

VIRGINIA: A VIRTUAL MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS HELD REMOTELY ON THURSDAY, JANUARY 7, 2021 AT 7:00 P.M. USING THE 'GOTOMEETING' PLATFORM: <https://global.gotomeeting.com/join/447043917>

PRESENT: SUPERVISOR ROBERT ELLIOTT, JR.  
SUPERVISOR MICHAEL DREWRY  
SUPERVISOR JUDY LYTTLE  
SUPERVISOR WILLIAM (TIM) CALHOUN

ABSENT: SUPERVISOR KENNETH HOLMES

ALSO

PRESENT: MS. DANIELLE POWELL, COUNTY ATTORNEY  
MS. MELISSA ROLLINS, COUNTY ADMINISTRATOR  
MS. LAUREN CHAPMAN, COUNTY ADMINISTRATION  
MR. DELON BROWN, INFORMATION TECHNOLOGY DIRECTOR  
MS. CAROL SWINDELL, INTERIM FINANCE DIRECTOR  
MR. DAVID HARRISON, DEPUTY COUNTY ADMINISTRATOR  
MS. CLAIRE STEEN, DEPUTY REGISTRAR  
MS. VALERIE PIERCE, SOCIAL SERVICES DIRECTOR  
MS. LAJEUNE STONE, YOUTH AND FAMILY RESOURCES DIRECTOR  
MS. LINDA GHOLSTON, RESOURCE & WORKFORCE DEVELOPMENT  
MR. PANAYIOTIS JABRI, ECONOMIC DEVELOPMENT DIRECTOR

**CALL TO ORDER / INVOCATION / MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE/ AGENDA ADOPTION**

*Meeting called to order at 7:02 P.M.*

The January 7, 2021 meeting of the Surry County Board of Supervisors was called to order by Mrs. Melissa Rollins, County Administrator.

*Legal Representative Opening Statement: "This meeting is being held electronically due to the COVID 19 Pandemic which has made it unsafe to assemble in quorum in a single location. The meeting is convened by 'GoToMeeting' as posted on the County's website."*

The invocation was given by Mrs. LaJeune Stone, Evangelist, of St. Paul Holiness Church in Dendron, VA. The invocation was followed by a moment of silence. Mrs. Rollins then asked Supervisor Elliott to lead those present in the pledge of allegiance.

Mrs. Melissa Rollins, County Administrator opened the floor for nominations of Chairman of the Board for the year 2021. Supervisor Michael Drewry nominated Supervisor Robert Elliott Jr. as Chairman of the Board for the year 2021. Roll call vote. All Aye.

Chairman Robert Elliott Jr. opened the floor for nominations of Vice-Chairman of the Board for 2021. Supervisor Tim Calhoun nominated Supervisor Michael Drewry as Vice-Chairman of the Board for the year 2021. Roll call vote. All Aye.

Chairman Elliott congratulated Vice-Chairman Drewry on his nomination as Vice-Chairman for the year 2021.

Chairman Elliott advised the Performance Agreement Surry LLC Marketplace item listed under Unfinished Business as item #2 would be tabled this evening and revisited at a later meeting. Chairman Elliott asked Board Members if there any questions regarding tonight's agenda. No questions were asked. The agenda was adopted by roll call vote.

<b>SUPERVISOR ROBERT ELLIOTT, JR.</b>	<b>AYE</b>
<b>SUPERVISOR MICHAEL DREWRY</b>	<b>AYE</b>
<b>SUPERVISOR JUDY S. LYTTLE</b>	<b>AYE</b>
<b>SUPERVISOR KENNETH R. HOLMES</b>	<b>ABSENT</b>
<b>SUPERVISOR WILLIAM CALHOUN</b>	<b>AYE</b>

### **CONSENT ITEMS**

1. Draft Minutes: December 3, 2020 and December 17, 2020
2. Payables Report

*Supervisor Drewry made a motion to approve the consent items as enumerated.  
Supervisor Lyttle seconded the motion. The motion was approved during roll call vote.  
(Approved)*

<b>SUPERVISOR ROBERT ELLIOTT, JR.</b>	<b>AYE</b>
<b>SUPERVISOR MICHAEL DREWRY</b>	<b>AYE</b>
<b>SUPERVISOR JUDY S. LYTTLE</b>	<b>AYE</b>
<b>SUPERVISOR KENNETH R. HOLMES</b>	<b>ABSENT</b>
<b>SUPERVISOR WILLIAM CALHOUN</b>	<b>AYE</b>

### **BOARD REORGANIZATION**

1. 2021 Board Reorganization and Discussion

Chairman Elliott advised Board Members would currently continue serving on their previously appointed Boards and Commissions. A follow-up discussion regarding Supervisor Holmes will be held at the next Board Meeting.

*Supervisor Lyttle made a motion to approve the reappoint of all Board Members to their current Boards and Commissions. Supervisor Drewry seconded the motion. The motion was approved during roll call vote. (Approved)*

<b>SUPERVISOR ROBERT ELLIOTT, JR.</b>	<b>AYE</b>
<b>SUPERVISOR MICHAEL DREWRY</b>	<b>AYE</b>
<b>SUPERVISOR JUDY S. LYTTLE</b>	<b>AYE</b>
<b>SUPERVISOR KENNETH R. HOLMES</b>	<b>ABSENT</b>
<b>SUPERVISOR WILLIAM CALHOUN</b>	<b>AYE</b>

**BYLAWS AND MEETING SCHEDULE FOR 2021**

*Supervisor Calhoun made a motion to adopt Bylaws and meeting schedule for the year 2021 as presented. Supervisor Lyttle seconded the motion. The motion was approved during roll call vote. (Approved)*

<b>SUPERVISOR ROBERT ELLIOTT, JR.</b>	<b>AYE</b>
<b>SUPERVISOR MICHAEL DREWRY</b>	<b>AYE</b>
<b>SUPERVISOR JUDY S. LYTTLE</b>	<b>AYE</b>
<b>SUPERVISOR KENNETH R. HOLMES</b>	<b>ABSENT</b>
<b>SUPERVISOR WILLIAM CALHOUN</b>	<b>AYE</b>

**CLERK OF THE BOARD**

*Supervisor Lyttle made a motion to approve the appoint of Mrs. Melissa Rollins, County Administrator as Clerk of the Board of Supervisor for the year 2021. Supervisor Drewry seconded the motion. The motion was approved during roll call vote. (Approved)*

<b>SUPERVISOR ROBERT ELLIOTT, JR.</b>	<b>AYE</b>
<b>SUPERVISOR MICHAEL DREWRY</b>	<b>AYE</b>
<b>SUPERVISOR JUDY S. LYTTLE</b>	<b>AYE</b>
<b>SUPERVISOR KENNETH R. HOLMES</b>	<b>ABSENT</b>
<b>SUPERVISOR WILLIAM CALHOUN</b>	<b>AYE</b>

**DESIGNATION OF TIME AND PLACE OF MEETINGS**

*Supervisor Calhoun made a motion to adopt the Designated Time and Place of Meetings of the Board of Supervisors for the year 2021 as presented. Supervisor Lyttle seconded the motion. The motion was approved during roll call vote. (Approved)*

<b>SUPERVISOR ROBERT ELLIOTT, JR.</b>	<b>AYE</b>
<b>SUPERVISOR MICHAEL DREWRY</b>	<b>AYE</b>
<b>SUPERVISOR JUDY S. LYTTLE</b>	<b>AYE</b>
<b>SUPERVISOR KENNETH R. HOLMES</b>	<b>ABSENT</b>
<b>SUPERVISOR WILLIAM CALHOUN</b>	<b>AYE</b>

**UNFINISHED BUSINESS**

1. Grayland Property Acquisition - Resolution 2021-01

*Supervisor Drewry made a motion to approve the Grayland Property Acquisition - Resolution 2021-01 as presented. Supervisor Calhoun seconded the motion. The motion was approved during roll call vote. (Approved)*

<b>SUPERVISOR ROBERT ELLIOTT, JR.</b>	<b>AYE</b>
<b>SUPERVISOR MICHAEL DREWRY</b>	<b>AYE</b>
<b>SUPERVISOR JUDY S. LYTTLE</b>	<b>AYE</b>
<b>SUPERVISOR KENNETH R. HOLMES</b>	<b>ABSENT</b>
<b>SUPERVISOR WILLIAM CALHOUN</b>	<b>AYE</b>

2. Performance Agreement - Surry LLC Marketplace (TABLED)

**PRESENTATIONS**

1. Presentation by Robinson, Farmer and Cox: Audit Report FY 19-20

*Mrs. Melissa Rollins, County Administrator asked the Board to accept the audit report presented by Robinson, Farmer and Cox: Audit Report FY 19-20.*

*Supervisor Lyttle made a motion to accept the audit report presented by Robinson, Farmer and Cox: Audit Report FY 19-20 as presented. Supervisor Drewry seconded the motion. The motion was approved during roll call vote. (Approved)*

<b>SUPERVISOR ROBERT ELLIOTT, JR.</b>	<b>AYE</b>
<b>SUPERVISOR MICHAEL DREWRY</b>	<b>AYE</b>
<b>SUPERVISOR JUDY S. LYTTLE</b>	<b>AYE</b>
<b>SUPERVISOR KENNETH R. HOLMES</b>	<b>ABSENT</b>
<b>SUPERVISOR WILLIAM CALHOUN</b>	<b>AYE</b>

**COUNTY ADMINISTRATOR'S REPORT**

*Mrs. Melissa Rollins, County Administrator, advised of ongoing projects and project updates. Mrs. Rollins thanked Board members, staff, and citizens for their continued patience, understanding, and support during this time.*

## **PUBLIC COMMENTS**

Public comments emailed to [comments@surrycountyva.gov](mailto:comments@surrycountyva.gov) will be included in meeting minutes.

## **BOARD COMMENTS**

*Board Members thanked Mrs. Rollins and staff for their continued efforts during this difficult time.*

*M. Rollins – Regarding 15 MONTH project, end of spring – Prince George has advised the project is on track and scheduled to be completed on time. Impacting factors, COVID,*

*R. Elliott- Commend staff on Christmas Gathering, food giveaway to citizens, state of the county address – commend MR and staff. A lot of community involvement to support unity in the community.*

*J. Lyttle – So proud of staff at Christmas event, did a wonderful drive for food and toys. Thank you to staff, very professional, outstanding speech.*

*M. Rollins – Thank you to staff for putting event together. Thank you to BOS for comments, support, Thank you for kindness of citizens. Joy Fund – toys for the kids in community – received so many. Appreciate citizens working with us while being open by appointment only. December report from Treasurer – tax collection compared to last year – just as good/a little bit ahead, thank citizens for working with us during this time.*

## **ADJOURNMENT**

There being no further business before the Board, Supervisor Elliott entertained a motion to adjourn. Supervisor Calhoun made a motion that the Board adjourns their meeting to Thursday, February 4, 2021 at 7:00 P.M. The motion was seconded by Supervisor Lyttle and unanimously approved.

**SUPERVISOR ROBERT ELLIOTT, JR.**  
**SUPERVISOR MICHAEL DREWRY**  
**SUPERVISOR JUDY S. LYTTLE**  
**SUPERVISOR KENNETH R. HOLMES**  
**SUPERVISOR WILLIAM CALHOUN**

**AYE**  
**AYE**  
**AYE**  
**ABSENT**  
**AYE**

*Meeting adjourned at 7:56 P.M.*

*A complete audio file of this meeting will be posted under the agenda portion of the County website once available.*