

*POWHATAN COUNTY BOARD OF SUPERVISORS
SPECIAL ORGANIZATIONAL MEETING
JANUARY 9th, 2023*



AT AN ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS HELD IN THE VILLAGE BUILDING AUDITORIUM, AT 3910 OLD BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, AND REMOTELY BY ELECTRONIC MEANS ON JANUARY 9th, 2023, AT 6:30 PM.

Board of Supervisors Present: David T. Williams, District 1,
Steve W. McClung, District 2, Vice-Chair
Mike W. Byerly, District 3, Chair
Bill L. Cox, District 4,
Karin M. Carmack, District 5

Board of Supervisors Absent: None

County Staff Present: Bret Schardein, Interim County Administrator
Tom Lacheney, County Attorney
Will Hagy, Deputy County Administrator
Charla, Schubert, Finance Director
John Wood, Director of IT/GIS
Melissa Lowe, Human Resources Manager
Thomas Vo, Budget Manager

Constitutional Officers Present: Brad Nunnally, Sherriff
Jamie Timberlake, Commissioner of the Revenue (via zoom)

Guests Present: None

1. Call to Order

Chairman Byerly called the meeting to order at approximately 6:30 PM.

2. Pledge of Allegiance

Ms. Carmack led the Pledge of Allegiance.

3. Invocation

Mr. Williams led the invocation.

4. Requests to Postpone Agenda Items and Additions, Deletions, or Changes in the Order of Presentation

None.



5. Formal Approval of Agenda

Ms. Carmack motioned to **approve** the agenda as presented.

Chairman Byerly, Ms. Carmack, Mr. McClung, Mr. Cox, and Mr. Williams voted AYE.

VOTE 5-0

MOTION PASSED

6. Election of Chairman

Ms. Carmack **nominated** Mr. Byerly for Chairman.

Chairman Byerly, Ms. Carmack, and Mr. McClung voted AYE.

Mr. Cox and Mr. Williams voted NAY.

VOTE 3-2

MOTION PASSED

7. Election of Vice-Chairman

Ms. Carmack **nominated** Mr. McClung for Vice-Chairman.

Chairman Byerly, Ms. Carmack, and Mr. McClung voted AYE.

Mr. Cox and Mr. Williams voted NAY.

VOTE 3-2

MOTION PASSED

8. Board of Supervisors 2023 Schedule

Mr. Schardein brought the Board's attention to July and October. He stated that the Board would need to move the meetings to July 24th and the October meeting to the 23rd for them to fall on the fourth Monday.

Ms. Carmack asked if the Joint School Board meeting could be moved to avoid a potential conflict. Chairman Byerly noted that moving the meeting to the end of March would give the Board more time to review their budget. Mr. Cox asked to move the meeting to the 8th or 9th of March, and the Board agreed on the 8th. Mr. Lacheney stated that he would not be able to attend workshop meetings if they were held on Tuesdays. Mr. Schardein noted that these could be moved to Thursdays, and the Board agreed.

Ms. Carmack made a motion to **adopt** the County Calendar as amended.



Chairman Byerly, Ms. Carmack, Mr. McClung, Mr. Cox, and Mr. Williams voted AYE.

VOTE 5-0

MOTION PASSED

9. Public Comment (time limit 3 minutes per individual/ 5 minutes per group, 30 minutes total time limit that can be extended by the Board)

Chairman Byerly opened the public comment period.

[Harry Markland, 3701 Hope Meadow Rd,](#) asked the Board to review the school budget carefully. He expressed concerns about the purchase of inappropriate books in the Powhatan County school system. He explained the process of purchasing or objecting to books provided in the school system.

[Fran Carlton, 2219 Rosson Road,](#) asked for more professionalism amongst the Board members in the upcoming year. She also asked them to be inclusive in their districts and accountable to their constituents.

Seeing no one else wishing to speak, Chairman Byerly closed the public comment period.

10. Old Business – Discussion of By-Laws

Mr. Schardein gave a brief overview. Mr. Lacheney noted some State code changes regarding remote meeting attendance. The Board agreed to conform the current by-laws with current state law.

Chairman Byerly proposed several changes to section seven that Mr. Lacheney had suggested in December. These changes were that you could have an informal discussion with a motion being made, and the Chairman could participate in debate just as any other Board member.

Ms. Carmack suggested that the Board review the by-laws annually instead of every four years. Mr. Cox asked why the County does not require absent Board members to participate through video on top of voice. Mr. Lacheney explained that State law only requires that the audience can hear the supervisor.

Ms. Carmack made a motion to **approve** the by-laws as amended.

Chairman Byerly, Ms. Carmack, Mr. McClung, Mr. Cox, and Mr. Williams voted AYE.



**VOTE 5-0
MOTION PASSED**

11. New Business – Budget Guidelines

Mr. Schardein gave a brief overview.

Mr. Cox expressed the need for more information. He was not in favor of one-on-one meetings because of the information he could gain from hearing the ideas of his peers. He asked to expand the workshops to include more discussion of significant projects, decisions, etc.

Ms. Carmack asked Ms. Schubert if the finance department was comfortable navigating the modeling, and Ms. Schubert confirmed this.

Mr. Cox asked if there was ample time to advertise a tax increase, and Ms. Schubert explained that the department aimed to adopt the tax rate by the April meeting.

Mr. Williams mentioned an article that stated one-on-one meetings are not in the public interest. He stated that he sees benefits to getting helpful information from the finance department and hearing what the rest of the Board has to say.

Chairman Byerly asked about the dates the Board needs to hit to fall within the statute for the effective tax rate. Ms. Schubert stated that the effective tax rate would need to be advertised at the beginning of March or thirty days before the public hearing to have it adopted at the April meeting. Mr. Williams expressed concerns about advertising an effective tax increase to the public when there is a possibility that the tax will go down. Mr. Lacheney noted that advertising the rate is designed to increase public involvement in the budget. Ms. Schubert explained that the tax rate needs to come earlier because the Board went from having a fiscal year to a calendar year. Mr. Cox stated that there would need to be more meetings in February. Chairman Byerly asked about the last day the Board could set the tax rate. The Board agreed to look at alternatives beyond the calendar presented today at the January meeting.

The Board agreed to have one on one or two-on-one meetings with transparency throughout the Board and a report of everything that each member discussed.

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12. Public Comment (time limit 3 minutes per individual/ 5 minutes per group, 30 minutes total time limit that can be extended by the Board)

Chairman Byerly opened the second public comment period.

Seeing no one wishing to speak, Chairman Byerly closed the public comment period.

13. County Attorney Comments

None.

14. County Administrator Comments

None.

15. Board Comments

None.

16. Closed Session

Ms. Carmack made a motion to **enter** into a closed session.

Chairman Byerly, Ms. Carmack, Mr. McClung, Mr. Cox, and Mr. Williams voted AYE.

VOTE 5-0

MOTION PASSED

17. Certification of the Closed Session

Mr. Lacheney led the Board out of the closed session.

Chairman Byerly, Ms. Carmack, Mr. McClung, Mr. Cox, and Mr. Williams voted AYE.

VOTE 5-0

MOTION PASSED

18. Adjournment

Chairman Byerly adjourned the meeting at approximately 5:00 PM.

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ATTEST:

Bret Schardein, Interim County Administrator
Powhatan County Board of Supervisors

Michael Byerly, Chairman
Powhatan County Board of Supervisors

Recorded Vote:

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|--------------------------|-----|
| <i>David T. Williams</i> | Aye |
| <i>Steve W. McClung</i> | Aye |
| <i>Michael W. Byerly</i> | Aye |
| <i>Bill L. Cox</i> | Aye |
| <i>Karin M. Carmack</i> | Aye |