satisfy the judgment against the owner of the real estate the use of which by the customer-tenant gave cause for the judgment for money.

5. Suspension of action. The ~~futility attorney~~ Treasurer, at his/her discretion, and after conferring with the county director of social services, may suspend action to file for judgment, or to initiate a creditor's suit, when a customer is the recipient of either unemployment compensation, or workmen's compensation, or a participant in a social services program.

Date of Adoption: November 13, 2023

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Darryl E. Fisher, Chairman  
Westmoreland County Board of Supervisors

**A. Resolution – Board of Social Services**

Chairman Fisher asked motion to approve or reject the attached motion.

Motion was made by Russ Culver to approve the Resolution.

Chairman Fisher read the Resolution in its entirety.

Mr. Culver then asked if they could make the three member board official next month?

Chairman clarified what he thought Mr. Culver was stating – that we adopt the resolution this month and pick the board next month.

Mr. Stuart clarified that Mr. Culver would like the Resolution adopted today but become effective at that December meeting at which time the members will be adopted. Mr. Culver said that is correct.

With no further discussion, upon motion by Russ Culver, second Dorothy Dickerson Tate and carried unanimously with Russ Culver, Dorothy Dickerson Tate, Tim Trivett, Woody Hynson and Chairman Fisher voting “aye” to adopt the Resolution but it will become effective at the December meeting

**RESOLUTION  
CONCERNING THE WESTMORELAND COUNTY  
BOARD FOR SOCIAL SERVICES**

**BE IT HEREBY RESOLVED** by the Board of Supervisors of Westmoreland County this 13<sup>th</sup> day of November 2023, that the Resolution adopted previously by this Board to constitute a local Social Services Board comprised of a local government official and an advisory board is hereby rescinded.

**THEREFORE, BE IT FURTHER RESOLVED**, that according to Section 63.2-302 of the Code of Virginia, 1950, as amended, the Social Services Board for Westmoreland County shall be comprised of a local board consisting of residents of the county pursuant to Section 63.2-302. Such board shall be comprised of three (3) members.

**Date of Adoption: November 13, 2023**

\_\_\_\_\_  
Darryl E. Fisher, Chairman  
Board of Supervisors  
Westmoreland County

**RESOLUTION CONCERNING THE WESTMORELAND COUNTY  
DEPARTMENT OF SOCIAL SERVICES**

**BE IT HEREBY RESOLVED**, by The Westmoreland County Board of Supervisors that the prior Resolution concerning the appointee to the Social Services Board dated November 8, 2021 is hereby rescinded.

**THEREFORE, BE IT FURTHER RESOLVED**, that according to Section 63.2-302 of the Code of Virginia, 1950, as amended, the Social Services Board for Westmoreland County shall be comprised of a local government official, namely the Westmoreland County Board of Supervisor's Chairman or his appointee.

**FURTHER**, a local Advisory Board pursuant to Section 63.2-305 of the Code of Virginia, 1950, as amended, shall continue to be constituted and appointed to serve with the duties incumbent upon them as set out in statute.

Adopted this 11<sup>th</sup> day of November, 2023

\_\_\_\_\_  
Darryl E. Fisher, Chairman  
Board of Supervisors of Westmoreland County



9. COUNTY ADMINISTRATOR'S COMMENTS

- A. Update on Chandlers Mill Pond – Mr. Risavi noted the last update he has received via email regarding the Chandlers Mill Pond project. He noted he spoke with the Director and everything is going according to plan and they anticipate meeting the March 2024 deadline.

**\*\* NEXT PAGE – EMAIL \*\***

## Norm Risavi

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**From:** Kirk, John (DWR) <John.Kirk@dwr.virginia.gov>  
**Sent:** Tuesday, October 31, 2023 9:05 AM  
**To:** Idgcpa@verizon.net (Idgcpa@verizon.net); Patricia Jones (jonespj6162@gmail.com); paul@nnbs1.com (paul@nnbs1.com); Norm Risavi; Ransone, Margaret B; Stuart, Richard H.; Danielle Gunlock (daniellegunlock@gmail.com); 1metalghost@gmail.com  
**Cc:** Compton, Jacob (DWR); Brown, Ryan (DWR); Gwynn, Becky (DWR); Greenway, Frances (DWR); Moore, Darin (DWR); Lewis, Robert (DWR); Weaver, Lawless (DWR)  
**Subject:** RE: Chandlers Mill Pond

**Caution:** This message is from an external source. Please use caution clicking links or opening files if you did not expect to receive them.

All,

There was good progress at Chandlers this month. If the weather holds, the vertical wall will be finished up today. From there, the flat sections for the spillway will be prepped and formed for concrete, which will take approximately two weeks. The culvert and cul-de-sac work was delayed and has been rescheduled to start mid-November. The project is approximately 1/3 complete and we still anticipate the March finish for the project at this time.

If you have any questions, please let me know.

Thanks,

John



### John Kirk

Capital Programs Manager, VCCO

M 804.754.6895

Virginia Department of Wildlife Resources

CONSERVE. CONNECT. PROTECT.

A 7870 Villa Park Dr., P.O. Box 90778, Henrico, VA 23228-0778

[www.dwr.virginia.gov](http://www.dwr.virginia.gov)

**From:** Kirk, John (DWR)  
**Sent:** Monday, October 2, 2023 10:04 AM  
**To:** Idgcpa@verizon.net (Idgcpa@verizon.net) <Idgcpa@verizon.net>; Patricia Jones (jonespj6162@gmail.com) <jonespj6162@gmail.com>; paul@nnbs1.com (paul@nnbs1.com) <paul@nnbs1.com>; nrisavi@westmoreland-county.org (nrisavi@westmoreland-county.org) <nrisavi@westmoreland-county.org>; Ransone, Margaret B <delmransone@house.virginia.gov>; Stuart, Richard H. <District28@cov.virginia.gov>; Danielle Gunlock (daniellegunlock@gmail.com) <daniellegunlock@gmail.com>; 1metalghost@gmail.com  
**Cc:** Compton, Jacob (DWR) <Jacob.Compton@dwr.virginia.gov>; Brown, Ryan (DWR) <Ryan.Brown@dwr.virginia.gov>; Gwynn, Becky (DWR) <Becky.Gwynn@dwr.virginia.gov>; Greenway, Frances (DWR) <Frances.Greenway@dwr.virginia.gov>; Moore, Darin (DWR) <Darin.Moore@dwr.virginia.gov>; Lewis, Robert (DWR) <Robert.Lewis@dwr.virginia.gov>  
**Subject:** RE: Chandlers Mill Pond

All,

**B. Diana Cook Risavi Resignation - Central Rappahannock Regional Library Board**

Mr. Risavi stated that Mrs. Risavi has decided to resign from her position on the CRRL Board at the end of January. At the December meeting there will be a recommendation that Christine Maupin replace Mrs. Risavi. If the Board approves Ms. Maupin as the County representative than Mrs. Risavi can take her to the December Board meeting to introduce her to the Board.

**\*\* NEXT PAGE – Letter of Resignation \*\***

**DIANA COOK RISAVI**  
**168 Portal Drive**  
**Montross, Virginia 22520**

October 30, 2023

Westmoreland County Board of Supervisors

RE: Appointment to the Central Rappahannock Regional Library Board

I am resigning my position as the Westmoreland County Trustee on the Library Board as of December 31, 2023.

Thank you for this appointment. Serving on the Library Board has been an honor. As many of you know, I am a West Virginia native who grew up in a poor household. With the benefit of a free public library and spectacular public school teachers, I became the first in my family to receive a college degree on scholarship and then a Doctorate from the WVU College of Law. I can never stress enough how critical the exposure to reading and learning is the only reason I achieved my career goal given the absence of all other resources.

Reading offers many benefits but, to me, the primary benefit of reading is gaining confidence. We all tell children they "can be anything" but reading gives them the confidence to pursue it. The Library's recent program to encourage the reading of 1,000 books before Kindergarten is one of the many Library programs I am most proud of.

You have received a recommendation for my successor Trustee and I hope you will appoint her. I have met with her twice and will do so again to turn over my materials to her.

As noted, this has been an honor to represent Westmoreland's citizens' interest in this valuable community asset and I have striven to safeguard it to the best of my ability. I trust my successor and the Board will continue to do so as well.

Very sincerely yours,



Diana Cook Risavi

**C. Central Rappahannock Regional Library – Westmoreland County Board Nominee**

As discussed above, Christine Maupin has been nominated to replace Mrs. Risavi on this Board. As well as, the County Administrator recommended approval of Ms. Maupin's nomination.

With no further discussion, upon motion by Tim Trivett, second by Dorothy Dickerson Tate and carried unanimously with Woody Hynson, Tim Trivett, Dorothy Dickerson Tate, Russ Culver and Chairman Fisher voting "aye". The Board approved Christine Maupin as the Nominee for Westmoreland County.

**\*\* NEXT PAGE – Recommendation Letter \*\***

**Mayo & Mayo**  
*Attorneys at Law*  
409 Meadow Avenue  
P. O. Box 187  
Colonial Beach, Virginia 22443

*Michael C. Mayo*  
*Valerie Jean Mayo*

*Tel (804)-224-0131*  
*Fax (804)-224-2232*

November 9, 2023

Norm Risavi, County Administrator  
Westmoreland County  
111 Polk St.  
Montross, VA 22520

RE: Westmoreland County Representative to Central Rappahannock Regional Library  
January 2024

Dear Norm and County Supervisors:

I am advised that Diana Risavi, the Regional Library Board Representative for our County, after four years of excellent service is not asking that her appointment be renewed at the end of this calendar year. Although her service will be missed, as a citizen of the County I am interested in making a recommendation to the Board for her replacement beginning January 2024.

I would here like to strongly recommend the appointment of Christine Maupin, a resident of Colonial Beach, Virginia. Christy is and has been for several years an active participant in the Colonial Beach community. She designed and developed and now maintains the Colonial Beach Community Foundation website and has developed and distributes the Foundation's monthly newsletter. She volunteers at several of the local festivals including those sponsored by the Foundation and BAMB (Beach Arts Music and Mentoring) and the Osprey Festival. She actively participates in the Art walks. She stays educated about significant matters addressing town government issues.

Although a committed member of the Westmoreland County community for some time, Christy brings a unique awareness about other jurisdictions who are members of the Regional Library because she resided in Spotsylvania County with her now deceased husband Ron Maupin, who served as County Attorney for Spotsylvania for many years and who served on the Board of the Legal Aid Society, (now LAW - Legal Aid Works) which covers Westmoreland County as part of their regional services. Christy's impressive background that began with a BA in English from Mary Baldwin University includes thirty years of professional experience including adult training design and development, technical writing and editing, quality assurance, proposal

development, client relations and team leadership. Her work history includes Newport News Shipbuilding, CAE-Link Corporation, Star Mountain, Inc., Circle Solutions, Global Learning Systems, PerformTech, Inc. and self-employment for Fredericksburg and for Spotsylvania as an Independent Training Consultant/Instructional Designer and Technical Writer.

Christy understands the unique role that Westmoreland County plays in the regional library contract and indicates an appreciation for the special benefits that our county enjoys as a member of this regional service. I am confident that she will support the library needs of our county while working to create an amicable and effective relationship with the other member jurisdictions. I invite each of you to contact Christy through the information below and if appropriate to request her presence at a regular meeting of your Board to consider her for this position. If you have further questions please do not hesitate to contact me at the number above. Thank you for your consideration.

Sincerely yours,

Valerie Jean Mayo  
VJM:hs

Cc:  
Christine Maupin  
122 Spotswood Lane  
Colonial Beach, VA 22443  
540-538-2132  
[cdmaupin@gmail.com](mailto:cdmaupin@gmail.com)

County Administrator stated he had one more item that Bill Cease will discuss with the Board.

Mr. Cease stated that NexGen 911 was discussed a few years ago about moving forward and the phone last phase of integration. So far we have been able to get approximately \$590,000 from the state to cover costs. As part of that, every five years the equipment in the dispatch center must be upgraded and that is where we are now.

Mr. Cease said the state will cover \$200,000 of that upgrade and the actual upgrade costs \$217,000. But the state requires the locality to pay up front and then they will be reimbursed.

Therefore, Mr. Cease is asking for an appropriation of \$200,000 for this upgrade. He noted that the last time the County went through this process we received funds from the state in approximately ten days.

Included is text to 911 at \$50,000 and the integration AT&T at \$70,000. Last time the state did cover all these costs. Mr. Cease stated the only optional item is if we add a fourth console the state will not cover and that cost come in at \$20,000, if they proceed that amount the County would have to pay. Mr. Cease state that moving forward there would be no more telephone lines, no copper – only fiber.

Mr. Risavi clarified that the Board will appropriate the money for the grant and when we are refunded it will be replaced.

With no further discussion, upon motion by Woody Hynson, second Tim Trivett and carried unanimously with Russ Culver, Dorothy Dickerson Tate, Tim Trivett, Woody Hynson and Chairman Fisher voting “aye”. The Board approved the appropriation for the \$200,000.00 for the grant to cover the 911 upgrade, as presented.

Mr. Cease also stated that there is a service that is run by IBM that the Bright System runs on, which is all financial software. IBM announced two weeks ago that end of life for that machine is April 2024. They are working on finding a replacement but the cost will be approximately \$60,000.00.



With no further discussion, upon motion by Woody Hynson, second by Russ Culver and carried unanimously with Woody Hynson, Tim Trivett, Dorothy Dickerson Tate, Russ Culver and Chairman Fisher voting “aye”. The Board approved the appropriation for \$60,000.00 from contingency to go toward replacement of the IBM server, as presented.

Mr. Risavi again noted he had another matter to bring to the Board’s attention. He stated that Dr. Perry is claiming the ADM adjustment is short and required another \$29,000.00. At the end of June we showed the adjustment and that was made but then maybe two days later the school issued another request for an adjustment. He stated he began asking questions but no one could give him answers. Therefore, Mr. Risavi contact Ken Dickey, Assistant State Superintendent for Budget and he is looking into this matter. Mr. Risavi stated the school needs to notify the Board early on because they have a fund balance because of the nature of our school formula and so they would have to come back to the Board to have you approve an appropriation. He said they are waiting for clarification.

10. PUBLIC COMMENT PERIOD

Chairman Fisher reviewed the procedures for addressing the Board during the public comment period with a maximum time of 3 minutes. He stated that if you choose to frame your comment in the form of a question the Board has the right to answer now or to defer an answer. Chairman Fisher opened the floor for public comment.

Wayne Woods – Noted he lives on Oldham Road and he is very concerned about the speak of the tractor trailers. He stated that some how the traffic needs to slow down and prohibit tractor trailers from using Oldham Road because it is not safe. Mr. Wood also brought pictures of trucks on the road.

Richard Wilkins – State that Ricky Fogg damaged the compactor at Monroe Hall with the snow plow and it still is not fixed; He noted that the street sign on Charles Way has not been replaced; and the emergency notification system is still not notifying citizens of accidents. Mr. Cease was present and he stated that if dispatch, sheriff’s office or fire chiefs request it they will put out an alert.

There was no one else that came up during the public comment period, therefore, Chairman Fisher closed the comment period.

**ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion by Russ Culver, second Dorothy Dickerson Tate, and carried unanimously, the Board adjourned the meeting at approximately 7:07 p.m. The Board's next regular meeting will be held on Monday, December 11, 2023 at 6:00 p.m. The meeting will be held in the public meeting room at the front entrance of the George D. English, Sr. Memorial Building.

Chairman, 