

County of Dinwiddie Board of Supervisors

MINUTES

Organizational Meeting – January 5, 2016, 7:00 PM

Multi-Purpose Room, Pamplin Administration Building
14016 Boydton Plank Road, Dinwiddie, Virginia

Supervisors Present:

Harrison A. Moody
Dr. Mark E. Moore
William D. Chavis
Brenda Ebron-Bonner

Election District 1
Election District 2
Election District 3
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 AGENDA

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

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the agenda was adopted as amended.

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

5. ORGANIZATIONAL MEETING

A. CHAIRMAN NOMINATIONS AND APPOINTMENT

Mr. Massengill, County Administrator opened the floor for nominations for the position of Chairman for the calendar year 2016.

Mr. Chavis nominated Ms. Ebron-Bonner for the position of Chairman.

There were no other nominations brought forth.

Upon motion of Mr. Moody, seconded by Dr. Moore,

Nominations for Chairman were closed.

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

Upon motion of Dr. Moore, seconded by Mr. Chavis,

BE IT RESOLVED, by the Board of Supervisors of Dinwiddie County, Virginia, that Ms. Brenda Ebron-Bonner shall be appointed as the Chair of the Board of Supervisors of Dinwiddie County, Virginia for the year 2016, or until she resigns, is unable to hold office, or until a successor assumes office.

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

B. VICE CHAIRMAN NOMINATIONS AND APPOINTMENT

Mr. Massengill, County Administrator opened the floor for nominations for the position of Vice-Chairman for the calendar year 2016.

Mr. Moody was nominated by for the position of Vice-Chairman.

There were no other nominations brought forth.

Upon motion of Mr. Chavis, seconded by Ms. Ebron-Bonner,

Nominations for Vice-Chairman were closed.

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

ABSENT: Mr. Lee

Upon motion of Mr. Chavis, seconded by Dr. Moore,

BE IT RESOLVED, by the Board of Supervisors of Dinwiddie County, Virginia, that Mr. Harrison A. Moody shall be appointed as the Vice-Chairman of the Board of Supervisors of Dinwiddie County, Virginia for the year 2016, or until he resigns, is unable to hold office, or until a successor assumes office.

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

C. ADOPTION OF THE BOARD MEETING SCHEDULE

JANUARY						
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**COUNTY OF
DINWIDDIE
BOARD OF
SUPERVISORS
2016
SCHEDULE OF
PUBLIC MEETINGS**

Unless otherwise noticed:
MEETING WORKSHOPS, shown in **YELLOW**, are held on the **FIRST TUESDAY** of every month at **4:00 PM**
LOCATION:
 MULTIPURPOSE MEETING ROOM
 Pamplin Administration Building
 14016 Boydton Plank Road
 Dinwiddie, Virginia 23841
 &
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
 Pamplin Administration Building
 14016 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 2017 will be held on January 3, 2017 at 7:00 p.m.

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

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 2016:

1. Regular Meetings of the Board shall be held on the third Tuesday of each month, as shown on the attached 2016 calendar.
2. Regular Meetings shall take place in the Board Meeting Room in the Pamplin Administration Building, 14016 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 2016 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.

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

D. ADOPTION OF THE FY 2017 BUDGET CALENDAR

**Dinwiddie County
 FY 2017
 Proposed Budget Calendar**

November 16	Department Manager & CIP Committee Meeting: FY 2016 CIP Update & FY 2017-2021 Work Session
December 1	Board of Supervisors Work Session: FY 2016 Budget & CIP Update
December 14	Department Manager Meeting: Overview of FY 2017 Budget Packets
January 5	Board of Supervisors Budget Calendar Approval
January 14	Departments and Outside Agencies Budget Requests Due to Administration
Jan/Feb	Administration Review of Expenditure Requests and Development of Revenue Projections
January 25-29	Department Request Reviews with Administration & Managers
February 2	Board of Supervisors Work Session: Operational Expenditures
February 16	Board of Supervisors Work Session: Tax Rates/Budget/CIP
March 1	Board of Supervisors Work Session: Revenues & Tax Rates
March 15	Joint Board of Supervisors/School Board Work Session; Tax Rates Work Session; Health Insurance Resolution
March 24	Complete Tax Rates Advertisement
March 27 & 30, April 3	Run Advertisements for Tax Rates Public Hearing (The Monitor, Progress Index)
April 5	Tax Rates Public Hearing and Resolution Adoption and Board of Supervisors Work Session: CIP
April 7	Complete Budget/CIP Advertisement
April 10, 13, 17	Run Advertisements for Budget/CIP Public Hearing (The Monitor, Progress Index)
April 19	Public Hearing for Budget/CIP
May 3	Adoption of Budget/CIP Resolutions

Upon motion of Mr. Chavis, seconded by Dr. Moore,

The above proposed budget calendar for fiscal year 2017 was approved as presented.

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

E. REVIEW BOARD OF SUPERVISORS BYLAWS/CODE OF ETHICS

Mr. Southall, County Attorney, stated that the current bylaws were amended in 2006, however if the Board would like to make any changes, it is his duty to assist them in that process. The Board did not suggest any changes at this time. Section 14 of the Code of Ethics requires that the Code of Ethics be reviewed orally and in public session at the annual organizational meeting. Mr. Southall read orally the Code of Ethics below.

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, 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 the sensitive personnel, legal or contractual 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 the meeting adjourned, the Board members congratulated Ms. Ebron-Bonner on her position as Chair. Ms. Ebron-Bonner thanked the Board, staff, and family, friends, and co-workers in the audience for their support.

Upon motion of Mr. Moody, seconded by Mr. Chavis, the meeting was adjourned at 7:20 PM.

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

Brenda Ebron-Bonner
 Chair

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

/sbw