

A Special Meeting of the Westmoreland County Board of Supervisors was held Monday, June 17, 2024, 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, W. W. Hynson, Matthew Ingram, Jeffrey McCormack and Timothy J. Trivett. Also present were Debra Whaley, Interim County Administrator and Donna Cogswell, Assistant County Administrator.

1. CALL TO ORDER:

Chairman Hynson reconvened the meeting at 6:03 p.m.

2. CONSENT AGENDA:

Chairman Hynson stated that everyone should have received the Agenda and asked if anyone had any changes or comments.

Mr. Trivett made a Motion to amend the agenda and add a closed session under Section 2.2-3711(A)(1) discussion of interim county administrator performance. Chairman Hynson stated that the County Attorney is not present and is in Richmond today and tomorrow therefore he does not want to take any action without him present but he will turn to the Board to vote. Mr. Trivett stated there is a motion on the floor so we need to ask for a second; Second by Mr. Ingram, with no further discussion, Mr. Trivett – aye; Mr. Ingram – aye; Mr. McCormack – nay; Mr. Fisher – nay; and the Chairman votes – nay. Motion does not pass to amend agenda.

Mr. McCormack asked to amend the agenda to add item 4c discussion of school budget resolution. Dr. Perry will be in attendance at the end of the meeting to discuss; Second by Mr. Fisher; with no further discussion, Mr. McCormack, Mr. Fisher, Mr. Ingram, Mr. Trivett and Chairman vote “aye”, the Board approves amendment to the agenda to add school budget resolution.

1. DISCUSSION ITEM

a. Proposed FY 24-25 Budget, Tax Rates and Appropriations:

Ms. Whaley stated prior to the budget presentation she would like to respond to an email received today from Mr. Trivett in which he has several questions regarding the budget and she would like to answer those now so that everyone will hear the answers. She stated that Mr. Trivett asked "the \$55,000.00 for Colonial Beach Volunteer Rescue Squad (CBVRS) would have been for level funding that was initially in the budget, and not an addition to the budget unless it had been removed. Please clarify that level funding for CBVRS had been removed as a result of Norm Risavi making that recommendation, in our meeting with Chief Blake, he stated that he was only absorbing the operations cost." Ms. Whaley's answer - on February 13, 2024 the Finance Department received the budget request from CBVRS in the amount of \$55,575.00. The prior years adopted budget was \$54,875.00. The amount of \$55,605.00 included in the current budget presentation being presented tonight is not level funding but actually more than what CBVRS requested by \$730.00. She stated that numerous adjustments were made to the budget to reduce the proposed tax rate increase. Ms. Whaley stated Mr. Trivett's next question was "I understand that yourself, Bill Cease, Chief Blake, and Norm Risavi was in that meeting when the discussion occurred, is that accurate?" Ms. Whaley's answer - There was a review of the budget worked on by the Finance Department, in which Mr. Risavi, Mr. Cease and Chief Byrd were present. Ms. Whaley stated the next question - "What was the date this meeting occurred?" Ms. Whaley's answer - to the best of her recollection that was June 6th. The next question from Mr. Trivet - "Who instructed you to remove the level funding from the budget in the first place and what was the reason given?" Ms. Whaley stated, first it was not level funding and no one instructed her to remove the amount for the CBVRS. Ms. Whaley then stated she was informed by Chief Byrd that EMS was absorbing all the operational costs, she spoke with him on June 7th to clarify what EMS was going to cover in their budget. She continued that the reason the

amount was removed from the budget at that time was because the operating costs would be covered through the EMS budget. At the time, it was her understanding that the CBVRS was to be absorbed by the Westmoreland County EMS. She stated she was not involved in any of the discussions that Mr. Prescott may have had with anyone from the CBVRS. Also, after the meeting on June 14th at 8:30 a.m with Mr. Trivett and Mr. Ingram \$55,605.00 was put back into the budget for CBVRS, as is presented tonight. Ms. Whaley stated that a copy of that budget was made available to all the Supervisors on Friday, June 14th for their review.

Ms. Whaley then discussed the revised balanced budget for Fiscal Year 24-25 and that is was prepared with a total tax increase of .06. The Fund 100 budget which has been influx includes the follow considerations: use of \$2,017,955.00 from the Fund Balance to balance the budget; funding of two new school SROs 50/50 with the school; an increase of \$75,000 to each of the four fire departments; a 5% salary increase for county employees; funding of the HVAC from either sale of the Branson Cove property or financing; level funding of the Rappahannock Regional Library; level funding for all non-departmental entities; funding for vehicles in Land Use and the Commissioner of Revenue; four new positions for EMS Department; elimination of the Nurse Practitioner position due to liability issues; funding of contingency at \$250,000; addition of the Economic Development position; addition to the prior budget of \$55,605.00 to the CBVRS; addition of a contracted attorney for the Commonwealth Attorney's office; and also an additional Victim Witness position. Ms. Whaley stated that would increase real estate taxes only by .06 and would be a total of .68, of which .26 would go to the school; and .42 would go to the County. Ms. Whaley then concluded her presentation of the overview of the budget.

Chairman Hynson now turned to the Board to ask any questions regarding the presentation and stated he is very pleased with what they have come up with. Mr.

Trivett do you have any comments. Mr. Trivett stated the contingency for FY 24-25 is only \$250,000.00 we have already been notified there will be legal action brought against the County and we have hired an outside law firm, with that said, will that be enough to sustain the County, if not, where will the money come from to defend the County. Ms. Whaley stated since she does not know what the amount is, she cannot say but it will either come from contingency or fund balance or there is a line for legal expenses in the budget. Mr. Trivett stated that is all he has at this time. Chairman ask Mr. Ingram if he has any questions. Mr. Ingram stated that he is very pleased the economic development and SRO positions were added back to the budget. He is ecstatic about the \$75,000.00 for each fire department. With regard to the contingency sale of the Love property, has there been any research done as to what would that projected loan payment be if the sale of the property does not go through. Ms. Whaley said no it would be interim financing and it was originally they were suppose to have a meeting the end of June with DWR regarding financing of the sale so that is in process and has been rescheduled for some time in July. Mr. Ingram asked about the Victim Witness and contract attorney positions are either available for some type of grant or will those come out of the budget. Ms. Whaley said no grant but because Ms. Sichol is not going to be commonwealth attorney anymore there were some salary adjustments made and those positions were able to be covered because of those adjustments. Mr. Ingram stated that is all he has. Mr. Fisher thanked everyone for the time and effort to get this budget completed because it hasn't been easy. He also wanted to thank Mr. Ingram and Mr. McCormack for having conversations and coming to an understanding of ways we can come to an agreement on this budget. He is grateful they took advantage of opportunities to sit down with the finance staff and share their views of what they would like to see in the budget. He stated that budget negotiations involve each Supervisor who represent one segment of the County to find out what the people of their area would like and then present it in a way that has the least amount of negative impacts on the tax payors of

the County. No one gets everything they want but he is encouraged that they understand the process and have found a way to make it work. Mr. McCormack stated the difference between the first budget received a couple months ago and today is approximately \$3.8M less to the tax payors. The .17 increase was the highest proposed tax rate in at least three decades. Mr. McCormack asked how Ms. Whaley and her team go from .17 to .06. The last course of action the Board received before Ms. Whaley took over as interim county administrator was "final" at .09 tax increase. That course of action showed fund balance appropriation of \$2.3M, \$50,000 to each of the fire departments, removal of the SROs and shifting the responsibility to the school, reducing IT equipment requests from \$400,000 to \$200,000, no new vehicles for Land Use or Commissioner of Revenue, removal of the Director of economic development position, removal of both contract attorney and victim advocate positions and level funding for every department, except for salary and benefits. With all the differences that would still be more that \$1.5M than the budget you prepared for our review. He then stated Ms. Whaley prepared a budget with a .06 increase in real estate taxes, with an appropriation from the fund balance at just over \$2M, Mr. McCormack then listed everything that both discussed earlier in the meeting. He asked if all that is true. Ms. Whaley said "yes sir". Mr. McCormack stated she deserves a standing ovation and he stated that is all for now.

Chairman Hynson wanted to say something that Mr. Fisher has touched on. There was only one big flaw that he had seen since January and somehow with the old administrator we never did. When a department needed money, you came to the Board and asked all five of the supervisors. If there was any negotiations with one supervisor, the supervisor made a mistake because all five of the supervisors need to make a decision together. So please in the future people cannot go around making deals with one person, that won't work. When spring comes it is time for an audit and requests from each department and time to work on a budget. Chairman stated he is very please with the new budget because we ended up where he knew we should

be. He stated he did not do a thing with the numbers, Ms. Whaley, her staff and everyone that works in this building did and he appreciates the hard work.

b. Public Comment:

Chairman Hynson now stated we will now move to the Public Comments on the new proposed budget and tax rates for fiscal year 2024 - 2025. He noted he has received two completed sheets but everyone will have an opportunity to speak. Please come to the podium, state your name and address and provide your comments on this topic only within the three-minute time limit.

Richard Wilkins: He has one question, what does an Economic Development Officer do. Ms. Whaley stated that person would go out and look for businesses that would like to come to this County and to provide growth and provide employment opportunities. Mr. Wilkins asked if that could include a grant writer that could get paid for any business that comes into the County. This person would receive a commission, not salary. There are a lot of grants out there and it may be beneficial for the County to have this position. Chairman stated the County would take this under consideration. Mr. Wilkins stated there is one other thing. He said back in February he circulated a package that included information regarding solar farms and what other counties are doing and no action has been taken by this Board. One is charging revenue sharing for all solar farms regardless of size. This would be good for the County.

Ben Prescott: First, great news on the CBVRS getting their funding back. He then asked if the fund balance went from \$1.9 – \$2.17M, was the costs of the severance package for Mr. Prescott included in the budget. Ms. Whaley said it was not. Mr. Prescott then asked if the retirement payouts for the following positions, Finance Director, Accounts Payable, HR Position, and Emergency Services included in the new

budget? Ms. Whaley stated some have. Mr. Prescott asked if she could say which ones. Ms. Whaley stated she couldn't remember off the top of her head. Mr. Prescott stated his guess for an estimate would be over \$50,000 maybe more. Mr. Prescott asked to speak about the HVAC Loan or sale of Love property. He stated he presented to the Supervisors a budget scenario of \$1M for the HVAC System over 5 years at 3.25% would be approximately \$225,000 for P/I. He asked if that was included in the budget? Ms. Whaley stated that was not included because the meetings with DWR should provide sufficient funding to cover the HVAC. Mr. Prescott stated the Love Property is currently getting \$500,000 from the state; Ms. Whaley said "yes that is what she was told; Mr. Prescott asked where is the other \$500,000 coming from; Ms. Whaley stated they are meeting with DWR and they have some suggestions from their end as to how they can provide the additional funding. Mr. Prescott stated he thought that some of that funding was coming from a Federal request; Ms. Whaley stated all the funding was coming from DWR. Mr. Prescott said that Mr. Stuart indicated that DWR was going to receive Federal money for the other \$500,000; Ms. Whaley said that may be true but they haven't had the meeting yet. Mr. Prescott asked if DWR does not get the other half of the money what is the plan? Ms. Whaley stated at this point the HVAC system will not begin to be installed until later in the fall and at which time the sale of the property would have occurred. Mr. Prescott then asked what if the sale of the property does not occur? Ms. Whaley said if the sale of the property does not occur it has been stated that there will be interim financing. Mr. Prescott said he cannot answer to Mr. McCormack statements but he stated he would guess the salary for the new county administrator position is in the budget at the higher end of the scale. Ms. Whaley stated it is in the budget at the current salary. Mr. Prescott then asked if benefits were included. Ms. Whaley stated she would not comment. Mr. McCormack then asked for a Point of Order because normally each speaker is only given three (3) minutes. Mr. Prescott stated that is correct that three (3) minutes is the guideline but in the past other speakers have been given longer than three (3)

minutes. Mr. McCormack again asked for a Point of Order. Mr. Prescott stated he was done. Mike Mills stated he would give his three (3) minutes to Mr. Prescott. Chairman responded “no”.

Chairman asked if anyone else that would like to speak on this topic? If not, the Public Comment period is now closed.

1. ACTION ITEMS

a. Westmoreland County Budget for FY 24-25:

- i. Chairman asks for a Motion to Adopt the FY 24-25 Budget; Motion by Mr. McCormack, Second by Mr. Fisher, with no further discussion, Mr. Trivett, Mr. Ingram, Mr. McCormack, Mr. Fisher and the Chairman votes “aye” and the Budget for FY 24-25, as presented, has been Adopted.
- ii. Chairman asks for a Motion to Adopt the Tax Rates for FY 24-25 as proposed; Motion by Mr. Fisher, Second by Mr. McCormack, with no further discussion, Mr. Trivett, Mr. Ingram, Mr. McCormack, Mr. Fisher and the Chairman votes “aye” and the Tax_Rates for FY 24-25 have been Adopted.
- iii. Chairman asks for a Motion to Adopt the Placid Bay Sanitary District Tax Rates and User Fees for FY 24-25; Motion by Mr. McCormack, Second by Mr. Fisher, with no further discussion, Mr. Trivett, Mr. Ingram, Mr. McCormack, Mr. Fisher and the Chairman votes “aye” and the Placid Bay Sanitary District Tax Rates and User Fees for FY 24-25 have been Adopted.

- iv. Chairman asks for a Motion to Adopt the Glebe Harbor-Cabin Point Sanitary District User Fees for FY 24-25; Motion by Mr. McCormack, Second by Mr. Ingram, with no further discussion, Mr. Trivett, Mr. Ingram, Mr. McCormack, Mr. Fisher and the Chairman votes “aye” and the Glebe Harbor-Cabin Point Sanitary District Tax Rates and User Fees for FY 24-25 have been Adopted.
- v. Chairman asks for a Motion to Approve the FY 24-25 Appropriation Resolution, as presented; Motion by Mr. McCormack, Second by Mr. Fisher, is there was any discussion

Mr. Trivett asked what assurance do we have that anything that has been presented tonight will be in the appropriation resolution. He stated that he has been part of budget process where things were in the budget but did not make it to the appropriation and therefore were denied later because they were not in the appropriation resolution. The positions added and everything else that was discussed tonight we need the assurance that all of this is in the appropriation resolution. Chairman Hynson stated the attorney is not present so the only other person to turn to is Ms. Whaley. Ms. Whaley stated the appropriation resolution before you is the exact same as the budget that has been presented to you this evening.

Mr. Ingram confirmed that the budget becomes effective July 1, 2024. Ms. Whaley stated the appropriations becomes effective July 1, 2024 also. Mr. Ingram asked if we could amend the motion to have that in there. Should that be added into the Motion.

Mr. Fisher stated the appropriation resolution actually appropriates the funds by resolution to be able to fulfill the commitments we have outlined in the budget. To Mr. Trivett's question, the only time an appropriation would fall in question, is if the requestor does not live up to the agreement or arrangement that is in place for them to receive the appropriation. It is up to this Board to withhold that appropriation. Customarily, the appropriation runs July 1 – June 30.

Mr. Trivett stated based on what Mr. Fisher just said, the appropriation can be denied at a later time. He said the basis of his concern is there was a budget possibly two years ago where the Sheriff asked for two positions and the Board unanimously approved those positions but the Sheriff never received the money. The answer from the former county administrator to the Sheriff was that the money for those two positions was never appropriated. Mr. Trivett stated that is why he is making the comment. Chairman Hynson stated he is not a judge or a lawyer so he has no answer. Mr. Trivett stated that was not a question, just a comment because he wants it on the record because he has seen it before. Therefore, if that happens to CBVRS we will be able to go back to the meeting and see this matter was addressed.

Motion by Mr. McCormack, Second by Mr. Fisher, with no further discussion, Mr. Trivett, Mr. Ingram, Mr. McCormack, Mr. Fisher and the Chairman votes "aye" and the Appropriation Resolution for FY 24-25 has been Approved.



**Westmoreland County, Virginia
Appropriation Resolution
Fiscal Year 2024-2025**

A Resolution to Appropriate Designated Funds and Accounts from Designated Estimated Revenues for Fiscal Year 2024-25 for the General Operating Fund, VPA Fund, School Operating Fund, School Food Service Fund, Alternative Education Fund, Placid Bay Sanitary District Fund, Placid Bay Sanitary District Dam Fund, Glebe Harbor-Cabin Point Sanitary District Fund, Federal Drug Seizure Fund, Electronic Summons Fund, Capital Projects/Industrial Park Fund, and Westmoreland Water & Sewer Fund.

Whereas, the Westmoreland County Board of Supervisors has heretofore prepared a budget for information and fiscal planning purposes only; and

Whereas, it is now necessary to appropriate sufficient funds for the contemplated expenditures as are contained in the budget; therefore, be it

RESOLVED, by the Westmoreland County Board of Supervisors that the budget for fiscal year 2024-25 is approved and appropriations for aforementioned funds are made as follows, subject to terms and conditions outlined within this appropriation resolution:

FUND #100 - GENERAL OPERATING FUND

Board of Supervisors	\$ 125,555
County Administration	524,199
Legal Services	127,000
Independent Auditor	79,500
Commissioner of the Revenue	503,814
Assessor	40,000
Treasurer	462,197
Accounting/Utilities	598,570
Data Processing	655,186
Information Technology	435,033
Risk Management/Insurance	553,550
Dues for Local Government	5,450
Electoral Board & Officials	97,359
Registrar	168,091
Circuit Court	2,400
Circuit Court Judge	28,240
General District Court	2,082

Juvenile & Domestic Relations Court	1,910
Clerk of the Circuit Court	477,631
Other Court Costs	8,000
Victim Witness Assistant Grant	156,247
New Courthouse Debt Service	325,175
Commonwealth's Attorney	696,448
Sheriff-Law Enforcement	3,513,779
E-911 Operation & Maintenance	1,000
E-911 Dispatch Center	745,960
E-911 Dispatch Center-Colonial Beach	311,756
School Resource Officer Grant/COPS	91,347
School Resource Officer Grant/DCJS	117,155
School Resource Officer/2 New	226,875
Volunteer Fire Departments	99,235
Westmoreland Volunteer Fire Dept.	197,868
Westmoreland Volunteer Fire Substation Company No. 5	61,436
Cople Volunteer Fire Dept.	197,868
Cople Volunteer Fire Substation Company No. 6	61,887
Oak Grove Volunteer Fire Dept.	197,868
Colonial Beach Volunteer Fire Dept.	197,868
Ambulance & Rescue Services	3,910
Colonial Beach Rescue Squad	55,605
Forestry	7,810
Rescue Recovery	55,000
Westmoreland County EMS Department	4,556,296
Office of Emergency Management	20,105
Mobile Integrated Healthcare	141,900
Juvenile & Domestic Court Service Unit	86,478
Adult Drug Court Program	6,000
VA Juvenile Comm. Crime Control Act/Rapp. Office on Youth	142,000
Inspections	368,307
Animal Control/Sheriff	358,387
Medical Examiner	300
Emergency Services	486,385
Street Lights	13,000
Refuse Collection	867,406
Refuse Disposal	2,276,000
Household Hazardous Waste	12,000
General Properties	1,495,195
County Health Department	284,755
Mental Health	97,289
Children's Services Act	2,129,331
Community College	12,098
Recreational Complex	19,130
Westmoreland Museum/Library	40,000
Rappahannock Regional Library	548,439
Planning	400,688
Economic Director	166,152

Community Development	67,543
Northern Neck Planning District Commission	17,000
Planning Commission	8,750
Board of Zoning Appeals	2,600
Wetlands Board	6,300
Tourism/Travel Council	3,024
Soil & Water Conservation	16,000
VPI Extension Service	57,992
Non-departmental	216,763
Transfers	14,576,288
Contingency	250,000
Capital Projects	999,474
Rappahannock Public Landing	10
Debt Service/School Debt Service	1,733,374
TOTAL GENERAL OPERATING FUND	44,700,623

FUND #105 - VPA FUND	
Welfare Administration	2,496,921
Assistances	228,305
Purchase of Services	81,593
TOTAL VPA FUND	2,806,819
 FUND #205 - SCHOOL OPERATING FUND	
Instruction	21,085,742
Administration, Attendance & Health	2,114,678
Pupil Transportation	2,855,044
Operation & Maintenance	2,650,687
Facilities	0
Technology	1,059,685
Federal Grants	0
Transfers	94,373
Contingency	2,017,529
TOTAL SCHOOL OPERATING FUND	31,877,738
 FUND #207 - SCHOOL FOOD SERVICE FUND	
School Food Service Fund	1,661,514
 FUND #214 - ALTERNATIVE EDUCATION FUND	
Alternative Education Fund	427,834
 FUND #225 – PLACID BAY SANITARY DISTRICT FUND	
Placid Bay Sanitary District Fund	226,546
 FUND #226 – PLACID BAY SANITARY DISTRICT DAM FUND	
Placid Bay Sanitary District Dam Fund	73,140
 FUND #227 – GLEBE HARBOR-CABIN POINT SANITARY DISTRICT FUND	
Glebe Harbor-Cabin Point Sanitary District Fund	330,535
 FUND # 240 - FEDERAL DRUG SEIZURE FUND	
Federal Drug Seizure Fund	50

FUND # 250 – ELECTRONIC SUMMONS FUND

Electronic Summons Fund 12,000

FUND #310 – CAPITAL PROJECTS/INDUSTRIAL PARK FUND

Capital Projects/Industrial Park Fund 2,500

FUND #525 – WESTMORELAND WATER & SEWER FUND

Westmoreland Water & Sewer Fund 2,511,727

- 1) All appropriations are declared to be maximum, conditional and proportionate appropriations. This makes the appropriations payable in full in the amounts named herein, if the aggregate revenues collected and other resources available during the year ending June 30, 2025, for which appropriations are made, are sufficient to pay all of the appropriations in full; otherwise, the said appropriations shall be deemed to be payable in such proportion as the sum of all realized revenue is to the total amount of revenues estimated by the Board of Supervisors to be available for appropriation in the year ending June 30, 2025.
- 2) No department, agency, or individual receiving appropriations under the provisions of this resolution shall exceed the line items approved for that department, agency, or individual by the Westmoreland County Board of Supervisors.
- 3) The Board of Supervisors reserves the right to change at any time during the fiscal year ending June 30, 2025, compensation provided to any officer or employee and to abolish any office or position, except for such office or position as it may be prohibited by law from abolishing.
- 4) The County Administrator is authorized to establish purchasing policies and procedures to assure that expenditures are made within the appropriations defined within this resolution, and shall initiate emergency spending reductions to decrease expenditures in light of decreased actual revenues.
- 5) The amount appropriated to fund contemplated expenditures for the Westmoreland County School Board is by major category total. As permitted by state statute, the School Board is authorized to transfer funds between line items within such approved categories. The School Board shall seek prior approval to transfer funds between major category totals from the Board of Supervisors; this shall be done with an Internal Budget Revision Request Form.
- 6) No expenditures shall exceed the initial appropriation established by the Westmoreland County Board of Supervisors unless a supplemental appropriation is approved in advance of the expenditure.
- 7) The County Administrator may authorize the Director of Finance to transfer any unencumbered balance or portion thereof from one classification of expenditure (line item) to another within the same department, agency or expenditure categorical group, and the contingency line item within the fund as defined by the Uniform Financial Chart of Accounts. This procedure must be initiated by the requesting department or agency on an Internal Budget Revision Request Form and signed by the authorized department or agency head. The County Administrator may approve or disapprove such requests.

Any request to increase the overall appropriation to any department, agency or organization as appropriated by this resolution must be made to the Board of Supervisors on a Supplemental Appropriation Request Form.

- 8) The County Administrator may increase appropriations for the following items of non-budgeted revenue that may occur during the fiscal year:
 - a) Insurance recoveries received for damage to County vehicles or other property for which County funds have been expended to make repairs or medical services.
 - b) Refunds or reimbursements made to the County for which the County has expended funds directly related to that refund or reimbursement.
- 9) The Director of Finance is authorized to reappropriate all outstanding encumbrances to the following fiscal year to the same department and account for which they are encumbered in the previous year. The County Administrator shall review and approve the final encumbrance list for transfer to the following fiscal year budget.

The Director Finance is further authorized to appropriate water and sewer connection fee or "tap fee" revenues to their respective funds as those fees are paid throughout the year.

- 10) All appropriations that are not encumbered, committed, or expended prior to June 30, 2024 will lapse and the balance shall become part of the General Operating Fund Balance.
- 11) The Director of Finance is authorized to make transfers to the various funds for which there are transfers budgeted. The Director shall transfer funds only as needed up to the amounts budgeted, or in accordance with any existing bond resolutions that specify the manner in which transfers are to be made.
- 12) The County Administrator may increase or reduce revenue and expenditure appropriations related to programs funded in whole or in part by the Commonwealth of Virginia and/or the federal government to the level approved by the responsible state or federal agency.
- 13) The County Administrator may appropriate both revenue and expenditure for donations by citizens or citizen groups in support of County programs. Any remaining unencumbered balance of a restricted donation at the end of the fiscal year will be reappropriated into the subsequent fiscal year. The County Administrator may appropriate the bond proceeds approved by the Board of Supervisors to fund the approved capital project expenditures.
- 14) The County Administrator may appropriate revenues and expenditures for funds received by the County from asset forfeitures for operating expenditures directly related to drug enforcement. The outstanding balance of these funds shall not lapse but be carried forward into the next fiscal year.
- 15) The adoption of this resolution hereby implements the provisions of Senate Bill 483 which was passed by the General Assembly of the Commonwealth of Virginia during the 2000 regular session, and approved by the Governor of Virginia on April 8, 2000, as well as the provisions of the Resolution and Ordinance for Establishment of a Special Tax District, adopted by the Board of Supervisors as a resolution on April 18, 2000, and adopted as an ordinance after proper advertisement and a public

hearing on August 14, 2000. The Board of Supervisors hereby declares as part of this Appropriation Resolution that the following non-levy funds are designated for support of the Westmoreland County Public Schools as follows:

Motor Vehicle Licenses
County Share of Local 1% Sales Tax
Payment In Lieu of Tax
Auto Rental Tax
Mobile Home Titling Tax
Rollback Tax
Prior Year Taxes
Gross Receipts Tax
State Car Tax Reimbursement
Communications Tax
Utility Tax
Tax Penalties & Interest
Interest Earnings
Late Filing Fees
Business Permit Fees
Cigarette Tax
Meals Tax
Lodging Tax
Prior Year Excess Non-levy Revenues

The designation of these specific revenue sources shall in no way restrict the Board of Supervisors from utilizing additional non-levy designated funds in future appropriations. Moreover, it is expressly understood that reappropriations of prior year funds to the Westmoreland County Schools will not be considered as part of the current year appropriation. The appropriation of additional state or federal revenue is specifically excluded from the formula since they are not local revenues. School debt service funds shall be paid from the General Fund.

- 16) All departments under the supervision of the Westmoreland County Board of Supervisors must certify on or before July 1, 2024 the employees who will be employed by that department during the fiscal year and their annual salaries. No department under the jurisdiction of the Board may increase the number of employees or change the approved salary of its employees without prior authorization of the Board of Supervisors. Constitutional Officers and their respective employees who accept supplemental funding for salaries and or positions shall comply with the salary classification plan adopted by the Board of Supervisors.
- 17) Funds appropriated for capital projects will not lapse at the end of the fiscal year, but shall remain appropriated for the life of that project, until completion, or until the Board of Supervisors eliminates the appropriation.
- 18) The County Administrator or his appointed representative shall reserve the right to review the financial records of county-funded outside agencies who do not obtain annual audits. Said agencies shall provide a financial statement to the County Administrator at least annually.

19) Funds approved for any fire substation shall be required to be expended on the operation and maintenance for said facility. Such funds may pay for a prorated share of reasonable department costs. These expenses shall be accounted for in a separate account per the agreement with the citizen fundraising committees.

Adopted this 17th day of June 2024.



W.W. Hynson, Chairman
Board of Supervisors
Westmoreland County

- b. Motion to Consider Temporary Appointment of Lt. Colonel John Hoover as a representative of Westmoreland County on the Northern Neck Regional Jail Board: Mr. Fisher explained that since there is an interim county administrator and after conversation with Ms. Whaley and the duties that she now has are a little more consuming, she has asked that someone else be appointed to the NNRJ Board. Mr. Fisher stated that this has been discussed at the Jail Board Meeting and there is a provision that we can appoint an alternate and in fact this temporary alternate that we would appoint, and Col. Hoover has agreed to serve, at any point once we have filled that this alternate can serve instead of an absent board member representing Westmoreland County. Mr. Fisher continued that it is very important that we have full representation on this Board and this is an opportunity that until we fill the position of the county administrator that will ensure we have three representatives in attendance at the NNRJ Board meeting. There have been conversations with the Sheriff and Col. Hoover.

Chairman asked for a motion to approve the appointment of Lt. Colonel John Hoover as a representative of Westmoreland County on the NNRJ Board; Motion by Mr. Trivett, Second by Mr. McCormack, with no further discussion, Mr. Trivett, Mr. Ingram, Mr. McCormack, Mr. Fisher and the Chairman votes "aye" and the motion is approved to appoint Lt. Colonel John Hoover as a representative of Westmoreland County on the NNRJ Board.

- c. Motion to Consider School Budget Resolution:

Chairman stated Dr. Perry is still not in here so he asked Ms. Whaley what to do.

Ms. Whaley said she could present the Resolution but is not sure what it is for. Chairman asked how important this is. Mr. Trivett stated he believes they are trying to get this in the FY 23-24 budget. Mr. Fisher suggested to go into a 15-minute recess and try to reach Dr. Perry before we adjourn.

Chairman Hynson asked for a Motion to take 15-minute recess; Motion by Mr. Fisher, Second by Mr. McCormack, with no further discussion, the board agrees to a 15-minute recess.

Chairman Hynson calls the meeting to order from recess.

Dr. Perry thanked the Board for waiting on them because they were in their Board meeting which had just finished when he received the call. He stated they are not asking for an appropriation but they are asking to transfer funds from instructional lines to other lines. Dr. Perry stated in order for the school to meet their effort and match a certain percentage of funds must be spent. They are asking to allow the school to move a total of \$275,300.97 from the Instructional category to; administrative, attendance and health category \$233,397.00; and operations and maintenance category is \$42,000.00. He concluded with the request.

Chairman asked for a Motion to approve the transfer of school funds as explained by Dr. Perry; Motion by Mr. Ingram; Second Mr. Trivett, with no further discussion, Mr. Trivett, Mr. Ingram, Mr. McCormack, Mr. Fisher and the Chairman votes "aye" and the appropriation for the school budget has been approved, as presented.

Dr. Perry thanked the County for working with the school and the school board over the years. He stated he will be around for a little while. He also stated the

end of June is his last day but he is very excited that the next Superintendent of Westmoreland County Schools is Cathy Rice.

Budget Resolution

WHEREAS, The Westmoreland County School Board is requesting to transfer funds across category; and

WHEREAS, Funds are needed to cover Employee Retirement Payouts

NOW, THEREFORE, BE IT RESOLVED that the Westmoreland County School Board hereby request that the Westmoreland County Board of Supervisors transfer \$275,300.97 from the Instructional Category to the Administrative, Attendance and Health Category and Operation and Maintenance Category.

\$233,300.97 to the Administrative, Attendance and Health Category

\$42,000.00 to Operation and Maintenance Category

ADOPTED this 17th day of June, 2024.

Westmoreland County School Board:

ATTEST:

J. Ralph Fallin, Chair

Constance Allen, Clerk of the Board

2. ADJOURNMENT

Before adjourning, Chairman Hynson stated that the Work Session on Monday, June 24th has been cancelled. The Regular Board meeting will be Monday, July 8, 2024 at 6:00 p.m. If there is no other business, Chairman asked for a Motion to adjourn the meeting; Motion by Mr. McCormack; Second by Mr. Fisher, with no further discussion, the meeting is adjourned at 7:21 p.m.

Chairman, 