

DRAFT

VIRGINIA: County of Lee, to-wit:

At the Recessed Meeting of the Lee County Board of Supervisors in the General District Courtroom of the Lee County Courthouse on June 28, 2023 at 5:30 p.m. thereof.

MEMBERS PRESENT: Larry Mosley, Chairman
Sidney Kolb
David Jessee
D.D. Leonard
Robert Smith

MEMBERS ABSENT: None

OTHERS PRESENT: Dane Poe, County Administrator

OTHERS ABSENT: Stacy Munsey

MEETING CALLED TO ORDER

The meeting was called to order at 5:36 p.m.

CONSTITUTIONAL OFFICERS

TREASURERS REPORT

Mr. Poe stated he received a report from the Treasurer's office stating there was a deficit of nearly \$600,000.00 in the Social Services fund for the month of May 2023. He requested Ms. Brooks, Social Services Director, attend the meeting to answer any questions. He stated that Social Services year end is May where all other state and local departments is June. He added they may have revenue coming in after the year-end that will apply to the prior year.

Ms. Brooks stated she was unaware of most of this until today and advised the Board that they have more than enough funds coming in to cover the deficit and should be in by June 30.

There was a discussion concerning the deficit and how to balance Social Services account.

Mr. Kolb asked how much money the Treasurer needs.

Mr. Poe stated he did not give him an amount.

Mr. Kolb asked Ms. Brooks if she knows how much money is needed.

Ms. Brooks stated she did not.

There was a discussion about the State reimbursements for Social Services and the budget.

It was moved by Mr. Smith, seconded by Mr. Leonard, to authorize the Treasurer to transfer funds to Social Services as needed to balance. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Leonard, Mr. Mosley, Mr. Smith

ABSTAINING: Mr. Kolb

APPROVAL OF YEAR END DISBURSEMENT

It was moved by Mr. Leonard, seconded by Mr. Smith, to pay the year end disbursements in the amount of \$144,658.94. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

ADOPTION OF TAX LEVIES

Mr. Poe stated he has provided a memo with current tax rates that have been used to calculate revenue for the 2023-2024 budget.

It was moved by Mr. Mosley to adopt the tax levies as proposed.

Mr. Jessee asked if the Board would consider lowering the tax rate on personal property.

Mr. Mosley stated he doesn't think they could do that.

There was a discussion about the personal property tax rate and decline in student enrolment.

Mr. Leonard stated he would be ok with dropping the personal property tax rate by 5 % and drop airplane tax to 10 cents. He stated if the numbers don't go up he will personally vote to raise it back up.

There was a discussion about the Airport Entitlement Funds, cost for resurfacing the landing strip and lease qualifications.

Mr. Jessee asked if the Board would be willing to drop personal property tax by 10%.

Mr. Kolb asked if Mr. Jessee would be willing to support the tax rate decrease for the aircraft.

Mr. Jessee agrees with the stipulation that the Airport Authority do their job.

There was a discussion about the Airport Authority and lease restrictions.

Mr. Mosley withdrew his motion.

ADOPTION OF REAL PROPERTY TAX LEVY

It was moved by Mr. Leonard, seconded by Mr. Smith, to adopt Real Property tax levy as follows. Upon the question being put the vote was as follows.

Real Property \$.6187 per \$100 of assessed value

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

ADOPTION OF PERSONAL PROPERTY TAX LEVY

It was moved by Mr. Leonard, seconded by Mr. Kolb, to adopt the Personal Property tax levy as follows. Upon the question being put the vote was as follows.

Personal Property \$1.90 per \$100.00 of assessed valued except for
Aircraft; \$.10 per \$100.00 of assessed value for
Aircraft

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Smith

VOTING NO: Mr. Mosley

ADOPTION OF MACHINERY & TOOLS TAX LEVY

It was moved by Mr. Leonard, seconded by Mr. Kolb, to adopt the Machinery & Tools tax levy as follows. Upon the question being put the vote was as follows.

Machinery & Tools \$2.00 per \$100.00 of assessed valued

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

ADOPTION OF MERCHANTS CAPITAL TAX LEVY

It was moved by Mr. Leonard, seconded by Mr. Kolb, to adopt the Merchants Capital tax levy as follows. Upon the question being put the vote was as follows.

Merchants Capital \$1.41 per \$100.00 of assessed valued

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

FINANCE

FISCAL YEAR 2023 – 2024 BUDGET ADOPTION

Mr. Poe reported that after all adjustments to both revenues and expenditures; the current Fiscal Year 2023-2024 proposed budget anticipates revenues of \$86,337,771.00 and expenditures of \$90,907,030. This would require a transfer of \$4,569,259 from General Fund reserve to balance with the projected revenues. Of this General Fund transfer amount, \$1,900,000 would be related to American Rescue Plan Act funds that are currently held in General Fund. The balance of \$2,669,259 would be for general operating and capital expenditures.

Since their last meeting, the following budget items have been addressed:

- Added Assistant County Administrator position
- Added Town of Pennington Gap Parks and Recreation funding request
- Adjusted MECC Promise Program to correct amount
- Added Community Center funding
- Added Drug Court funding
- Eliminated Maintenance Hangar project
- Adjusted School budget with local funding of \$5,535,843, a reduction of \$466,021.

Mr. Poe advised any further changes to the budget should be in the form of a motion and should be addressed prior to adoption of the budget and the corresponding appropriations resolution.

There was a discussion about the budget.

Mr. Kolb stated the bathroom in the jury room is not handicap accessible and needs to be.

There was a discussion about the bathroom in the jury room and renovating it.

Mr. Kolb asked if the Casino Funds were included in the General Fund.

Mr. Poe stated he wants to move Opioid Funds, Casino Funds and Fire and Rescue State Funds into a Fund 8 account and make separate departments to track the monies. He added the auditors prefer these funds be in a separate account.

ESTABLISH FUNS 8

It was the consensus of the Board for Mr. Poe to proceed with moving Opioid funds, Casino funds, and State fire and rescue funds to Fund 8.

FISCAL YEAR 2023 -2024 BUDGET ADOPTION

It was moved by Mr. Leonard, seconded by Mr. Smith, to adopt the FY 2023-2024 budget as presented. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Leonard, Mr. Smith

VOTING NO: Mr. Kolb, Mr. Mosley

FISCAL YEAR 2023 -2024 BUDGET APPROPRIATIONS

It was moved by Mr. Leonard, seconded by Mr. Smith, to adopt the following Appropriations Resolution for the Fiscal Year ending June 30, 2024. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

**LEE COUNTY BOARD OF SUPERVISORS
APPROPRIATIONS RESOLUTION
FISCAL YEAR ENDING JUNE 30, 2023
23-007**

WHEREAS, the Lee County Board of Supervisors has heretofore prepared a budget for information and fiscal planning purposes only; and

WHEREAS, the preparation, publication, and approval of the budget is not deemed to be appropriations (§15.2-2506);

NOW, THEREFORE, BE IT RESOLVED, by the Lee County Board of Supervisors that the Budget for Fiscal Year 2023-24 has been approved by separate action and by this Resolution appropriations for the General Fund be made as follows;

Board of Supervisors	142,050
American Rescue Plan Funds	1,900,000
Housing Authority	3,000
Public Service Authority	3,230
Appalachian Community Action	1,938
County Administrator	260,263
Legal Services	22,800
Delinquent Tax Collection	37,000
Independent Auditor	114,325
Commissioner of the Revenue	414,591
Property Reassessment	275,000
Treasurer's Office	353,730
Central Accounting	70,254
Data Processing	56,400
Central Garage	160,897
Central Purchasing	53,422
Electoral Board	87,761
Registrar	276,377
Circuit Court	69,962
General District Court Clerk	3,450
Special Magistrates	1,000
Juvenile Court Services	160,480
Circuit Court Clerk	644,647
Juvenile & Domestic Relations Court Clerk	2,025
Victim/Witness Assistance	101,983
Commonwealth's Attorney	738,512
Sheriff	3,218,336
Domestic Violence	47,924

School Resource Officers	52,317
Courtroom Security	22,266
Courthouse Security	44,226
Sheriff-Vehicle Expense	415,904
Fire Prevention	322,206
Emergency Medical Services	115,350
Emergency Services	68,007
Jail Operation	2,790,854
Works Program	104,716
Building Official	184,534
Animal Control	239,263
Medical Examiner	500
Litter Enforcement	11,550
Maintenance of Buildings & Grounds	280,776
Local Health Department	255,960
The Health Wagon	5,000
Community Services Board	191,203
Brain Injury Services of SW Virginia	1,500
Southwest VA Food Bank	5,500
Lonesome Pine Office on Youth	5,400
Children's Advocacy Center	5,000
Senior Citizens Program	31,400
Junction Center For Independent Living	5,000
Mountain Empire Community College	60,549
Thomas Walker Pool	66,758
Tourism	50,000
Spearhead Trails	35,000
Heart of Appalachia Tourism Authority	5,000
SW VA Cultural Heritage Foundation	10,000
Pro-Art Association	7,000
William King Art Center	1,500
Lonesome Pine Regional Library	237,678
Lenowisco PDC	41,878
Lonesome Pine Regional Industrial Authority	5,500
Economic Development Authority	6,791
Board of Zoning Appeals	4,117
Planning Commission	4,835
Community Development	118,378
Lee County Airport	134,877
Soil & Water Conservation	48,266
Black Diamond Resource Conservation & Dev.	1,000
VPI Extension Service	90,403
DSS Contributions to VRS/SGL	322,500
Housing Market Analysis	20,000
Courthouse Renovations/Maintenance	75,000
Parking Lot Site Prep & Paving	272,291

Miscellaneous & Contingency	25,000
E-911 Operations	556,146
Debt Service	192,484
Landfill Monitoring	50,000
Solid Waste	2,392,263
Capital Project-Giles Hollow CDBG	178,635
Capital Project-Giles Hollow ARC	50,000
Capital Project-St. Charles Water Phase III CDBG	106,556
Capital Project-St. Charles Water Phase III ARC	73,244
Capital Project-Blackwater Waterline ARC	38,050
Capital Project-Blackwater Waterline CDBG	110,100
Capital Project- Airport Electrical Rehabilitation	800,000

GENERAL FUND TOTAL **\$20,571,588**

1. Appropriations are payable in the amounts named herein, provided the aggregate revenues collected and other resources available during the year ending June 30, 2024, from which the appropriations are made, are sufficient to pay all of the appropriations in full; otherwise, the said appropriations shall be deemed to be payable in such proportions as the sum of all realized revenue is to the total amount of revenues estimated by the Board of Supervisors to be available for appropriations in the year ending June 30, 2024.
2. No department, agency, or individual receiving appropriations under the provision of this Resolution shall exceed the sum approved for that department, agency or individual by the Lee County Board of Supervisors.
3. The Board of Supervisors for Lee County reserves the right to change at any time during the Fiscal Year ending June 30, 2024, compensation provided to any officer or employee and to establish or abolish any office or position excepting such office or position as may be prohibited by law from abolishing.
4. The purchase of machinery, equipment, or motor vehicles (capital outlay items) in the Budget not exceeding \$2,500.00 per item, may be approved by justifying said items to the County Administrator on an as needed basis. A purchase order will be issued and must be signed by the County Administrator or his designee; all requests for items exceeding \$2,500.00 must be justified and approved by the Board of Supervisors.

WHEREAS, the Lee County Board of Supervisors has approved the Headstart Budget, Lee County Public School Budget and Virginia Public Assistance Budget for FY2023-24; and

WHEREAS, it is now necessary to appropriate sufficient funds for the contemplated expenditures as they are contained in the Headstart, Lee County Public School and Virginia Public Assistance Budgets;

NOW, THEREFORE, BE IT RESOLVED, that the following activities, 25% of the amount shown is appropriated for a 3-month period ending September 30, 2023

HEADSTART

Federal Funds	\$ <u>1,618,181</u>
TOTAL HEADSTART	\$ 1,618,181

VIRGINIA PUBLIC ASSISTANCE

Federal/State Funds	\$ 9,609,845
Local Funds	<u>1,488,549</u>
TOTAL VIRGINIA PUBLIC ASSISTANCE	\$ 11,098,394

LEE COUNTY PUBLIC SCHOOLS

Federal, State & Other Funds	\$52,083,024
Local Funds	<u>5,535,843</u>
TOTAL LEE COUNTY PUBLIC SCHOOLS	\$57,618,867

1. The Lee County Treasurer is hereby authorized and directed to transfer sums as needed to meet expenses already incurred. The transfer will be from the General Fund to the Headstart, Public School and Virginia Public Assistance funds and will not exceed the foregoing one and three months appropriations.

The Lee County Treasurer is also directed to revert all unexpended balances of the Headstart, Public School and Virginia Public Assistance Funds to the General Fund as of the beginning and ending of Fiscal Year 2023-2024.

TOTAL FY 2023-24 BUDGET **\$90,907,030**

SUPPLEMENTAL APPROPRIATIONS

BOARD OF SUPERVISORS

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$170,520.55. Upon the question being put the vote was as follows.

Revenue Source:			
3-001-41050-0099	Budget Supplements from Reserve	\$	170,520.55
Expenditure:			
4-001-11010-5899	Miscellaneous	\$	170,520.55

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

COMMONWEALTH ATTORNEY

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$3,934.94. Upon the question being put the vote was as follows.

Revenue Source:			
3-001-41050-0099	Budget Supplement from Reserve	\$	3,934.94
Expenditure:			
4-001-22100-2300	Health Insurance	\$	3,934.94

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

COMMONWEALTH ATTORNEY

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$14,760.00. Upon the question being put the vote was as follows.

Revenue Source:			
3-001-41050-0099	Budget Supplement from Reserve	\$	14,760.00
Expenditure:			

4-001-22100-3180 Ceasefire Grant \$ 14,760.00

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

SHERIFF'S DEPARTMENT

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$3,607.99. Upon the question being put the vote was as follows.

Revenue Source:
3-001-41050-0099 Budget Supplement from Reserve \$ 3,607.99

Expenditure:
4-001-31200-2300 Health Insurance \$ 3,607.99

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

TDO ASSISTANCE PROGRAM

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$2,272.80. Upon the question being put the vote was as follows.

Revenue Source:
3-001-23020-0028 TDO Assistance Program \$ 2,272.80

Expenditure:
4-001-31240-1140 Salaries \$ 2,111.28
4-001-31240-2100 FICA \$ 161.52

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

TDO ASSISTANCE PROGRAM

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$3,624.99. Upon the question being put the vote was as follows.

Revenue Source:
3-001-41050-0099 Budget Supplements from Reserve \$ 3,624.99

Expenditure:
4-001-31240-1140 Salaries \$ 3,367.37
4-001-31240-2100 FICA \$ 257.62

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

GENERAL PROPERTIES

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$12,805.23. Upon the question being put the vote was as follows.

Revenue Source:
3-001-41050-0099 Budget Supplement from Reserve \$ 12,805.23

Expenditure:
4-001-43200-8102 Replace Furniture & Equipment \$ 12,805.23

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

AIRPORT

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$52,006.12. Upon the question being put the vote was as follows.

Revenue Source:
3-001-18990-0004 Aviation Fuel Sales \$ 52,006.12

Expenditure:
4-001-81800-6015 Aviation Fuel \$ 52,006.12

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

COMMUNITY DEVELOPMENT

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$5,060.42. Upon the question being put the vote was as follows.

Revenue Source:			
3-001-41050-0099	Budget Supplement from Reserve	\$	5,060.42
Expenditure:			
4-001-81700-2300	Health Insurance	\$	5,060.42

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

E-911

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$3,712.42. Upon the question being put the vote was as follows.

Revenue Source:			
3-001-41050-0099	Budget Supplements from Reserve	\$	3,712.42
Expenditure:			
4-009-31400-3350	Software / Hardware	\$	3,712.42

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

WASTE DISPOSAL

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Supplemental Appropriation in the amount of \$112,158.10. Upon the question being put the vote was as follows.

Revenue Source:			
3-001-41050-0099	Budget Supplements from Reserve	\$	112,158.10
Expenditure:			

4-050-42400-3175 Disposal Fees \$ 112,158.10

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

BUDGET TRANSFERS

It was moved by Mr. Leonard, seconded by Mr. Smith, to approve the following Budget Transfer. Upon the question being put the vote was as follows.

From:		
Miscellaneous Expenses	4-001-91400-5840	\$ (15,134.37)
To:		
Data Processing	4-001-12510-4100	\$ 1,372.59
Central Purchasing	4-001-12530-2300	\$ 195.56
General District Court	4-001-21200-5310	\$ 1,321.31
Courthouse Security	4-001-31235-1140	\$ 2,158.75
Works Program	4-001-33400-5899	\$ 1,284.46
Thomas Walker Pool	4-001-71360-1711	\$ 7,749.23
	4-001-71360-2100	\$ 592.34
	4-001-71360-6002	\$ 460.13

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

OLD BUSINESS

SECONDARY SIX-YEAR ROAD PLAN RESOLUTION

Mr. Poe stated there was a question about traffic counts on various roads that was discussed in a previous meeting and added he has provided a copy of the map and spread sheet that provides that information. He stated the plan has proposed to add Blue Hollow Road, Phase III.

It was moved by Mr. Smith, seconded by Mr. Kolb, to adopt the following Resolution. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

RESOLUTION
23-006

WHEREAS, Sections 33.2-358 and 33.2-331 of the Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan; and

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2024/2025 through 2028/2029) as well as the Construction Priority List (2023/2024) on May 16, 2023 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, the Virginia Department of Transportation, appeared before the board and recommended approval of the Six-Year Plan for Secondary Roads (2024/2025 through 2028/2029) and the Construction Priority List (2023/2024) for Lee County;

NOW, THEREFORE, BE IT RESOLVED that since said Plan appears to be in the best interests of the Secondary Road System in Lee County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2024/2025 through 2028/2029) and Construction Priority List (2023/2024) are hereby approved as presented at the public hearing.

AUDIT CONTRACT EXTENSION

Mr. Poe stated the Board requested he contact the auditor to see if the proposed fee could be reduced. He stated the FY2022 audit contract price was \$52,000; however, it was increased \$6,000 by a contract modification approved by the Board in September, 2022 due to Governmental Accounting Standards Board (GASB) pronouncements 84 and 87 which increased the auditor's (and staff's) workload. He advised under the proposed contract extension modification, the audit fees for FY2023 and FY 2024 would be \$65,000 and \$67,000, respectively.

It was moved by Mr. Kolb, seconded by Mr. Leonard, to approve the Audit Contract Extension for FY23 and FY24 at a cost of \$65,000 and \$67,000 respectively. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

REPORTS AND RECOMMENDATIONS OF COUNTY ADMINISTRATOR

SUGER RUN CONVENIENCE CENTER CONTRACT AGREEMENT

Mr. Poe stated the Sugar Run Convenience Center is currently operated and maintained under a contract agreement with Lane Property Management LLC (Lane) at a cost of \$1,083.00 per month. He stated the contract was for one year with the option for two (2) additional one-year terms upon the mutual consent and agreement of both parties. He advised the new proposal to renew is for either a one-year term at \$1,120.91 per month or a two-year term at \$1,110.08 per month for the first year and \$1,137.83 per month for the second year. He stated the current agreement expires at the end of the month.

It was moved by Mr. Smith, seconded by Mr. Leonard, to approve a two-year contract extension at a cost of \$1,110.08 per month the first year and \$1,137.83 per month for the second year. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Leonard, Mr. Mosley, Mr. Smith

ABSTAINING: Mr. Kolb

SKID STEER AUGER ATTACHMENT & ACCESSORIES

Mr. Poe stated it has been suggested that the Board consider purchasing an auger attachment for the skid steer currently used by the Public Works Department. He added this would be used when installing or replacing fencing at convenience centers and other County projects. He advised they can purchase an auger attachment, cement mixer bowl, along with a 9” and 18” auger bits at a cost of \$5,150.00.

It was moved by Mr. Smith, seconded by Mr. Leonard, to approve the purchase of the auger attachment and accessories at a cost of \$5,150.00. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

RESCUE SQUAD STATE FUNDS

Mr. Poe stated when Pennington Rescue went out they had three years of State funds that have not been drawn down and since the Town of Pennington Gap has gotten it back up and running they have requested the State funds be released. He is requesting approval from the Board to release the funds.

It was the consensus of the Board to release the funds.

**REPORTS AND RECOMMENDATIONS OF THE BOARD
PAINTING**

Mr. Kolb requested the Works program paint the first floor in the newer building wing.

Mr. Poe advised they were scheduled to paint the stairwell in the old section and added they will be painting by the Clerk's office as well.

JET FUEL TANK

Mr. Kolb stated notice to proceed needs to be given to the contractor concerning the jet fuel tank installation.

Mr. Poe recommends July 10th as the issue date.

It was the consensus of the Board to issue a Notice-to-Proceed to Gas Station Supply for the Jet Fuel Tank project.

PLAQUE TO HONOR EMPLOYEES

Mr. Leonard recommended purchasing a plaque to honor deceased employees.

There was a discussion about purchasing plaques for deceased employees and eligibility requirements.

It was moved by Mr. Leonard, seconded by Mr. Smith, to purchase plaques for employees who die while employed by the County. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

CLOSED SESSION

It was moved by Mr. Kolb, seconded by Mr. Leonard, to enter Closed Session pursuant to Code Section 2.2-3711 A.1. Discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

It was moved by Mr. Mosley, seconded by Mr. Kolb, to exit Closed Session. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

CERTIFICATE OF CLOSED SESSION

It was unanimously agreed as follows.

WHEREAS, the Lee County Board of Supervisors has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a Certification by this Lee County Board of Supervisors that such Closed Meeting was conducted within Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Lee County Board of Supervisors hereby certified that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from Closed Meeting in which this Certification Resolution applies and (ii) only such public business matters as were identified in the Motion convening the Closed Meeting were heard, discussed or considered by the Lee County Board of Supervisors.

It was moved by Mr. Mosley, seconded by Mr. Leonard, to adjourn. Upon the question being put the vote was as follows.

VOTING AYE: Mr. Jessee, Mr. Kolb, Mr. Leonard, Mr. Mosley, Mr. Smith

CHAIRMAN OF THE BOARD

CLERK OF THE BOARD