

County of Dinwiddie Board of Supervisors

MINUTES

Organizational Meeting – January 2, 2019, 4:05 PM
Board Meeting Room, Dinwiddie Government Center
14010 Boydton Plank Road, Dinwiddie, Virginia

Supervisors Present:

Dr. Mark Moore, *Chair*
William D. Chavis, *Vice Chair*
Harrison A. Moody
Daniel D. Lee
Brenda Ebron-Bonner

Election District 2
Election District 3
Election District 1
Election District 4
Election District 5

Administration Present:

W. Kevin Massengill, *County Administrator*
Anne Howerton, *Deputy County Administrator,
Finance and General Services*
Tyler Southall, *County Attorney*

1. ROLL CALL

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

5. ORGANIZATIONAL MEETING

Before the nomination process began, Mr. Massengill presented Dr. Moore with a plaque in appreciation of his hard work and dedication as Chairman for calendar year 2018.

A. CHAIRMAN NOMINATIONS AND APPOINTMENT

Mr. Massengill opened the floor for nominations for the position of Chairman for the calendar year 2019.

Mr. Moody nominated Mr. Chavis for the position of Chairman.

There were no other nominations brought forth.

Upon motion of Mr. Moody, seconded by Mr. Lee,

BE IT RESOLVED, by the Board of Supervisors of Dinwiddie County, Virginia, that William D. Chavis shall be appointed as the Chairman of the Board of Supervisors of Dinwiddie County, Virginia for the year 2019, or until he resigns, is unable to hold office, or until a successor assumes office.

AYES: Ms. Ebron-Bonner, Mr. Moody, Mr. Lee, Dr. Moore

NAYS: None

ABSTAIN: Mr. Chavis

B. VICE CHAIRMAN NOMINATIONS AND APPOINTMENT

Mr. Chavis opened the floor for nominations for the position of Vice-Chairman for the calendar year 2019.

Dr. Moore nominated Mr. Lee for the position of Vice-Chairman.

There were no other nominations brought forth.

Upon motion of Dr. Moore, seconded by Ms. Ebron-Bonner,

BE IT RESOLVED, by the Board of Supervisors of Dinwiddie County, Virginia, that Mr. Daniel D. Lee shall be appointed as the Vice-Chairman of the Board of Supervisors of Dinwiddie County, Virginia for the year 2019, or until he resigns, is unable to hold office, or until a successor assumes office.

AYES: Ms. Ebron-Bonner, Mr. Moody, Dr. Moore, Mr. Chavis

NAYS: None

ABSTAIN: Mr. Lee

C. ADOPTION OF BOARD MEETING SCHEDULE

JANUARY						
S	M	T	W	T	F	S
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FEBRUARY						
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MARCH						
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JULY						
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AUGUST						
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SEPTEMBER						
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OCTOBER						
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NOVEMBER						
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DECEMBER						
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COUNTY OF
DINWIDDIE

BOARD OF
SUPERVISORS

2019

SCHEDULE OF
PUBLIC MEETINGS

Unless otherwise noticed:

WORKSHOP MEETINGS, shown in **BLUE**, are held on the **FIRST TUESDAY** of every month at **4:00 PM**

** (There will not be a Workshop Meeting held on Tuesday, November 5th.)**

LOCATION:
TRAINING ROOM
Dinwiddie Government Center
14010 Boydton Plank Road
Dinwiddie, Virginia 23841

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REGULAR MEETINGS, shown in **RED**, are held on the **THIRD TUESDAY** of every month at **3:00 PM**, with **PUBLIC HEARINGS** beginning at **7:00 PM**.

LOCATION:
BOARD MEETING ROOM
Dinwiddie Government Center
14010 Boydton Plank Road
Dinwiddie, Virginia 23841

If a regular or advertised meeting is canceled due to weather or other conditions, it shall be continued for 7 days to the same time and place.

Mailing address:
P. O. Drawer 70
Dinwiddie, Virginia 23841

Telephone: (804) 469-4500

Note:
The **ORGANIZATIONAL MEETING** for 2020 will be held on January 7, 2020 at 7:00 p.m.

Upon motion of Mr. Lee, seconded by Mr. Moody,

WHEREAS, the Board of Supervisors of Dinwiddie County, Virginia is required by State Law to organize at the first meeting in January,

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia, that the following rules shall apply for the year 2019:

1. Regular Meetings of the Board shall be held on the third Tuesday of each month, as shown on the attached 2019 calendar.
2. Regular Meetings shall take place in the Board Meeting Room in the Dinwiddie Government Center, 14010 Boydton Plank Road, Dinwiddie, Virginia unless otherwise noted. The Regular Meeting time shall be 3:00 p.m. unless otherwise noted with Public Hearings beginning at 7:00 p.m. unless otherwise noted.
3. Workshop Meetings of the Board shall be held on the first Tuesday of each month, as shown on the attached 2019 calendar.
4. Should it be necessary to cancel a regular and/or a noticed Board of Supervisors meeting due to weather or other conditions, the meeting shall be continued for seven (7) days to the same time and place.

The regular meeting dates are as follows:

January 15, 2019
 February 19, 2019
 March 19, 2019
 April 16, 2019
 May 21, 2019
 June 18, 2019
 July 16, 2019
 August 20, 2019
 September 17, 2019
 October 15, 2019
 November 19, 2019
 December 17, 2019

AYES: Ms. Ebron-Bonner, Mr. Moody, Dr. Moore, Mr. Lee, Mr. Chavis
 NAYS: None

D. ADOPTION OF FY 2020 BUDGET CALENDAR

**Dinwiddie County
 FY 2020
 Proposed Budget Calendar**

Sept/Feb	CIP Committee FY 2020-2029 Work Sessions
December 10	Department Manager Meeting: Overview of FY 2020 Budget Packets
January 2	Board of Supervisors Budget Calendar Approval
January 11	Departments and Outside Agencies Budget Requests Due to Administration
Jan/Feb	Administration Review of Expenditure Requests and Development of Revenue Projections
January 22-30	Department Request Reviews with Administration & Managers
February 5	Board of Supervisors Work Session: Operational Expenditures
February 19	Board of Supervisors Work Session: Operational Expenditures/CIP
March 5	Board of Supervisors Work Session: Operational Expenditures/CIP
March 12	Joint Board of Supervisors/School Board Work Session; Revenue & Tax Rates Work Session
March 13	Planning Commission: CIP Review; Complete Tax Rates Advertisement
March 17	Run Tax Rates Advertisement
March 19	Board of Supervisors Budget Work Session and Health Insurance Resolution
April 2	Board of Supervisors Budget Work Session
April 16	Tax Rates Public Hearing and Resolution Adoption
April 18	Complete Budget/CIP Advertisement
April 21 & 28	Run Advertisements for Budget/CIP Public Hearing
April 30	Public Hearing for Budget/CIP
May 7	Adoption of Budget/CIP Resolutions

Upon motion of Dr. Moore, seconded by Ms. Ebron-Bonner,
 The proposed budget calendar for fiscal year 2020 was approved as presented.

AYES: Ms. Ebron-Bonner, Mr. Moody, Dr. Moore, Mr. Lee, Mr. Chavis
 NAYS: None

E. Review of the Board of Supervisors Bylaws/Code of Ethics

Tyler Southall, County Attorney stated that if the Board desired for there to be any changes to the Bylaws, he could do so. As the Board had no changes, Mr. Southall read the Code of Ethics as follows:

CODE OF ETHICS

Recognizing that persons who hold public office have been given a public trust and that the stewardship of such office demands the highest levels of ethical and moral conduct, any person serving on the Dinwiddie County Board of Supervisors should adhere to the following Code of Ethics:

1. Uphold the Constitution, laws and regulations of the United States and of all governments therein and never knowingly be a part to their evasion.
2. Put loyalty to the highest moral principles and to the County as a whole above loyalty to individuals, districts, or particular groups.

3. Give a full measure of effort and service to the position of trust for which stewardship has been granted; giving earnest effort and best thought to the performance of duties.
4. Seek to find and use the most equitable, efficient, effective, and economical means for getting tasks accomplished.
5. Adopt policies and programs that support the rights and recognize the needs of all citizens regardless of race, sex, age, religion, creed, country of origin or handicapping condition. Avoid adopting policies, supporting programs or engaging in activities that discriminate against or offend individuals because of race, sex, age, religion, creed, and country of origin or handicapping condition.
6. Ensure the integrity of the actions of the Board of Supervisors by avoiding discrimination through the dispensing of special favors or unfair privileges to anyone, whether for remuneration or not. A member should never accept for himself or herself or for family members, favors or benefits under circumstances, which might be construed by reasonable persons as influencing the performance of Board of Supervisors duties.
7. Make no private promises of any kind binding upon the duties of any office, since a public servant has no private word, which can be binding on public duty.
8. Engage in no business with the county government, or the school system, either directly or indirectly, which is inconsistent with the conscientious performance of Board of Supervisors duties except as may be consistent with the conflict of interest statutes in the Code of Virginia.
9. Never use any information gained confidentially in the performance of Board of Supervisors duties as a means of making private profit.
10. Expose, through appropriate means and channels, corruption, misconduct, or neglect of duty whenever discovered.
11. Adhere to the principle that the public's business should be conducted in the public view by observing and following the letter and spirit of the Freedom of Information Act using closed sessions only to deal with sensitive matters as provided by the Code of Virginia.
12. Avoid using the position of public trust to gain access to the media for the purposes of criticizing colleagues or citizens, impugning their integrity or vilifying their personal beliefs.
13. Make sure, when responding to the media, that a clear distinction is made between personal opinion or belief and a decision made by the Board.
14. Review orally and in public session, at the annual organizational meeting, each of these principles.
15. Pledge to honor and uphold these principles, ever conscious that public office is a public trust.

6. **ADJOURNMENT**

Before adjournment, Mr. Chavis read the following from his daily devotional by David Jeremiah: "When we get to January 1, 2020, we want to be able to look back and know that we exceeded the expectations we had for 2019. To do that, we need to start thinking now: What should we expect in 2019? What does God expect of us? What should we expect of ourselves?"

Upon motion of Ms. Ebron-Bonner, seconded by Mr. Moody, the meeting was adjourned at 7:25 PM.

AYES: Ms. Ebron-Bonner, Mr. Moody, Dr. Moore, Mr. Lee, Mr. Chavis

NAYS: None

William D. Chavis
Chair

ATTEST: _____
W. Kevin Massengill
County Administrator
Clerk to the Board

/sbw