

VIRGINIA: AT AN ADJOURNED MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON TUESDAY, MARCH 31, 2016, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

PRESENT: HON. BERNARD L. JONES, SR., CHAIR; HON. WELTON TYLER, VICE-CHAIR; HON. BARBARA JARRETT-HARRIS, HON. FREDERICK A. HARRISON, SR., HON. JOHN W. ZUBROD, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR; LESLIE R. WEDDINGTON, DEPUTY CLERK/RECORDER OF MINUTES

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**Re: Call to Order – 7:30 p.m.**

Chairman Jones called the meeting to order.

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**Re: Approval of Agenda**

Upon a motion by Mrs. Harris, seconded by Mr. Harrison, and unanimously carried, the Board approved the agenda as presented.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

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**Re: DMV Select**

Mrs. Wanda Beville, Commissioner of Revenue, stated that due to the increased duties, constant changes in requirements from DMV, change in management in the Treasurer's Office and her upcoming retirement as the Commissioner of Revenue, it is not possible for the Treasurer's Office and the Commissioner of Revenue's Office to continue providing DMV services and do their required jobs. DMV service will end on June 30, 2016, which is the contract end date. The Board members expressed concerns with the closing of DMV Select and its implication to the citizens.

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**Re: FY17 Brunswick County Operating Budget**

Dr. Charlette T. Woolridge, County Administrator, stated that the deficit as of March 15, 2016 is \$732,475. The Board charged the Finance Committee with reviewing the following budget requests for additional funding and provide a recommendation:

- Sheriff’s Office proposal
- Emergency Services Advisory Board – Emergency Communication Tower for the southern end of the county
- 2% Salary Increases for County staff, Constitutional Officers, Social Services and School Personnel
- Lake Gaston Weed Control – Full funding from \$90,000 to \$116,000

Dr. Woolridge indicated that the Finance Committee met on March 30, 2016 to review the additional budget considerations per the March 15, 2016 budget work session as follows:

Sheriff’s Proposal* (Includes additional revenues of \$504,300 (Court Fines) and the use of the Court Security Fund Balance of \$205,000 (FY17 only).	\$162,138
Fire & EMS (Emergency Communication Towers) (Note: This proposal includes converting towers from an analog system to a digital system for the entire county; instead of the southern end of the county).	\$539,466
2% Salary Increase:	
County Staff (Brunswick County employees, Constitutional Officers and Social Services) (Note: Sheriff’s Office is not included in the 2% salary increase since salary increases are included in the Sheriff’s Proposal above)	\$54,220
Schools	\$260,000
Lake Gaston Weed Control (Lake Gaston Weed Control: represents an increase from \$90,000 to \$116,000)	\$26,000
<b>Total</b>	<b>\$1,041,824</b>

As a result of the additional budget considerations, the deficit would be as follows:

Deficit at March 15, 2016	(\$732,475)
Finance Committee’s Review of Additional Budget Considerations	(\$1,041,824)
Deficit if Implement Additional Budget Considerations	(\$1,774,299)

Dr. Woolridge stated that if the Sheriff’s budget proposal is approved as stated, it will result in an additional budget allocation of \$367,138 beginning FY18 (i.e., \$205,000 + \$162,138). (See Sheriff’s Proposal\* above).

In addition, Dr. Woolridge indicated that during the March 30, 2016, Finance Committee Meeting, Board members requested staff to provide cost to fund two additional deputies for the Sheriff's Office to include vehicles and equipment; and 2% salary increase for County Staff, all Constitutional Officers and Social Services. The results are as follows:

Two (2) Additional Deputies (Does not include additional revenues in the Sheriff's Proposal of \$504,300 (Court Fines) and the use of the Court Security Fund balance of \$205,000).	\$90,780
Vehicles and Equipment for two additional deputies	\$119,159
2% Salary Increase:	
County Staff (Brunswick County employees, All Constitutional Officers and Social Services)	\$92,426
Schools	\$260,000
<b>Total</b>	<b>(\$562,365)</b>

To fund two additional deputies, vehicles and equipment for two additional deputies, 2% salary increase for County Staff, all Constitutional Officers, Social Services and School, the deficit would be as follows:

Deficit at March 15, 2016	(\$732,475)
Finance Committee Recommendations on March 30, 2016	(\$562,365)
<b>Deficit at March 30, 2016</b>	<b>(\$1,294,840)</b>

After reviewing the cost to provide two additional deputies for the Sheriff's Office, 2% salary increase for County Staff, all Constitutional Officers, Social Services and Schools, the Finance Committee recommended level funding in the amount of \$732,475.

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**FY17 Brunswick County Capital Improvement Project Budget**

Dr. Woolridge presented Capital Improvement Project Budget anticipated revenues as follows:

Total Revenue*	\$769,626
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\*Includes grant funding for Brunswick Byways Visitor Center Project.

Dr. Woolridge presented Capital Improvement Project Budget anticipated expenditures as follows:

Total Capital Projects Expenditures*	\$771,826
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\*Brunswick Byways Visitors Center.

The budget implications are as follows:

Total Revenues	\$769,626
Total Expenditures	(\$771,826)
Capital Improvement Projects Deficit	(\$2,200)

After much discussion, the Finance Committee was charged with considering the following budget requests: Sheriff’s Office budget proposal, Emergency Communications Tower, Weed Control Council, 2% salary increase for County Staff, Constitutional Officers, Social Services and Schools and provide options to the Board during its next budget work session for funding the deficit of \$1,774,299, using the general fund balance, a tax increase, or a combination of both.

In addition, after much discussion regarding the need for a county-wide emergency communication system for emergency personnel and other county functions, Dr. Woolridge was charged with exploring options for funding a county wide emergency communication system, working in collaboration with the Emergency Services Coordinator and the Sheriff.

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**Re: Adjourn**

Upon a motion by Mrs. Harris, seconded by Mr. Tyler, and unanimously carried, the Board adjourned to 6:30 p.m. on Wednesday, April 5, 2016, in the Board Room of the County Government Building located at 228 N. Main Street, Lawrenceville, Virginia.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None.

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Hon. Bernard L. Jones, Sr., Chairman

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Charlette T. Woolridge, Ph.D., Clerk