

Thursday, October 12, 2023
Regular Meeting

220 Judicial Pl.
Heathsville, VA 22473

5:30 P.M. Regular Meeting
7:00 P.M. Advertised Public Hearings

1. Opening of Meeting 5:30 P.M.

Subject : A. Invocation - Pastor Kori Kiss, Bethany Baptist Church

Meeting : Oct 12, 2023 - Regular Meeting

Category : 1. Opening of Meeting 5:30 P.M.

Type : Procedural

Subject : B. Pledge of Allegiance

Meeting : Oct 12, 2023 - Regular Meeting

Category : 1. Opening of Meeting 5:30 P.M.

Type : Procedural

Subject : C. Approval of Agenda

Meeting : Oct 12, 2023 - Regular Meeting

Category : 1. Opening of Meeting 5:30 P.M.

Type : Action

Recommended Action : Motion to approve the agenda for today's meeting with the revisions stated by County Administrator Tadlock.

Motion & Voting

Motion to approve the agenda for today's meeting with the revisions stated by County Administrator Tadlock.

Motion by James W Brann, second by James M Long.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

2. Approval of Minutes

Subject : A. September 7, 2023 Special Meeting

Meeting : Oct 12, 2023 - Regular Meeting

Category : 2. Approval of Minutes

Type : Action, Minutes

Recommended Action : Motion to approve the minutes from the special meeting on September 7, 2023.

Minutes : [View Minutes](#) for Sep 7, 2023 - Special Called Board of Supervisors Meeting

Motion & Voting

Motion to approve the minutes from the special meeting on September 7, 2023.

Motion by James M Long, second by James W Brann.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : B. September 14, 2023 4:30pm Special Meeting

Meeting : Oct 12, 2023 - Regular Meeting

Category : 2. Approval of Minutes

Type : Action,Minutes

Recommended Action : Motion to approve the minutes from the special meeting called at 4:30 p.m. on September 14, 2023.

Minutes : [View Minutes](#) for Sep 14, 2023 - 4:30 p.m. Special Called Board of Supervisors Meet

Motion & Voting

Motion to approve the minutes from the special meeting called at 4:30 p.m. on September 14, 2023.

Motion by James M Long, second by James W Brann.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : C. September 14, 2023 Regular Meeting

Meeting : Oct 12, 2023 - Regular Meeting

Category : 2. Approval of Minutes

Type : Action,Minutes

Recommended Action : Motion to approve the minutes from the regular meeting on September 14, 2023.

Minutes : [View Minutes](#) for Sep 14, 2023 - Regular Meeting

Motion & Voting

Motion to approve the minutes from the regular meeting on September 14, 2023.

Motion by James M Long, second by James W Brann.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

3. Presentations

Subject : A. Proclamation - National Service Dog Month

Meeting : Oct 12, 2023 - Regular Meeting
Category : 3. Presentations
Type : Action
Recommended Action : Motion to approve the proclamation for National Service Dog Month as presented to the Board.

File Attachments

[National Service Dog Month September 2023.pdf \(180 KB\)](#)

Motion & Voting

Motion to approve the proclamation for National Service Dog Month as presented to the Board.

Motion by Thomas H Tomlin, second by Maurice E Johnson.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : B. Update from the Virginia Department of Transportation

Meeting : Oct 12, 2023 - Regular Meeting

Category : 3. Presentations

Type : Information

File Attachments

[Northumberland BOS Report 10-2023 - Google Docs.pdf \(145 KB\)](#)

Subject : C. Update from Northumberland County Schools

Meeting : Oct 12, 2023 - Regular Meeting

Category : 3. Presentations

Type : Information

Public Content

File Attachments

[Weekly Highlights.pdf \(901 KB\)](#)

[Upcoming Calendar Reminders.pdf \(1,416 KB\)](#)

4. County Administrators Report

Subject : A. Building Permit Report

Meeting : Oct 12, 2023 - Regular Meeting

Category : 4. County Administrators Report

Type : Information

Subject : B. Community Services Board Memorandum of

Agreement

Meeting : Oct 12, 2023 - Regular Meeting
Category : 4. County Administrators Report
Type : Action
Recommended Action : Motion to approve the Memorandum of Agreement for the Community Services Board effective October 12, 2023.

File Attachments

[NORTHUMBERLAND Emergency Prep MOA 2023-2027.pdf \(134 KB\)](#)

Motion & Voting

Motion to approve the Memorandum of Agreement for the Community Services Board effective October 12, 2023.

Motion by Thomas H Tomlin, second by James M Long.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : C. CivicPlus Website Contract
Meeting : Oct 12, 2023 - Regular Meeting
Category : 4. County Administrators Report
Type : Action,Information
Recommended Action : Motion to approve a supplemental appropriation to line item 1401-3005 in the amount of \$780.00 for the website contract renewal.

File Attachments

[Website Contract.pdf \(1,846 KB\)](#)

Motion & Voting

Motion to approve a supplemental appropriation to line item 1401-3005 in the amount of \$780.00 for the website contract renewal.

Motion by James M Long, second by Maurice E Johnson.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : D. NHS/NMS Sewer Drain Field Update
Meeting : Oct 12, 2023 - Regular Meeting
Category : 4. County Administrators Report
Type : Discussion,Information
Subject : E. Department Agency Monthly

Updates

Meeting : Oct 12, 2023 - Regular Meeting
Category : 4. County Administrators Report
Type : Information

File Attachments

[2023_09_Monthly_Report_County_Admin.pdf \(251 KB\)](#)
[IT Monthly Report - September 2023.pdf \(233 KB\)](#)
[Library Monthly Report BOS October 2023.pdf \(120 KB\)](#)
[Medicare and you.pdf \(183 KB\)](#)
[Books alive sam simon.jpg \(373 KB\)](#)
[Yard sale flier.pdf \(161 KB\)](#)
[BuildingDept Monthly Report.pdf \(23 KB\)](#)
[Monthly Report EDC \(September 2023\) with attachments.pdf \(6,060 KB\)](#)
[RSD September Report 2023.pdf \(93 KB\)](#)
[Stuart McKenzie Monthly Report Sept 2023.pdf \(2,129 KB\)](#)
[Virginia Cooperative Extension Monthly Report.pdf \(149 KB\)](#)
[Zoning Report.pdf \(29 KB\)](#)
[Monthly Report Template DSS August 2023 pdf.pdf \(84 KB\)](#)
[agency stats August, 2023.pdf \(202 KB\)](#)
[Monthly Report cover, August, 2023 CSApdf.pdf \(86 KB\)](#)
[CSA monthly report to County August, 2023.pdf \(145 KB\)](#)

Subject : F. Other County Administration Items
Meeting : Oct 12, 2023 - Regular Meeting
Category : 4. County Administrators Report
Type : Action
Recommended Action : Motion to allow the Planning Commission investigate revising the Boathouse Zoning ordinance to allow boat canopies.

File Attachments

[PC Memo to BOS 10-05-23 re permission revise Boathouse Ord boat canopies.pdf \(323 KB\)](#)

Motion & Voting

Motion to allow the Planning Commission investigate revising the Boathouse Zoning ordinance to allow boat canopies.

Motion by Richard F Haynie, second by Maurice E Johnson.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

5. Board of Supervisor Items

Subject : A. Approval of Check Register
Meeting : Oct 12, 2023 - Regular Meeting
Category : 5. Board of Supervisor Items

Type : Action
Recommended Action : Motion to approve the check register for October 2023.

File Attachments

[October 23 BOS Check Register.pdf \(15 KB\)](#)

Motion & Voting

Motion to approve the check register for October 2023.

Motion by James M Long, second by James W Brann.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : B. Board Comments

Meeting : Oct 12, 2023 - Regular Meeting

Category : 5. Board of Supervisor Items

Type : Action

Recommended Action : Motion to authorize staff to draft a request for proposal (RFP) and have a draft back before the Board next month for a forensic examination so the Board can review it at next month's regular meeting.

Motion & Voting

Motion to authorize staff to draft a request for proposal (RFP) and have a draft back before the Board next month for a forensic examination so the Board can review it at next month's regular meeting.

Motion by James W Brann, second by James M Long.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

6. Items Related to Closed Meeting

Subject : A. Convene into Closed Meeting

Meeting : Oct 12, 2023 - Regular Meeting

Category : 6. Items Related to Closed Meeting

Type : Action

Recommended Action : Motion to Action: A. Convene into Closed Meeting: convene into closed meeting as permitted by Virginia Code Section 2.2-3711 (A)(1) 1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals.

Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board. Nothing in this subdivision, however, shall be construed to authorize a closed meeting by a local governing body or an elected school board to discuss compensation matters that affect the membership of such body or board collectively.

Motion & Voting

Motion to Action: A. Convene into Closed Meeting: convene into closed meeting as permitted by Virginia Code Section 2.2-3711 (A)(1) 1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board. Nothing in this subdivision, however, shall be construed to authorize a closed meeting by a local governing body or an elected school board to discuss compensation matters that affect the membership of such body or board collectively.

Motion by Thomas H Tomlin, second by James M Long.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : B. Reconvene into Open Meeting
Meeting : Oct 12, 2023 - Regular Meeting
Category : 6. Items Related to Closed Meeting
Type : Action, Information
Recommended Action : Motion to reconvene into open session.

Motion & Voting

Motion to reconvene into open session.

Motion by Thomas H Tomlin, second by Maurice E Johnson.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : C. Certification of Closed Meeting
Meeting : Oct 12, 2023 - Regular Meeting
Category : 6. Items Related to Closed Meeting
Type : Action
Recommended Action : Motion that the Northumberland Board of Supervisors return

to Public Meeting and certify by roll call vote that only public business matters lawfully exempted from open meeting requirements by the Virginia Freedom of Information Act, and as were identified in the motion convening the closed meeting were heard, discussed or considered during the closed meeting. The vote on the motion was passed by a roll call vote as follows:

Aye: Richard F. Haynie, Thomas H. Tomlin, James M. Long, James W. Brann, Maurice E. Johnson

Motion & Voting

Motion that the Northumberland Board of Supervisors return to Public Meeting and certify by roll call vote that only public business matters lawfully exempted from open meeting requirements by the Virginia Freedom of Information Act, and as were identified in the motion convening the closed meeting were heard, discussed or considered during the closed meeting. The vote on the motion was passed by a roll call vote as follows:

Aye: Richard F. Haynie, Thomas H. Tomlin, James M. Long, James W. Brann, Maurice E. Johnson

Motion by Thomas H Tomlin, second by James M Long.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : D. Action taken from Closed Meeting, IT Technician Position

Meeting : Oct 12, 2023 - Regular Meeting

Category : 6. Items Related to Closed Meeting

Type : Action

Recommended Action : Motion to hire Mr. Carl Hayden for the IT Technician position with a starting salary of \$45,000.00.

Motion & Voting

Motion to hire Mr. Carl Hayden for the IT Technician position with a starting salary of \$45,000.00.

Motion by Thomas H Tomlin, second by James M Long.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : E. Action taken from Closed Meeting, Building Official Position

Meeting : Oct 12, 2023 - Regular Meeting

Category : 6. Items Related to Closed Meeting

Type : Action

Recommended Action : Motion to appoint Mr. Michael Plante as the Building Official with a starting salary of \$67,100.00.

Motion & Voting

Motion to appoint Mr. Michael Plante as the Building Official with a starting salary of \$67,100.00.

Motion by Thomas H Tomlin, second by Maurice E Johnson.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : F. Action taken from Closed Meeting, Patrick Palmiotto Salary Increase

Meeting : Oct 12, 2023 - Regular Meeting

Category : 6. Items Related to Closed Meeting

Type : Action

Recommended Action : Motion to approve the change in paygrade for Patrick Palmiotto as he passed his Class 4 Sanitary License. Mr. Palmiotto's adjusted salary is \$39,214.32 effective October 1, 2023.

Motion & Voting

Motion to approve the change in paygrade for Patrick Palmiotto as he passed his Class 4 Sanitary License. Mr. Palmiotto's adjusted salary is \$39,214.32 effective October 1, 2023.

Motion by Thomas H Tomlin, second by James M Long.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : G. Action taken from Closed Meeting, One Step GPS Vehicle Trackers

Meeting : Oct 12, 2023 - Regular Meeting

Category : 6. Items Related to Closed Meeting

Type : Action

Recommended Action : Motion to approve the contract with One Step in the amount of \$2,343.60 for GPS trackers on 14 County vehicles. This contract purchase will be made by using the County's ARPA funds.

Motion & Voting

Motion to approve the contract with One Step in the amount of \$2,343.60 for GPS trackers on 14 County vehicles. This contract purchase will be made by using the County's ARPA funds.

Motion by Richard F Haynie, second by Thomas H Tomlin.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

7. Public Comments

8. Public Hearings 7:00 P.M.

Subject : A. Request by Kathy S. Bray, owner for a Conditional Use Permit to construct a 197-foot communications tower on property zoned A-1, Agricultural. The property is shown as

Tax Map Parcel # 18-(1)-6 and is located on Newmans Neck Road.

Meeting : Oct 12, 2023 - Regular Meeting
Category : 8. Public Hearings 7:00 P.M.
Type : Action,Information
Recommended Action : Motion to approve the Conditional Use Permit to construct a 197-foot communications tower on property zoned A-1, Agricultural with the suggested conditions. This motion is made in due consideration of the public health and safety, the general welfare of the community, public necessity, convenience, and in the exercise of good zoning practices and in pursuant to the body's statutory authority.

File Attachments

[Bray.pdf \(2,487 KB\)](#)
[BOS 10 12 2023 ad echo.pdf \(62 KB\)](#)
[TowerInfo.pdf \(44,900 KB\)](#)
[Suggested Conditions 10-12-2023.pdf \(17 KB\)](#)

Motion & Voting

Motion to approve the Conditional Use Permit to construct a 197-foot communications tower on property zoned A-1, Agricultural with the suggested conditions. This motion is made in due consideration of the public health and safety, the general welfare of the community, public necessity, convenience, and in the exercise of good zoning practices and in pursuant to the body's statutory authority.

Motion by Maurice E Johnson, second by James M Long.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

Subject : B. TABLED TO NEXT MONTH'S MEETING ON NOVEMBER 9, 2023: Request by AFD LLC dba Virginia Halal Meat Farm, owner, for a Conditional Use Permit to allow an abattoir (commercial slaughterhouse) on property zoned A-1, Agricultural. The property is shown as Tax Map Parcel 7-(1)-46-A and is located on Fruit Plain Road.

Meeting : Oct 12, 2023 - Regular Meeting
Category : 8. Public Hearings 7:00 P.M.
Type : Action

File Attachments

[Dawood-1.pdf \(3,005 KB\)](#)
[BOS 10 12 2023 ad echo.pdf \(62 KB\)](#)
[Suggested Conditions 10-12-2023.pdf \(17 KB\)](#)

Subject : C. TABLED TO NEXT MONTH'S MEETING ON NOVEMBER 9, 2023: Request by Mark Malley, owner, for a Conditional Use Permit to construct residential solar

exceeding 25 kw on property zoned R-2, Residential Waterfront. The property is shown as Tax Map Parcel #2-(1)-61 and is located at 1530 Mundy Point Road.

Meeting : Oct 12, 2023 - Regular Meeting
Category : 8. Public Hearings 7:00 P.M.
Type : Information

File Attachments

[Malley.pdf \(5.407 KB\)](#)
[BOS 10 12 2023 ad echo.pdf \(62 KB\)](#)
[Suggested Conditions 10-12-2023.pdf \(17 KB\)](#)

Subject : D. In order to consider an amendment to the County Code, Chapter 68 titled Fee Schedule. The purpose of the amendment is to increase the building and land use permit fees which also includes a new fee under section 68-1 Schedule of permit and other fees. The proposed increased fees will help defray the required advertising and staff costs associated with managing the permits.

Meeting : Oct 12, 2023 - Regular Meeting
Category : 8. Public Hearings 7:00 P.M.
Type : Action

Recommended Action : Motion to approve the proposed increases of the fee schedule as presented to the Board effective January 1, 2024.

File Attachments

[2023 10 Fee Schedule Public Hearing.pdf \(90 KB\)](#)
[2023 9 22 Fee Schedule Changes Overview.pdf \(249 KB\)](#)

Motion & Voting

Motion to approve the proposed increases of the fee schedule as presented to the Board effective January 1, 2024.

Motion by Thomas H Tomlin, second by Richard F Haynie.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson

9. Closing of Meeting

Subject : A. Adjournment
Meeting : Oct 12, 2023 - Regular Meeting
Category : 9. Closing of Meeting
Type : Action
Recommended Action : Motion to adjourn.

Motion & Voting

Motion to adjourn.

Motion by Thomas H Tomlin, second by Maurice E Johnson.

Final Resolution: Motion Carried

Aye: James M Long, Richard F Haynie, Thomas H Tomlin, James W Brann, Maurice E Johnson