



AT A WORKSHOP 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 APRIL 3rd 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, County Administrator
Will Hagy, Deputy County Administrator
Charla Schubert, Finance Director
Thomas Vo, Budget Manager
John Wood, Director of IT/GIS
Tom Nolan, Director of Public Safety Communications
Jeff Searfoss, Chief Deputy

Constitutional Officers Present: Brad Nunnally, Sherriff
Becky Nunnally, Treasurer
Jamie Timberlake, Commissioner of the Revenue

Guests Present: Dr. Teigen, Schools Superintendent

1. Call to Order

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

2. Pledge of Allegiance

Mr. Williams led the pledge of allegiance.

3. Invocation

Mr. McClung 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.

Mr. McClung seconded the motion.

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

VOTE 5-0

MOTION PASSED

6. County Administrator Updates

None.

7. 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.

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

8. New Business

a. Resolution R-2023-12 Fixing Calendar Year 2023 Personal Property Tax Rates

Mr. Schardein gave a brief overview.

Mr. Cox asked if it was true that, because of Keystone, the County was still unsure of the personal property revenues for this year. Mr. Schardein confirmed that it is an estimated amount right now.

Ms. Carmack motioned to **approve** Resolution R-2023-12.



Mr. McClung seconded the motion.

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

VOTE 5-0

MOTION PASSED

9. Public Hearing

- a. Resolution R-2023-13** Fixing the Calendar Year 2023 Real Estate Tax Rate (continued public hearing)

Mr. Schardein gave a brief overview. He started with a presentation on the budget. This presentation covered highlights, regional real property tax rate, a proposed versus revised all-fund summary, CIP savings to fund FY24 projects, and fund balance projections.

Mr. Williams asked about the impact on capital projects, and Mr. Schardein explained that there would be no impact on the capital projects fund.

Chairman Byerly reminded the Board that the public comment period was left open.

[Stephen Barham, 3492 Richard's Run](#), asked the Board to keep the tax rate at or below 67 cents. He reminded the Board that it was their job to run the County.

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

Mr. McClung motioned to **set** the tax rate at sixty-nine cents.

Ms. Carmack seconded the motion.



Mr. Cox asked if Mr. McClung had any proposals to cut the extra half a million dollars, and Mr. McClung said he did not. Mr. McClung added that there were many places to look at. Ms. Carmack noted that the County is currently \$5.5 million in excess in its fund balance. She also mentioned the \$2.1 million in the capital projects fund, the \$500,000.00 in the transportation fund, the \$200,000.00 in the Broadband fund, the bond monies, the COVID-19 money, and more. She added that the calculations may have been incorrect. Mr. Williams and Ms. Schubert explained that the leftover from bond proceeds is one-time money. Ms. Schubert pointed out that if the County continuously relies on capital maintenance reserve to fund the total CIP, it will run out eventually. She advised against using the fund to finance recurring costs. Mr. Williams asked Ms. Schubert if the Board should be looking to use monies in the fund balance that exceeded fifteen percent, and Ms. Schubert recommended that the Board look at those funds for capital project needs, not recurring costs. Mr. Williams clarified that the staff had recommended a tax rate of 70 cents rather than 69 cents.

Mr. Cox reviewed certain sections of the Board's general fund balance policy. He advised against using one-time funds for recurring operation costs.

Chairman Byerly noted the importance of listening to the taxpayers, especially after a unique situation such as last year. He acknowledged that the 69 and 70-cent tax rates both have advantages and disadvantages and went over the history of the budget. He then asked Ms. Schubert how much money she predicted would be in the capital maintenance reserve fund by June 30th, 2023. Ms. Schubert said that she ran a projection based on all revenues, which showed the capital maintenance reserve fund



increasing to about \$9 million. Chairman Byerly stated that he believes there is money in the budget to accommodate a 69-cent tax rate, and he spoke in favor of a 69-cent tax rate for FY2024.

Mr. Cox expressed concerns about the impact the tax rate will have on the future of the County. He noted that reducing the tax rate impacts the amount of time the County has before it must find additional revenue. Ms. Carmack stated that the Board could comfortably modify the budget in many ways to meet a 69-cent tax rate. Mr. Williams noted that the Board has never created a policy to define the percentage of the budget that will go toward the capital maintenance reserve fund. He asked Ms. Schubert if this sort of policy would be beneficial. He added that he wants to know where the money would come from before he votes on a 69-cent tax rate. Mr. Schardein ensured that staff would first look at recurring revenue, then the capital maintenance reserve fund. Mr. Williams said that he believes the County needs to bring back the utility head position that went away under the former County Administrator. Chairman Byerly asked about the I.T. funds for fiber, and Mr. Schardein explained that they had been cut in half. Chairman Byerly wondered whether the County must have a county-wide 7% raise, and Mr. Schardein said that if the State did not do it, the County did not have to do it. Mr. Williams asked if the Board could request that the money be partitioned in different ways, and Mr. Schardein said he believed there were few options if the money is accepted. Ms. Carmack asked if the Board would be interested in raising the tax rate of 70 cents and looking into funding part of the school's insurance. Mr. Williams agreed with Ms. Carmack. Chairman Byerly asked how much State revenue they



would be foregoing if they chose to give all employees a 5% raise across the board.

Mr. Vo explained that they would be foregoing 48% of the standards of quality-funded salary increases, which is about \$300,000.00. Chairman Byerly pointed out that shopping in Powhatan County helps keep the taxes lower. Mr. Lacheney pointed out that the Board can lower the tax rate much more easily than it can raise it. Chairman Byerly suggested that the Board adopt a 70-cent tax rate tonight and continue to discuss the topic at the workshop on April 17th. Mr. Timberlake stated that the Board would need to adopt a tax rate tonight to bill on June 5th.

Mr. McClung motioned to **set** the tax rate at sixty-nine cents.

Ms. Carmack seconded the motion.

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

VOTE 4-1

MOTION PASSED

10. 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.

[Kenneth Hatcher, 3617 Trenholm Road](#), stated that budgeting between revenues and expenses on this Board had been way off. He noted that the Board could choose to use capital maintenance reserve funds to rectify some of the mistakes made in the past. He agreed that there should be a policy capping the number of funds in the capital maintenance reserve fund.



[Bill Huff, 2015 Westwood Court](#), urged the Board to look for ways to cut and save money.

[Stephen Barham, 3492 Richard's Run](#), agreed with Mr. Huff. He noted that he had not heard about any waste. He urged the Board cut the budget even if that meant making uncomfortable decisions. He asked if the Board could still lower the tax rate.

[Fran Carlton, 2219 Rosson Road](#), asked why Powhatan County does not have a business professional and occupational license tax. She wondered if there was a way the County could tax the larger businesses separately.

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

11. County Administrator Comments

Mr. Schardein asked for authorization to advertise the budget. Mr. Williams asked how the 69-cent tax rate would be advertised, and Ms. Schubert explained that she would make the total equal to a 69-cent tax rate without defining where the cuts would be coming from. Mr. Cox asked about the purpose of advertising the budget, and Mr. Lacheney explained that the intention was to provide information to the citizens. Mr. Cox said he would like to have some level of specificity for the citizens. Ms. Schubert noted that details are not usually advertised.

12. County Attorney Comments

None.

13. Board Comments

Mr. Cox said he wanted to straighten out the CIP at the April 17th meeting. He added that he would like to see where the money is and where the funding sources are.

Mr. McClung thanked the Board for adopting the 69-cent tax rate. He mentioned that he would be having his second Town Hall meeting on Wednesday, April 19th.

POWHATAN COUNTY BOARD OF SUPERVISORS
BUDGET WORKSHOP
APRIL 3rd, 2023



Chairman Byerly thanked all Powhatan County citizens for their support and announced that he would not be running in the upcoming Board election.

14. Adjournment

Chairman Byerly adjourned the meeting at approximately 7:45 PM.

Bret Schardein

**Bret Schardein, County Administrator
Powhatan County Board of Supervisors**

Michael W. Byerly

**Michael W. Byerly, Chairman
Powhatan County Board of Supervisors**

Recorded Vote:

<i>David T. Williams</i>	No
<i>Steve W. McClung</i>	Aye
<i>Michael W. Byerly</i>	Aye
<i>Bill L. Cox</i>	No
<i>Karin M. Carmack</i>	Aye

**Bret Schardein, County Administrator
Powhatan County Board of Supervisors**