Wednesday, December 18, 2024
Board of Supervisors Regular Meeting 5:00 p.m.
The Accomack County Board of Supervisors voted to hold its regular December meeting on Wednesday, December 18, 2024, at the Chincoteague Volunteer Fire Company on Chincoteague Island.
5052 Deep Hole Road
Chincoteague, VA
To listen to the live audio, please visit: https://www.co.accomack.va.us/how-do-i/listen-to-meeting-audio

1. Opening of Meeting

Subject :	1.1 Invocation
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	1. Opening of Meeting
Type :	
Subject :	1.2 Pledge of Allegiance
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	1. Opening of Meeting
Type :	Procedural

Public Content

Subject :	1.3 Adoption of Agenda
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	1. Opening of Meeting
Type :	
Subject :	1.4 Consider Allowing Remote Participation of Board Member(s) (if warranted)
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	1. Opening of Meeting
Type :	Procedural

Public Content

COUNTY REMOTE MEETING PARTICIPATION POLICY LINK(Section 3.06/Page 6):

https://go.boarddocs.com/va/coa/Board.nsf/files/DA5RW96FE4B7/$file/2024%20Adopted%20Rules%20of%20Procedure%20Amended%202024.10.16.pdf

Chairman Script for Remote Participation

- Supervisor _____ notified me earlier today that he would like to participate in this evenings meeting remotely because he is _____.
- Our adopted Remote Participation Policy requires that all requests from Board members to remotely participate in a public meeting must be received by the Chair in writing on or before the day of the meeting and subject to approval by the Board.
    - I can attest that the request to participate remotely was received by me in writing on __/__/__
- It is my understanding that Supervisor _____is currently connected via Zoom to this meeting.
    - Supervisor _____ can you hear me?
- For the record, Supervisor _____ would you state the reason you wish to participate remotely and the exact location from where you are participating from?
- Members of the Board, since we have a quorum physically assembled here tonight, would someone like to make a motion to allow Supervisor _____ to remotely participate in tonights meeting in accordance with our Board-adopted remote participation policy?

2. Public Comment

Subject :	2.1 Public Comment Rules
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	2. Public Comment
Type :	Information

Public Content

The Board shall set aside a citizens comment period. During the citizens comment period, speakers wishing to address the Board must abide by the rules of conduct outlined herein and shall clearly state their name and address, and shall be subject to such time limitations as the Chairman and these rules may impose. The following rules shall apply:

i. Public comments shall be limited to items on the current meetings agenda but shall not address matters on the public hearing calendar for the day.

ii. No individual speaker shall be permitted to address the Board for more than four (4) minutes.

iii. The Chair shall allocate the time among the speakers in an equitable manner.

iv. Individuals who have previously spoken on a subject at a public hearing shall not be allowed to re-address the Board on the same subject during the public comment period.

v. Specific questions should be resolved prior to the meeting by contacting a Board member or the appropriate staff member.

vi. Anyone who would like to present a PowerPoint presentation for a public meeting must have to present the presentation 24 hours in advance for review by staff for appropriateness.

vii. Questions shall be directed to the Chair, who will, at his/her discretion, solicit the response from the appropriate person.

viii. Persons addressing the Board shall not use inappropriate or threatening language or verbally attack any Board member or any member of the public.

ix. The Chair shall direct any person whose behavior is violent or disruptive to leave the meeting room.

3. Consideration of Minutes

Subject :	3.1 November 20, 2024 Board of Supervisors Meeting Minutes
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	3. Consideration of Minutes
Type :	Action
Recommended Action :	Consideration of meeting minutes as presented.

Public Content

Staff Contact: Tina Mears, Executive Assistant

Number of Attachments & Description: (1) Draft Meeting Minutes for November 20, 2024, Board of Supervisors Meeting.

File Attachments

11.20.2024 minutes DRAFT.pdf (7,815 KB)

4. Consent Agenda

Subject :	4.1 Approval of Consent Agenda
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	4. Consent Agenda
Type :	Action (Consent)
Recommended Action :	Motion to approve Consent Agenda Items

Public Content

Consent

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject :	4.2 Abandonment of Route 9642 leading to former Accomac Primary School
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	4. Consent Agenda

Type :	Action (Consent)
Preferred Date :	Dec 18, 2024
Fiscal Impact :	No
Budget Source :	N/A
Recommended Action :	Direct staff to post and publish Public Notice of the Board's intent to abandon Secondary Highway Route 9642 from Route 764 (Courthouse Avenue) to Route 1501 (School Street) for a distance of approximately 0.10 miles.

Public Content

Key Points: County staff was contacted by VDOT and Accomack County Public Schools (ACPS) regarding Route 9642, which once served the former Accomac Primary School. The route was originally designed to accommodate the large turning radius of a school bus. ACPS is planning to renovate the building into office space and the old bus lane no longer serves a necessity to the public. This is summarized in the attached letter from Bobby Bennett, Director of Operations & Management for ACPS. County staff is recommending that the Board consider beginning the abandonment process. This process includes the posting and publishing of formal Public Notices. These notices must be posted for a minimum of 30 days before the Board of Supervisors may take additional action on the abandonment.

Staff Contact: Stewart Hall, Deputy County Administrator - Public Works & Facilities

Number of Attachments & Description: (4)

1. Sketch

2. ACPS letter

3. Resolution of Intent to Abandon

4. Public Notice

File Attachments

Rte. 9642 Sketch.pdf (233 KB)
ACPS letter.pdf (38 KB)
Rte. 9642 Intent to Abandon Resolution.pdf (98 KB)
Public Notice.pdf (153 KB)

Consent

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject :	4.3 Consider Authorizing Staff to Submit a Resolution to VDOT Requesting an Assessment of Conditions and Structure of Route 660, Mink Farm Road, Onancock
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.

Category :	4. Consent Agenda
Type :	Action (Consent)
Recommended Action :	Authorize staff to submit a resolution to VDOT requesting an assessment of conditions and structure of Route 660, Mink Farm Road, Onancock

Public Content

Key Points: The Board received a concern from a District 6 citizen on December 14th. The concern included Route 660 being impassable during high tide and/or during significant rainfall events, significant deterioration in the road surface at several locations, and the inability of two vehicles heading in different directions to pass one another.

Staff Contact: Tina Mears, Executive Assistant

Number of Attachments & Description: (1) - DRAFT Resolution

File Attachments

Resolution VDOT Mink Farm Road_Rte 660_FINAL.pdf (291 KB)

Consent

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

5. Items Removed from Consent Agenda

6. Old Business

7. Appointments

Subject :	7.1 Appointments
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	7. Appointments
Type :	Action
Preferred Date :	Dec 18, 2024
Absolute Date :	Dec 31, 2024

Public Content

Key Points:

There are several appointments that need to be filled by January 1, 2025 all of which are listed in the attached document.

The composition of these appointments, is as follows:

NEW APPOITNMENTS NEEDED:

- Planning Commission (3)
  - Mr. Onley (ED 5)has indicated he would not liketo be reappointed.
  - Mr. Hickman (ED 3) has indicated he would not liketo be reappointed
  - Mr. Roberts (ED 8) has indicated he wouldnot liketo be reappointed
- Community Criminal Justice Board - AdultEducator (1)
  - Replacement for Amy Shockley who does not wish to be reappointed
- ES Community Services Board (1)
  - Ms.Turner has indicated she would not like to be reappointed

REAPPOINTMENTS NEEDED:

There are several current appointments who have expressed their desire to be reappointed for another term.

- ES Community Service Board (2)
  - Cynthia Wilder
  - Eve Belote
- Community Criminal Justice Board (1)
  - Thomas Dix
- Greenbackville Boat Harbor Committee (1)
  - Allen Marshall
- HarbortonBoat Harbor Committee (3)
  - Paige May
  - Nick Shaeffer
  - Kyle Bundick

Staff Contact: Tina Mears

Number of Attachments & Description: (1) Detailed list of open seats and reappointment requests

File Attachments

2024 December Appointments.pdf (5 KB)

8. Public Hearing (6:00 PM)

Subject :	8.1 Public Hearing Rules
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	8. Public Hearing (6:00 PM)
Type :	Information

Public Content

Speakers are requested to leave written statements and/or comments with the County Administrator.

A. **All persons wishing to speak should sign the register.**

B. **Persons addressing the Board should stand behind the lectern.**

C. **Persons addressing the Board shall be limited to four (4) minutes.**

D. **Persons addressing the Board shall not use inappropriate language or verbally attack any Board member or any member of the public.**

E. **Signs and placards are not allowed inside the meeting room.**

F. **Any person whose behavior is disruptive shall be asked to leave the meeting room.**

G. **Persons may not question individual supervisors or staff members without the unanimous consent of the Board.**

H. **Persons addressing the Board shall limit their comments to the issue of the Public Hearing.**

I. **A speaker may reserve their time, but shall not delegate their time to another speaker.**

J. **Attorneys representing clients will be limited to ten (10) minutes, and if any attorney speaks under this provision, a representative holding an opposing view shall be provided ten (10) minutes to present their view.**

The Chair has the right and duty to maintain proper order in accordance with these rules.

Subject :	8.2 Public Hearing on repealing Article III and Article IV of Chapter 38 of the Accomack County Code to align with State law
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5: 00 p.m.
Category :	8. Public Hearing (6:00 PM)
Type :	Action, Hearing
Recommended Action :	Approve Comprehensive Amendments to the Erosion and Stormwater Management Ordinances needed to align with state law.

Public Content

Key Points: Public Hearing for Comprehensive Amendments to the Erosion and Stormwater Management Ordinances needed to align with state law.

Staff Contact: Mike Mason, CPA

Number of Attachments & Description: (3) Erosion and Stormwater Management Ordinance Final Draft, Public Hearing Advertisement, and Summary.

File Attachments

VESMP Ordinance 12.3.2024.pdf (287 KB)
14106_AC_BOS_PH_Dec18.pdf (120 KB)
Summary of VESMP Amendments 12-3-24.pdf (107 KB)

9. New Business

Subject :	9.1 Receive briefing on potential changes to the emergency medical services (EMS) delivery model currently in place at the southern end of Accomack County
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5: 00 p.m.
Category :	9. New Business
Type :	Discussion, Information

Public Content

IN PROCESS---Key Points: The County's Department of Public Safety provides emergency medical services from six core facilities strategically located within Accomack County. The southernmost core location is the Painter Volunteer Firehouse.

The composition of the service model for this location is unique relying on a partnership between the Painter Volunteer Fire Company (PVFC), Wachapreague Volunteer Fire Company (WVFC) and the County. Essentially, WVFC pays for and provides all EMS apparatus including ambulances,PVFC provides a facility that houses all WVFC's EMS response apparatus, and the County provides the EMS response personnel who run the majority of EMS calls using this apparatus from the Painter location. WVFC receives 100% of EMS related charges for services to cover its costs. WVFC provides PVFC a portion of these funds to cover the related expenses for use of their facility for this service delivery.County staff costs are paid from the County's EMS tax levy. In calendar year 2023, the EMS call volume for this location was 478 in district calls and 191 mutual aid calls. Annual ambulance billing service revenue is approximately $183,000 based on information obtained from WVFC's most recent financial statement.

On December 10, 2024, WVFC notified the County in writing of its intent to discontinue its involvement in EMS service delivery by October 31, 2025. WVFC, PVFC and the County are all committed to ensuring a smooth transition to whatever service delivery arrangement is put into place as a result of WVFC's exit from the County's overall EMS response plan. All parties recognize the importance of continuing to provide uninterrupted EMS services to residents of and visitors to the southernmost portion of Accomack County and all parties are working towards this end.

At this point, the most likely solution is for the County to purchase WVFC's ambulances and related equipment and to subsequently enter into an agreement with PVFC for the housing of these County assets. From a customer service perspective, this solution will not result in any noticeable change to recipients of EMS services.

No action is requested from the Board of Supervisors at this time. Staff will continue to meet with WVFC and PVFC representatives with a goal of providing a recommendation to the Board of Supervisors early in calendar year 2025.

Staff Contact: Charles Pruitt, Director & Mike Mason, County Administrator

Number of Attachments & Description: (2)

Letter from WVFC announcing its intent not to renew its EMS license.

Letter from PVFC supporting the County's purchase of WVFC ambulances/equipment.

File Attachments

Letter to County EMS license non renewal.docx.pdf (170 KB)

Painter VFC.pdf (143 KB)

Subject :	9.2 Receive FY25 County First Quarter Summary Financial Report
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	9. New Business
Type :	Discussion, Information

Public Content

Key Points: The financial report and accompanying presentation will be provided at the meeting.

Staff Contact: Leslie M. Lewis, CPA

10. County Administrator's Report

Subject :	10.1 Receive Status on the Issuance of the County's FY24 Audited Financial Statements (delayed) as required by Code of Virginia Section 15.2-2511
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5: 00 p.m.
Category :	10. County Administrator's Report
Type :	Information

Public Content

Key Points:

Pursuant to Code of Virginia section 15.2-2511, all Virginia localities that have failed to issue their audited financial statements for the previous fiscal year by the statutory deadline of December 15th are required to promptly inform the governing body and public of the delay. As of today, December 18, 2024, the County of Accomack's annual comprehensive financial report (ACFR) for the fiscal year ending June 30, 2024, is still pending, and not complete. The reason for this delay is the County Finance Director Position was vacant for a large portion of FY24 as well as one of the County's Deputy Finance Director positions. The Finance Director position is now filled and completion of the FY24 ACFR is currently the top priority of the County Finance Department. We expect to complete and issue the report by the end of February 2025.

Code of Virginia

Table of Contents » Title 15.2. Counties, Cities and Towns » Subtitle II. Powers of Local Government » Chapter Reports » § 15.2-2511. Audit of local government records, etc.; Auditor of Public Accounts; audit of shortages;

. Audit of local government records, etc.; Auditor of Public Accounts; audit of shortages; civil penalty.
A. Localities shall have all their accounts and records, including all accounts and records of their constitutional officers, audited annually as of June 30 by an independent certified public accountant in accordance with the specifications furnished by the Auditor of Public Accounts. The certified public accountant shall present a detailed written report to the local governing body at a public session by the following December 31. Every locality shall contract for the performance of the annual audit not later than April 1 of each fiscal year, and such contract shall incorporate the provisions of this section relating to audit specifications and report date.

The report shall be (i) submitted to the Auditor of Public Accounts, (ii) preserved by the clerk of the local governing body, and (iii) open to public inspection at all times by any qualified voter. ***If the audit is not completed as required by this section, the locality shall promptly post a statement on its website, if such website exists, declaring that the required audit is pending, the reasons for the delay, and the estimated date of completion. Such statement shall also be posted and made available to the public at the next scheduled meeting of the local governing body and also be sent to the Auditor of Public Accounts.*** *The statement shall continue to be posted and updated until the audit is complete. If a locality fails to post such notice or make such notice available to the public, any aggrieved person may proceed to enforce such action by filing a petition for mandamus to the general district court, supported by an affidavit showing good cause. The court, if it finds that a violation has occurred, may issue a writ of mandamus and impose a civil penalty of not less than $500 nor more than $2,000 against the locality, which amount shall be paid into the Literary Fund.*

Subject :	10.2 Disclosure Forms Filing Deadline for next year is February 1. 2025
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	10. County Administrator's Report
Type :	Information
Subject :	10.3 Next Board of Supervisors Meeting is scheduled for January 8, 2025 (Organizational Meeting)
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	10. County Administrator's Report
Type :	Information

Public Content

Subject :	10.4 VACo County Government Day, January 23,2025, Richmond
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	10. County Administrator's Report
Type :	Information

Public Content



Thursday, January 23, 2025 | Omni Richmond Hotel

Virginia Association of Counties invites all County Supervisors to the County Government Day. This is the day when all counties come together and advocate on behalf of our communities. Join us for County Government Day at the General Assembly!

Date: Thursday, January 23, 2025
Reserve a Room: **Omni Richmond Hotel Room Link**
Who should attend: ALL County Supervisors and staff are encouraged to register and attend.

Registration Fee

- **$100** | Includes Day Briefing (Noon – 2pm) and Reception (430 – 630pm)

Agenda

- **9am** | VACo Board of Directors Meeting
- **10am** | Registration
- **1130am** | Lunch
- **Noon** | VACo County Government Day
- **Afternoon** | Visit the Capitol to speak with legislators
- **430-630pm** | VACo Legislative Reception | Omni Richmond Hotel

Subject :	10.5 Other
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	10. County Administrator's Report
Type :	

Public Content

11. Board of Supervisors Comment Period

12. Budget and Appropriation Items

Subject :	12.1 Consider Approving Resolution to Amend the FY25 Budget
Meeting :	Dec 18, 2024 - Board of Supervisors Regular

	Meeting 5:00 p.m.
Category :	12. Budget and Appropriation Items
Type :	Action
Fiscal Impact :	Yes
Dollar Amount :	$1,390.00
Budgeted :	No
Budget Source :	Departmental transfers and State funds
Recommended Action :	Consider Approving Resolution to Amend the FY25 Budget.

Public Content

Key Points: Theattached resolution contains FY2025 budget amendments totaling $1,390, which will recognize additional State funding and departmental transfers.

FY25 Budget Contingency Balance as of 7/1/2024: $311,685

FY25 Budget Contingency Balance as of 12/9/2024:$200,133

Staff Contact: Amy Ford, Deputy Director of Finance

Number of Attachments & Description: (1) Resolution to Amend FY25 Budget

File Attachments

Resolution to Amend the FY25 Budget 20241218 Dec.pdf (163 KB)

13. Payables

Subject :	13.1 Consider Payables
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	13. Payables
Type :	Action
Fiscal Impact :	Yes
Budgeted :	Yes

Public Content

Key Points:

Pursuant to Code of Virginia§ 15.2-1243 (A), approval of the attached listing ofbills payable to be paid from the County Treasury is requested. Note that all payables have been reviewed by the County Administrator.

A listing of bills payable for the Board's review and approval are attached.

File Attachments

Accounts Payable Payment for Publication November 21 2024.pdf (53 KB)
Accomack CSA GFS Final Report 11-21-24.pdf (12 KB)
Northampton CSA GFS Final Report 11-21-24.pdf (15 KB)
Refund Extract Week Ending 11-21-24 Final GFS Report.pdf (8 KB)
Refund Extract_11-21-2024 Final GFS Report.pdf (8 KB)
Accounts Payable Payment for Publication December 05 2024.pdf (42 KB)
Northampton CSA GFS Final Report 12-05-24.pdf (14 KB)

14. Adjournment

Subject :	14.1 Adjournment
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	14. Adjournment
Type :	Action
Recommended Action :	Motion to adjourn.

Public Content

15. Informational Items

Subject :	15.1 Regional Library and Heritage Center Report to the Board of Supervisors (December)
Meeting :	Dec 18, 2024 - Board of Supervisors Regular Meeting 5:00 p.m.
Category :	15. Informational Items
Type :	Information

Public Content

Key Point: Monthly report from Christopher Pote attached

File Attachments

202412 Accomack BoS Ltr.pdf (211 KB)