

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS  
FINANCE COMMITTEE  
TUESDAY, MARCH 10, 2020**

**VIRGINIA:** The Finance Committee of the Pittsylvania County Board of Supervisors was held on Tuesday, March 10, 2020, in the Main Conference Room, 1 Center Street, Chatham, Virginia 24531. Ronald S. Scarce, Chairman, called the Meeting to Order at 2:00 PM. The following Committee Members were present:

Joe B. Davis  
William (“Vic”) Ingram  
Ronald S. Scarce

The following Board of Supervisors Members were also present:

Timothy W. Dudley  
Robert W. “Bob” Warren  
Charles H. Miller, Jr. (joined the Meeting at 2:10 PM)

David M. Smitherman, County Administrator; J. Vaden Hunt Esq., County Attorney; Richard N. Hicks, Deputy County Administrator; Kimberly G. Van Der Hyde, Finance Director; and Kaylyn M. McCluster, Deputy Clerk, were also present.

**Approval of Agenda**

Motion by Mr. Davis, seconded by Mr. Ingram, to approve Agenda, which was unanimously approved by the Committee Members present.

**New Business**

**(a) Constitutional Officers and Outside Agency Appointments**

The Honorable Mark W. Scarce, Clerk of County Circuit Court, thanked the Board for their support. He stated the Clerk’s Office took in over \$2M in 2019 in fees. Mr. Scarce also stated his Office issued 1,246 concealed weapons permit last year. Lisa Tuite, Library Director, thanked the Board for funding the second half of the Gretna Library Branch renovations. She also requested additional staffing for the Gretna Library Branch. The space will go from 3,910 square feet to 6,375 square feet after the renovation, and it currently only has two (2) full time employees and two (2) part-time employees. Mrs. Tuite desires for the Gretna Library Branch to have the same staffing level as the Mt. Hermon Library Branch once the renovations are completed. The Honorable Bryan Haskins, Commonwealth’s Attorney, thanked the Board for not cutting his Budget. He stated there may be a funding change next year with the Commonwealth’s Compensation Board. Kelly Bailess, Registrar, thanked the Board for adding to the Registrar’s Office funding request for this year. She also stated her concerns for needing extra employees and her need for extra space. Currently, her Office only has the front counter space to serve citizens and, since every room is a multipurpose room, her office does not have an area where individuals can confidentiality meet.

**(b) Budget Discussion and Direction from Committee**

After discussion, the Board decided on the contingency list is as follows: bulletproof vests, Sheriff's pay study and COLA, recreational Master Plan Grant, Ringgold Trail Grant, Spectrum second half (if it meets performance criteria), EMS Coordinator, Jail land, and Courthouse boilers.

### **Closed Session**

Motion was made by Mr. Ingram, seconded by Mr. Davis, to enter Closed Session, which was unanimously approved by the Committee Members present.

Discussion of plans to protect public safety as it relates to terrorist activity or specific cybersecurity threats or vulnerabilities and briefings by staff members, legal counsel, or law-enforcement or emergency service officials concerning actions taken to respond to such matters or a related threat to public safety; discussion of information subject to the exclusion in subdivision 2 or 14 of § 2.2-3705.2, where discussion in an open meeting would jeopardize the safety of any person or the security of any facility, building, structure, information technology system, or software program; or discussion of reports or plans related to the security of any governmental facility, building or structure, or the safety of persons using such facility, building or structure.

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| (1) | Legal Authority: | Virginia Code § 2.2-3711(A)(19)                   |
|     | Subject Matter:  | Sheriff's Department Budget                       |
|     | Purpose:         | Discussion of Budget Regarding Undercover Account |

The Committee entered Closed Session at 3:04 PM. The Committee returned to Open Session at 4:42 PM.

## **PITTSYLVANIA COUNTY BOARD OF SUPERVISORS** **CLOSED MEETING CERTIFICATION**

**BE IT RESOLVED** that at the Finance Committee Meeting of the Pittsylvania County Board of Supervisors on March 10, 2020, the Committee hereby certifies by a recorded vote that to the best of each Committee Member's knowledge only public business matters lawfully exempted from the Open Meeting requirements of the Virginia Freedom of Information Act (the "Act") and identified in the Motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting. If any Committee Member believes that there was a departure from the requirements of the Act, he shall so state prior to the vote indicating the substance of the departure. The Statement shall be recorded in the Committee's Minutes.

### **Vote**

Joe B. Davis	Yes
William ("Vic") Ingram	Yes
Charles H. Miller, Jr.	Yes
Ronald S. Scarce	Yes

Mr. Scarce also stated there was consensus of the Committee to cut \$44,100 from Spectrum and reduce the Jail land to \$215,000.

### **Adjournment**

Finance Committee Meeting  
March 10, 2020

Mr. Scarce adjourned the Meeting at 4:43 PM.