

A regular meeting of the Westmoreland County Board of Supervisors was held Monday, December 11, 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 6:12 p.m.

1. APPROVAL OF MINUTES

Chairman Fisher stated that all members had received draft minutes of the Regular Meeting November 13, 2023 and Special Meeting November 21, 2023. Chairman Fisher asked if there were any additions or corrections to these minutes, if not, asked for a motion.

Upon motion by Dorothy Dickerson Tate, 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 November 2023. Chairman Fisher asked if there were any questions or comments regarding these documents, if not, asked for a motion.

Upon motion by Tim Trivett, 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 November 2023.

3. APPROVAL OF APPROPRIATION INCREASE/DECREASE REQUESTS

- A. Debra Whaley, Finance Director was present to request a transfer of the balance in the Committed Fund Balance/Colonial Beach Volunteer Fire Department of \$13,974.31 to General Fund and also to appropriate the same amount to the Colonial Beach Volunteer Fire Department equipment for purchase of laptops, as requested by Chief David Robey.

With no further discussion, upon motion by Tim Trivett, second Russ Culver and carried unanimously with Russ Culver, Dorothy Dickerson Tate, Tim Trivett, Woody Hynson and Chairman Fisher voting "aye". The Board approves the transfer and appropriation requested by the Finance Department for the Colonial Beach Volunteer Fire Department in the amount of \$13,974.31.

November 21, 2023

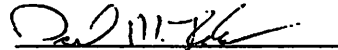
**TO:** Debra Whaley, Finance Director, Westmoreland County, VA.

**FROM:** David Robey, Chief, Colonial beach Volunteer Fire Department

**SUBJECT:** Transfer of Funds

I would respectfully request that the funds totaling 13,974.31 currently being held in the Committed Fund for Colonial Beach VFD be transferred to Acct# 32206-8201. I am requesting these funds be moved to allow the Department to purchase laptops for the apparatus to streamline operations and make things more efficient for the Department for reporting and responding to incidents.

Thank you for your assistance in this matter and if there are any questions or concerns please feel free to contact me.



David Robey

Chief

Colonial Beach Volunteer Fire Department

- B. Debra Whaley, Finance Director was present to request the Board's approval to transfer funds from contingency to increase the salaries of the County Administration Department by \$75,000.00 due to County Administrator and Assistant County Administrator new hires.

With no further discussion, upon motion by Woody Hynson, second Tim Trivett and carried unanimously with Woody Hynson, Tim Trivett, Dorothy Dickerson Tate, Russ Culver and Chairman Fisher voting “aye”. The Board approves the transfer and requested by the Finance Department for salaries of the new County Administrator and Assistant County Administrator in the amount of \$75,000.00.

4. EMS – Chief Byrd

- A. Chief Byrd was present today to request approval of the Board to increase rates for 2024. He explained that over the years, billing rates for EMS transports have been adjusted when the MediCare/Medicaid allowable billing fee schedules are adjusted. Westmoreland County adjusted our billing rates in 2020 behind a fee schedule alteration from our federal partners; this adjustment feel at the beginning of the COVID-19 pandemic. Since 2020, there have been recurring issues with supply and demand, product sourcing problems and inflation which have in turn driven the cost of operations up. At the September 2023 NNPDC meeting, the Board directed the EMS Chief’s to address an issue relating to billing rates and their current relevance to the economy. In a subsequent meeting of the EMS Chief’s it was discussed that the current rates for service do not reflect the current costs associated with providing service. Furthermore, it was discovered that a 20% increase would suffice to bring the current rates up to par with external costs. With that said, the increase in rates does not automatically guarantee that the amount billed will be what is returned. To potentially reduce any hardship that an increase would create, the threshold limit for dismissing any billing charges by \$5,000 from \$25,000 to \$30,000. In speaking with representation form the NNPDC, this will relieve any undue burden for those that are experiencing a hardship but no significantly lower the return in funds to Westmoreland County. Chief Byrd is asking the Board to approve the proposed adjustment to increase EMS Rates for 2024 and Increase hardship by \$5,000 in each category.

With no further discussion, upon motion by Woody Hynson, second Dorothy Dickerson Tate and carried unanimously with Russ Culver, Dorothy Dickerson Tate, Tim Trivett, Woody Hyson and Chairman Fisher voting “aye”. The Board approves the proposed adjustment to increase EMS Rates for 2024 and Increase hardship by \$5,000 in each category, as presented.

- B. Chief Byrd has asked to postpone his presentation regarding the Westmoreland Cooperative Agreements until later notice.

**\*\* NEXT PAGE – DOCUMENTS \*\***

**Members of the Board,**

**Westmoreland County EMS participates with the Northern Neck Planning District (NNPDC) alongside several Northern Neck EMS organizations in recovering insurance funds from both private and public vendors. Over the years, billing rates for EMS transports have been adjusted when the Medicare/Medicaid allowable billing fee schedules are adjusted. Westmoreland County adjusted our billing rates in 2020 behind a fee schedule alteration from our federal partners; this adjustment fell at the beginning of the COVID-19 pandemic. Since 2020, there have been recurring issues with supply/demand, product sourcing problems, and inflation which have in turn driven the cost of operations in an upward trend. At the September 2023 NNPDC meeting, the board directed the EMS Chief's to address an issue relating to billing rates and their current relevance to the state of the economy.**

**In a subsequent meeting of the Northern Neck area EMS Chief's it was discussed that the current rates for service (patient care/mileage) do not reflect the current costs associated with providing service. Further discussion revealed that a 20% increase (please see attachments) would suffice to bring the current rates up to par with external costs. It is important to note that the increase in rates does not automatically guarantee that the amount billed will in fact be what is returned. To potentially reduce any hardship that an increase would create, the threshold limit for dismissing any billing charges by \$5,000 from \$25,000 to \$30,000. In speaking with representation from the NNPDC, this will relieve any undue burden for those that are experiencing a hardship but not significantly lower the return in funds to Westmoreland County.**

**2023 CURRENT AGENCY RATES**

<b>Agency</b>	<b>ALS</b>	<b>BLS</b>	<b>ALS2</b>	<b>Mileage</b>	<b>Last Update</b>
<b>Lancaster</b>	<b>\$600</b>	<b>\$500</b>	<b>\$750</b>	<b>\$15</b>	<b>1/2022</b>
<b>Northumberland</b>	<b>\$650</b>	<b>\$500</b>	<b>\$750</b>	<b>\$15</b>	<b>4/2016</b>
<b>Richmond</b>	<b>\$650</b>	<b>\$500</b>	<b>\$750</b>	<b>\$14</b>	<b>7/2022</b>
<b>Essex</b>	<b>\$600</b>	<b>\$500</b>	<b>\$700</b>	<b>\$14</b>	<b>8/2016</b>
<b>Westmoreland</b>	<b>\$750</b>	<b>\$600</b>	<b>\$850</b>	<b>\$16</b>	<b>7/2020</b>

**Proposed increased EMS Rates for 2024:**

**BLS: \$720**

**ALS: \$900**

**ALS 2: \$1020**

**Milage: \$20**

**Increase hardship by \$5000 in each category:**

<u>Income</u>	<u>Exemption</u>
Less than 25,000	100%
25,000-35,000	75%
35,000-45,000	50%
45,000-55,000	25%
55,000 and above	0%

Virginia

Medicare 2023

	HCPCS	Contractor	Locality	RVU	GPCI (PE)	Base Rate	Urban Rate	Rural Rate	Date
ii leage	A0425	11302	00	1.00	0.990	8.54	8.71	8.80	1/1/2023
	A0426	11302	00	1.20	0.990	265.54	322.75	325.91	1/1/2023
1LS	A0427	11302	00	1.90	0.990	265.54	511.01	516.02	1/1/2023
	A0428	11302	00	1.00	0.990	265.54	268.95	271.59	1/1/2023
3LS	A0429	11302	00	1.60	0.990	265.54	430.33	434.55	1/1/2023
	A0430	11302	00	1.00	0.990	3603.48	3585.46	5378.19	1/1/2023
	A0431	11302	00	1.00	0.990	4189.59	4168.64	6252.96	1/1/2023
	A0432	11302	00	1.75	0.990	265.54	470.67	475.29	1/1/2023
LS2	A0433	11302	00	2.75	0.990	265.54	739.63	746.88	1/1/2023
	A0434	11302	00	3.25	0.990	265.54	874.10	882.67	1/1/2023
	A0435	11302	00	1.00	0.990	10.23	10.23	15.35	1/1/2023
	A0436	11302	00	1.00	0.990	27.28	27.28	40.92	1/1/2023

**DMAS Fee For Service (FFS) Ambulance Services  
Adjusted Rates Beginning with  
Dates of Service on or after July 1, 2012**

**FFS Emergency Ground Ambulance Transport Services**

Ground Ambulance Mileage	A0425	\$ 2.74
ALS Emergency Ground Ambulance	A0427	\$ 159.86
BLS Emergency Ground Ambulance	A0429	\$ 134.62
ALS Level 2 Emergency Ground Ambulance	A0433	\$ 231.37

**FFS Non Emergency Ground Ambulance Services**

**RATES USED FOR CROSS OVER CALCULATIONS ONLY**

Ground Ambulance Mileage	A0425	\$ 2.74
ALS Non Emergency Ground Ambulance	A0426	\$ 100.96
BLS Non Emergency Ground Ambulance	A0428	\$ 84.14
Non Emergency Specialty Ambulance	A0434	\$ 273.44

**FFS Emergency Air Ambulance Transport Services**

Emergency Air Ambulance – Fixed Wing	A0430	\$1,124.41
Emergency Air Ambulance – Rotary	A0431	\$1,307.29
Emergency Air Ambulance – Fixed Wing Mileage	A0435	\$ 3.22
Emergency Air Ambulance – Rotary Mileage	A0436	\$ 8.60

**FFS Neonatal Ambulance Services**

Neonatal Ambulance Transport	A0225	\$ 132.00
Neonatal Transport Mileage with “U1” Modifier	A0425 “U1”	\$ 6.60

**DMAS Fee For Service Billing Instructions**

Billing Instructions for DMAS FFS Ambulance claims can be found in the DMAS Transportation Manual, Chapter V, titled: “Billing Instructions”.

<https://www.virginiamedicaid.dmas.virginia.gov/wps/portal/ProviderManual>

Payment methodology for calculating ambulance claims for all dates of service can be found at:

[http://dmasva.dmas.virginia.gov/Content\\_pgs/trn-fee.aspx](http://dmasva.dmas.virginia.gov/Content_pgs/trn-fee.aspx)

**Emergency and Non-Emergency Ambulance Transports for Managed Care Organizations**

Many Medicaid members are enrolled with one of the Department's contracted Managed Care Organizations (MCO). In order to be reimbursed for services provided to an MCO enrolled individual, providers must follow their respective contract with the MCO. The MCO may utilize different prior authorization, billing, and reimbursement guidelines than those described for Medicaid fee-for-service individuals. For more information, please contact the MCO directly.

Additional information about the Medicaid MCO program can be found at:

<http://www.dmas.virginia.gov/mc-medallionII.htm>



5. DOMINION ENERGY UPDATE: Reagen Fakhoury was present today to introduce himself and update the Board on what Dominion Energy is working on. He stated that Dominion Energy is a Fortune 200 company with headquarters in Richmond. They service approximately 2.6 million customers in Virginia with more than 7,000 in Westmoreland County. Their mission is to provide reliable, affordable and increasingly clean energy to power customers every day. Mr. Fakhoury mentioned some projects in Westmoreland County; Montross solar, which is a 20 mega watt site; Springfield solar site which is smaller facility; and Broadband. Dominion Energy role and responsibility is design, construct and splice the fiber that they will ultimately hand over to the ISP. In Westmoreland County, they are about one week away from completing construction throughout the County and about one-two months away from handing over the fiber to the ISP and allowing the citizens to have the higspeed internet. With that said he asked if there were any further questions.

6. TOWN OF COLONIAL BEACH/CORRESPONDENCE

Caryn Self Sullivan, was recognized and stated that she has nothing formal prepared but wanted to wish everyone Seasons Greetings from the Town of Colonial Beach and it is with deep regret they say good-bye to Mr. Culver, Ms. Tate, Mr. Risavi and Ms. Lewis. She wishes all of them the very best.

Ms. Self Sullivan also mentioned an email invite was sent regarding DHR installation on Friday at 11:00 at Lunsford Point to commemorate the oyster's wars.

7. TOWN OF MONTROSS/CORRESPONDENCE

Mayor Terry Cosgrove was present and thanked Karen Lewis, Russ Culver, Dorothy Dickerson Tate and Norm Risavi for everything they have done. Mayor said he looks forward to working with the new Supervisors. Also, welcomed new County Administrator, Ben Prescott. Mayor said the Town still has a couple of projects going on:

- Water project is approximately 80% completed; rehabbed the tower inside and out, new well completed in partnership with the County, new generator, most of the main lines are in and have started connecting to homes and secured the rest of the money to complete the project to Forrest & Carver Lanes
- Thank you to those who attended the new park opening, project still has some things to do but it is being used;
- New project is the town purchased property next to Blue Ridge Bank and as soon as weather permits it will be paved to provide parking for business in town;
- Town is historically sponsoring the Christmas decoration contest for town residents and there are two categories – residential and commercial; and
- Would like to thank some individuals there were citizens groups that stepped up to take on the Fall Festival and the Christmas Spirit – Barbara Jean, Allan Hickman and Jean Dixon - warrant public recognition for their hard work.

8. VIRGINIA DEPARTMENT OF TRANSPORTATION

- A. David Beale, Resident Engineer was present and acknowledged by the Board. He started by acknowledging the outgoing board members and noted that he truly appreciates how well everyone treats him, he said it truly means a lot. He then moved to review of the monthly report as set forth below.

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



Westmoreland County Board of Supervisors  
December 2023 VDOT Report

**Maintenance Activity Highlights**

Completed:

- Ditch cleaning (Harbor View Cir, Mt Holly Rd, Circle Lane, Rt 205)
- Brush cutting (Rt 202, Neenah Rd)
- Patch potholes countywide
- Tree removal (Rt 3 at Lyell's Corner)
- Grading gravel roads (underway)
- Sign relocation (Rt 202 & Rt 3)

Upcoming:

- Grade gravel roads (underway)
- Ditch cleaning (Mt Holly and Sandy Pt areas)
- Brush cutting countywide
- Pothole patching countywide
- Address work orders countywide

**Construction Projects**

SSYP:

Rt 735 Grannys Bar Rd; **Under Construction** 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:

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

- B. Revenue Sharing Resolutions – Secondary System of Highways – Mr. Beale explained there are five (5) Resolutions that reference projects that were rural additions funded by Revenue Sharing, three (3) in Placid Bay and two (2) in Glebe Harbor. They were existing gravel roads that were not state maintained, the County and State combined funds to bring these roads up to State standards and now they can be brought into the State system. This is a necessary step to complete the process and move these roads into the State system.

Chairman asked if they could approve all the Resolutions together or do them separately. It was agreed to approve all together.

With no further discussion, upon motion by Woody Hynson, second Russ Culver and carried unanimously with Woody Hyson, Tim Trivett, Dorothy Dickerston Tate, Russ Culver and Chairman Fisher voting “aye”. The Board approves the five (5) Secondary System of Highways Resolutions – Albrough Boulevard, Anchor Court, Egret Court, and Holly Way Phase I and II,

**\*\* NEXT PAGE – SUPPORTING DOCUMENTS \*\***

**RESOLUTION**  
**SECONDARY SYSTEM OF STATE HIGHWAYS**  
**Rural Addition Requiring Funds for Improvement - Albrough Boulevard**

**WHEREAS**, the street described below was established in 1961 and currently serves 3 owner occupied dwelling units, and

**WHEREAS**, the Virginia Department of Transportation has deemed this county's current subdivision control ordinance meets all necessary requirements to qualify this county to recommend additions to the Secondary System of State Highways, pursuant to §33.2-335, Code of Virginia, and

**WHEREAS**, after examining the ownership of all property abutting this street, including the deeds and related plats, this Board finds no restriction on the use of public funds for the improvement of the road; and

**WHEREAS**, after examining the ownership of all properties abutting this street, this Board finds that speculative interest does not exist; and

**WHEREAS**, this Board identified available funding to make improvements required to qualify the street for addition to the Secondary System of State Highways, based on the Department's cost estimate of \$180,000.

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to §33.2-335, Code of Virginia, this Board requests the following street to be added to the Secondary System of State Highways maintained by the Virginia Department of Transportation and hereby guarantees the right-of-way of the street to be clear, unencumbered, and unrestricted, which right-of-way guarantee shall include any necessary easements required for cuts, fills, and drainage:

<b>Name of Subdivision:</b>	<u>Placid Bay Estates</u>
<b>Name of Street:</b>	<u>Albrough Boulevard</u>
<b>From:</b>	<u>Route 1311 (Lake Drive)</u>
<b>To:</b>	<u>0.01 miles north of Varuna Drive (private road)</u>
<b>Length:</b>	<u>0.15 Miles</u>
<b>Guaranteed Right Of Way Width:</b>	<u>50 Feet</u>

Deed Book 178 Pages 516 to 519 on October 2, 1961  
Plat Book 1 Page 10 on October 2, 1961  
Deed Book 905, Pages 758-760 on March 15, 2018

**BE IT FURTHER RESOLVED**, this Board has requested that Virginia Department of Transportation improve said street to the prescribed minimum standards, funding said improvements with the following funds:

Source of Funds	Amount
Revenue Sharing	\$90,000

**BE IT FURTHER RESOLVED**, this Board has reimbursed all costs that the Virginia Department of Transportation incurred to relocate existing utilities within the right-of-way that are discovered during the course of and in conflict with the construction, drawing such funds from resources other than those administered by the Department; and

**BE IT FURTHER RESOLVED**, this Board certifies that it has reimbursed all costs that the Virginia Department of Transportation incurred in the construction of necessary improvements to the road that are over and above the estimated cost of improvements or to otherwise identify an eligible source of funds administered by the Department to cover such costs; and

**BE IT FINALLY RESOLVED**, that a certified copy of this resolution and that the Virginia Department of Transportation has received a county check in the amount of \$90,000 that was forwarded to the Resident Administrator of the Virginia Department of Transportation.

Date of Adoption: December 11, 2023

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Darryl E. Fisher, Chairman  
Westmoreland County Board of Supervisors



**COMMONWEALTH OF VIRGINIA DEPARTMENT OF TRANSPORTATION**  
Form AM 4.3

In Westmoreland County

by Resolution of the governing body adopted 12/11/2023

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes to the secondary system of state highways.

A Copy Testee Signed (County Official): \_\_\_\_\_

**Report of Changes in the Secondary System of State Highways**

Project/Subdivision: 096- Albrough Boulevard Rural Addition

CHANGE TYPE	RTE NUM & STREET NAME	CHANGE DESCRIPTION	FROM TERMINI	TO TERMINI	LENGTH	NUMBER OF LANES	RECORDATION REFERENCE	ROW WIDTH
Addition	Rt. 1310 - Albrough Boulevard	Rural (Statutory) §33.2-335, §33.2-336	Route 1311 (Lake Drive)	Varuna Drive (private road)	0.14	2	Deed Book 178 Pages 516 to 519 on October 2, 1961 Plat Book 1 Page 10 on October 2, 1961 Deed Book 905, Pages 758-760 on March 15, 2018	50
Addition	Rt. 1310 - Albrough Boulevard	Rural (Statutory) §33.2-335, §33.2-336	Varuna Drive (private road)	0.01 miles north of Varuna Drive (private road)	0.01	2	Deed Book 178 Pages 516 to 519 on October 2, 1961 Plat Book 1 Page 10 on October 2, 1961 Deed Book 905, Pages 758-760 on March 15, 2018	50



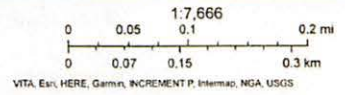
# Albrough Boulevard



11/14/2023

— - Addition

— - Existing State Maintained Roads



**RESOLUTION**  
**SECONDARY SYSTEM OF STATE HIGHWAYS**  
**Rural Addition Requiring Funds for Improvement – Anchor Court**

**WHEREAS**, the street described below was established in 1967, and currently serves 3 owner occupied dwelling units; and

**WHEREAS**, the Virginia Department of Transportation has deemed this county's current subdivision control ordinance meets all necessary requirements to qualify this county to recommend additions to the Secondary System of State Highways, pursuant to §33.2-335, Code of Virginia; and

**WHEREAS**, after examining the ownership of all property abutting this street, including the deeds and related plats, this Board finds no restriction on the use of public funds for the improvement of the road; and

**WHEREAS**, after examining the ownership of all properties abutting this street, this Board finds that speculative interest does not exist; and

**WHEREAS**, this Board identified available funding to make improvements required to qualify the street for addition to the Secondary System of State Highways, based on the Department's cost estimate of \$40,000.

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to §33.2-335, Code of Virginia, this Board requests the following street to be added to the Secondary System of State Highways maintained by the Virginia Department of Transportation and hereby guarantees the right-of-way of the street to be clear, unencumbered, and unrestricted, which right-of-way guarantee shall include any necessary easements required for cuts, fills, and drainage:

<b>Name of Subdivision:</b>	<b><u>Glebe Harbor Subdivision</u></b>
<b>Name of Street:</b>	<b><u>Anchor Court</u></b>
<b>From:</b>	<b><u>Route 1511 (Anchor Drive)</u></b>
<b>To:</b>	<b><u>Cul de sac (End of State Maintenance)</u></b>
<b>Length:</b>	<b><u>0.04 miles</u></b>
<b>Guaranteed Right Of Way Width:</b>	<b>50 Feet</b>

Deed Book 203 Pages 706 to 715 on September 15, 1967  
Plat Book 1 Pages 48 to 50 on September 15, 1967

**BE IT FURTHER RESOLVED**, this Board has requested that Virginia Department of Transportation improve said street to the prescribed minimum standards, funding said improvements with the following funds:

Source of Funds	Amount
Revenue Sharing	\$20,000

**BE IT FURTHER RESOLVED**, this Board has reimbursed all costs that the Virginia Department of Transportation incurred to relocate existing utilities within the right-of-way that are discovered during the course of and in conflict with the construction, drawing such funds from resources other than those administered by the Department; and

**BE IT FURTHER RESOLVED**, this Board certifies that it has reimbursed all costs that the Virginia Department of Transportation incurred in the construction of necessary improvements to the road that are over and above the estimated cost of improvements or to otherwise identify an eligible source of funds administered by the Department to cover such costs; and

**BE IT FINALLY RESOLVED**, that a certified copy of this resolution and that the Virginia Department of Transportation has received a county check in the amount of \$20,000 that was forwarded to the Resident Administrator of the Virginia Department of Transportation.

Date of Adoption: December 11, 2023

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Darryl E. Fisher, Chairman  
Westmoreland County Board of Supervisors



**COMMONWEALTH OF VIRGINIA DEPARTMENT OF TRANSPORTATION**  
Form AM 4.3

In Westmoreland County

by Resolution of the governing body adopted 12/11/2023

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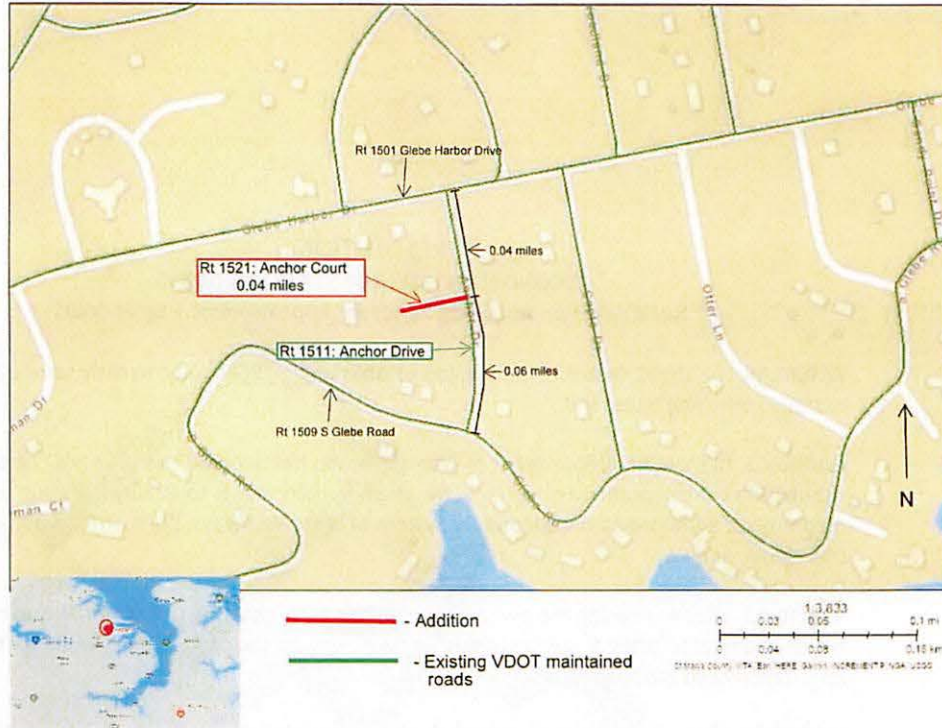
A Copy Testee Signed (County Official): \_\_\_\_\_

**Report of Changes in the Secondary System of State Highways**

Project/Subdivision: 096- Anchor Court Rural Addition

CHANGE TYPE	RTE NUM & STREET NAME	CHANGE DESCRIPTION	FROM TERMINI	TO TERMINI	LENGTH	NUMBER OF LANES	RECORDATION REFERENCE	ROW WIDTH
Addition	Rt. 1521 - Anchor Court	Rural (Statutory) §33.2-335, §33.2-336	Route 1511 (Anchor Drive)	Cul de sac	0.04	2	Deed Book 203 Pages 706 to 715 on September 15, 1967 Plat Book 1 Pages 48 to 50 on September 15, 1967	50

# Anchor Court



**RESOLUTION**  
**SECONDARY SYSTEM OF STATE HIGHWAYS**  
**Rural Addition Requiring Funds for Improvement – Egret Court**

**WHEREAS**, the street described below was established in 1968, and currently serves 3 owner occupied dwelling units, and

**WHEREAS**, the Virginia Department of Transportation has deemed this county's current subdivision control ordinance meets all necessary requirements to qualify this county to recommend additions to the Secondary System of State Highways, pursuant to §33.2-335, Code of Virginia, and

**WHEREAS**, after examining the ownership of all property abutting this street, including the deeds and related plats, this Board finds no restriction on the use of public funds for the improvement of the road, and

**WHEREAS**, after examining the ownership of all properties abutting this street, this Board finds that speculative interest does not exist; and

**WHEREAS**, this Board identified available funding to make improvements required to qualify the street for addition to the Secondary System of State Highways, based on the Department's cost estimate of \$80,000.

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to §33.2-335, Code of Virginia, this Board requests the following street to be added to the Secondary System of State Highways maintained by the Virginia Department of Transportation and hereby guarantees the right-of-way of the street to be clear, unencumbered, and unrestricted, which right-of-way guarantee shall include any necessary easements required for cuts, fills, and drainage:

Name of Subdivision:	<u>Glebe Harbor Subdivision</u>
Name of Street:	<u>Egret Court</u>
From:	<u>Route 1503 (Glebe Road)</u>
To:	<u>Cul de sac (End of State Maintenance)</u>
Length:	<u>0.06 miles</u>
Guaranteed Right Of Way Width:	50 Feet

Deed Book 208 Pages 278 to 292 on August 5, 1968  
Plat Book 1 Pages 65 to 69 on August 5, 1968

**BE IT FURTHER RESOLVED**, this Board has requested that Virginia Department of Transportation improve said street to the prescribed minimum standards, funding said improvements with the following funds:

Source of Funds	Amount
Revenue Sharing	\$40,000

**BE IT FURTHER RESOLVED**, this Board has reimbursed all costs that the Virginia Department of Transportation incurred to relocate existing utilities within the right-of-way that are discovered during the course of and in conflict with the construction, drawing such funds from resources other than those administered by the Department; and

**BE IT FURTHER RESOLVED**, this Board certifies that it has reimbursed all costs that the Virginia Department of Transportation incurred in the construction of necessary improvements to the road that are over and above the estimated cost of improvements or to otherwise identify an eligible source of funds administered by the Department to cover such costs; and

**BE IT FINALLY RESOLVED**, that a certified copy of this resolution and that the Virginia Department of Transportation has received a county check in the amount of \$40,000 that was forwarded to the Resident Administrator of the Virginia Department of Transportation.

Date of Adoption: December 11, 2023

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Darryl E. Fisher, Chairman  
Westmoreland County Board of Supervisors



**COMMONWEALTH OF VIRGINIA DEPARTMENT OF TRANSPORTATION**  
Form AM 4.3

In Westmoreland County

by Resolution of the governing body adopted 12/11/2023

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes to the secondary system of state highways.

A Copy Testee Signed (County Official): \_\_\_\_\_

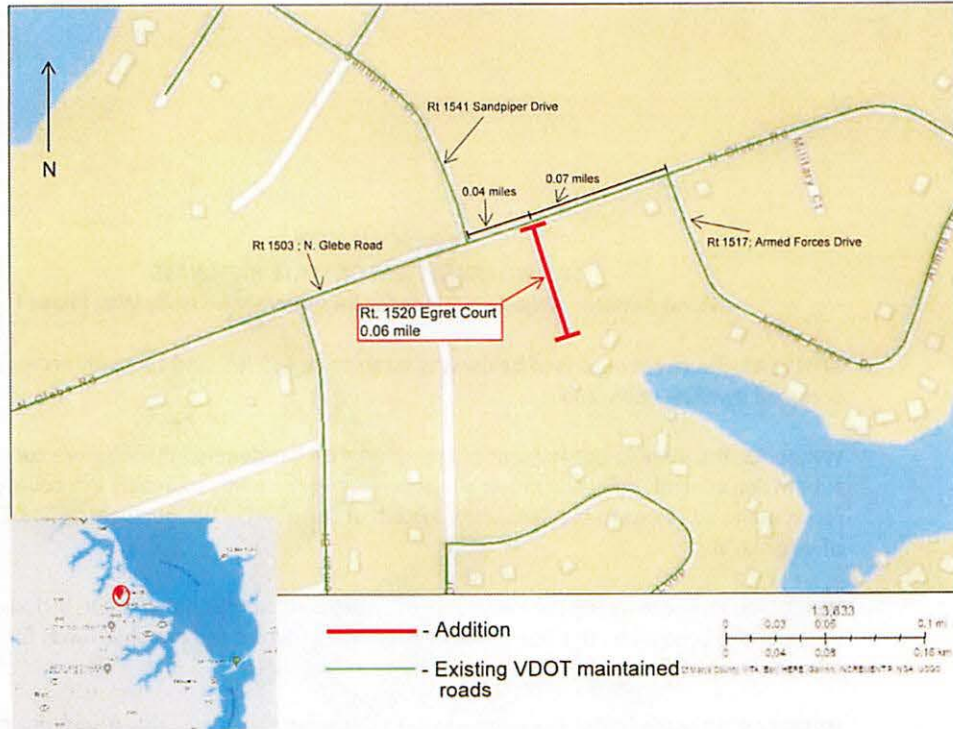
**Report of Changes in the Secondary System of State Highways**

Project/Subdivision: 096- Egret Court Rural Addition

CHANGE TYPE	RTE NUM & STREET NAME	CHANGE DESCRIPTION	FROM TERMINI	TO TERMINI	LENGTH	NUMBER OF LANES	RECORDATION REFERENCE	ROW WIDTH
Addition	Rt. 1520 - Egret Court	Rural (Statutory) §33.2-335, §33.2-336	Route 1503 (Glebe Road)	Cul de sac	0.06	2	Deed Book 208 Pages 278 to 292 on August 5, 1968 Plat Book 1 Pages 65 to 69 on August 5, 1968	50



# Egret Court



**RESOLUTION**  
**SECONDARY SYSTEM OF STATE HIGHWAYS**  
**Rural Addition Requiring Funds for Improvement – Holly Way Phase I**

**WHEREAS**, the street described below was established in 1965, and currently serves 3 owner occupied dwelling units, and

**WHEREAS**, the Virginia Department of Transportation has deemed this county's current subdivision control ordinance meets all necessary requirements to qualify this county to recommend additions to the Secondary System of State Highways, pursuant to §33.2-335, Code of Virginia, and

**WHEREAS**, after examining the ownership of all property abutting this street, including the deeds and related plats, this Board finds no restriction on the use of public funds for the improvement of the road, and

**WHEREAS**, after examining the ownership of all properties abutting this street, this Board finds that speculative interest does not exist; and

**WHEREAS**, this Board identified available funding to make improvements required to qualify the street for addition to the Secondary System of State Highways, based on the Department's cost estimate of \$130,000.

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to §33.2-335, Code of Virginia, this Board requests the following street to be added to the Secondary System of State Highways maintained by the Virginia Department of Transportation and hereby guarantees the right-of-way of the street to be clear, unencumbered, and unrestricted, which right-of-way guarantee shall include any necessary easements required for cuts, fills, and drainage:

<b>Name of Subdivision:</b>	<u>Placid Bay Estates</u>
<b>Name of Street:</b>	<u>Holly Way</u>
<b>From:</b>	<u>Rt 1328 ; Forest Grove Road</u>
<b>To:</b>	<u>0.01 miles north of Deux Road (Private Road)</u>
<b>Length:</b>	<u>0.11 Miles</u>
<b>Guaranteed Right Of Way Width:</b>	<u>50 Feet</u>

Plat Book 1, Page 24, Date: 5/11/1965 ,  
Deed Book 193, Pages: 51-54, Date: 5/11/1965

**BE IT FURTHER RESOLVED**, this Board has requested that Virginia Department of Transportation improve said street to the prescribed minimum standards, funding said improvements with the following funds:

Source of Funds	Amount
Rural Addition Funds	\$65,000

**BE IT FURTHER RESOLVED**, this Board has reimbursed all costs that the Virginia Department of Transportation incurred to relocate existing utilities within the right-of-way that are discovered during the course of and in conflict with the construction, drawing such funds from resources other than those administered by the Department; and

**BE IT FURTHER RESOLVED**, this Board certifies that it has reimbursed all costs that the Virginia Department of Transportation incurred in the construction of necessary improvements to the road that are over and above the estimated cost of improvements or to otherwise identify an eligible source of funds administered by the Department to cover such costs; and

**BE IT FINALLY RESOLVED**, that a certified copy of this resolution and that the Virginia Department of Transportation has received a county check in the amount of \$65,000 that was forwarded to the Residency Administrator of the Virginia Department of Transportation.

Date of Adoption: December 11, 2023

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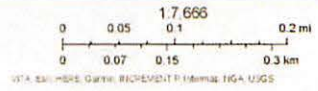
Darryl E. Fisher, Chairman  
Westmoreland County Board of Supervisors

# Holly Way (Phase 1) Rural Addition



11/8/2023

— Addition





**COMMONWEALTH OF VIRGINIA DEPARTMENT OF TRANSPORTATION**  
**Form AM 4.3**

In Westmoreland County

by Resolution of the governing body adopted 12/11/2023

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes to the secondary system of state highways.

A Copy Testee Signed (County Official): \_\_\_\_\_

**Report of Changes in the Secondary System of State Highways**

Project/Subdivision: 096- Holly Way (phase 2) Rural Addition

CHANGE TYPE	RTE NUM & STREET NAME	CHANGE DESCRIPTION	FROM TERMINI	TO TERMINI	LENGTH	NUMBER OF LANES	RECORDATION REFERENCE	ROW WIDTH
Addition	Rt. 1356 - Holly Way	Rural (Statutory) §33.2-335, §33.2-336	Cedar Lane (Private Road)	0.02 mile north of Cedar Lane (Private)	0.02	2	Deed Book 191 Pages 626 to 629 on January 13, 1965 Plat Book 1 Page 23 on January 13, 1965 Deed Book 193 Pages 51 to 54 on May 11, 1965 Plat Book 1 Page 24 on May 11, 1965	50
Addition	Rt. 1356 - Holly Way	Rural (Statutory) §33.2-335, §33.2-336	0.01 mile north of Deux Rue (Private)	Cedar Lane (Private Road)	0.11	2	Deed Book 191 Pages 626 to 629 on January 13, 1965 Plat Book 1 Page 23 on January 13, 1965 Deed Book 193 Pages 51 to 54 on May 11, 1965 Plat Book 1 Page 24 on May 11, 1965	50

**RESOLUTION**  
**SECONDARY SYSTEM OF STATE HIGHWAYS**  
**Rural Addition Requiring Funds for Improvement – Holly Way Phase II**

**WHEREAS**, the street described below was established in 1965 and currently serves 3 owner occupied dwelling units, and

**WHEREAS**, the Virginia Department of Transportation has deemed this county's current subdivision control ordinance meets all necessary requirements to qualify this county to recommend additions to the Secondary System of State Highways, pursuant to §33.2-335, Code of Virginia, and

**WHEREAS**, after examining the ownership of all property abutting this street, including the deeds and related plats, this Board finds no restriction on the use of public funds for the improvement of the road, and

**WHEREAS**, after examining the ownership of all properties abutting this street, this Board finds that speculative interest does not exist, and

**WHEREAS**, this Board identified available funding to make improvements required to qualify the street for addition to the Secondary System of State Highways, based on the Department's cost estimate of \$167,000.

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to §33.2-335, Code of Virginia, this Board requests the following street to be added to the Secondary System of State Highways maintained by the Virginia Department of Transportation and hereby guarantees the right-of-way of the street to be clear, unencumbered, and unrestricted, which right-of-way guarantee shall include any necessary easements required for cuts, fills, and drainage:

<b>Name of Subdivision:</b>	<u>Placid Bay Estates</u>
<b>Name of Street:</b>	<u>Holly Way</u>
<b>From:</b>	<u>0.01 miles north of Deux Road (Private Road)</u>
<b>To:</b>	<u>0.02 miles north of Cedar Lane (Private Road)</u>
<b>Length:</b>	<u>0.13 Miles</u>
<b>Guaranteed Right Of Way Width:</b>	<u>50 Feet</u>

Deed Book 191 Pages 626 to 629 on January 13, 1965  
Plat Book 1 Page 23 on January 13, 1965  
Deed Book 193 Pages 51 to 54 on May 11, 1965  
Plat Book 1 Page 24 on May 11, 1965

**BE IT FURTHER RESOLVED**, this Board has requested that Virginia Department of Transportation improve said street to the prescribed minimum standards, funding said improvements with the following funds:

Source of Funds	Amount
Rural Addition Funds	\$83,500

**BE IT FURTHER RESOLVED**, this Board has reimbursed all costs that the Virginia Department of Transportation incurred to relocate existing utilities within the right-of-way that are discovered during the course of and in conflict with the construction, drawing such funds from resources other than those administered by the Department; and

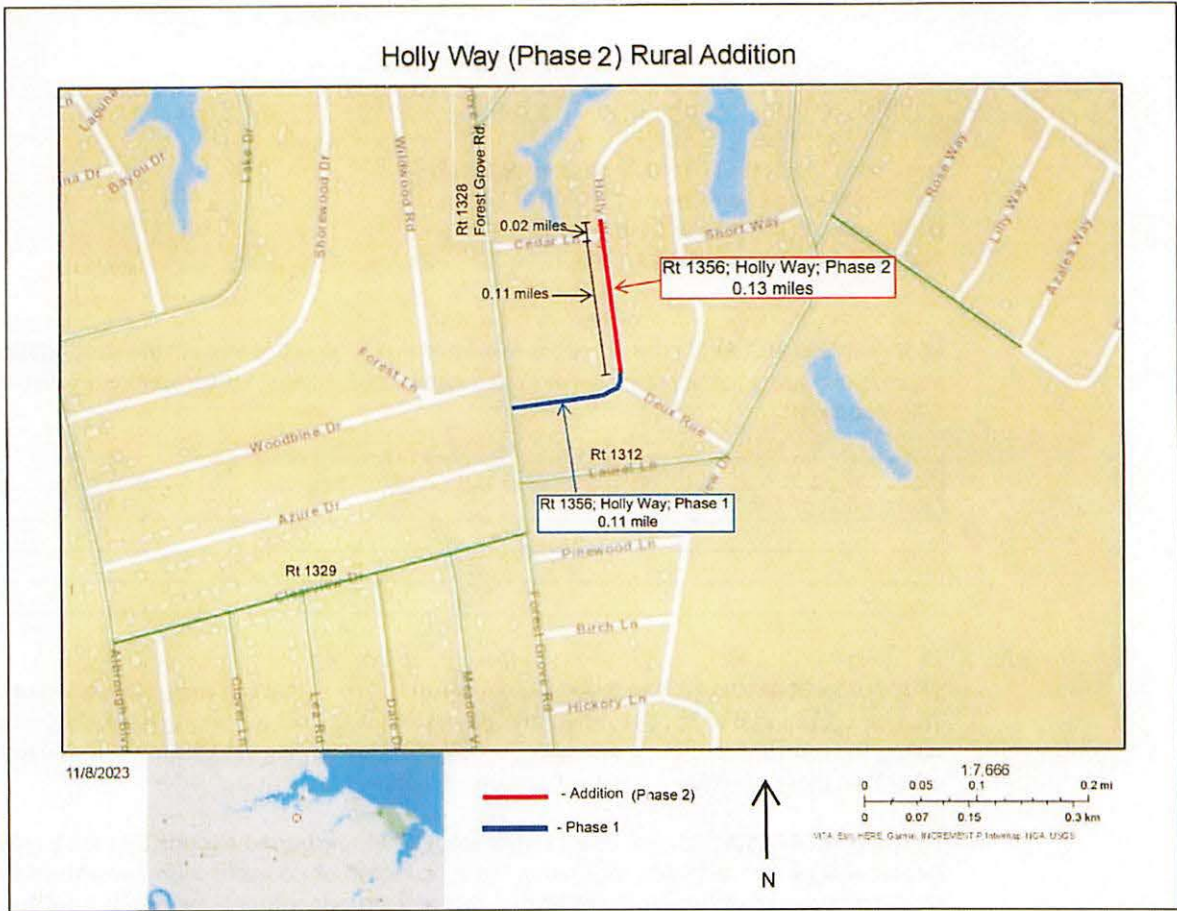
**BE IT FURTHER RESOLVED**, this Board certifies that it has reimbursed all costs that the Virginia Department of Transportation incurred in the construction of necessary improvements to the road that are over and above the estimated cost of improvements or to otherwise identify an eligible source of funds administered by the Department to cover such costs; and

**BE IT FINALLY RESOLVED**, that a certified copy of this resolution and that the Virginia Department of Transportation has received a county check in the amount of \$83,500 that was forwarded to the Residency Administrator of the Virginia Department of Transportation.

Date of Adoption: December 11, 2023

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Darryl E. Fisher  
Westmoreland County Board of Supervisors



9. COUNTY ATTORNEY: INFORMAL OPINION ISSUED RE LOCAL BOARD OF SOCIAL SERVICES. The County Attorney, Richard Stuart, stated the Board had a question regarding selection of the local Board of Social Services and there was some confusion as to whether or not a supervisor could be used as the local government official. We know it could be the County Administrator or official, but could it be a supervisor. The statute in other places specifically sets out a member of the board of supervisors while using the term local government official. Mr. Stuart requested an informal opinion from the Attorney General’s office, with the caveat, an AG’s opinion is persuasive, not law, and that is a formal opinion but can be persuasive in court but is not law. An informal opinion is an opinion of one council at the AG’s office and is not the AG’s opinion but a formal opinion can take upward of a year and the Board wanted a quick answer. With that said, a council at the AG’s office prepared a well thought out and well-reasoned opinion stating that we can establish a local social services board with a local government official and that could be a supervisor.





## COMMONWEALTH of VIRGINIA

Office of the Attorney General

Jason S. Miyares  
Attorney General

December 5, 2023

202 North Ninth Street  
Richmond, Virginia 23219  
804-786-2071  
Fax 804-786-1991  
Virginia Relay Services  
800-828-1120  
7-1-1

The Honorable Richard H. Stuart  
Member, Senate of Virginia  
Post Office Box 1146  
Montross, Virginia 22520

Dear Senator Stuart:

I am responding to your request for an informal opinion. The Supreme Court of Virginia recognizes that construction of the Constitution and statutes of the Commonwealth by the Attorney General under § 2.2-505 of the *Code of Virginia* "is of the most persuasive character and is entitled to due consideration."<sup>1</sup> The same status and weight, however, are not afforded informal opinions and advice rendered by other attorneys in the Office. The views expressed herein do not constitute an opinion of the Attorney General under the provisions of § 2.2-505. Rather, this response to your inquiry represents only the individual views of one of the counsel to the Attorney General.<sup>2</sup>

### Issue Presented

You ask whether a member of a county board of supervisors is a "local government official" who may constitute a local board of social services under Virginia Code § 63.2-302.

### Applicable Law and Discussion

All counties and cities in the Commonwealth are required to have a local board of social services.<sup>3</sup> The composition of a local board serving a single county is governed by § 63.2-302.<sup>4</sup> The statute provides the governing body of the county two options in establishing the local board: the board "shall be . . . either a *local government official* or a local board consisting of residents of the county who are . . . appointed by the governing body of the county." Section 63.2-302 further provides that, when the governing body selects the latter option, the board "shall consist of three or more members" and "[t]he governing body shall appoint a member of the board of supervisors to be one member of the local board . . ."<sup>5</sup>

<sup>1</sup> Barber v. City of Danville, 149 Va. 418, 424 (1928). See also City of Va. Beach v. Va. Rest. Ass'n, Inc., 231 Va. 130, 135 (1986); Bd. of Supvrs. v. Marshall, 215 Va. 756, 762 (1975).

<sup>2</sup> See VA. CODE ANN. § 2.2-501 (2022) (permitting Attorney General to appoint such deputy and assistant Attorneys General as may be necessary).

<sup>3</sup> VA. CODE ANN. § 63.2-301 (2017).

<sup>4</sup> Local boards serving counties having a special form of county government are subject to § 63.2-303, and boards serving single cities are governed by § 63.2-303. This opinion is limited to boards established pursuant to § 63.2-302.

<sup>5</sup> VA. CODE ANN. § 63.2-302 (2017) (emphasis added).

Honorable Richard H. Stuart  
December 5, 2023  
Page 2

You ask whether the governing body of a county that chooses the first method – appointment of a local government official to be the sole member of a single-member board – may appoint a member of the county’s board of supervisors to serve in that capacity. You thus inquire whether a member of the board of supervisors qualifies as a “local government official” under § 63.2-302.

The “primary objective” in construing a statute is “to ascertain and give effect to legislative intent, as expressed by the language used in the statute.”<sup>6</sup> Although there are at least nine other instances where the phrase “local government official” is used in the *Code of Virginia*,<sup>7</sup> the General Assembly has not provided a statutory definition of the complete phrase. In the absence of a statutory definition, words in a statute are to be given their usual and commonly understood meanings, given the context in which they are used.<sup>8</sup>

The term “local government” generally is understood to refer to “[t]he government of locality, such as a city, county or parish[.]”<sup>9</sup> and as typically used in the *Code*, expressly includes counties.<sup>10</sup> I find nothing in § 63.2-302 that suggests that “local government” should be construed differently for purposes of establishing a board of social services to serve a county; rather, employment of the term within that context reinforces that the term includes reference to a county. I therefore conclude “local government,” as used in § 63.2-302, embraces a county so that “local government official” encompasses a county official.

With respect to “official,” I am unaware of any general definition of the term provided in the *Code*.<sup>11</sup> In the governmental context, the ordinary meaning of “official” is “one who holds or is invested with a public office.”<sup>12</sup> A “public office,” in turn, is a position that is “created by the Constitution . . . or by statute . . . [that] is filled by election or appointment, with a designation or title, and duties concerning the public[.] assigned by law. A frequent characteristic of such a post is a fixed term of office.”<sup>13</sup> Applying this description here, it is clear that a person serving as member of a county board of supervisors holds a public office: the position of a member of a board of supervisors is an elected office created by law,<sup>14</sup> with a

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<sup>6</sup> *City of Hampton v. Williamson*, \_\_ Va. \_\_, 887 S.E.2d 555, 558 (2023) (quoting *Cuccinelli v. Rector & Visitors of the Univ. of Va.*, 283 Va. 420, 425 (2012)).

<sup>7</sup> VA. CODE ANN. §§ 2.2-5205 (2022); 15.2-1507(A)(8)(c) (Supp. 2023); 15.2-2307(D) (2018); 33.2-1221(B)(10) (2019); 37.2-200(A) (2019); 46.2-1231 (2022); 63.2-301 (2017); 63.2-304 (2017); and 63.2-305(A) & (B)(3) (2017).

<sup>8</sup> *Taylor v. Commonwealth*, 298 Va. 336, 342 (2020); 2018 Op. Va. Att’y Gen. 133, 136 (citing *United States v. Graham and Irvine*, 250 F. 499, 501 (W.D. Va. 1917)).

<sup>9</sup> BLACK’S LAW DICTIONARY 840 (11th ed).

<sup>10</sup> See, e.g., VA. CODE ANN. §§ 2.2-419 (2022); 3.2-3112 (2023); 5.1-30.1 (2021); 6.2-1701 (2021); 10.1-603.16 (2018); 10.1-603.28 (Supp. 2023); 10.1-1230 (2018); 15.2-102 (2018); 15.2-2419 (2018); 15.2-2430 (2018); 25.1-100 (Supp. 2023); 27-95 (Supp. 2023); 36-156.1 (2019); 62.1-199 (Supp. 2023); 62.1-224 (2019); 62.1-233 (2019); 62.1-241.1 (2019). It is well established that the *Code* “constitutes a single body of law, and other sections can be looked to where the same phraseology is employed.” *Hart v. Commonwealth*, 18 Va. App. 77, 79 (1994) (quoting *King v. Commonwealth*, 2 Va. App. 708, 710 (1986)).

<sup>11</sup> *But see* VA. CODE ANN. § 42.1-77 (Supp. 2023) (defining the term “public official” for purposes of the Virginia Public Records Act to include “all persons holding any office created by the Constitution of Virginia or by any act of the General Assembly”).

<sup>12</sup> 2004 Op. Va. Att’y Gen. 72, 77 (citing BLACK’S LAW DICTIONARY 1114 (7th ed. 1999)).

<sup>13</sup> 2004 Op. Va. Att’y Gen. 125, 128. See also 2004 Op. Va. Att’y Gen. 6, 8; 2000 Op. Va. Att’y Gen. 24, 25-26; 1996 Op. Va. Att’y Gen. 149, 149; 1976-77 Op. Va. Att’y Gen. 110, 110.

<sup>14</sup> See VA. CONST. art. VII, § 5; VA. CODE ANN. § 15.2-1400 (Supp. 2023) (both providing for the election of county governing bodies).

Honorable Richard H. Stuart  
December 5, 2023  
Page 3

designated title and fixed term of service;<sup>15</sup> and members, with their fellow supervisors, carry out the public functions set forth in Title 15.2 of the *Code* and elsewhere.<sup>16</sup> Because a member of a county board of supervisors holds a “public office,” the member is an “official” as normally understood.

Based on a coupling of these standard definitions, I conclude that a member of a county board of supervisors is a public officer serving in a position of local government and therefore qualifies as a “local government official” for purposes of § 63.2-302.

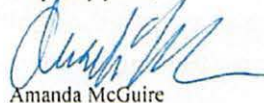
That § 63.2-302 also contains a specific reference to a “member of the board of supervisors” in addition to employing the more general phrase “local government official” does not alter this conclusion. By using the phrase “local government official” when addressing the makeup of a single-member board, the General Assembly established a range of officials who may constitute such a board. As explained above, a board of supervisors’ member falls within that range. Accordingly, in requiring a multi-member board to include a member of the board of supervisors, the General Assembly simply specified a type of “local government official” that must serve on such a board.<sup>17</sup> The terms thus are not mutually exclusive, and the difference in language does not negate the fact that a member of the board of supervisors is a “local government official.” Had the General Assembly intended to preclude a member of the county board of supervisors from constituting the local board of social services, it certainly knew how to achieve that result.<sup>18</sup>

#### Conclusion

Accordingly, it is my view that a member of a county board of supervisors is a “local government official” who may constitute a local board of social services serving a single county under Code § 63.2-302.

With kind regards, I am,

Very truly yours,



Amanda McGuire  
Opinions Counsel

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<sup>15</sup> See VA. CODE ANN. §§ 15.2-102 (stating that the term “supervisor” means a member of the board of supervisors of a county); 24.2-218 (Supp. 2023) (establishing four-year terms for supervisors generally).

<sup>16</sup> See, e.g., §§ 15.2-1200 to -1249 (2018 & Supp. 2023).

<sup>17</sup> This requirement applies “except in those cases where the board of supervisors has determined otherwise.”

<sup>18</sup> See, e.g., 2023 Op. Va. Att’y Gen. No. 23-032, at 4 n.29, <https://www.oag.state.va.us/citizen-resources/opinions/official-opinions?view=article&id=2523&catid=30#september> (“The General Assembly knows how to express its intent.”) (citing 2014 Op. Va. Att’y Gen. 95, 97).

10. LAND USE CASE – CASE #2312-CA-01: Beth McDowell, Planning Director was present to request Board approval of changes to Chapters 54 and 55 of the County Code.

Ms. McDowell stated that effective July 1, 2023, the state legislature adopted an amendment to these code sections that allows DEQ and could allow localities to also accept an agreement-in-lieu-of a plan for farm buildings, provided certain conditions are met including that the overall proposed impervious cover of the site does not exceed five percent (5%).

Ms. McDowell explained that before Westmoreland County can implement this new policy, the language permitting it must be adopted into the local codes. On October 11, 2023, Ms. McDowell came before the Board to notify them of this change in the state legislation and asked whether the Board would be interested in pursuing the adoption of the new language into the Westmoreland County Code. On that date, the Board requested that we advertise for a public hearing to consider these amendments.

Current Requirements: Farm buildings need approval of a zoning permit, as well as potentially a land disturbing permit and stormwater management permit. The proposed changes would allow them to be permitted with a simpler site plan if the site/project meets all the criteria.

Ms. McDowell noted currently an engineered site plan is required for projects for farm structures larger than 833 square feet or where the land disturbed area exceeds 2,500 square feet. This threshold of 2,500 square feet is significantly lower here in the Chesapeake Bay Preservation Act portion of the state compared to the western side of Virginia where the threshold is 10,000 square feet of land disturbance. This threshold is defined in state code and cannot be raised at the local level (although more strict requirements are permissible).

Proposed Amendments: The proposed language change is the inclusion of farm buildings in the definition of “agreement-in-lieu-of” a plan in both the Erosion & Sediment Control (ESC) chapter and the Chesapeake Bay Preservation Act Land Disturbances (aka stormwater management or SWM) chapter. In addition, a definition of “farm building or structure” is proposed to be added to both chapters. The ESC regulations also have an additional reference to agreements-in-lieu-of a plan in the “Submission and approval of plans” subsection that would need to be updated.

On December 4, 2023, the Planning Commission unanimously recommended adoption of the amendments with a January 1, 2024 implementation date (5-0 vote).

PUBLIC HEARING: Chairman Fisher reviewed the rules for the public hearing and then opened the floor for comment.

Richard Wilkins – He stated, anything that can simplify a process for farmers or that would be beneficial for the farmers he would support.

No one else came forward; therefore, Chairman Fisher closed the public hearing and came back to the Board for action.

With no further questions, upon motion by Woody Hynson second by Russ Culver and carried unanimously with Timothy Trivett, Dorothy Dickerson Tate, Russ Culver, Woody Hynson and Chairman Fisher voting “aye”. The Board approved the proposed changes, as submitted, by Land Use, with an effective date of January 1, 2024.

**\*\* NEXT PAGE – SUPPORTING DOCUMENTS \*\***



Westmoreland County, Virginia  
**LAND USE ADMINISTRATION**  
 PO Box 1000  
 Montross, VA 22520  
 804-493-0120

Building Official  
 Zoning Official  
 Planning Commission  
 Board of Zoning Appeals  
 Board of Building Appeals  
 Wetlands Board

**Board of Supervisors**  
**Staff Report**

**Date:** December 4, 2023  
**From:** Beth McDowell, *Planning Director*  
**Case #:** #2312-CA-01  
**Authority:** County Code Section 1-12  
**Proposed Amendment:** Proposed amendment to Chapters 54 and 55 of County Code, specifically to allow an Agreement-In-Lieu-Of a plan for farm buildings in certain cases  
**Planning Commission:** *On December 4, 2023, the Planning Commission unanimously recommended adoption of the amendments with a January 1, 2024 implementation date (5-0 vote)*  
**Board of Supervisors:** Monday, December 11, 2023 (6:00 p.m., English building)

**FINDING OF FACTS**

**Background:**

Until earlier this year, the state regulations governing erosion and sediment control (land disturbance) permits, as well as stormwater management permits, required a site plan drafted by a design professional for construction of a new farm building over a certain size. This requirement applied to commercial, industrial, multi-family, and agricultural buildings.

The codes have historically included an allowance for an agreement-in-lieu-of a plan to be accepted for single-family homes and residential accessory structures. With an agreement-in-lieu-of a plan, a more simple drawing of the site is acceptable in most cases.

Effective July 1, 2023, the state legislature adopted an amendment to these code sections that allows DEQ and could allow localities to also accept an agreement-in-lieu-of a plan for farm buildings, provided certain conditions are met including that the overall proposed impervious cover of the site doesn't exceed five percent (5%).

However, before Westmoreland County can implement this new potential policy, the language permitting it must be adopted into the local codes. On October 11, 2023, staff notified the Board of this change in the state legislation and asked whether the Board would be interested in pursuing the adoption of the new language into the Westmoreland County Code. On that date, the Board requested that we advertise for a public hearing to consider these amendments.

**Current Requirements:**

Farm buildings need approval of a zoning permit, as well as potentially a land disturbing permit and stormwater management permit, both currently and in the event of the adoption of these changes. The proposed changes would allow them to be permitted with a simpler site plan if the site/project meets all the criteria.

Many agricultural activities are exempt from permitting entirely by state regulations or have lessened requirements. However, currently an engineered site plan is required for projects for farm structures larger than 833 square feet or where the land disturbed area exceeds 2,500 square feet. This threshold of 2,500 square feet is significantly lower here in the Chesapeake Bay Preservation Act portion of the state compared to the western side of Virginia where the threshold is 10,000 square feet of land disturbance. This threshold is defined in state code and cannot be raised at the local level (although more strict requirements are permissible).

**Proposed Amendments:**

The proposed language change is the inclusion of farm buildings in the definition of “agreement-in-lieu-of” a plan in both the Erosion & Sediment Control (ESC) chapter and the Chesapeake Bay Preservation Act Land Disturbances (aka stormwater management or SWM) chapter. In addition, a definition of “farm building or structure” is proposed to be added to both chapters. The ESC regulations also have an additional reference to agreements-in-lieu-of a plan in the “Submission and approval of plans” subsection that would need to be updated.

**Final Notes:**

In the event that the Board adopts the attached amendments, the Board should also include in their motion their desired implementation date. In their motion recommending adoption of the attached language, the Planning Commission also recommended an implementation date of January 1, 2024.

**Attachments:**

Proposed amendments  
Memo from VA-DEQ dated June 8, 2023  
Draft AILO form from DEQ

Note: ~~Struck through wording to be removed~~, Bold underlined language to be added

## PROPOSED AMENDMENTS TO CHAPTER 54: EROSION & SEDIMENT CONTROL

### Chapter 54-2 Definitions

*Agreement-in-lieu-of-plan* means a contract between the plan-approving authority and the owner of the land that specifies conservation measures that must be implemented in the construction of ~~either 1) a single-family residence, as well as its~~ either 1) a single-family residence, as well as its additions and accessory structures, or 2) a farm building or structure on a parcel of land with a total impervious cover percentage, including the impervious cover from the farm building or structure to be constructed, of less than five percent. This contract may be executed by the plan-approving authority in lieu of a formal site plan.

*Farm building or structure* means the same as that term is defined in § 36-97 and also includes any building or structure used for agritourism activity, as defined in § 3.2-6400, and any related impervious surfaces including roads, driveways, and parking areas.

### Sec. 54-4. Submission and approval of plans

(e) Where the land-disturbing activity results from the site preparation and construction of 1) a single-family residence, as well as its additions or accessory structures, or 2) a farm building or structure on a parcel of land with a total proposed impervious cover percentage of less than five percent, an agreement-in-lieu-of-plan may be substituted for an erosion and sediment plan if executed by the land use department or plan-approving authority in compliance with this article.



Note: ~~Struck through wording~~ to be removed, Bold underlined language to be added

PROPOSED AMENDMENTS TO CHAPTER 55: CHESAPEAKE BAY PRESERVATION ACT LAND DISTURBANCES

Chapter 55-2 Definitions

*Agreement in lieu of a stormwater management plan* means a contract between the County or VSMP authority and the owner or permittee that specifies methods that shall be implemented to comply with the requirements of a VSMP for the construction of either 1) a single-family residence, as well as its additions and accessory structures, or 2) a farm building or structure on a parcel of land with a total impervious cover percentage, including the impervious cover from the farm building or structure to be constructed, of less than five percent; such contract may be executed by the VSMP authority in lieu of a stormwater management plan.

*Farm building or structure* means the same as that term is defined in § 36-97 and also includes any building or structure used for agritourism activity, as defined in § 3.2-6400, and any related impervious surfaces including roads, driveways, and parking areas.

Note: ~~Struck through wording~~ to be removed, **Bold underlined language** to be added

ADDITIONAL NOTES:

**§ 36-97. Definitions** (under Article 1 General Provisions, under Chapter 6 Uniform Statewide Building Codes, under Title 36 Housing in the Code of Virginia)

**"Farm building or structure"** means a building or structure not used for residential purposes, located on property where farming operations take place, and used primarily for any of the following uses or combination thereof:

1. Storage, handling, production, display, sampling, or sale of agricultural, horticultural, floricultural, or silvicultural products produced in the farm;
2. Sheltering, raising, handling, processing, or sale of agricultural animals or agricultural animal products;
3. Business or office uses relating to the farm operations;
4. Use of farm machinery or equipment or maintenance or storage of vehicles, machinery, or equipment on the farm;
5. Storage or use of supplies and materials used on the farm; or
6. Implementation of best management practices associated with farm operations.

**§ 3.2-6400. Definitions** (under Chapter 64 Agritourism Activity Liability, under Subtitle V. Domestic Animals, under Title 3.2. Agriculture, Animal Care, and Food in the Code of Virginia)

**"Agritourism activity"** means any activity carried out on a farm or ranch that allows members of the general public, for recreational, entertainment, or educational purposes, to view or enjoy rural activities, including farming, wineries, ranching, horseback riding, historical, cultural, harvest-your-own activities, or natural activities and attractions. An activity is an agritourism activity whether or not the participant paid to participate in the activity.



Commonwealth of Virginia  
VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

1111 E. Main Street, Suite 1400, Richmond, Virginia 23219  
P.O. Box 1105, Richmond, Virginia 23218  
(800) 592-5482 FAX (804) 698-4178

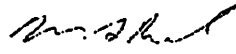
[www.deq.virginia.gov](http://www.deq.virginia.gov)

Travis A. Voyles  
Secretary of Natural and Historic Resources

Michael S. Rolband, PE, PWD, PWS Emeritus  
Director  
(804) 698-4020

MEMORANDUM

To: All Members of the Stormwater Management Development/Design Community,  
All Local Virginia Stormwater Management Program Administrators

From: Mike Rolband 

Date: June 8, 2023

Subject: Agreement in Lieu for Farm Buildings or Structures and Associated Impervious  
Surfaces – Effective July 1, 2023

Legislation enacted following the General Assembly's 2023<sup>1</sup> session amended the Erosion and Sediment Control Law (ESCL) and Stormwater Management Act (SWA) to add "*farm building or structure on a parcel of land with a total impervious cover percentage, including the impervious cover from the farm building or structure to be constructed, of less than five percent*" to the definitions of "Agreement in lieu of a plan"<sup>2</sup> and "Agreement in lieu of a stormwater management plan"<sup>3</sup> as buildings that are able to use these agreements. Per the ESCL and the SWA, farm building or structure means "*the same as that term is defined in § 36-97 and also includes any building or structure used for agritourism activity, as defined in § 3.2-6400, and any related impervious surfaces including roads, driveways, and parking areas.*"

This memorandum, effective July 1, 2023, provides details regarding the implementation of this legislation when the Virginia Department of Environmental Quality (DEQ) is the Virginia Stormwater Program Management (VSMP) and/or Virginia Erosion and Sediment Control Program (VЕСP) authority where the farm building or structure will be constructed. Localities and other entities that serve as VSMP and/or VЕСP authorities may, but are not required to, adopt comparable policies or requirements in their ordinances for these structures.

<sup>1</sup> 2023 Va. Acts Chs. 48 and 49 (HB 1848 and SB 1376).

<sup>2</sup> Code of Virginia § 62.1-44.15:51.

<sup>3</sup> Code of Virginia § 62.1-44.15:24.

### **Implementation**

Land-disturbing activities related to the installation and production of crops, such as vines and fermentable grains, fall within the exemptions in the ESCL and SWA for agricultural activities (e.g., tilling, planting, or harvesting of agricultural crops).<sup>4</sup> Where the construction of roads, driveways, and parking areas, and other structures associated with the farm building or structure and/or agritourism activity will result in a total impervious cover percentage, including the impervious cover from the farm building or structure and/or agritourism activity to be constructed, of less than five percent of the parcel of land, agreements in lieu may be substituted for an erosion and sediment control (ESC) plan and/or stormwater management (SWM) plan. As part of the agreement in lieu of a SWM plan, DEQ expects the owner to minimize post-construction runoff from the land-disturbing activity and parcel of land to the maximum extent practicable. This includes controls to prevent flooding or erosion damage from occurring on adjacent or downstream properties by implementing the following stormwater practices:

- a. Direct runoff from rooftops as non-erosive sheet flow to well-vegetated areas on the parcel of land to the maximum extent practicable,
- b. Direct runoff from impervious surfaces on the parcel of land (e.g., driveways, parking areas, sidewalks) as non-erosive sheet flow to well-vegetated areas on the parcel to the maximum extent practicable, and
- c. Direct runoff from lawns as non-erosive sheet flow to undisturbed, naturally-vegetated areas on the parcel of land to the maximum extent practicable.

Even if the proposed construction of a farm building or structure is less than five percent of the parcel of land, if the total proposed area of land disturbance is equal to or greater than one (1) acre, coverage under a Construction General Permit (CGP) is required pursuant to § 62.1-44.15:34 A of the Code of Virginia.

If the construction will result in a total impervious cover percentage that is or will be greater than or equal to five (5) percent of the total parcel of land, an agreement in lieu is not applicable. In these cases, the land disturbing activity may require an ESC plan, SWM plan, and/or CGP coverage.

An Agreement in Lieu of a Stormwater Management Plan for Farm Building or Structure form is available on the DEQ website ([www.deq.virginia.gov/our-programs/water/stormwater](http://www.deq.virginia.gov/our-programs/water/stormwater)). An owner or operator who plans to enter into an agreement in lieu is required to provide documentation that clearly depicts: (1) the extent of the parcel of land on which construction of the farm building or structure will take place, and (2) the total impervious cover of the parcel of land, including the impervious cover from the farm building or structure that is being constructed. The total impervious percentage cover includes all impervious areas on the parcel of land, regardless of whether they are included within the agriculture activity exemption or not.

Please feel free to contact Rebecca Rochet ([Rebecca.Rochet@deq.virginia.gov](mailto:Rebecca.Rochet@deq.virginia.gov); 804-801-2950) should you have any questions.

---

<sup>4</sup> Code of Virginia §§ 62.1-44.15:51 (definition of "land-disturbing activities") and 62.1-44.15:34 C 2.



**COMMONWEALTH of VIRGINIA**  
*DEPARTMENT OF ENVIRONMENTAL QUALITY*

**AGREEMENT IN LIEU OF A STORMWATER MANAGEMENT PLAN**  
**FARM BUILDING OR STRUCTURE\***

**Construction Activity Operator:**

Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Email address (if available): \_\_\_\_\_

**Location of Farm Building or Structure:**

Address (if no address description of location): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

County (if not located within a City): \_\_\_\_\_

**Total Imperious Coverage Information:**

Total Acreage of Parcel: \_\_\_\_\_

Total Acreage of Impervious Cover: \_\_\_\_\_

Total Percent Impervious: \_\_\_\_\_

In place of a Stormwater Management Plan for the construction of this farm building or structure, I agree to comply with the requirements of this "Agreement in Lieu of a Stormwater Management Plan" (or other requirements as established by the Department when necessary) to ensure compliance with the applicable post-construction stormwater management provisions of the Virginia Stormwater Management Program (VSMP) Regulations.

**REQUIREMENTS**

- As required by the Construction General Permit (VAR10), a copy of this signed and dated "Agreement in Lieu of a Stormwater Management Plan" shall be maintained in my Stormwater Pollution Prevention Plan (SWPPP) for the construction activity, if applicable.

- Post-construction runoff from the property shall be minimized to the maximum extent practicable and shall be controlled to prevent flooding or erosion damage from occurring on adjacent or downstream properties. In meeting this requirement, I agree to direct:
  - runoff from rooftops as non-erosive sheet flow to well-vegetated areas on the property to the maximum extent practicable,
  - runoff from impervious surfaces on the property (e.g., driveways, parking areas, sidewalks) as non-erosive sheet flow to well-vegetated areas on the property to the maximum extent practicable, and
  - runoff from lawns as non-erosive sheet flow to undisturbed, naturally-vegetated areas on the property to the maximum extent practicable.

I fully understand that not complying may result in the revocation of this "Agreement in Lieu of a Stormwater Management Plan" and that the submission of a project-specific Stormwater Management Plan in accordance with 9VAC25-870-55 of the VSMP Regulations may be required.

This "Agreement in Lieu of a Stormwater Management Plan" does not authorize land disturbance. Land-disturbing activities cannot begin until the applicable local Virginia Erosion and Sediment Control Program (VESCP) Authority provides authorization.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(This certification must be signed by the operator of the construction activity identified above.)**

\*Only applicable where the construction of the farm building or structure will result in a total impervious cover percentage, including the impervious cover from the farm building or structure to be constructed, of less than five (5) percent of the parcel of land. If the construction will result in a total impervious cover percentage that is or will be greater than or equal to five (5) percent of the total parcel of land, an agreement in lieu is not applicable. Furthermore, if the total proposed area of land disturbance for the building construction is equal to or greater than one (1) acre, Construction General Permit coverage is required. With the completed Agreement of in Lieu of A Stormwater Management Plan, provide documentation (e.g., aerial image with annotations) that clearly depicts:

- (1) the extent of the parcel of land on which construction of the farm building or structure will take place, and
- (2) the total impervious cover of the parcel of land, including the impervious cover from the farm building or structure that is being constructed.

The total impervious percentage cover includes all impervious areas on the parcel of land, regardless of whether they are included within the agriculture activity exemption or not.

**11. OLD BUSINESS – RESOLUTION (AMEND) DEPARTMENT OF SOCIAL SERVICES:**

Chairman noted the item has been on the agenda several times prior and the Resolution has been passed but was stated the implementation of the Resolution would go forward with the appointment of one Board member and two citizens who would be selected at this meeting. Chairman Fisher asked how the Board would like to proceed.

Dorothy Dickerson Tate made a motion to nominate Supervisor Tim Trivett to serve on the Board of Social Services as the Board of Supervisor's representative; Russ Culver second the nomination. Chairman Fisher then clarified that the Resolution passed at the last meeting stated that the Board of Social Services will be comprised of one Board member and two citizen members. Whomever is picked to serve as the Board representative must serve with the concurrence of their colleagues on the Board of Supervisors, as well as, the Board would need to approve the two (2) additional citizen members.

Any discussion – Mr. Hynson said the Board has been dealing with this problem for years and curing the problem is finding someone with the most experience in handling problems of this nature. The County has gone through several directors in the last few years which points to it is not the director, it's the interaction with the people already there. One of the problems Mr. Hynson is having, is we have two board members going off and two coming on and the County Administrator leaving who has always provided good guidance and advice. We need to work with Ben Prescott who will take over in a few short weeks and he should take an active part in who would be sent to DSS to work on the problems. Mr. Hynson said we need to find the right person to solve the problem and want to make sure we send a problem solver this time. So he is not in favor of picking a Board member tonight.

With no further discussion, upon motion by Dorothy Dickerson Tate, second Russ Culver, Woody Hynson – nay; Dorothy Dickerson Tate – aye, Russ Culver – aye, Tim Trivett – aye, and Chairman Fisher – abstains from voting. With a vote of 3 – 1 with one vote abstained Mr. Trivett will be the Supervisor appointed to the Board of Social Services.

Chairman Fisher then asked if there were any nominations for the two (2) citizens to serve on the panel. Chairman Fisher would like to nominate Cora Gaskins Johnson. Upon motion by Chairman Fisher, second Dorothy Dickerson Tate, Vice Chairman Trivett asked for a vote - Woody Hynson – nay; Dorothy Dickerson Tate – aye, Russ Culver – aye, Tim Trivett – aye, and Chairman Fisher – aye. With a vote of 4 – 1. Ms. Cora Gaskins Johnson is one of the citizen members on the Board of Social Services.

Chairman Fisher asked the public if anyone is interested in serving on this Board please contact the Supervisor in your district. He noted it is vitally important for the well fair of this County that we have a fully functioning Department of Social Services to getting the job done and the job of this Board is oversight and to report back to the Board of Supervisors.

12. NEW BUSINESS – ABSTRACT OF VOTES: Chairman Fisher stated the next item is the approval of the last election. The outcome of the last election is public record now. The Board can approve each record individually or take the records collectively. Chairman stated our election process should be held to the highest integrity and to ensure that fact with the closeness of District 3 race there was a recount completed and served that the process worked with the results held and that is how democracy works.

With no further questions, upon motion by Tim Trivett second by Dorothy Dickerson Tate and carried unanimously with Woody Hynson, Russ Culver, Dorothy Dickerson Tate, Tim Trivett and Chairman Fisher voting “aye”. The Board approved the Abstract of Votes for the elections held in Westmoreland County, VA on November 7, 2023.

**\*\* NEXT PAGE – SUPPORTING DOCUMENTS \*\***



# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member, Senate of Virginia (25th District)

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Richard H. Stuart - Republican	3957
Jolicia A. Ward - Democratic	2270
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	6
Total Number of Overvotes for Office	4

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member, Senate of Virginia (25th District).

Given under our hands this 14<sup>th</sup> day of November, 2023  
Ben Hill, Chairman  
[Signature], Vice Chairman  
[Signature], Secretary  
[Signature], Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member, House of Delegates (67th District)

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Hillary Pugh Kent - Republican	3835
John Q. Smith - Democratic	2258
Richard W. Kenski - Independent	136
Total Write-In votes [from Write-Ins Certifications]	3
[Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	3

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member, House of Delegates (67th District).

Given under our hands this 14<sup>th</sup> day of November, 2023

Bryce Pittman, Chairman  
WJ, Vice Chairman  
JK, Secretary  
\_\_\_\_\_, Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Clerk of Court (Westmoreland County)

District: WESTMORELAND COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Anne B. Garner	5463
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	62
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	1

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Clerk of Court (Westmoreland County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Clerk of Court (Westmoreland County).

Anne B. Garner

Given under our hands this 14<sup>th</sup> day of November, 2023  
[Signature], Chairman  
[Signature], Vice Chairman  
[Signature], Secretary  
\_\_\_\_\_, Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Commonwealth's Attorney (Westmoreland County) District: WESTMORELAND COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Julia Hutt Sichel	5291
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	86
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	1

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Commonwealth's Attorney (Westmoreland County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Commonwealth's Attorney (Westmoreland County).

Julia Hutt Sichel

Given under our hands this 15<sup>th</sup> day of November, 2023  
Bryce Hillery, Chairman  
WJ, Vice Chairman  
KAC, Secretary  
\_\_\_\_\_, Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Sheriff (Westmoreland County) District: WESTMORELAND COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
C. O. Balderson	3258
Nathan Gray Thompson	1820
Chris T. Ashton	1029
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	19
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	5

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Sheriff (Westmoreland County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Sheriff (Westmoreland County).

C. O. Balderson

Given under our hands this 14<sup>th</sup> day of November, 2023

Bry Millerson, Chairman  
W, Vice Chairman  
hac, Secretary  
\_\_\_\_\_, Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Commissioner of Revenue (Westmoreland County)

District: WESTMORELAND COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
William K. Hoover	5307
Total Write-In votes [from Write-Ins Certifications]	69
[Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	1

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Commissioner of Revenue (Westmoreland County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Commissioner of Revenue (Westmoreland County).

William K. Hoover

Given under our hands this 14<sup>th</sup> day of November, 2023

Buy \_\_\_\_\_, Chairman  
W \_\_\_\_\_, Vice Chairman  
He \_\_\_\_\_, Secretary  
\_\_\_\_\_, Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Treasurer (Westmoreland County)

District: WESTMORELAND COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Sue Nash Jones	5429
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	66
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Treasurer (Westmoreland County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Treasurer (Westmoreland County).

Sue Nash Jones

Given under our hands this 14<sup>th</sup> day of November, 2023

Bry Millward, Chairman  
[Signature], Vice Chairman  
[Signature], Secretary  
[Signature], Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member School Board - At Large (Member School Board - At Large) District: Sch Brd At Lrg

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
J. Ralph Fallin	4189
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	112
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	3

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board - At Large (Member School Board - At Large) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board - At Large (Member School Board - At Large).

J. Ralph Fallin

Given under our hands this 14<sup>th</sup> day of November, 2023  
Bry Millward, Chairman  
W, Vice Chairman  
Fallin, Secretary  
\_\_\_\_\_, Acting Secretary



# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
 at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member Board of Supervisors (District 1)

District: DISTRICT 1

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Darryl E. Fisher	1068
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	33
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (District 1) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (District 1).

Darryl E. Fisher

Given under our hands this 14<sup>th</sup> day of November, 2023

\_\_\_\_\_ Chairman  
 \_\_\_\_\_ Vice Chairman  
 \_\_\_\_\_ Secretary  
 \_\_\_\_\_ Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
 at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member Board of Supervisors (District 2)

District: DISTRICT 2

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Jeffrey Alan McCormack	1160
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	62
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	2

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (District 2) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (District 2).

Jeffrey Alan McCormack

Given under our hands this 14<sup>th</sup> day of November, 2023

Bry Millard, Chairman  
[Signature], Vice Chairman  
[Signature], Secretary  
 \_\_\_\_\_, Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member Board of Supervisors (District 3)

District: DISTRICT 3

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Matthew D. Ingram	604
Dorothy Dickerson Tate	595
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	3
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (District 3) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (District 3).

Matthew D. Ingram

Given under our hands this 14<sup>th</sup> day of November,  
\_\_\_\_\_  
[Signature], Chairman  
\_\_\_\_\_  
[Signature], Vice Chairman  
\_\_\_\_\_  
[Signature], Secretary  
\_\_\_\_\_  
\_\_\_\_\_, Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member Board of Supervisors (District 4)

District: DISTRICT 4

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Woodrow W. "Woody" Hynson	613
Mario D. Haggerty	469
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	10
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (District 4) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (District 4).

Woodrow W. "Woody" Hynson

Given under our hands this 14<sup>th</sup> day of November, 2023  
[Signature], Chairman  
[Signature], Vice Chairman  
[Signature], Secretary  
[Signature], Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member Board of Supervisors (District 5)

District: DISTRICT 5

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Timothy J. Trivett	970
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	22
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (District 5) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (District 5).

Timothy J. Trivett

Given under our hands this 14<sup>th</sup> day of November, 2023

By Alley, Chairman  
W, Vice Chairman  
Red, Secretary  
\_\_\_\_\_, Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member School Board (District 1)

District: DISTRICT 1

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Rebecca Lynn Minor	1069
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	24
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	1

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (District 1) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (District 1).

Rebecca Lynn Minor

Given under our hands this 14<sup>th</sup> day of November, 2023

Bryce Hillend, Chairman  
[Signature], Vice Chairman  
[Signature], Secretary  
[Signature], Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
 at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member School Board (District 2) District: DISTRICT 2

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	365
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	149
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (District 2) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (District 2).

Total Write-In votes [from Write-Ins Certifications]  
[Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]  
\*\* Please submit a Write-Ins Certification \*\*

Given under our hands this 14<sup>th</sup> day of November, 2023

Bryce Kelly, Chairman  
[Signature], Vice Chairman  
[Signature], Secretary  
 \_\_\_\_\_, Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member School Board (District 3)

District: DISTRICT 3

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Amy T. Richards	1043
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	18
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (District 3) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (District 3).

Amy T. Richards

Given under our hands this 14<sup>th</sup> day of November, 2023

Boyd Miller, Chairman  
W, Vice Chairman  
James, Secretary  
\_\_\_\_\_, Acting Secretary



# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

## Member School Board (District 4)

District: DISTRICT 4

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Daniel F. Wallace	970
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	16
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (District 4) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (District 4).

Daniel F. Wallace

Given under our hands this 14<sup>th</sup> day of November, 2023  
Bryant Steward, Chairman  
W, Vice Chairman  
Paul, Secretary  
\_\_\_\_\_, Acting Secretary

# ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA  
 at the 2023 November General and Special Elections held on November 07, 2023 for,

## Soil and Water Conservation Director Northern Neck District (Westmoreland County)

District: WESTMORELAND COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Richard E. Wilkins	4061
Benson C. Braxton	2880
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	81
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	1

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Soil and Water Conservation Director Northern Neck District (Westmoreland County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Soil and Water Conservation Director Northern Neck District (Westmoreland County).

1. Richard E. Wilkins
2. Benson C. Braxton

Given under our hands this 14<sup>th</sup> day of November, 2023

B. J. Miller, Chairman  
[Signature], Vice Chairman  
[Signature], Secretary  
 \_\_\_\_\_, Acting Secretary



\* VIRGINIA \*  
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
VA. CODE § 24.2-675

Complete this form **ONLY** if (i) the total number of write-ins is **10%** or more of the total number of votes cast for the office (for a cross-jurisdictional office, the total number across all jurisdictions), **OR** (ii) a write-in candidate was elected to the office.

WESTMORELAND COUNTY <small>Locality</small>	11/07/23 <small>Election Date (MM/DD/YY)</small>	General Special Primary <small>Circle Election Type(s)</small>
SCHOOL BOARD <small>Office</small>	2 <small>District (if applicable)</small>	Page 1 of 6

**WRITE-INS – SUMMARY**

	Total Votes Received (In Figures)
1. Invalid Write-Ins .....	71 <small>Enter Total Invalid</small>
2. Valid Write-Ins .....	443 <small>Enter Total Valid</small>
3. Total Write-Ins .....	514 <small>Add Lines 1 and 2</small>

["Total Write-Ins" must match the "Total Write-In Votes" line on the Abstract for this office.]

**VALID WRITE-INS – DETAIL**

List **valid** write-ins in alphabetical order below and on continuation pages, as needed. All **valid** write-ins when added together must equal total entered on line 2 above.

	Total Valid Votes Received (In Figures)
AXTEL, BUDDY .....	1
BEARD, MATTHEW .....	10
BENNETT, JAMIE .....	1

Continued on pages 2 through 6

We, the undersigned Electoral Board members, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on 11 / 07 / 2023, do hereby certify that, with the continuation pages indicated, the above is a true and correct certification of the write-in votes cast at said election for the office indicated above.

Given under our hands this 14<sup>th</sup> day of NOVEMBER, 2023.

A copy to:



\_\_\_\_\_, Chairman  
  
 \_\_\_\_\_, Vice Chairman  
  
 \_\_\_\_\_, Secretary  
 \_\_\_\_\_, Acting Secretary

ELECT-675

Rev. 7/12/2018



\* VIRGINIA \*  
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
CONTINUATION  
VA. CODE § 24.2-675

WESTMORELAND COUNTY	11/07/23	General Special Primary
Locality	Election Date (MM/DD/YY)	Circle Election Type(s)
SCHOOL BOARD	2	Page 2 of 6
Office	District (if applicable)	

**VALID WRITE-INS – DETAIL** (continued)

Continue to list valid write-ins in alphabetical order below and on additional continuation pages, as needed. All valid write-ins when added together must equal total entered on line 2 of page 1.

Total Valid Votes  
Received  
(In Figures)

BOWLET, DOROTHY	1
BREITMAN, BYRON	1
BURRELL, STEPHANIE	1
CAREY, ALEXIS	4
CARTER, AMY	2
CLARKE, SHANNON	1
COOKE, JAMES	1
CULVER, RUSS	3
DELOACH, FRANKLIN	1
DOVE, GREGORY	1
EVANS, ANNIE	2
FALLIN, BEVERLY	1
FISHER, DANNY	1
<del>JOHNSON, SHERITA VIRGINIA</del>	<del>1</del>
HOWETT, TAMMY	1
HYNSON, BRENDA	1
JONES, STEVE	1
KEMP, DOUGLAS	3
KING, MATTHEW	1
LANE, IRIS	2



★ VIRGINIA ★  
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
VA. CODE § 24.2-675

Complete this form **ONLY** if (i) the total number of write-ins is 10% or more of the total number of votes cast for the office (for a cross-jurisdictional office, the total number across all jurisdictions), **OR** (ii) a write-in candidate was elected to the office.

<u>WESTMORELAND COUNTY</u> <small>Locality</small>	<u>11/07/23</u> <small>Election Date (MM/DD/YY)</small>	<u>General</u> <u>Special</u> <u>Primary</u> <small>Circle Election Type(s)</small>
<u>SCHOOL BOARD</u> <small>Office</small>	<u>2</u> <small>District (if applicable)</small>	Page <u>3</u> of <u>6</u>

**WRITE-INS – SUMMARY**

	<b>Total Votes Received (In Figures)</b>
1. Invalid Write-Ins .....	Enter Total Invalid
2. Valid Write-Ins .....	Enter Total Valid
3. Total Write-Ins .....	Add Lines 1 and 2
<small>["Total Write-Ins" must match the "Total Write-In Votes" line on the Abstract for this office.]</small>	

**VALID WRITE-INS – DETAIL**

List valid write-ins in alphabetical order below and on continuation pages, as needed. All valid write-ins when added together must equal total entered on line 2 above.

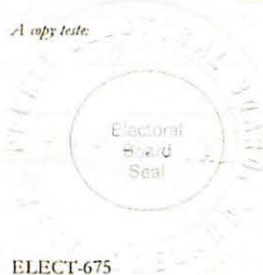
	<b>Total Valid Votes Received (In Figures)</b>
<u>LATANE, LEICA</u> .....	<u>1</u>
<u>LEWIS, ADAM</u> .....	<u>1</u>
<u>LEWIS, KATHERINE</u> .....	<u>1</u>

Continued on pages 2 through 6

We, the undersigned Electoral Board members, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on 11 / 07 / 2023, do hereby certify that, with the continuation pages indicated, the above is a true and correct certification of the write-in votes cast at said election for the office indicated above.

Given under our hands this 14<sup>th</sup> day of NOVEMBER, 2023.

A copy test:



[Signature], Chairman

[Signature], Vice Chairman

[Signature], Secretary

\_\_\_\_\_, Acting Secretary

ELECT-675

Rev. 7/12/2018



\* VIRGINIA \*  
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
CONTINUATION  
VA. CODE § 24.2-675

WESTMORELAND COUNTY	11/07/23	General Special Primary
Locality	Election Date (MM/DD/YY)	Circle Election Type(s)
SCHOOL BOARD	2	Page 4 of 6
Office	District (if applicable)	

**VALID WRITE-INS – DETAIL** (continued)

Continue to list valid write-ins in alphabetical order below and on additional continuation pages, as needed. All valid write-ins when added together must equal total entered on line 2 of page 1.

	Total Valid Votes Received (In Figures)
LEWIS, PATRICIA	1
LOWE, JAMES	2
MAHAN, ROSEMARY	365
MARTIN, HARRY	1
MEHAN, ANNE	1
MINOR, REBECCA	2
MICHEL, JAMES	1
MINOR, R	1
MORGAN, KAY	1
MULHOLLAND, LYLE J	2
NEWMAN, ANNIE	2
PATTERSON, BRUCE	1
PITERA, PAUL	1
PRESTON, AMANDA PUGH	1
RAMMING, MIKE	1
REED, JERNARD	1
REYNOLDS, SHANNON	1
RIDDERBOS, ERIC	1
RISAVI, NORM	1
ROBINSON, CAMILLE	1



\* VIRGINIA \*  
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
VA. CODE § 24.2-675

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WESTMORELAND COUNTY <small>Locality</small>	11/07/23 <small>Election Date (MM/DD/YY)</small>	General Special Primary <small>Circle Election Type(s)</small>
SCHOOL BOARD <small>Office</small>	2 <small>District (if applicable)</small>	Page 5 of 6

**WRITE-INS – SUMMARY**

	Total Votes Received (In Figures)
1. Invalid Write-Ins .....	Enter Total Invalid
2. Valid Write-Ins .....	Enter Total Valid
3. Total Write-Ins .....	Add Lines 1 and 2
<small>["Total Write-Ins" must match the "Total Write-In Votes" line on the Abstract for this office.]</small>	

**VALID WRITE-INS – DETAIL**

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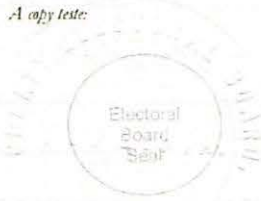
	Total Valid Votes Received (In Figures)
<del>NORA</del> ROHALL, NORA .....	1
RYAN, BRANDON .....	1
SMITH, DONNIE .....	2

Continued on pages 2 through 6

We, the undersigned Electoral Board members, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on 11 / 07 / 2023, do hereby certify that, with the continuation pages indicated, the above is a true and correct certification of the write-in votes cast at said election for the office indicated above.

Given under our hands this 14<sup>th</sup> day of NOVEMBER, 2023.

A copy test:



Bry Mitchell \_\_\_\_\_, Chairman  
Wesley \_\_\_\_\_, Vice Chairman  
Tracy \_\_\_\_\_, Secretary  
 \_\_\_\_\_, Acting Secretary

ELECT-675

Rev. 7/12/2018



\* VIRGINIA \*  
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
CONTINUATION  
VA. CODE § 24.2-675

WESTMORELAND COUNTY	11/07/23	General Special Primary
Locality	Election Date (MM/DD/YY)	Circle Election Type(s)
SCHOOL BOARD	2	Page 6 of 6
Office	District (if applicable)	

**VALID WRITE-INS – DETAIL** (continued)

Continue to list valid write-ins in alphabetical order below and on additional continuation pages, as needed. All valid write-ins when added together must equal total entered on line 2 of page 1.

**Total Valid Votes  
Received  
(In Figures)**

SUMNER, JON PAUL	1
SYDNER, BILLY	1
VANOVER, COLE	1
VOELCHER, WILLIAM	1
WHITE, BARBARA	1
WILLIAMS, TRICIA FAUNTLEROY	1
WRIGHT, LISA	1





\* VIRGINIA \*  
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
VA. CODE § 24.2-675

Complete this form **ONLY** if (i) the total number of write-ins is 10% or more of the total number of votes cast for the office (for a cross-jurisdictional office, the total number across all jurisdictions), **OR** (ii) a write-in candidate was elected to the office.

WESTMORELAND COUNTY <small>Locality</small>	11/07/23 <small>Election Date (MM/DD/YY)</small>	General Special Primary <small>Circle Election Type(s)</small>
SCHOOL BOARD <small>Office</small>	2 <small>District (if applicable)</small>	Page 1 of 6

**WRITE-INS – SUMMARY**

	Total Votes Received (In Figures)
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3. Total Write-Ins .....	514 <small>Add Lines 1 and 2</small>
<small>["Total Write-Ins" must match the "Total Write-In Votes" line on the Abstract for this office.]</small>	

**VALID WRITE-INS – DETAIL**

List **valid** write-ins in alphabetical order below and on continuation pages, as needed. All **valid** write-ins when added together must equal total entered on line 2 above.

	Total Valid Votes Received (In Figures)
AXTEL, BUDDY	1
BEARD, MATTHEW	10
BENNETT, JAMIE	1

Continued on pages 2 through 6

We, the undersigned Electoral Board members, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on 11 / 07 / 2023, do hereby certify that, with the continuation pages indicated, the above is a true and correct certification of the write-in votes cast at said election for the office indicated above.

Given under our hands this 14<sup>th</sup> day of NOVEMBER, 2023.

A copy to:



\_\_\_\_\_, Chairman  
  
 \_\_\_\_\_, Vice Chairman  
  
 \_\_\_\_\_, Secretary  
 \_\_\_\_\_, Acting Secretary

ELECT-675

Rev. 7/12/2018



\* VIRGINIA \*  
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
CONTINUATION  
VA. CODE § 24.2-675

WESTMORELAND COUNTY	11/07/23	General Special Primary
Locality	Election Date (MM/DD/YY)	Circle Election Type(s)
SCHOOL BOARD	2	Page 2 of 6
Office	District (if applicable)	

**VALID WRITE-INS – DETAIL** (continued)

Continue to list **valid** write-ins in alphabetical order below and on additional continuation pages, as needed. All valid write-ins when added together must equal total entered on line 2 of page 1.

**Total Valid Votes  
Received  
(In Figures)**

BOWLET, DOROTHY	1
BREITMAN, BYRON	1
BURRELL, STEPHANIE	1
CAREY, ALEXIS	4
CARTER, AMY	2
CLARKE, SHANNON	1
COOKE, JAMES	1
CULVER, RUSS	3
DELOACH, FRANKLIN	1
DOVE, GREGORY	1
EVANS, ANNIE	2
FALLIN, BEVERLY	1
FISHER, DANNY	1
<del>JOHNSON, SHERITA VIRGINIA</del>	<del>1</del>
HOWETT, TAMMY	1
HYNSON, BRENDA	1
JONES, STEVE	1
KEMP, DOUGLAS	3
KING, MATTHEW	1
LANE, IRIS	2

**B. Resolution Presentations** – Chairman Fisher asked to approve the Resolutions collectively for Russ Culver, Dorothy Dickerson Tate, Karen Lewis and Norm Risavi. Chairman Fisher asked for a motion to approve.

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

- i. Russ Culver: Chairman read the Resolution for Mr. Culver and each Board member spoke about Mr. Culver’s years of service and thanked him.
- ii. Dorothy Dickerson Tate: Chairman read the Resolution for Ms. Tate and each member thanked her for her service.
- iii. Karen Lewis: Chairman read the Resolution for Ms. Lewis and each Board member spoke about her years of service and thanked her.
- iv. Norm Risavi: Chairman read the Resolution for Mr. Risavi and each Board member spoke about his years of service and thank him for everything.

**\*\* NEXT PAGE – RESOLUTIONS \*\***

DARRYL E. FISHER, CHAIRMAN  
ELECTION DISTRICT NO. 1  
HAGUE, VIRGINIA 22429

W. W. HYNSON, VICE CHAIRMAN  
ELECTION DISTRICT NO. 4  
COLONIAL BEACH, VIRGINIA 22443

RUSS CULVER  
ELECTION DISTRICT NO. 2  
MONTROSS, VIRGINIA 22520

DOROTHY DICKERSON TATE  
ELECTION DISTRICT NO. 3  
MONTROSS, VIRGINIA 22520

TIMOTHY J. TRIVETT  
ELECTION DISTRICT NO. 5  
COLONIAL BEACH, VIRGINIA 22443



NORM RISAVI  
County Administrator  
P. O. BOX 1000  
MONTROSS, VIRGINIA 22520-1000  
PHONE: 804/493-0130  
FAX: 804/493-0134  
E-mail: nrise@westmoreland-county.org  
Web Page: www.westmoreland-county.org

WESTMORELAND COUNTY, VIRGINIA

*Board of Supervisors*

MONTROSS, VIRGINIA 22520-1000

**Resolution Honoring**

***RUSS CULVER***

**On His Retirement**



**WHEREAS**, Russ Culver has served on the Westmoreland County Board of Supervisors since 2007; and

**WHEREAS**, Mr. Culver is a man of the utmost integrity who has dedicated himself to the honorable career of public service, and providing leadership and vision to improve the quality of life for the citizens of Westmoreland County; and

**WHEREAS**, during his career as a public servant, Mr. Culver has performed his duties and fulfilled his responsibilities in an exemplary manner and demonstrated his personal commitment to the citizens of Westmoreland County; and

**WHEREAS**, Mr. Culver follows in a long line of distinguished leaders from Westmoreland County and his service is worthy of the highest commendation.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Westmoreland County hereby extend to Russ Culver our sincere and grateful appreciation for his exemplary leadership and dedicated service to the county, and congratulate him on his well-earned retirement, and extend our best wishes to him for happiness and good health in years to come.

Adopted this 11<sup>th</sup> day of December 2023.

Darryl E. Fisher, Chairman  
Westmoreland County Board of Supervisors

DARRYL E. FISHER, CHAIRMAN  
ELECTION DISTRICT NO. 1  
HAGUE, VIRGINIA 22403

W. W. HYNSON, VICE CHAIRMAN  
ELECTION DISTRICT NO. 4  
COLONIAL BEACH, VIRGINIA 22443

RUSS CULVER  
ELECTION DISTRICT NO. 2  
MONTROSS, VIRGINIA 22520

DOROTHY DICKERSON TATE  
ELECTION DISTRICT NO. 3  
MONTROSS, VIRGINIA 22520

TIMOTHY J. TRIVETT  
ELECTION DISTRICT NO. 5  
COLONIAL BEACH, VIRGINIA 22443



NORM RISAVI  
County Administrator  
P. O. BOX 1000  
MONTROSS, VIRGINIA 22520-1000  
PHONE: 804/493-0130  
FAX: 804/493-0134  
E-mail: nrtsav@westmoreland-county.org  
Web Page: www.westmoreland-county.org

WESTMORELAND COUNTY, VIRGINIA

*Board of Supervisors*

MONTROSS, VIRGINIA 22520-1000

**RESOLUTION**

**IN RECOGNITION OF SERVICE**

***DOROTHY DICKERSON TATE***



***WHEREAS***, Dorothy Dickerson Tate has served on the Westmoreland County Board of Supervisors since 2015; and

***WHEREAS***, Ms. Tate's dedication and commitment to the citizens of Westmoreland County has resulted in progress toward improving the quality of life in our great county; and

***WHEREAS***, the professionalism and dedication consistently exemplified by Ms. Tate is worthy of the highest commendation.

***NOW, THEREFORE, BE IT RESOLVED*** that the Board of Supervisors of Westmoreland County hereby extend to Dorothy Dickerson Tate our sincere and grateful appreciation for her dedicated service to the citizens of Westmoreland County and our best wishes to her for continued success, happiness and good health in years to come.

Adopted this 11<sup>th</sup> day of December 2023.

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

DARRYL E. FISHER, CHAIRMAN  
ELECTION DISTRICT NO. 1  
HAGUE, VIRGINIA 22409

W. W. HYNSON, VICE CHAIRMAN  
ELECTION DISTRICT NO. 4  
COLONIAL BEACH, VIRGINIA 22443

RUSS CULVER  
ELECTION DISTRICT NO. 2  
MONTROSS, VIRGINIA 22520

DOROTHY DICKERSON TATE  
ELECTION DISTRICT NO. 3  
MONTROSS, VIRGINIA 22520

TIMOTHY J. TRIVETT  
ELECTION DISTRICT NO. 5  
COLONIAL BEACH, VIRGINIA 22443



NORM RISAVI  
County Administrator  
P. O. BOX 1000  
MONTROSS, VIRGINIA 22520-1000  
PHONE: 804/433-0130  
FAX: 804/433-0134  
E-mail: nrtsavi@westmoreland-county.org  
Web Page: www.westmoreland-county.org

WESTMORELAND COUNTY, VIRGINIA

*Board of Supervisors*

MONTROSS, VIRGINIA 22520-1000

**Resolution Honoring**

***KAREN LEWIS***

**On Her Retirement**



***WHEREAS***, Karen Lewis, Assistant County Administrator, has announced plans to retire on December 31, 2023, after faithfully serving the citizens of Westmoreland County for more than 30 years; and

***WHEREAS***, Karen is originally from Maryland and graduated from Randolph Macon College in Virginia, where she met her husband John. Karen and John now have two daughters Katie and Taylor who both graduated from Westmoreland County public schools. Karen began her career at a law firm in Maryland before moving to Westmoreland County and beginning her career as the Assistant County Administrator; and

***WHEREAS***, during her more than 30 year tenure, Karen was on various boards over the years, including FEMA, Bay Aging, and Westmoreland County child care program, just to name a few. Karen performed her duties and fulfilled her responsibilities in an exemplary manner and consistently displayed her personal commitment to providing exceptional service to the citizens of Westmoreland County; and

***WHEREAS***, the professionalism and dedication consistently exemplified by Karen is worthy of the highest commendation.

***NOW, THEREFORE, BE IT RESOLVED*** that the Board of Supervisors of Westmoreland County hereby extend to Karen Lewis our sincere and grateful appreciation for her exemplary leadership and dedicated service to Westmoreland County. We congratulate her on a well-earned retirement, and extend our best wishes for continued success, happiness, and good health in years to come.

Adopted this 11<sup>th</sup> day of December 2023.

Darryl E. Fisher, Chairman  
Westmoreland County Board of Supervisors

DARRYL E. FISHER, CHAIRMAN  
ELECTION DISTRICT NO. 1  
HAQUE, VIRGINIA 22469

W. W. HYNSON, VICE CHAIRMAN  
ELECTION DISTRICT NO. 4  
COLONIAL BEACH, VIRGINIA 22443

RUSS CULVER  
ELECTION DISTRICT NO. 2  
MONTROSS, VIRGINIA 22520

DOROTHY DICKERSON TATE  
ELECTION DISTRICT NO. 3  
MONTROSS, VIRGINIA 22520

TIMOTHY J. TRIVETT  
ELECTION DISTRICT NO. 5  
COLONIAL BEACH, VIRGINIA 22443



NORM RISAVI  
County Administrator  
P. O. BOX 1000  
MONTROSS, VIRGINIA 22520-1000  
PHONE: 804/433-6130  
FAX: 804/433-6134  
E-mail: nrisavi@westmoreland-county.org  
Web Page: www.westmoreland-county.org

WESTMORELAND COUNTY, VIRGINIA  
*Board of Supervisors*  
MONTROSS, VIRGINIA 22520-1000

Resolution Honoring  
***NORM RISAVI***  
On His Retirement



***WHEREAS***, Norm Risavi, County Administrator, has announced plans to retire on December 31, 2023, after 30 years of outstanding and meritorious service to the County of Westmoreland; and

***WHEREAS***, Norm is originally from Greenville, Pennsylvania and attended Thiel College in Pennsylvania where he earned his Bachelor's in Political Science and Master's in Public Administration. He is married to Diana Cook Risavi and they have one son, Nicholas; and

***WHEREAS***, prior to joining Westmoreland County, Norm worked in Berkley County, WV from 1981 to 1991 and Middlesex County, VA from 1991 to 1993, as County Administrator; and

***WHEREAS***, during his 30 year career as County Administrator, Norm was on various boards over the years, including Northern Neck Regional Jail and Emergency Ambulance Services Revenue Recovery Board, just to name a few. Norm has performed his duties and fulfilled his responsibilities in an exemplary manner and consistently displayed his personal commitment to providing exceptional service to the citizens of Westmoreland County; and

***WHEREAS***, the professionalism and dedication consistently exemplified by Norm is worthy of the highest commendation.

***NOW, THEREFORE, BE IT RESOLVED*** that the Board of Supervisors of Westmoreland County hereby extend to Norm Risavi our sincere and grateful appreciation for his exemplary leadership and dedicated service to Westmoreland County. We congratulate him on a well-earned retirement, and extend our best wishes for continued success, happiness, and good health in years to come.

Adopted this 11<sup>th</sup> day of December 2023.

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

13. COUNTY ADMINISTRATOR'S COMMENTS

- A. Update on Chandlers Mill Pond – Mr. Risavi discussed the latest update he 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 \*\***



**Donna Cogswell**

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**From:** Norm Risavi  
**Sent:** Monday, December 4, 2023 3:26 PM  
**To:** Donna Cogswell  
**Subject:** FW: Chandlers Mill Pond

**From:** Kirk, John (DWR) <John.Kirk@dwr.virginia.gov>  
**Sent:** Monday, December 4, 2023 3:00 PM  
**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>; Norm Risavi <nrjav@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>; Weaver, Lawless (DWR) <Alan.Weaver@dwr.virginia.gov>  
**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,

Progress continued at Chandler's in November. The vertical wingwalls are complete. Prepping and forming of the flat sections of the dam will occur as soon as weather allows. This is the largest pour of the project and will take several weeks from prep to finish. The culvert and cul-de-sac work has been scheduled for the week of 12/4, depending on weather. As part of that process, DWR conducted an onsite meeting with the neighboring landowner to discuss plans. Additional parts of the project include installation of fabricated grates for the auxiliary spillway and a debris deflector for the fish passage; both will be done when weather/conditions are not suitable for the primary dam work. Weather continues to hamper progress, but at this time, substantial completion is still anticipated in March.

If you have any questions, please let me know.

Thanks,

John



**John Kirk**

*Capital Programs Manager, FCCO*

804.754.6895

Virginia Department of Wildlife Resources

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

- B. Introduction of New County Administration – Mr. Risavi stated there was a total of 19 applications submitted for County Administrator position and the Board interviewed 6 people. The Board decided to offer the position to Ben Prescott from Farrell, PA. Mr. Prescott thanked the Board for their trust in him to run this County, he could see this community is full of very proud citizens and he looks forward to working for this well-run organization. Mr. Prescott said with the County Administrator and Assistant County Administrator’s retirements there is a huge loss of experience and he asked for patience while he learns the County.
- C. High School Field Update - Dr. Perry was present to update the Board on the construction of the field. Work on the field house would begin this week. He also discussed the grandstands, which are being fabricated and would be ready in January or February. Dr. Perry also mentioned there would be a VIP section that would allow ADA accessibility with ramps and the seats would have backrests and leg room.

#### 14. PUBLIC COMMENTS

Chairman Fisher review the rules for public comment period. He asked people to come up one at a time and would have 3 minutes.

Fred Elsis said there is an issue with the structuring of the personal property taxes and asked that the Board review it.

Lewis Thompson, President of NAACP said he is concerned with the direction of the future of the County and the election of the Chairman should stay the same and not change.

Iris Lane, school board member, thanked the Board of Supervisors for their support and encouragement over the last 12 years. She noted she was the first female African American on the school board and she said we leave a legacy to other people to know they can be chairman/woman also.

Cherline Johnson – Ms. Tate, I am sure I do not stand alone in saying thank you for your service.

Joseph Haden, Sr. – Asked the Board of Supervisors to consider reappointment of Darryl Fisher as Chairman.

Lisa Rich – Thanked the Board and especially, Dorothy Dickerson Tate, for their service.

Ester Robinson – Thank you Dorothy Tate for your service.

Amy Richards – New school board member, Dorothy Tate was very supportive to me and she would like to thank her and wish her well.

William Redmond – Thank you to all who have served. But he would like to mention we are losing our children. We are losing our youth in church and society. We need additional things for the kids to do and would like the Board to focus on our children.

Marie Carey – Dorothy Tate has done a great job and thank you. Chairman Fisher needs to continue as Chairman.

Roy Tate – Thank you to Karen Lewis and Norm Risavi for taking care of Dorothy after his accident.

Mrs. Johnson – Dorothy you stand on convictions, job well done. Darryl Fisher needs to stay as Chairman.

Mr. Johnson – Chairman Fisher is growing the County and that makes me feel good. Pastor you are doing good work and have represented all the County.

Norris Johnson – She commended that she has stood in Ms. Tate's shoes as the only women of color on a board and she said do not let anyone stand in your way. Stand your ground.

Richard Wilkins – Mentioned that the Charles Way sign has still not been replaced. He is submitting a petition asking the County to look into what appears to be a dumpsite near 2002 Pomona Road, the Planning Commission also has a copy and the citizens urge the County to investigate.

Mike Mills – He is requesting, as he has done for several years, that the Chair position be rotated because every Board member is capable of doing the job. He thanked Norm and Karen for their service.

Mr. Richards – Change is good but we need some consistency along the way to ensure the community is comfortable moving forward. Would like to see Mr. Fisher continue as Chairman.

Pastor Henderson – Congratulations to the retiring board members. To the new board members we are here to support you. Dorothy, thank you. Pastor Fisher makes things happen and I am asking you to consider Chairman Fisher as the next Chairman.

Bonita Fulcher – Dorothy thank you; Darryl we need you as the Chairman.

With that, Chairman closed the floor for Public Comment. Chairman stated with new board members coming on, we need to develop a new mission statement, new strategic plan and objectives. Chairman asked if there was any other business?

#### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion by Woody Hynson, second Dorothy Dickerson Tate, and carried unanimously, the Board adjourned the meeting at approximately 9:31 p.m. The Board's next regular meeting will be held on Monday, January 8, 2024 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, 