

# County of Dinwiddie Board of Supervisors

## MINUTES

Special Meeting – June 2, 2020, 4:00 PM

Telephonic Meeting

### **Supervisors Present:**

Daniel D. Lee, <i>Chair</i>	Election District 4 joined remotely from his office in Dinwiddie, VA.
Brenda Ebron-Bonner, <i>Vice Chair</i>	Election District 5 joined remotely from her office in North Dinwiddie, VA.
Dr. Mark Moore	Election District 2 joined remotely from his office in Petersburg, VA.
Harrison A. Moody	Election District 1 joined remotely from his farm in Wilsons, VA.

### **Administration Present:**

W. Kevin Massengill, *County Administrator*  
Anne Howerton, *Deputy County Administrator, Finance and General Services*  
Tammie Collins, *Deputy County Administrator, Planning and Community Development*  
Tyler Southall, *County Attorney*

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### **1. ROLL CALL**

Prior to the roll call Mr. Lee made the following statement:

Welcome to June 2, 2020 Board of Supervisors Special Meeting. Because of the threat posed to in-person meetings by COVID-19, this meeting is being held electronically in conformity and compliance with the Pandemic Disaster Continuity of Operations Ordinance approved by the Dinwiddie County Board of Supervisors on April 14, 2020.

Ms. Stephanie Wray was responsible for receiving public comments related to the meeting.

### **2. AMENDMENTS TO AGENDA**

There were no amendments to the agenda.

### **3. REPORT:**

#### **A. LOCAL ALLOCATION OF FEDERAL CARES CORONAVIRUS RELIEF FUNDS**

W. Kevin Massengill, County Administrator, shared with the Board that the County has been awarded \$2.49 million in Federal CARES funding.

Tyler Southall, County Attorney, explained the spending limitations set forth by the Department of the Treasury. He shared the three-factor test that expenditures must pass in order to use CARES funding to cover the costs. First, the expenditure must be necessary due to the public health emergency COVID-19. Second, the expenditure must not be accounted for in the budget most recently approved as of March 27, 2020 for the state or locality. Third, the expenditure must be incurred between March 1, 2020 and December 31, 2020. This does not include signing of a contract prior to, and expending funds after, December 31, 2020. Mr. Southall added that the funding is also not intended for bonuses, reimbursement to donors, revenue replacement, anything reimbursable under another program, or damages covered by insurance.

Anne Howerton, Deputy County Administrator, Finance and General Services, discussed expenditures to date. She explained that in the early stages of the event, the County was keeping track of expenditures thinking that they would be seeking a FEMA reimbursement, which has different criteria. She also shared that this is an evolving process. To date, the County has expended approximately \$45,000 in EMS for personal protective equipment, overtime, and expenses related to quarantined employees. Ms. Howerton stated that about \$18,000 has been spent in janitorial supplies, communication to the public through the resource guide, overtime in public works, and signage. \$18,000 has also been spent regarding continuity of government, with teleworking and electronic meetings. Other expenses include setting up WIFI hotspots at government buildings, food distribution, paying employees that are over 65 and staying home, and IDA grants. She stated that the total expenditures is around \$300,000 at this point. She ended by explaining that \$46,200 is allocated to the Town of McKenney.

Mr. Massengill explained that other jurisdictions have chosen to use these funds versus trying to get FEMA reimbursement and most localities are talking about infrastructure related to teleworking and virtual learning environments. He stated that we are fortunate to have modern buildings and ways to isolate the public and have good movement in and out. He said that his goal is to provide a list of potential projects such as enhancements to public safety, infrastructure and it improvements at the Board's next regular meeting.

Mr. Moody commented that he knows a lot of business were hurt more than others, and he would like staff to use that as criteria when it comes to grant funding.

**4. ACTION ITEMS:**

**A. VRA 2019 C TAX EXEMPT BOND REQUISITION #4**

Anne Howerton, Deputy County Administrator, Finance and General Services presented the following information for Board approval.

**MEMORANDUM**

TO: Board of Supervisors  
 FROM: Anne Howerton, Deputy County Administrator  
 DATE: June 16, 2020  
 SUBJECT: VRA 2019C Tax Exempt Bond Requisition #4

**Background**

The Public Safety Radio Replacement project as approved in the FY 2020 CIP is being financed with debt issued through Virginia Resources Authority, which closed on November 20, 2019. As you are aware, this financing has several components. The \$8,623,554 Series 2019C Lease Revenue Bond is tax exempt, and the \$1,528,895 Series 2019C Lease Revenue Bond is taxable. The IRS distinction between taxable and tax exempt bonds is the end use of those funds. The taxable funds will be used for any tower construction that could be potentially used for private purposes (i.e. broadband) and the tax-exempt funds will be used for governmental purposes (i.e. Radio Project).

Tax Exempt Requisition #4 requests payment to Federal Engineering, Inc., for consulting services on the Radio Project. The invoice is attached for your review.

**Actions**

We are asking for approval of the following resolution.

**BE IT RESOLVED**, that the Board of Supervisors of Dinwiddie County, Virginia does hereby authorize payment of VRA 2019C Tax Exempt Requisition #4 to Federal Engineering, Inc. in the amount of \$3,440.

SCHEDULE 1  
 Form to Accompany Requisition

Requisition #: 4  
 Recipient: Dinwiddie County - VFPF Series 2019C (Tax-Exempt New Money)  
 Local Representative: Anne Howerton  
 Title: Deputy County Administrator - Finance & General Services  
 Date: 6/16/2020

Cost Category	Total Project Costs	Previous Disbursements	Disbursement This Period	Disbursements to Date	Remaining Balance
P25 Radio System - Equipment & Services	\$ 4,123,000.00	\$ 1,897,288.51	\$ 3,440.00	\$ 1,900,728.51	\$ 2,222,271.49
Dispatch System - Equipment & Services	783,000.00	-	-	-	783,000.00
Microwave System - Equipment & Services	1,203,000.00	-	-	-	1,203,000.00
Site Improvements	279,000.00	-	-	-	279,000.00
Mobile Radios - Low Tier Mobile	80,000.00	-	-	-	80,000.00
Mobile Radios - Mid Tier Mobile	360,000.00	-	-	-	360,000.00
Mobile Radios - High Tier Mobile	60,000.00	-	-	-	60,000.00
Portable Radios - Low Tier Portable	75,000.00	-	-	-	75,000.00
Portable Radios - Mid Tier Portable	484,000.00	-	-	-	484,000.00
Portable Radios - Pagers - P25	105,000.00	-	-	-	105,000.00
Contingencies	948,000.00	-	-	-	948,000.00
Refunding Escrow Deposit*	-	-	-	-	-
Local Cost of Issuance	123,198.85	123,198.85	-	123,198.85	-
Additional Proceeds / Contingency	355.21	-	-	-	355.21
<b>TOTALS</b>	<b>\$ 8,623,554.06</b>	<b>\$ 2,020,487.36</b>	<b>\$ 3,440.00</b>	<b>\$ 2,023,927.36</b>	<b>\$ 6,599,626.70</b>

Upon motion of Dr. Moore, seconded by Ms. Ebron-Bonner, the bond requisition was approved as presented.

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

**5. BOARD MEMBER COMMENTS**

All of the Board Members thanked staff for their hard work, especially those on the front lines in public safety. They also asked everyone to stay safe and healthy. Mr. Lee asked citizens to look out for their neighbors and be the light in the community.

Mr. Lee then stated that he and Mr. Massengill have been contacted about the Majors' house that was purchased prior to the building project.

Mr. Massengill shared that the house is located on Edsel Lane adjacent to the Public Safety building. He said that the family member who inherited the property contacted us to see if the County would like to purchase the property. Given the location, he said the County made the decision to purchase it. The building is being used for storage for the public works department, and there are many ideas for its future use. Mr. Massengill shared that an individual has contacted the County to see if the Board will entertain leasing the building,

preferably in its entirety, for professional office space. It would require a public hearing if the Board decided to go forward with it.

Mr. Lee stated that he feels that the County needs to come up with a plan for the building's future use. Mr. Moody said that the County has not done rental of property and he does not think it is something we want to do on a regular basis. He then stated that the Dinwiddie Courthouse area is limited in office space so he hates to see someone not be able to use it until we figure out what we want to do with the building.

Mr. Massengill said that he and staff will take a look at possible expenses the County would incur in order to rent the property out.

**6. ADJOURNMENT**

*Upon motion of Mr. Moody seconded Dr. Moore, the meeting was adjourned at 4:38 PM.*

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

NAYS: None

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Daniel D. Lee  
Chair

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

/sbw