

**Virginia:**

**April 28, 2020.** On March 10, 2020, the Board of Supervisors and School Board Joint Budget Work Session, the Board of Supervisors recessed until March 19, 2020. Due to COVID-19 the recessed meeting of March 19, 2020, was canceled. Tonight, April 28, 2020, the recessed meeting of March 19, 2020, was called to order.

No items discussed.

Meeting Adjourned until 5:30 p.m., April 28, 2020.

PRESENT: William G. Coad, Chairman  
Gilbert A. Smith  
Lewis E. Black, III

**Virginia:**

At the regular monthly meeting of the Board of Supervisors held at the Charles City County Government Administration Building thereof on Tuesday, April 28, 2020, at 5:30 p.m. in the 224<sup>th</sup> year of the Commonwealth and 386<sup>th</sup> year of the County.

PRESENT: William G. Coad, Chairman  
Gilbert A. Smith  
Lewis E. Black, III

RE: CALL TO ORDER & PLEDGE OF ALLEGIANCE

Meeting called to order by William G. Coad. The Pledge of Allegiance was said in unison by the Board of Supervisors.

Michelle Johnson stated due to COVID-19 this is our first Zoom meeting. She thanked everyone that is attending.

RE: ADOPTION OF THE AGENDA

Motion was made by Gilbert Smith to adopt the Agenda as presented by staff. Motion carried unanimously.

RE: CONSENT AGENDA

Motion was made by Gilbert Smith to adopt the Consent Agenda as presented by staff. Motion carried unanimously.

- a.) Approval of Minutes
  - February 25, 2020 - Regular Meeting Minutes

- March 10, 2020 – BOS & School Board Joint Budget Work Session
- b.) CH2M Hill Invoice for Services through February 21 & March 17, 2020
- c.) Personal Property & Real Estate Taxes Refund
- d.) Appropriations for April and May 2020

Charles City County April/May Appropriations		<i>Amended FY20 Budget</i>	<i>April/May Request</i>	<i>County Administrator Recommends</i>
<i>General Fund Agencies</i>				
<b>11010</b>	Board of Supervisors	\$ 63,863	\$ 21,385	\$ 21,385
<b>12100</b>	County Administrator	200,521	32,525	32,525
<b>12210</b>	Legal Services	127,000	-	-
<b>12220</b>	Non Departmental	59,754	-	-
<b>12221</b>	Non Departmental-Telecom	175,900	-	-
<b>12240</b>	Audit	38,800	-	-
<b>12310</b>	Commissioner of Revenue	253,717	41,607	41,607
<b>12410</b>	Treasurer	189,276	39,649	39,649
<b>12420</b>	Finance	160,437	(1,281)	(1,281)
<b>12422</b>	Human Resources	145,438	21,124	21,124
<b>12425</b>	Information Technology	407,456	77,000	77,000
<b>12520</b>	Motor Pool	67,732	-	-
<b>12530</b>	Central Gas	14,626	-	-
<b>12600</b>	Memberships	2,452	-	-
<b>13100</b>	Electoral Board	34,538	20,198	20,198
<b>13200</b>	Registrar	118,474	23,300	23,300
<b>21100</b>	Circuit Court	32,135	3,740	3,740
<b>21200</b>	Combined GD/JD Court	12,050	-	-
<b>21300</b>	County Magistrate	600	-	-
<b>21600</b>	Clerk of Circuit Court	232,471	74,442	74,442
<b>21700</b>	Sheriff Judicial	142,728	20,987	20,987
<b>21800</b>	Courthouse Security Fund	73,057	-	-
<b>21930</b>	Crater Criminal Justice T.C.	10,932	-	-
<b>22100</b>	Commonwealth's Attorney	251,250	74,801	74,801
<b>31200</b>	Sheriff Law Enforcement	682,363	124,929	124,929
<b>31900</b>	Sheriff Support	267,149	83,139	83,139
<b>32350</b>	E 911	44,850	-	-
<b>32400</b>	Wireless E911	30,000	-	-
<b>33150</b>	Correction & Detention	293,653	118,653	118,653
<b>33300</b>	VJCCCA	9,400	-	-
<b>33310</b>	Col Com Correction jb	12,287	-	-
<b>33320</b>	9th District Court Services	21,370	-	-
<b>34400</b>	Codes Enforcement	158,081	33,818	33,818
<b>35100</b>	Animal Control	131,022	-	-
<b>35300</b>	Medical Examiner	50	-	-
<b>42400</b>	Landfill Monitoring	300,990	-	-

43200	General Properties	931,203	-	-
51100	Health Department	117,126	-	-
52200	MH/MR Services Board	123,340	-	-
53600	Contributions	80,500	-	-
68010	John Tyler Community College	1,229	-	-
71100	Parks and Recreation	438,972	54,378	54,378
71200	Lewis Park Boat Ramp	17,224	-	-
73200	Library/Cultural	126,825	-	-
73210	Center For Local History	31,536	-	-
81200	Department of Development	265,785	79,009	79,009
81600	Com Development Cont	37,236	-	-
82650	Environmental Mgt Cont	18,800	-	-
83300	Cooperative Extension	36,620	23,920	23,920
91400	General Fund Contingency	171,994	-	-
95000	Debt Service	448,171	-	-
	<b>Total General Fund</b>	<b>\$ 7,612,983</b>	<b>\$ 967,323</b>	<b>\$ 967,323</b>
Fund 131	Fire/EMS Fund	1,234,600	81,081	81,081
Fund 311	Capital Improvement Plan	342,578	-	-
Fund 511	Public Utility Fund	552,601	-	-
	<b>Total Board of Supervisors</b>	<b>\$ 9,742,762</b>	<b>\$ 1,048,404</b>	<b>\$ 1,048,404</b>

**FY20- School Operating Categorical  
Appropriations**

61101	Instruction	5,606,318	950,513	950,513
	<b>Admin, Attendance &amp; Health</b>			
62119	Serv.	962,103	171,589	171,589
63109	Pupil Transportation	966,664	176,267	176,267
64209	Operations & Maintenance	1,109,153	157,872	157,872
67000	Transfer to Food Service	28,115	4,686	4,686
68109	Instructional Technology	489,906	-	-
213	Self-Sustaining Fund	688,426	-	-
214	Textbook Fund	60,615	-	-
215	Food Service Fund	397,736	-	-
216	Capital Fund	790,856	50,439	50,439
	<b>School Fund Total</b>	<b>\$ 11,099,892</b>	<b>\$ 1,511,366</b>	<b>\$ 1,511,366</b>

**ALL FUNDS**

BOARD OF SUPERVISORS	9,742,762	1,048,404	1,048,404
SCHOOL OPERATING	11,099,892	1,511,366	1,511,366
SOCIAL SERVICES	1,227,818	303,509	303,509
SPECIAL WELFARE	6,872	-	-
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 22,077,344</b>	<b>\$ 2,863,279</b>	<b>\$ 2,863,279</b>

RE: PRESENTATIONS



**ASHLAND RESIDENCY**

**MARSHALL WINN**

**RESIDENCY ADMINISTRATOR**

**CHARLES CITY COUNTY  
March 2020**

MAINTENANCE:

JEFF ALLGOOD

**POTHoles**

- Rte 607 Church Ln; cover cross pipe repair
- Rte 644 Courthouse Rd

**DITCHING / DRAINAGE**

- Rte 610 Green Oak Rd; clean around pipes and bag leaves
- Rte 623 Wilcox Neck Rd; clean around pipes and bag leaves
- Rte 639 The New Rd; clean around pipes and bag leaves
- Rte 650 Cattail Rd; clean around pipes and bag leaves

**TREES**

- Rte 607 Church Ln
- Rte 609 Barnetts Rd; near Rte 637 Wyatts Rd
- Rte 609 Barnetts Rd; near Rte 106 Roxbury Rd
- Rte 600 Charles City Rd

**DRIVEWAY REPAIR**

- Rte 650 Cattail Rd; repair with stone and cold mix

**SIGN REPAIR**

- Rte 5 John Tyler Memorial Hwy; near B. F. Bridge, repair curve sign
- Rte 602 Lott Cary Rd; at Rte 155 intersection, move stop sign for sight problem
- Rte 649 Woodbourne Rd; repair stop sign

**BEAVER DAM REMOVAL**

- Rte 612 Ruthville Rd
- Rte 623 Wilcox Neck Rd

**PIPE CLEANING**

- Rte 607 Church Ln; cross pipe at 8641
- Rte 609 Barnetts Rd; cross pipe at Rte 607 Church Ln
- Rte 607 Church Ln; at 8941
- Rte 625 West Run Rd; at Rte 658 Kimages Rd
- Rte 614 Sturgeon Point Rd; cross pipe at Rte 5

#### TRASH PICKUP (217 bags total)

- Rte 607 Wayside Rd
- Rte 615 The Glebe Ln; between Rt 5 and Rte 614
- Rte 625 West Run Rd
- Rte 155 Courthouse Rd
- Rte 624 Horse Shoe Rd
- Rte 607 Wayside Rd; between Rte 106 and Rte 5
- Rte 641 Little Elam Rd
- Rte 609 Barnetts Rd; between Rte 607 and Rte 602
- Rte 609 Barnetts Rd; between Rte 602 and Rte 603
- Rte 609 Barnetts Rd; between Rte 631 and Rte 106
- Rte 612 Ruthville Rd
- Rte 623 Wilcox Neck Rd

#### DEBRIS PICKUP (165 tires total)

- Rte 606 Carters Mill Rd
- Rte 600 Charles City Rd
- Rte 618 Adkins Rd; near Rte 649

#### SHOULDER REPAIR

- Rte 5 John Tyler Memorial Hwy; between Rte 614 and Rte 613
- Rte 615 The Glebe Ln
- Rte 615 The Glebe Ln; repairs completed in front of mail boxes
- Rte 609 Barnetts Rd; cut down high shoulder at Saw Mill
- Rte 685 Chambers Rd; cut down high shoulder

#### GRASS CUTTING

- Rte 606 Carters Mill Rd
- Rte 659 Old Ferry Rd
- Rte 633 Herring Creek Rd
- Rte 640 Herring Creek Rd
- Rte 665 Harrison Lake Dr
- Rte 636 Shady Ln
- Rte 609 Barnetts Rd; between Rte 106 and Rte 685
- Rte 600 Charles City Rd

#### DAYLIGHT SIGNS

- Rte 625 West Run Rd

#### BIKE TRAIL

- Cut and remove tree debris on Trail
- Install Stop Sign on Trail
- Pick up litter and debris
- Sweep and blow Trail
- Repair pavement sink with cold mix
- Cleanup at Herring Creek

## MISCELLANEOUS

- Service and repair equipment
- Remove dead animals from Primary and Secondary routes
- Snow and ice standby and removal
- Clean snow spreaders and trucks
- Address work complaints county wide
- Haul debris to Landfill
- Rte 106 Roxbury Rd; clean up tires and haul to Roxbury Tire Plant
- Classes; Fire Extinguisher Training

## WORK REQUESTS

- 74 Received
- 58 Completed

## EMERGENCY CALLOUT AFTER HOURS (2)

- Rte 623 Wilcox Neck Rd; high water on road
- Rte 155 Court House Rd; debris on roadway

## *NEXT MONTH'S AGENDA*

- Shoulder repairs; Primary Routes
- Pothole repairs County Wide
- Litter pickup County Wide
- Bike Trail cleanup
- Break Beaver Dams
- Ditching with Gradall
- Prepping roads for Surface Treatment
- Right Arm Tractor mowing

Marshall Winn stated due to COVID-19 VDOT's crew is working split shifts. Half the crew is working Mondays, the other half on Fridays. The full crew is working Tuesdays, Wednesdays, and Thursdays. They are using extra trucks to keep social distancing, utilizing one person per truck. VDOT received 73 requests and completed 129 work orders. They had three after-hour calls. Primary mowing will start within the next two weeks. They picked up 207 bags of trash and 110 tires during the month.

Gilbert Smith asked for an update on the Proclamation on Old Union, Charles City, and CC Roads. Michelle stated she is waiting to hear back from Henrico County. They also have to write a Proclamation due to part of Charles City Road is in Henrico. This will have to be a joint effort.

## *FY2021 Budget Presentation*

Michelle Johnson presented a presentation on the FY20-21 Proposed Budget. She stated the budget was built around our theme "We All Win by Working Together". The Board has five pillars to build upon for FY2021, they are Communication, Community Development,

Community Engagement, Economic Growth, and Public Safety. The County local revenue remains strong. Every 0.14 cents per dollar will go towards the Fire/EMS Department. There will be no tax increase for FY2021. FY21 is projected to have \$16,466,545 for revenue. Your tax dollar is 43% in General Fund, 35% to School, 10% to CIP Fund, 7% to Fire/EMS, 3% to Social Services, and 2% to Enterprise Fund. Staff is proposing level funding for FY2021. The Fire/EMS Department staff is recommending to hire three new firefighters, purchase one new ambulance, and a radio system. Staff recommends \$504,726 to Social Services. This will continue to be an 80/20 split with VA DSS, with 20% being funded by the County. Their FY21 priority is to align to recruit and retain qualified employees. The School's overall budget is \$9,243,372 with \$5,609,541 funded by Charles City County. Their budget is not finalized, and they will be meeting on May 8<sup>th</sup> to approve their budget. CIP for the Schools is \$790,856.00.

Lewis Black asked, of the \$102,00 for Social Services, how many employees will that supplement. Michelle Johnson stated we do not supplement employee salaries. Social Services has seen employees leave and go to other localities because of the salary. This will be a salary increase for 14 employees to align their salaries with surrounding Counties.

Gilbert Smith asked when the Salary Survey is done, will Social Services be included? Michelle stated no, it will only be for County employees.

Michelle stated the County is proposing \$833,044 for the CIP Budget. She reviewed some highlights included in the CIP Budget, which is the HVAC System at the Government Building, the roof at the Social Center, playground equipment at Harrison Park, cardio equipment for the fitness center, replace banquet chairs for Social Center, one vehicle for Animal Control, two vehicles for the Sheriff Department, Emergency Radio System, and one Ambulance.

Bill Coada stated he wants it to be clear, the four million dollar cut is for the proposed FY2021 budget, and not the budget we are currently in.

*Proclamation for Older American Month:*

**Charles City County**  
**A PROCLAMATION TO RECOGNIZE OLDER RESIDENTS**

**Whereas**, Charles City County, Virginia has almost 3000 residents, age 60 and over, who enrich communities through diverse life experiences that “Make a Mark”; and

**Whereas**, May is recognized as Older Americans Month by the U.S. Administration for Community Living (ACL) and the Virginia Department for Aging and Rehabilitative Services (DARS) as a time to recognize the contributions of older residents and the many ways they “Make Marks” in our communities; and

**Whereas**, the 2020 theme for Older Americans Month is “Make Your Mark,” which emphasizes the importance of encouraging and recognizing the countless contributions that older residents make to families and communities; and

**Whereas**, the 2020 Observation of Older Americans Month is also a time of National Crisis in response to COVID-19 that impacts all ages as we seek to keep communities safe and healthy while recognizing the need to check on the well-being of older residents; and

**Whereas**, Charles City County, Senior Connections and local agencies are committed to strengthening communities by connecting with and supporting older residents, caregivers and families by acknowledging their many valuable contributions; and

**Whereas**, Charles City County, Senior Connections and local agencies recognize the importance of bringing together all generations and promoting activities that enhance physical, mental, social and emotional well-being for the benefit of all; and

**Whereas**, Senior Connections joins with the Charles City County Department of Parks and Recreation, Department of Social Services, Young at Heart, Committee on Aging and other groups to ensure that residents have supportive and protective services at every age to allow them to enjoy the best possible quality of life; and

**Whereas**, Charles City County, Senior Connections, and local groups can enhance the lives of older residents who “**Make Marks**” in our communities!

**Now, therefore**, be it resolved that the Charles City County Board of Supervisors do hereby proclaim May 2020 to be Older Americans Month. Every resident is urged to take time to recognize older adults and the people who serve them as valuable community resources.

Motion was made by Gilbert Smith to approve the proclamation as presented by staff. Motion carried unanimously.

RE: APPOINTMENTS

Bill Coad asked the Board of Supervisors to review the Economic Development Authority Board. He would like to see appointments of the Economic Development Authority Board to become equal across the districts.

Motion was made by Gilbert Smith to approve Sheriff Alan Jones request to appoint 1<sup>st</sup> Sgt. Floyd Miles, Jr. to the Virginia Alcohol Safety Action Program Board (VASAP). Motion carried unanimously.

RE: COUNTY ADMINISTRATOR’S REPORT

Michelle Johnson stated the fund balance is reserved funds used by the County in the event of a catastrophe. She reviewed the fund balance over the last 10 years. In light of the COVID-19 pandemic, she thought it would be a good idea to review these funds with the Board. She stated even though we do not know when the pandemic will be over, she is confident that the County will be in a good position, because of the reserve.

Bill Coada commended the present Board and gave a shout-out to Mr. Floyd Miles, Sr., who helped build this fund balance. This gave the County security of not laying off employees during COVID-19.

Lewis Black asked how does the fund balance help part-time employees? Michelle stated the fund balance is used for emergency products to the County. During Hurricane Irene, the County purchased water for the citizens. It does not pay employees payroll.

Jimmy Johnson gave an update on COVID-19, thanking all essential workers of Charles City County. He stated since COVID-19, medical calls are on the decline. Charles City, as of today, has 13 cases, 4 hospitalized, 7 recovered, and 1 death. The County is taking measures to try to ensure the safety of its essential personnel that is still working. All government buildings have been professionally sanitized, along with all vehicles. Steps have been taken to assure all first responders have additional information on emergency calls to help prepare for COVID-19, and that they have all the PPE necessary to be safe while responding to a COVID-19 emergency. The county will continue promoting tactics to help slow the spread in our community. The county will also respond to community needs, primarily for food, as citizens are feeling the impact of the economic downturn.

Gilbert Smith asked how are the PPE's holding up? Jimmy stated the County is doing very well. Fire/EMS Department has been able to provide PPE's to the Social Services Department when they ran out.

Jimmy Johnson stated in January the Charles City County Fire Department began working three-shifts to offer 24/7 coverage to the county. As a result of this work cycle, the Fair Labor Standards Act (FLSA) allows for a longer workweek with certain overtime pay considerations. The FLSA mandates overtime to be paid to non-exempt firefighters who work more than 159 hours in a 21-day cycle, at a rate of one and a half times their hourly rate. The firefighters currently work 168 hours in a 21-day cycle. Jimmy recommended the Board adopt the Federal Government Law of Fair Labor Standards Act for the Firefighters, along with their work schedule.

Bill Coada asked if the firefighters were going to work nine hours more per the 21-day cycle, which will be eligible for overtime? That would be 9 days of overtime per 21-day cycle. Jimmy stated, yes, we did not budget for this in FY2020. He budgeted overtime for FY21 but not sure if he budgeted enough. Bill Coada asked Jimmy to get the figures to Michelle, so she can share the figures with the Board.

Motion was made by Gilbert Smith to adopt the Federal Government Law of Fair Labor Standards Act for the firefighters. Motion carried unanimously.

Michelle Johnson state staff is requesting to partner with New Kent County for a radio system for Fire/EMS and the Sheriff's Department. Motorola provided a quote of 2.4 million dollars. This system would only service Charles City County. The cost to upgrade our current system will cost \$57,000, which is only a temporary fix and would not provide CCFD with the capability to communicate with other agencies. New Kent already has the infrastructure in place, thus reducing the out of pocket costs for Charles City county to join their system. The cost of the system is \$1,604,987.00. New Kent will be the administrator of the system for \$57,727 for FY21,

and \$81,000 with a 3% escalation clause each year after. These additional charges include administrative, maintenance, and project management fees. New Kent will oversee the installation of the system. Captain Bridgers will assist with the monitoring of the project for Charles City County. The install will take place at the fire station on Courthouse Road in New Kent County. Michelle requested approval to enter into an agreement with New Kent County.

Lewis Black asked if the County would have to spend 1.6 million again in 15 years. Jimmy stated after 15 years the system will be able to be upgraded.

Bill Coada asked Jimmy if he has found himself unable to get in contact with Dispatch since he has been with the County. Jimmy stated, yes. Bill Coada stated he has had a conversation with the Sheriff in New Kent County, the actual life of the system is 25 years. He did not realize our Sheriff's Department could not reach dispatch when they were out on a call. Michelle Johnson stated the range of the radios would be from Chesapeake to North Carolina. Everyone will be on one system.

Motion was made by Gilbert Smith to approve the emergency radio system as presented by staff to be able to collaborate with New Kent County. Motion carried unanimously.

Rhonda Russell stated she wanted to make the Board as well as the citizens aware that she has been in negotiation with VDH and Comcast for the last six weeks outlining the prescriptive requirements for the implementation of the 2020 Virginia Technology Initiative (VATI) Grant awarded to the County on January 22, 2020. She is pleased to share that six issues have been eliminated, there is one more to finalize. She asked to defer any action on this topic until the next Board meeting.

Bill Coada asked when will Comcast provide the mapping of coverage? Michelle stated once the contracts are finalized, the mapping will be shared.

Lewis Black asked would it not be prudent to get coverage maps before we enter into an agreement with Comcast? Michelle Johnson stated the contract states coverage will be provided to 2,386 homes. That is 90% of Charles City County.

Lewis Black requested staff to also give an update on the Tower in District 3 at the next Board meeting.

Gilbert Smith stated people have also been asking him when will the Internet arrive and when will they receive it.

Michelle Johnson stated the County has no resource for food for our citizens. Feed More provides a mobile pantry once a month at St. John's Baptist Church that serves 300 citizens. Other food pantries in New Kent also serve Charles City citizens and average 200 to 250 individuals per month. During the COVID-19 pandemic, the Charles City Public Schools has served 100 meals per day. It is time to evaluate a permanent food pantry to meet the needs of the community. She has been contacted by several organizations and has received \$140,000 in donations that could aid in this process. There is also funding available from the Department of Housing and Community Development (DHCD). Michelle requested to submit a letter of intent

to DHCD to start the process of applying for funds. She also stated Thrive Virginia, formally Quin Rivers is writing a grant to have an individual run the pantry for three years.

Motion was made by Gilbert Smith to send a letter of intent to DHCD as requested. Motion carried unanimously.

Rhonda Russell presented the Board with a revised agreement and plat regarding the sale of property in the Roxbury Industrial park to Mr. James Hall, 2.146 acres. Mr. Hall currently leases property in the park. He has a thriving HVAC business, Hall Mechanical. The sale will facilitate his relocation and permanency in the community. Rhonda stated the Board had some questions about some items in the contract; all items have been addressed and agreed upon.

Bill Coada stated there is a concrete pad for the emergency generator on the property line. Randy Boyd stated the property is going to be transferred based on the plat, there is specific reservation in the deed, as shown, that he is getting the pad. The County does not have to move the pad. Bill Coada stated this property had been reserved for Fire Station 1. He would like to have that money committed and earmarked to go towards the new District 1 Fire Station. The Board agreed.

Motion was made by Gilbert Smith to sell 2.146 acres in the Roxbury Industrial Center to James Hall, Halls Mechanical, as presented by staff. Motion carried unanimously.

Thalia Bowen, Director of Human Resources, stated due to Governor Northam's "Stay at Home" order, the county has been forced to continue operations in a non-traditional manner. Eligible employees have been allowed to work from home or telework. Thalia presented the Board with a temporary telework policy outlining the county's expectations of employees while under this agreement. She stated this policy is temporary and can be terminated by the County Administrator at any time.

Motion was made by Gilbert Smith to approve the Temporary Telework Policy as presented by staff. Motion carried unanimously.

Thalia Bowen stated County employees have been unable to utilize their paid time off due to the COVID-19 pandemic. She requested the Board approve a one-time carryover for any employee carrying a PTO balance on June 30, 2020. On July 1, 2020 employees will receive their new balance of PTO hours in addition to any unexhausted PTO not used as of June 30, 2020. This is a one-time benefit to employees in response to the effects of COVID-19.

Bill Coada recommended extending PTO for six-months. Then revisit to see if we need to extend further. Thalia stated PTO is unpaid, if the employee were to separate from the County, they will not receive payment for their balances. She does not see the need for hesitation in extending it beyond six months. Previous PTO was paid, this is not.

Motion was made by Bill Coada to extend PTO for one year as presented by staff. Motion carried unanimously.

Michelle Johnson stated all events for April and May has been canceled. Staff will continue to evaluate as the Governor has put in a Stay at Home Order.

RE: PUBLIC COMMENT PERIOD

Steve Fuhrmann, 3400 Adkins Road, Providence Forge, Va., stated this has been a wonderful experience. He strongly encourages the Board to continue doing this after public meeting restarts. This addition is much needed to engage the public in the future.

RE: BOARD DIRECTIVES/COMMENTS

Gilbert Smith stated staff has been doing a great job of giving the Board and the public information on COVID-19. He also thanked the first responders. He asked everyone to continue to follow the guidelines the Governor has set to help stop the spread. It is going to be around awhile if we don't follow the guidelines. He also stated he was sorry to hear that the County lost one individual to COVID-19, his heart goes out to the family

Lewis Black thanked the administration and the first responders for all they have done during the COVID-19. He stated when he says first responders, he is talking about those that work in the grocery store, those working jobs that are underpaid. He asked that staff stay resilient, follow the order of the Governor, and remain safe.

Bill Coada gave a special shout out to the IT Department for all the work they put into making the Board meeting successful. He stated the previous County Administrator, Jack Miniclier, lost his wife. He asked for a moment of silence. Bill Coada asked that a statement be put on the County website concerning the pier and boat ramp being closed until further notice.

RE: EXECUTIVE SESSION

Motion made by Gil Investment of Public Funds 2.2-3711(A)(6), bert Smith to go into Executive Session to discuss Personnel 2.2-3711(A)(1), Perspective Business 2.2-3711(A)(5), Investment of Public Funds 2.2-3711(A)(6), and Legal 2.2-3711(A)(7) respectively of the 1950 Code of Virginia. Motion passed unanimously.

Motion was made by Gilbert Smith to return to Open Session. Motion passed unanimously. Motion was made by Gilbert Smith to certify the Board of Supervisors only discussed public business matters exempted from statutory open meeting requirements identified in the motion to convene to Executive Session. Motion passed unanimously.

There being no further business, the Board **recessed until Wednesday, May 13, 2020, Special Call Meeting on FY2021 Budget at 5:30 p.m.**