

County of Dinwiddie Board of Supervisors

MINUTES

Organizational Meeting – January 5, 2020, 7:03 PM

Community Meeting Room, Dinwiddie Government Center
14010 Boydton Plank Road, Dinwiddie, Virginia

Supervisors Present:

William D. Chavis,	Election District 3
Daniel D. Lee, <i>Chair</i>	Election District 4
Brenda Ebron-Bonner <i>Vice Chair</i>	Election District 5
Harrison A. Moody	Election District 1
Dr. Mark Moore	Election District 2

Administration Present:

W. Kevin Massengill, *County Administrator*
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.

Upon a motion by Mr. Moody and seconded by Ms. Ebron-Bonner, the agenda was approved as presented.

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

NAYS: None

5. ORGANIZATIONAL MEETING

Before the nomination process began, Mr. Massengill presented Mr. Lee with a plaque in appreciation of his hard work and dedication as Chairman for calendar year 2020. He also thanked Mr. Lee for his wisdom and endurance during this this year of notable difficulties. Difficulties such as unemployment, business closings, virtual schooling, Zoom Board meetings and distribution of COVID 19 (CARES) funding monies all due to a unforeseen Global Pandemic

Mr. Lee thanked the Board for their confidence in him.

A. CHAIRMAN NOMINATIONS AND APPOINTMENT

Mr. Massengill stated since it is understood among Board members that the Chairman's position rotates every year and since it has received approval from Legal staff that nominations don't have to be done, he was announcing that Ms. Brenda Ebron-Bonner was appointed as the *Chairperson of the Board of Supervisors of Dinwiddie County, Virginia for the year 2021, or until she resigns, is unable to hold office, or until a successor assumes office.*

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

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

NAYS: None

B. VICE CHAIR NOMINATIONS AND APPOINTMENT

Mr. Massengill stated since it is understood among Board members that the Chairman's position rotates every year and since it has received approval from Legal staff that nominations don't have to be done, he was announcing that Mr. Harrison Moody was appointed as the *Vice Chairman of the Board of Supervisors of Dinwiddie County, Virginia for the year 2021, or until she resigns, is unable to hold office, or until a successor assumes office.*

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

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

NAYS: None

ABSTAIN: Mr. Moody

C. ADOPTION OF BOARD MEETING SCHEDULE

**COUNTY OF DINWIDDIE
BOARD OF SUPERVISORS
2021
SCHEDULE OF PUBLIC MEETINGS**

Unless otherwise notified:

WORKSHOP MEETINGS, shown in blue, are held on the **FIRST TUESDAY** of every month at **3:00PM**.

**LOCATION:
TRAINING ROOM
Dinwiddie Government Center
14010 Boydton Plank Road
Dinwiddie, Virginia 23041**

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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 23041**

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

Mailing address:
P. O. Drawer 70
Dinwiddie, Virginia 23041
Telephone: (804) 667-2200

**Note:
The ORGANIZATIONAL MEETING for 2021 will be held on January 4, 2021 at 7:00 p.m.**

Upon motion of Dr. Moore, 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 2021:

1. Regular Meetings of the Board shall be held on the third Tuesday of each month, as shown on the attached 2021 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 2021 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 19, 2021
- February 16, 2021
- March 16, 2021
- April 20, 2021
- May 18, 2021
- June 15, 2021
- July 20, 2021
- August 17, 2021
- September 21, 2021
- October 19, 2021
- November 16, 2021
- December 21, 2021

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

D. ADOPTION OF FY 2022 BUDGET CALENDAR

December-April	CIP Committee FY 2022-2031 Work Sessions
December 14	Department Manager Meeting: Overview of FY 2022 Budget Packets
January 5	Board of Supervisors Budget Calendar Approval
January 8	Departments and Outside Agencies Budget Requests Due to Administration
January-March	Administration Review of Expenditure Requests and Development of Revenue Projections
January 20	Board of Supervisors Advance
January 25-29	Department Request Reviews with Administration & Managers
February 16	Board of Supervisors Operating Budget Work Session
March 9	Joint Board of Supervisors/School Board Budget Work Session
March 10-11	Board of Supervisors Operating Budget Work Session
March 16	Board of Supervisors Regular Meeting: Tax Rates for Advertisement, Health Insurance Resolution
March 18	Complete Tax Rates Advertisement
March 21 & 28	Run Tax Rates Advertisement
March 30	Tax Rates Public Hearing and Resolution Adoption
April 6	Board of Supervisors Budget Work Session: Operational Expenditures/CIP
April 7	Planning Commission: CIP Review
April 8	Complete Budget/CIP Advertisement
April 11 & 18	Run Advertisements for Tax Rates and Budget/CIP Public Hearing
April 20	Public Hearing for Budget/CIP
May 4	Adoption of Budget/CIP Resolutions

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

The proposed budget calendar for fiscal year 2022 was approved as presented.

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

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

Upon motion of Mr. Chavis, seconded by Mr. Lee, the meeting was adjourned at 7:22 PM.

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

Brenda Ebron-Bonner
 Chair

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

/sbw