

# Halifax County Board of Supervisors Regular Meeting



**In Person**  
**County Administration Building**  
**1050 Mary Bethune Street**  
**Halifax, Virginia**  
**Virtual: [@HalifaxCountyBoardofSupervisor](#)**

**January 5, 2026**

**AGENDA**  
**HALIFAX COUNTY BOARD OF SUPERVISORS**  
County Administration Building  
Board of Supervisors Meeting Room  
1050 Mary Bethune Street  
Halifax, Virginia  
**Monday, January 5, 2026 / 6:30 p.m.**

\*\* The County Administrator conducts the meeting until the election of the Chairman.

**A. CALL TO ORDER – County Administrator**

Invocation – Supervisor Witt  
Pledge of Allegiance – Verron “Ron” Brade

**B. ATTENDANCE ROLL CALL**

**C. ADOPTION OF AGENDA**

**ORGANIZATION**

1. Election of Officers – Calendar Year 2026

A. Chairman

Open Nominations  
Close Nominations – voice vote  
Vote on Nominations in order received – Roll Call vote for each  
Nominee until a Nominee has earned a majority vote

\*\* The County Administrator turns over meeting to the newly elected Chairman

B. Vice Chairman

Open Nominations  
Close Nominations – voice vote  
Vote on Nominations in order received – Roll Call vote for each  
Nominee until a Nominee has earned a majority vote

C. Appointment of Clerk – Mr. Ron Brade, voice vote

D. Appointment of Deputy Clerk – Ms. Nancy Kamp, voice vote

2. The Chairman shall make appointments to standing and ad hoc committees and submit appointments to the County Administrator no later than January 9, 2026.	
3. Adoption of Resolution 2026-1 Meeting Schedule	pages 7 - 10
4. Adopt Bylaws, Meeting Guidelines, Code of Ethics, and Standards of Conduct	pages 11 - 28
5. Confirmation of Director of Emergency Services (Chairman)	page 29
6. Adopt 2026 Holiday Calendar	pages 30 - 31

**D. MINUTES CORRECTIONS / APPROVAL**

1. November 20, 2025	Comprehensive Plan Review Committee	pages 33 - 35
2. December 1, 2025	Board of Supervisors Regular Meeting	pages 36 - 50
3. December 11, 2025	Comprehensive Plan Committee	pages 51 - 52
4. December 16, 2025	Board of Supervisors and Planning Commission Joint Meeting	pages 53 - 65

**E. CONSENT AGENDA APPROVAL**

1. Warrants – November 2024	pages 67
-----------------------------	----------

**F. RECOGNITIONS****G. CITIZENS' COMMENTS****H. PUBLIC HEARINGS****I. COMMITTEE REPORTS****J. PRESENTATIONS****K. NEW BUSINESS**

1. Mary Bethune Complex – Flooding	pages 69 - 77
2. VDOT – Virginia International Raceway; Golf Cart Signs	pages 78 - 84
3. Erosion and Sediment Control Inspector position discussion	page 85
4. Part-time employees' salary	page 86
5. Hitachi Energy – MOU	pages 87 - 89

**L. PENDING MATTERS/UNFINISHED BUSINESS**

1. Staff Updates	
a. Board/Citizen Inquiries	
b. Other	
c. VDOT – Child at Play Signs	pages 91 - 93

**M. MOTION TO ENTER CLOSED SESSION PURSUANT TO VIRGINIA CODE §2.2-3711**

**Subsection (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; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. (Appointments)

**N. MOTION TO RECONVENE IN OPEN SESSION****O. MOTION TO ADOPT RESOLUTION FOR CERTIFICATION OF CLOSED SESSION**

WHEREAS, the Halifax County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, § 2.2-3712 of the Code of Virginia requires a certification by this governing body that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that this governing body hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to 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 governing body.

**ROLL CALL VOTE**

**P. ACTION RESULTING FROM CLOSED SESSION**

- 1. Appointments
- 2. Other

pages 94 - 95

**Q. SUPERVISOR COMMENTS**

**R. ADJOURN**

**NEXT MEETING(S)**

Board of Supervisors & Planning Commission Joint Meeting  
Board of Supervisors Regular Board Meeting

January 20, 2026 (6:30 p.m.)  
February 3, 2026 (6:30 p.m.)

## **HALIFAX COUNTY BOARD OF SUPERVISORS**

### **Standards of Conduct**

Recognizing that persons holding a position of public trust are under constant observation by the media and interested County residents, and recognizing that maintaining the integrity and dignity of the public office is essential for maintaining high levels of public confidence in our institutions of government, every member of the Halifax County Board of Supervisors should adhere to the following Standards of Conduct.

1. Avoid during public meetings and during the performance of public duties the use of abusive, threatening or intimidating language or gestures directed at colleagues, citizens, or personnel.
2. Pay all taxes due to the County, state, or national government.
3. Avoid a private lifestyle that casts public doubt upon the integrity and competence of the County government.
4. Make a conscientious effort to be well prepared for each meeting.
5. Recognizing the dignity of each individual, the Board shall attempt to avoid offering public criticism of colleagues or County employees.
6. Work to create a positive environment in public meeting where citizens will feel comfortable in their roles as observers or participants.
7. Maintain an attitude of courtesy and consideration toward all colleagues and staff during all discussions and deliberations.
8. Be tolerant. Allow citizens, employees, or colleagues sufficient opportunity to present their views.
9. Be respectful and attentive. Avoid comments, body language or distracting activity that conveys a message of disrespect for the presentations from citizens, personnel, or colleagues. Be concise.
10. Avoid the practice of taking more time to address an issue before the body than is necessary and essential for an adequate consideration of those matters being discussed.

Board members should always remember, "There is no right way to do the wrong thing."

## **HALIFAX COUNTY BOARD OF SUPERVISORS**

### **CONDUCT OF THE PUBLIC**

The efficient and dignified conduct of public business is an ultimate concern of the Board. Accordingly, it is the policy of the Board that its meetings be conducted with the highest degree of order and decorum. The Board's integrity and dignity will be established and maintained at all times during the conduct of public business, and the Board will permit no behavior which is not in keeping with this policy. Prohibited conduct at meetings shall include:

1. Campaigning for public office, soliciting of funds, or promoting private business ventures.
2. Using profanity, vulgar language or gestures.
3. Language or actions which insult or demean any person or group of persons or which, when directed at a public official or employee is not related to his official duties.
4. Disruptive behavior.
5. Making non-germane or frivolous statements.
6. Discussions of a sectarian or partisan nature.
7. Smoking or eating in the Board Room.
8. Addressing question or statements to anyone other than the Chairman (Questions shall be presented to the Chairman, who will, at their discretion, solicit a response from the appropriate board or staff member.)
9. Standing in the back or side isles of the Board Room as long as there are sufficient seats available (except for law enforcement personnel).
10. Persons in attendance at the meeting addressing the Board while members of the Board are considering any motion, resolution or ordinance preliminary to a vote on the same, except at the discretion of the Chairman.
11. Any persons addressing comments or questions to someone other than the Chairman.
12. Wearing hats, caps or other types of headgear.
13. Applause is permitted only during presentations, awards, proclamations and special recognition periods.

The Board of Supervisors welcomes and encourages citizen participation in its meetings. To insure fair and timely participation, the following procedures are observed by the Board:

1. All presenters are asked to state their name
2. Each speaker on a general matter, whether an individual or a representative for an organization, is limited to three (3) minutes.
3. Speaker's comments are limited to a presentation on his or her point of view only – questions of clarification may be entertained only by the board members;
4. All comments are to be directed to the board;
5. Debate between a recognized speaker and audience members or between board members and the speaker is not permitted;
6. Courtesy between the speaker and audience is expected at all times;
7. Speakers are requested to leave any written statement and / or comments with the clerk to the board;
8. Individuals speaking on behalf of an organized group are required to file with the clerk written authorization from the group allowing the individual to represent that group;
9. By applying to speak as a representative for an organization, the individual confirms they are recognized as an official representative of that organization; and
10. Presentation to the board by groups should:
  - a. Obtain prior approval from the chairman of the board;
  - b. Submit all written materials and data no later than ten days prior to the meeting in time to be included in the board's agenda packet distributed a week before each regular monthly meeting;
  - c. Limit presentations to fifteen minutes; and
  - d. File with the clerk written authorization from the group allowing the individual to represent that group.
11. A timer-controlled lighting system will be implemented in full view of the speaker. When two minutes are up, an amber light will come on which will indicate that the speaker has one minute to conclude his/her comments. At the end of that one-minute period (completion of the full three-minute period), a red light will come on that will indicate that the speaker must relinquish the podium to the next speaker. Staff will notify the Chairman that the speaker's time has expired. Speakers continuing after the time allotted shall be ruled out of order by the chairman.

The Chairman shall preserve order and decorum at all meetings. The Chairman may order the expulsion of any person for violation of these rules, disruptive behavior, or any words or action which incite violence or disorder, subject to appeal to the Board. Any person so expelled shall not be readmitted for the remainder of the meeting from which he was expelled. Any person who has been so expelled and who at a later meeting again engages in words or actions justifying expulsion may be barred from attendance at future meetings of the Board for a specified and reasonable period of time not to exceed six months or upon a still subsequent expulsion, a period not to exceed one year either by the Chairman, subject to appeal to the Board, or by motion passed by the Board.

# **ORGANIZATION**



# HALIFAX COUNTY

## Virginia

### AGENDA BRIEFING

<b>Meeting Date:</b>	<b>January 05, 2026</b>	<b>Staff Members:</b>  <b>Ron Brade</b>	
<b>Item #</b>	<b>ORGANIZATION - 3</b>		
<b>Resolution #</b>	<b>2026-1</b>		
<b>Department:</b>	<b>County Administration</b>		
<b>Subject:</b>	<b>Meeting Schedule for 2026</b>		

#### **Background:**

The Board of Supervisors traditionally meets the first Monday of the month at 6:30pm. The attached resolution sets the 2026 calendar year meetings and the planned budget work sessions. A Board of Supervisors Retreat is planned for the end of January with the date and location TBD. These plans will be finalized in the next couple of weeks.

Please note there is 1 instance where a meeting is moved to a Tuesday due to the Labor Day Holiday.

The Resolution also identifies the 2027 Organizational Meeting and January Regular meeting date of January 4, 2027.

Also attached is the meeting schedule for the Joint Meetings with the Planning Commission.

#### **Needed Action:**

Consider adoption of the Meeting Schedule Resolution 2026-1.



# HALIFAX COUNTY BOARD OF SUPERVISORS

Vernon "Ron" M. Brade  
County Administrator  
[ron.brade@co.halifax.va.us](mailto:ron.brade@co.halifax.va.us)

1050 Mary Bethune Street  
P. O. Box 699  
Halifax, VA 24558-0699  
(434) 476-3300  
Fax:(434) 476-3384  
[www.halifaxcountyyva.gov](http://www.halifaxcountyyva.gov)

W. BRYANT CLAIBORNE - ED#8  
MONTE THOMPSON - ED#6  
M. A. "PETE" RIDDLE - ED#1  
LARRY D. ROLLER - ED#2  
D.J. 'JEFF' OAKES - ED#3  
DENNIS G. WITT - ED#4  
R. L. "ROBBIE" SMART - ED#5  
KEITH A. McDOWELL - ED#7  
WAYNE SMITH - TIEBREAKER

## 2026-1 RESOLUTION

### HALIFAX COUNTY BOARD OF SUPERVISORS MEETING SCHEDULE

The Board of Supervisors of Halifax County, Virginia (the "Board"), at its regular meeting on the 5<sup>th</sup> day of January, 2026, adopts the following resolution:

**WHEREAS**, pursuant to Virginia Code §15.2-1416, the Board desires to establish the dates for its regular meetings during the 2026 calendar year; and

**WHEREAS**, pursuant to Virginia Code §15.2-1416, the Board desires to establish the date to which a regular meeting will be continued if the chairman or vice-chairman finds and declares that a regular meeting is to be postponed due to hazardous weather or other conditions.

**NOW THEREFORE, BE IT RESOLVED**, by the Halifax County Board of Supervisors, the Board shall hold the following meetings on the following dates:

**REGULAR MEETINGS ~ all at 6:30 p.m.**

February 2, 2026

March 2, 2026

April 6, 2026

May 4, 2026

June 1, 2026

June 22, 2026 (July Meeting)

August 3, 2026

September 8, 2026 (Tuesday)(Due to Labor Day)

October 5, 2026

November 2, 2026

December 7, 2026

**BE IT FURTHER RESOLVED** that all of the above meetings shall be held in the Board of Supervisors Meeting Room in the County Administration Building, 1050 Mary Bethune Street, unless otherwise noted, and;

**BE IT FURTHER RESOLVED** that any regular meeting which is continued for hazardous weather or other conditions in accordance with Virginia Code §15.2-1416 shall be continued to the Monday one week immediately following the postponed regular meeting, and;

**BE IT FURTHER RESOLVED** that the organizational meeting for Calendar Year 2027 and the January Regular Meeting be held on Monday, January 4, 2027, at 6:30 p.m.

Adopted this, the 5<sup>th</sup> day of January 2026.

---

Chairman  
Halifax County Board of Supervisors

ATTEST:

---

Deputy Clerk  
Halifax County Board of Supervisors

**02026 HALIFAX PLANNING COMMISSION MEETING SCHEDULE  
JOINT MEETING WITH BOARD OF SUPERVISORS**

January 20, 2026	6:30 p.m.
February 17, 2026	6:30 p.m.
March 17, 2026	6:30 p.m.
April 21, 2026	6:30 p.m.
May 19, 2026	6:30 p.m.
June 16, 2026	6:30 p.m.
July 21, 2026	6:30 p.m.
August 18, 2026	6:30 p.m.
September 15, 2026	6:30 p.m.
October 20, 2026	6:30 p.m.
November 17, 2026	6:30 p.m.
December 15, 2026	6:30 p.m.
January 19, 2027	6:30 p.m.



# HALIFAX COUNTY

## Virginia

### AGENDA BRIEFING

<b>Meeting Date:</b>	<b>January 05, 2026</b>	<b>Staff Members:</b>  <b>Ron Brade</b>
<b>Item #</b>	<b>ORGANIZATION - 4</b>	
<b>Ordinance #</b>		
<b>Department:</b>	<b>County Administration</b>	
<b>Subject:</b>	<b>Bylaws and Rules of Procedure</b>	

#### **Background:**

The following document represents the Board of Supervisors Bylaws and Procedural Rules, Meeting Guidelines, Code of Ethics, and Standards of Conduct. These guidelines assist with keeping the procedural flow for the meetings as well as establish baseline levels of conduct for the Board.

This document is the latest version which was last adopted at the February 5, 2024 meeting.

#### **Needed Action:**

Consider adoption of the Bylaws and Rules of Procedure as presented or as may be amended.



# HALIFAX COUNTY

## Virginia

## BOARD OF SUPERVISORS

### BYLAWS AND RULES OF PROCEDURE

*(revised and adopted January 2, 2024)*

*(revised and adopted February 5, 2024)*

#### Table of Contents

Table of Contents .....	page 1
-------------------------	--------

#### Section 1. Purpose and Basic Principles

Section 1.1. Purpose of Rules of Procedure .....	page 3
Section 1.2. Basic Principles Underlying Rules of Procedure .....	page 3
Section 1.3. Rules of Interpretation and Rules of Order.....	page 3

#### Section 2. - Meetings

Section 2.1. Regular Meetings .....	page 4
Section 2.2. Special Meetings .....	page 4
Section 2.3. Annual Organizational Meetings .....	pages 4-5
Section 2.3.1. Committees of the Board.....	page 5
Section 2.4. Quorum and Manner of Voting .....	pages 5-6
Section 2.5. Board to Sit in Open Session .....	page 6
Section 2.6. Closed Sessions .....	pages 6-7
Section 2.7. Work Sessions .....	page 7
Section 2.8. Conduct in Meetings .....	page 7
Section 2.9. Motions .....	pages 7-8
Section 2.10. Minutes .....	page 8

#### Section 3 – Officers

Section 3.1. Election and Term of Chairman and Vice Chairman .....	page 9
--	--------

Section 3.2. Clerk; Deputy Clerk .....	page 9
Section 3.3. Parliamentarian .....	page 9
Section 3.4. Preservation of Order .....	page 9

#### **Section 4 Order of Business**

Section 4.1. Agenda Preparation .....	page 10
Section 4.2. Order of Business .....	page 10
Section 4.3. Consent agenda .....	pages 10-11
Section 4.4. Citizen Comment Period .....	page 11
Section 4.5. Public Hearings .....	pages 11-12
Section 4.6. Board Comments .....	page 12
Section 4.7. Unfinished Business/Pending Matters .....	page 12
Section 4.8. Closed Meeting .....	page 12

#### **Section 5 – Miscellaneous**

Section 5.1. Reserved Area .....	page 13
Section 5.2. Press .....	page 13
Section 5.3. Amendment of Bylaws and Rules of Procedure .....	page 13
<b>Rules Applicable to Public Hearing, Citizen comment Period, and Public Appearances</b> .....	<b>page 14</b>
<b>Conduct of the Public</b> .....	<b>page 15</b>
<b>Halifax County Board of Supervisors Code of Ethics</b> .....	<b>page 16</b>
<b>Halifax County Board of Supervisors Standards of Conduct</b> .....	<b>page 17</b>

## **SECTION 1. PURPOSE AND BASIC PRINCIPLES**

### **1.1. Purpose of Rules of Procedure**

- A. To enable County government to transact business expeditiously and efficiently; and
- B. To protect the rights of each individual Board member; and
- C. To preserve a spirit of cooperation among Board members; and
- D. To determine the pleasure of the Board on any matter.

### **1.2. Basic Principles Underlying Rules of Procedure**

- A. Only one (1) subject may claim the attention of the Board at one time; and
- B. Each item presented for consideration will be entitled to full and free discussion; and
- C. Every member has rights equal to every other member; and
- D. The will of the majority must be carried out, and the rights of the minority must be preserved; and
- E. Discussion by members should be directed at the issue before the Board, and not at other members.

### **1.3. Rules of Interpretation and Rules of Order**

- A. These Rules of Procedure are rules of parliamentary procedure and are for the convenience of its members only. They do not have the force of law.
- B. Only members of the Board, County Administrator, or the Parliamentarian have standing to raise a point of order or to challenge a ruling of the Chair or other action of the Board on the basis of compliance or non-compliance with these Rules of Procedure or, if the questioned action is not expressly covered by these procedures, by Robert's Rules of Order. In no event may questions over compliance herewith be raised judicially.
- C. Non-compliance with these Rules of Procedure must be raised at the time of the non-compliance, prior to continued debate or a vote. If a challenge is raised in a timely manner by a member notwithstanding as provided for herein, the only relief shall be the correction of the error in conformance with these Rules of procedure. If a challenge is not timely made, the right to challenge the non-compliance is waived. In no event will a violation hereof result in the voiding or overturning of any action of the Board.
- D. The proceedings of the Board, except as otherwise provided within these Bylaws, Rules of Procedure and applicable State law, shall be governed by Robert's Rules of Order, Newly Revised (12<sup>th</sup> Ed.).
- E. Failure to comply with these rules or Robert's Rules of Order shall not invalidate Board action otherwise valid at law.

## **SECTION 2 MEETINGS**

### **2.1. Regular Meetings**

- A. The Board shall hold regular meetings on such days as may be prescribed by resolution at the annual organizational meeting in January of each year. The Board shall hold at least six regular meetings per year and shall endeavor to hold regular meetings monthly. The Board shall give notice of the date, time, and location of its meetings by placing a notice in a public location at which notices are regularly posted and in the office of the Clerk to the Board. Posting of the resolution listing all regular meeting dates shall be sufficient for this purpose. The Clerk also may publish meeting notices by electronic means.
- B. If the Chairman, or the Vice-Chairman if the Chairman is unable to act, finds and declares that the weather or other conditions are such that it is hazardous for the Board members to attend a regular meeting, the regular meeting shall be continued until the immediately subsequent Monday, with the exception of holidays, following the date of a regular meeting. Such conditions shall be communicated to the members of the Board and the press as promptly as possible. All hearings and other matters previously advertised shall be conducted at the continued meeting and no further advertisement is required.
- C. All regular meetings of the Board shall be held in the Board of Supervisors Meeting Room in the County Administration Building, 1050 Mary Bethune Street, Halifax, Virginia 24558, unless otherwise noted.
- D. The Board may by resolution, when necessary, change the time and/or place of a regular meeting. Notice of such change shall be posted in a public location at which notices are regularly posted and in the office of the Clerk to the Board at least three working days prior to the meeting to be held pursuant to the change.
- E. Three working days prior to the meeting to be held pursuant to such change, the County Clerk shall give each Board member written notice, personally or by registered mail, of any change from the regular meeting days established by this section.
- F. Except for properly convened closed meetings as permitted by Section 2.2-3711 of the Virginia Code, all regular meetings of the County Board and official committees of the Board shall be open to the media, freely subject to recording by radio, television and photography at any time, provided that such arrangements do not interfere with the orderly conduct of the meetings under such rules as the Board may prescribe.

### **2.2. Special Meetings**

- A. The Chair or two members of the Board may call special meetings of the Board whenever in their opinion the public business may require it.
- B. Whenever a special meeting shall be called, notice shall be given by the Chairman of the Board or two members of the Board to the Clerk and the notice shall specify the matters to be considered at the meeting. The Clerk shall deliver written notice to each member of the Board either in person or by notice left at his place of residence or business, stating the date and hour of the meeting and the purpose for which such meeting is called. No business shall be transacted at the meeting except that which is stated in the notice.
- C. Notice to the public of a special meeting shall be given contemporaneously with the notice provided members of the Board.
- D. Pursuant to Code of Virginia 2.2-3707, Notice shall be posted at least three (3) working days prior to the meeting.

### **2.3. Annual Organizational Meetings**

- A. The first meeting held after the newly elected members of the governing body shall have qualified and the first meeting held in the corresponding month of each succeeding year shall be known as the annual meeting. The County Administrator shall preside during the election of the Chairman of the Board.
- B. The Chairman shall be elected at the annual meeting for a term of one (1) year.
- C. Following the election of Chairman, he/she will assume the chair and conduct the election of the Vice Chairman. The Vice Chairman shall be elected at the annual meeting for a term of one (1) year.
- D. Following the election of the Vice Chairman, the Board shall:

1. Appoint a Clerk and Deputy Clerk.
2. Establish dates, times, and places for the regular meetings.
3. Adopt its Bylaws and Rules of Procedure.
4. The Chairman shall make appointments to standing and ad hoc committees, preferably within one (1) week of the organizational meeting.

### **2.3.1 Committees of the Board**

The Chairman shall make appointments to standing committees of the Board of Supervisors. Those Committees are as follows:

Finance  
Policy and Personnel  
Buildings and Grounds  
Solid Waste  
Ordinance  
Surplus

Additional Committees of the Board may be established by the Chairman based upon need and current matters. The following list is an example of Additional Committees:

Courthouse  
Broadband  
Redistricting  
IDA Project Review

Board of Supervisors Committees shall be made up of no more than 3 members of the Board of Supervisors, who shall be the only voting and participating members of the Committee. The Chairman of the Board of Supervisors is the 4<sup>th</sup> member of each committee and is allowed to participate in discussions but does not vote. No other Board of Supervisors members are allowed to participate in a Committee Meeting.

All committee meetings are open to the public; and therefore, other Board of Supervisors members may attend the meetings, but not participate in discussions. Participation of more than 4 members of the Board constitutes a business meeting since a quorum of the Board is 5 members.

Committees shall make recommendations to the full Board. In the case of a committee, a motion or second of the motion may be made by the Committee Chairman, and a recommendation shall pass from committee to the Board upon 2 affirmative votes. This recommendation follows the Board's procedures and is "on the floor" for discussion and action by the Board of Supervisors needing no further motion or second of the motion.

Upon any tie vote in committee, the subject shall be passed on to the Board of Supervisors for discussion, however any action requires a motion and second of the motion at the Board of Supervisors level.

### **2.4. QUORUM AND MANNER OF VOTING**

- A majority of the Board shall constitute a quorum and be necessary for the transaction of business. If a quorum is not present, those in attendance shall adjourn to a later time when a quorum is present to transact business.
- Procedural matters and normal agenda items may be acted upon by a voice vote
- No ordinance or resolution appropriating money exceeding \$500.00, imposing taxes, or authorizing borrowing money shall be passed except by a recorded affirmative vote of a majority of all the members of the Board.
- Remote Electronic Participation  
The Board of Supervisors members may electronically participate in a Board of Supervisors meeting remotely under the following conditions:
  1. On or before the day of a meeting, a member of the public body holding the meeting shall notify the chair of the public body that:

- a. Such member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance; or
- b. Such member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter.

2. A quorum of the Board of Supervisors must be physically assembled at the primary meeting location. The Board of Supervisors members physically present at the primary meeting location must approve the absent member's electronic participation by a majority vote. The decision shall be made based solely on the criteria in this Resolution, without regard to the identity of the member or the matters which may be considered or voted on during the meeting.
3. The Clerk shall record in the Board of Supervisors' minutes the specific nature of the emergency, personal matter, or disability; and the remote location from which the absent member participated. If the absent member's remote participation is disapproved because such participation would violate this policy, such disapproval shall be recorded in the minutes.
4. Participation limits:
  - a. Participation by a member due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance shall not be limited in each calendar year.
  - b. Participation by a member pursuant to a personal matter is limited each calendar year to two (2) meetings.
5. For any remote participation, the Board of Supervisors shall make arrangements for the voice of the remote participant(s) to be heard by all persons in attendance at the primary or central meeting location.
6. If any provision of this Policy is deemed inconsistent with the provisions of Section 2.2-3708.2 of the Code of Virginia, 1950, as amended, or other applicable law, that provision shall be deemed stricken and the provisions of the Section 2.2-3708.2 of the Code of Virginia, 1950, as amended, or other applicable law shall apply.
7. This subsection shall be modified to conform to any expansion of the remote participation provisions of Section 2.2-3708.2 of the Code of Virginia, 1950, as amended, or other applicable law, as may be from time to time adopted by the General Assembly.

## 2.5. Board to Sit in Open Session

The Board shall sit in open session and all persons conducting themselves in an orderly manner may attend the meetings; provided, however, the Board may conduct Closed Session as permitted under the Virginia Freedom of Information Act.

## 2.6. Closed Sessions

- A. Closed Sessions may only be convened in conformance with §2.2-3711 of the Code of Virginia (1950), as amended or as otherwise provided by law as there are other provisions that would make such sessions or discussions of items in those sessions confidential.
- B. No resolution, certificate of recognition/commendation, ordinance, rule, contract, regulation or motion agreed to in a Closed Session shall become effective until the Board reconvenes in an open session and takes a vote of the membership on such resolution, ordinance, rule, contract or regulation or motion which shall have its substance reasonably identified in the open meeting.
- C. At the conclusion of a Closed Session, the Board shall reconvene in open session immediately thereafter and shall take a roll call vote certifying that to the best of each member's knowledge:
  1. Only public business matters lawfully exempted from open session requirements were discussed and
  2. Only public business matters identified in the motion convening the Closed Session were heard, discussed, or considered.
- D. The failure of the certification to receive the affirmative vote of a majority of the members present during the Closed Session shall not affect the validity or confidentiality of the Closed Session with respect to matters considered therein in compliance with the Freedom of Information Act.
- E. The Board may permit non-members to attend a Closed Session if their presence will reasonably aid the Board in its consideration of an issue.

- F. Any member may request a proposed Closed Session item be pulled from the agenda for a separate vote on entering Closed Session, at his or her discretion.
- G. Any matter discussed in closed session is privileged and shall not be disclosed by any participant in the closed session, except as required by court order.

## **2.7. Work Sessions**

- A. The Board may meet informally in work sessions which shall be open to the general public, at the call of the Chairman or any two (2) members of the Board, to review forthcoming programs of the County, receive progress reports on current programs or projects, or receive other similar information from the County Administrator, provided that all discussions and conclusions thereon shall be informal.
- B. No formal votes may be taken at a work session.
- C. Work sessions require legal notice pursuant to §2.2-3707 of the Code of Virginia (1950), as amended.
- D. The Annual Retreat of the Board is a Work Session.

## **2.8. Conduct in Meetings**

- A. The effectiveness and efficiency of governmental bodies in serving the public is enhanced by the proper conduct of all participants, whether government officials, employees, or members of the public, in meetings and work sessions of the Board or any Committees created.
- B. To this end, all such meetings and work sessions shall be conducted with observance by all participants of the fundamental rules of civility, including restraint in demeanor and respect for others and their views. This rule is not intended to restrict disagreement or opposition to any proposal, motion, or argument. It is intended to restrict the manner in which such disagreement or opposition is expressed to preclude those ways of discourse which tend to disrupt or impair the conduct of a meeting. Shouting, profanity, threats, personal attacks, and other similar actions are unacceptable. Should, in the view of the Chairman or a majority of the Board or any Committee, a participant violates the foregoing guidelines for conduct, the Chairman or the Chairman's designee may address the participant's deviation from the guidelines.
- C. This rule of conduct shall be enforced by the Chairperson of the meeting who may order an unruly or disruptive individual or individuals whose conduct in the judgment of the Chairperson tends to disrupt or otherwise impair the conduct of the meeting, to be removed from the meeting. The rules of conduct described in B. above are intended to apply to all Board appointees to any agency, committee, commission, or similar entity, regardless of whether all members of the entity are appointed by the Board.

## **2.9. Motions**

No motion shall be discussed prior to being duly made in accordance with these Rules of Procedure. Once the motion is seconded, if a second is required, the person making the motion shall have a reasonable time as determined by the Chair to give his/her reasons in support of the motion prior to the start of debate. All motions shall be duly seconded before being submitted to the Board for decision; if said motion requires a second by Robert's Rules of Order, Newly Revised (12<sup>th</sup> Ed.). When a question is under discussion, no other motion shall be received unless it is one to amend, to commit, to postpone, for the previous question, for a substitute motion, a motion to lay on the table, or a motion to adjourn. No member should speak for the second time on a motion until every member desiring to speak has spoken.

- A. Any member of the Board may, at his/her own discretion, call for a roll call vote.
- B. All motions to adopt any ordinance shall be by voice vote and the clerk shall ensure that the minutes shall reflect the names of the persons voting and how they voted in the permanent record.
- C. Upon a call for a question, the Chair shall determine whether there exists any objection to ending discussion. If none, the question shall be called. If any person objects, the Chair shall seek a second for the motion to call for the question. A two-thirds (2/3) majority shall be required to end debate.
- D. A tie vote will be considered by the tie-breaker position.
- E. A motion to reconsider must be made at the same meeting or the next immediate meeting. A motion to reconsider must be made by a member of the Board who voted on the prevailing side when the original motion was voted upon.
- F. A motion to rescind or to amend a prior action adopting something with continuing effect by the Board may be made by any member of the Board at a subsequent meeting upon proper notice having been given. There is no time limit for the making of such a motion. However, such motions are improper if:

1. The original action by the Board was subject to a motion for reconsideration,
2. The action or inaction of third parties in reliance on the Board's approval of the original Board's action is impossible to undo, or
3. Certain personnel actions, as described in Robert's Rules of Order, Newly Revised (12<sup>th</sup> Ed.), have been taken.

#### **2.10. Minutes.**

- A. Minutes of all regular and special meetings, work sessions, and committees shall be recorded. Such minutes shall be maintained in the office of the Clerk of the Board of Supervisors. The minutes shall reflect:
  1. The date, time and place of the meeting or session;
  2. The members recorded as either present or absent;
  3. A general description of all matters proposed, discussed or decided; and
  4. Record of any votes taken.
- B. Approval of minutes of all but closed meetings shall be considered at a regular Board meeting. It shall not be necessary to read the minutes aloud prior to approval. Prior to approval, any member may, through the Chair, request the privilege of amending or correcting the minutes to accurately reflect the substance of the prior meeting. If objection is made by any Board member to such amendment or correction, a majority vote of the Board shall be necessary for adoption of the correction or amendment. The Chairman shall sign the adopted minutes.

### **SECTION 3 OFFICERS**

#### **3.1. Chairman and Vice-Chairman**

- A. At the annual organizational meeting of the Board of Supervisors, the Board elects from its membership a Chairman and Vice-Chairman.
- B. In the case of the absence of the Chairman, the Vice-Chairman shall preside at the meeting.
- C. In the absence of both the Chairman and the Vice-Chairman, the members present shall choose one of its members as temporary Chairman.

#### **3.2. Clerk; Deputy Clerk**

- A. The Clerk of the Board of Supervisors shall be the County Administrator, whose duties and responsibilities shall be those set forth in State law and as delegated and directed by the Board of Supervisors.
- B. The Board of Supervisors shall appoint a Deputy Clerk who shall perform the functions of the Clerk when the Clerk is absent from any meeting.

#### **3.3. Parliamentarian**

- A. The County Attorney shall serve as the Parliamentarian for the purpose of interpreting these Rules of Procedure, Robert's Rules of Order, Newly Revised (12<sup>th</sup> Ed.), and any other applicable legal procedures, as may be directed by the Chairman, or as required as a result of a point of order raised by any one (1) or more Board members.
- B. If the County Attorney is unavailable, the County Administrator shall serve as Parliamentarian.

#### **3.4 Preservation of Order**

At meetings of the Board, the presiding officer shall preserve order and decorum.

## **SECTION 4 ORDER OF BUSINESS**

### **4.1. Agenda Preparation**

- A. The Clerk shall prepare the agenda for each regular meeting conforming with the agenda format approved by the Board. Except as permitted at the discretion of the County Administrator, every item to be placed on the agenda shall be received in the Office of the County Administrator before the close of the work day on the Friday two weeks prior to any regular meeting of the Board. The Chairman or two (2) members of the Board may request an item be added to the agenda whenever, in their opinion, the public business may require it. The Clerk shall review the drafted agenda with the Chairman prior to finalizing the agenda.
- B. It is recognized that from time to time matters shall arise after the normal cut-off for items to be placed on the agenda. In such cases, items may be added to the agenda if the matter is delivered in writing (email is acceptable) by the Clerk to each Board member not later than 11:59 p.m. on the last working day prior to the day of the meeting. No matters may be added to the agenda after such time by any Board member or staff, unless the Board approves such addition(s) to the agenda by majority vote of the Board present at such meeting prior to adoption of the Agenda.
- C. Ordinances, resolutions, contract documents or other matters requiring action by the Board shall be submitted to the County Attorney for preparation or review, in adequate time prior to the Board meeting.
- D. The agenda packages shall be transmitted by the Clerk of the Board by 11:59 p.m. on the Thursday prior to the regular meeting using whatever means of delivery he deems best suitable to insure that Board members have the agenda packages prior to the regular meeting.

### **4.2. Order of Business**

- A. The order of business at Board of Supervisor meetings is normally:
  1. Call to Order
  2. Invocation/Moment of Silence/Pledge of Allegiance
  3. Attendance
  4. Adoption of Agenda
  5. Minutes Correction/Approval
  6. Consent Agenda Approval
  7. Recognitions
  8. Citizen Comments
  9. Public Hearings
  10. Presentations
  11. Committee Reports
  12. New Business
  13. Pending Matters/Unfinished Business
  14. Supervisor Comments
  15. Closed Meeting (if applicable)
  16. Action Resulting from Closed Session

### **4.3. Consent Agenda**

- A. The Consent Agenda shall consist of a listing of various items to be considered by the Board as a block or one single item and to be approved by one vote rather than specific votes on each item.
- B. Characteristics of items placed on the Consent Agenda are:
  1. Routine items that appear monthly such as departmental reports, requests for refunds, resolutions and motions authorizing the submission of applications for grants that require no local match, or grants for which the Board has previously approved the local match, requests for supplemental appropriations that meet the Board's policy;

- 2. Requests to advertise public hearings, advertising for bids and proposals, resolutions of appreciation, proclamations and resolutions of respect and accommodation; and
- 3. Items of a non-controversial nature that could be classified as housekeeping items of a technical, non-policy nature, end of year department transfers, resolutions dealing with the acceptance of grants from the State or Federal governments requiring no local match or grants for which the Board has previously approved the local match, and items that have received prior unanimous approval of the Board.
- 4. Actions that must be ratified and entered into the minutes. Examples are items that were done due to timing such as emergency declarations.

C. There shall be no debate or discussion by any member of the Board or the public regarding any item on the Consent Agenda, beyond asking questions for simple clarification.

D. Any item on the Consent Agenda shall be removed from the Consent Agenda at the request of any Board member prior to the vote on the Consent Agenda. Items removed from the Consent Agenda shall be considered by the Board individually in the order in which they were removed from the Consent Agenda immediately following consideration of the Consent Agenda.

E. Approval of the motion to approve the Consent Agenda shall constitute approval, adoption, or enactment of each motion, resolution ordinance, or other item of business thereon, exactly as if each had been acted upon individually.

#### 4.4. Citizen Comment Period

- A. At each regular meeting of the Board of Supervisors, the Board shall set aside a citizens' comment period. During the citizens' comment period, speakers wishing to address the Board shall clearly state their name and address and shall be subject to such time limitations as the Chairman in his or her discretion may impose. Speakers may address any issue not on the public hearing calendar for the day. Speakers shall also not address any item which has been subject to a previous public hearing and action on the subject has not occurred.
- B. No individual citizen or organization shall be permitted to address the Board for more than three (3) minutes.
- C. Specific questions should be resolved prior to the meeting by contacting a Board member or the appropriate staff person. Questions shall be directed to the Chairman, who will, at his/her discretion, solicit the response from the appropriate person.
- D. A digital, color-coded timer will be displayed in full view of the Board, the speaker, and individuals seated in the gallery. When two minutes have expired, the timer display will turn yellow indicating the speaker has one minute to conclude his/her comments. At the end of that one-minute period (completion of the full three-minute period), the timer will display 0:00 in red, indicating the speaker must relinquish the podium to the next speaker. Staff will notify the Chairman that the speaker's time has expired. Speakers continuing after the time allotted shall be ruled out of order by the Chairman.

#### 4.5. Public Hearings

- A. It is the purpose and objective of the Board of Supervisors to give each citizen an opportunity to express his/her views on the issue at hand during public hearings and to give all speakers equal treatment and courtesy.
- B. While it is often necessary to have a presentation by the applicant and staff, it is the desire of the Board to hear from the public, and therefore, the applicant and staff presentations will be as brief as possible.
- C. In order to accomplish this objective, it is necessary that certain rules of order prevail at all public hearings of the Board of Supervisors, as follows:
  - 1. The order of business for consideration of a matter on the Board's public hearing agenda shall be as follows:
    - a. Staff presentation;
    - b. Questions from Board members (and Planning Commissioners if present);
    - c. Applicant's presentation (if applicable, for land use matters);
    - d. Comments, statements or presentations from members of the public; and
    - e. Board discussion, at which time the Chairman may entertain a motion to place the matter on future agenda for action, to refer the matter to a committee, or bring the matter to a vote.

2. Staff presentation will provide information necessary for the Board's and the public's information and understanding. When written information has been provided prior to the hearing only summary and/or new information should be presented.
3. On any matter, a reasonable and sufficient time will be afforded the applicant to properly and fairly present the subject matter. Ten minutes shall be allocated to the applicant's presentation. The applicant may allocate the time between presentation and rebuttal. If additional time is believed to be necessary, the applicant should contact the County Administrator prior to the Public Hearing. Any Member of the Board may ask the applicant to respond to specific questions.
4. The Board shall have the discretion to act on a matter appearing on a public hearing; or the Board, by majority vote, may defer the matter to a future meeting of the Board. It shall be the policy of the Board to leave the record open to receive written comments following a public hearing up until the time that a vote is taken.

#### **4.6. Board Comments**

- A. This time is generally used for individual Board members to share information with other members of the Board and public. Items presented under this heading requiring action will be for a future meeting agenda or to request additional information from staff members.
- B. No item presented under this heading shall be acted upon at the meeting at which the item is presented unless it is the unanimous consensus of the Board that the item be put on the floor for action. Prior to the agenda being prepared, members of the Board are encouraged to contact the County Administrator and have an item included under this heading.
- C. The County Administrator shall prepare a memorandum that will inform other members of the Board of the particulars pertaining to this matter.

#### **4.7. Unfinished Business/Pending Matters**

This section of the agenda shall relate to all matters that have come before the Board and that the Board has postponed consideration of or assigned to or referred to one of its standing committees or staff for additional information or recommendation.

#### **4.8. Closed Meeting**

At the conclusion of the regular meeting, the Chairman will entertain a motion, if appropriate, to convene in closed meeting pursuant to Virginia Code § 2.2-3711.

## **SECTION V: MISCELLANEOUS**

### **5.1. Reserved Area.**

Only members of the Board, the County Administrator, County Attorney, administrative staff and other persons expressly invited shall be entitled to enter the area behind the Board Dais.

### **5.2. Press.**

Cameras from the press shall be limited to the rear of the meeting room or to the side of the meeting room farthest from the doors, as directed by the Chairman. Members of the Press shall have seating available at a table in the rear of the gallery. Members of the press shall not interview the public or staff in the Meeting Room while meetings are in session.

### **5.3. Amendment of Rules.**

These bylaws and rules of procedure may be amended by majority vote of the entire membership. No notice shall be required for the adoption of any amendments.

**Rules Applicable to Public Hearings, Citizen Comment Period,  
And Public Appearances**

1. Each speaker addressing the Board shall step up to the microphone in front of the podium, shall give his name and address in an audible tone of voice for the record. All remarks shall be addressed to the Board and not to any member thereof.
2. Each individual speaker or individual representing a group, will have up to three (3) minutes to speak. Presenters on behalf of groups may be granted up to ten minutes. Unless instructed by a majority of the Board present and voting to do otherwise, the Chairman shall enforce the time limits, as appropriate.
3. Speakers will be limited to a presentation of their points of view except that the Chairman may entertain questions of clarification.
4. All comments will be directed to the Board of Supervisors as a body.
5. Decorum will be maintained. This includes a common courtesy from the audience, the staff and Board to the speaker and from the speaker to the audience, the Board and the staff. Statements, which are demeaning or inappropriate, shall be ruled out of order.
6. Debate between recognized speaker and audience members or between board members and the speaker is not permitted.
7. Speakers are requested to leave any written statements and/or comments with the Clerk to the Board.
8. Individuals speaking on behalf of an organized group are required to file with the Clerk written authorization from the group allowing the individual to represent that group.
9. Presentation to the Board by groups should:
  - a. Obtain approval from the chairman of the board;
  - b. Submit all written materials and data no later than ten days prior to the meeting in time to be included in the board's agenda packet distributed before each regular meeting.
  - c. Limit presentations to ten minutes; and
  - d. File with the Clerk written authorization from the group allowing the individual to represent that group.
10. The Chairman will allow Speakers addressing items on the agenda to alternate between pro and con statements.

## CONDUCT OF THE PUBLIC

The efficient and dignified conduct of public business is an ultimate concern of the Board. Accordingly, it is the policy of the Board that its meetings be conducted with the highest degree of order and decorum. The Board's integrity and dignity will be established and maintained at all times during the conduct of public business, and the Board will permit no behavior which is not in keeping with this policy. Prohibited conduct at meetings shall include:

1. Campaigning for public office, soliciting of funds, or promoting private business ventures.
2. Using profanity, vulgar language or gestures.
3. Language or actions which insult or demean any person or group of persons or which, when directed at a public official or employee is not related to his official duties.
4. Disruptive behavior.
5. Making non-germane or frivolous statements.
6. Discussions of a sectarian or partisan nature.
7. Smoking or eating in the Board Room.
8. Addressing question or statements to anyone other than the Chairman (Questions shall be presented to the Chairman, who will, at their discretion, solicit a response from the appropriate board or staff member.)
9. Standing in the back or side isles of the Board Room as long as there are sufficient seats available (except for law enforcement personnel).
10. Persons in attendance at the meeting addressing the Board while members of the Board are considering any motion, resolution or ordinance preliminary to a vote on the same, except at the discretion of the Chairman.
11. Any persons addressing comments or questions to someone other than the Chairman.
12. Wearing hats, caps or other types of headgear.
13. Applause is permitted only during presentations, awards, proclamations and special recognition periods.

The Board of Supervisors welcomes and encourages citizen participation in its meetings. To insure fair and timely participation, the following procedures are observed by the Board:

1. All presenters are asked to state their name
2. Each speaker on a general matter, whether an individual or a representative for an organization, is limited to three (3) minutes.
3. Speaker's comments are limited to a presentation on his or her point of view only – questions of clarification may be entertained only by the board members;
4. All comments are to be directed to the board;
5. Debate between a recognized speaker and audience members or between board members and the speaker is not permitted;
6. Courtesy between the speaker and audience is expected at all times;
7. Speakers are requested to leave any written statement and / or comments with the clerk to the board;
8. Individuals speaking on behalf of an organized group are required to file with the clerk written authorization from the group allowing the individual to represent that group;
9. By applying to speak as a representative for an organization, the individual confirms they are recognized as an official representative of that organization; and
10. Presentation to the board by groups should:
  - a. Obtain prior approval from the chairman of the board;
  - b. Submit all written materials and data no later than ten days prior to the meeting in time to be included in the board's agenda packet distributed a week before each regular monthly meeting;
  - c. Limit presentations to fifteen minutes; and
  - d. File with the clerk written authorization from the group allowing the individual to represent that group.
11. A digital, color-coded timer will be displayed in full view of the Board, the speaker, and individuals seated in the gallery. When two minutes have expired, the timer display will turn yellow indicating the speaker has one minute to conclude his/her comments. At the end of that one-minute period (completion of the full three-minute period), the timer will display 0:00 in red, indicating the speaker must relinquish the podium to the next speaker. Staff will notify the Chairman that the speaker's time has expired. Speakers continuing after the time allotted shall be ruled out of order by the Chairman.

The Chairman shall preserve order and decorum at all meetings. The Chairman may order the expulsion of any person for violation of these rules, disruptive behavior, or any words or action which incite violence or disorder, subject to appeal to the Board. Any person so expelled shall not be readmitted for the remainder of the meeting from which he was expelled. Any person who has been so expelled and who at a later meeting again engages in words or actions justifying expulsion may be barred from attendance at future meetings of the Board for a specified and reasonable period of time not to exceed six months or upon a still subsequent expulsion, a period not to exceed one year either by the Chairman, subject to appeal to the Board, or by motion passed by the Board.

**HALIFAX COUNTY BOARD OF SUPERVISORS  
CODE OF ETHICS**

Recognizing that persons who hold public office have been given a public trust and that the stewardship of such office demands the highest levels of ethical and moral conduct, any person serving on the Halifax County Board of Supervisors should adhere to the following Code of Ethics.

1. Uphold the Constitution, laws and regulations of the United States and of all governments therein and never knowingly be a party to their evasion.
2. Put loyalty to the highest moral principles and to the County as a whole above loyalty to individuals, districts, or particular groups.
3. Give full measure of effort and service to the position of trust for which stewardship has been granted; giving earnest effort and best thought to the performance of duties.
4. Seek to find and use the most equitable, efficient, effective, and economical means for getting tasks accomplished.
5. Adopt policies and programs that support the rights and recognize the needs of all citizens regardless of race, sex, age, religion, ethnicity, color, creed, sexual orientation, gender identity, veteran's or military status, genetic information, country of origin or disability. Avoid adopting policies, supporting programs or engaging in activities that may have the effect of discriminating against or offending individuals because of race, sex, age, religion, ethnicity, color, creed, sexual orientation, veteran's or military status, genetic information, country of origin or disability.
6. Ensure the integrity of the actions of the Board of Supervisors by avoiding discrimination through the dispensing of special favors or unfair privileges to anyone, whether for remuneration or not. A member should never accept for himself or herself or for family members, favors or benefits under circumstances, which can be construed by reasonable persons as influencing the performance of governmental duties.
7. Make no private promises of any kind binding upon the duties of any offices, since a public servant has no private word, which can be binding on public duty.
8. Engage in no business with the County government, or the school system, either directly or indirectly, which is inconsistent with the conscientious performance of government duties except as may be consistent with the conflict of interest statutes in the Code of Virginia.
9. Never use any information gained confidentially in the performance of governmental duties as a means of making private profit.
10. Expose through appropriate means and channels, corruption, misconduct, or neglect of duty whenever discovered.
11. Adhere to the principle that the public's business should be conducted in the public view by observing and following the letter and spirit of the Freedom of Information Act using executive sessions only to deal with sensitive personnel, legal or contractual matters as provide by the Code of Virginia.
12. Avoid using the position of public trust to gain access to the media for the purposes of criticizing colleagues or citizens, impugning their integrity or vilifying their personal beliefs.
13. Make sure, when responding to the media, that a clear distinction is made between personal opinion or belief and a decision made by the board.
14. Review orally and in public session at the annual organizational meeting each of these principles.
15. Pledge to honor and uphold these principles, ever conscious that public office is a public trust.

## **HALIFAX COUNTY BOARD OF SUPERVISORS STANDARDS OF CONDUCT**

Recognizing that persons holding a position of public trust are under constant observation by the media and interested County residents, and recognizing that maintaining the integrity and dignity of the public office is essential for maintaining high levels of public confidence in our institutions of government, every member of the Halifax County Board of Supervisors should adhere to the following Standards of Conduct.

1. Avoid during public meetings and during the performance of public duties the use of abusive, threatening or intimidating language or gestures directed at colleagues, citizens, or personnel.
2. Pay all taxes due to the County, state, or national government.
3. Avoid a private lifestyle that casts public doubt upon the integrity and competence of the County government.
4. Make a conscientious effort to be well prepared for each meeting.
5. Recognizing the dignity of each individual, the Board shall attempt to avoid offering public criticism of colleagues or County employees.
6. Work to create a positive environment in public meeting where citizens will feel comfortable in their roles as observers or participants.
7. Maintain an attitude of courtesy and consideration toward all colleagues and staff during all discussions and deliberations.
8. Be tolerant. Allow citizens, employees, or colleagues sufficient opportunity to present their views.
9. Be respectful and attentive. Avoid comments, body language or distracting activity that conveys a message of disrespect for the presentations from citizens, personnel, or colleagues. Be concise.
10. Avoid the practice of taking more time to address an issue before the body than is necessary and essential for an adequate consideration of those matters being discussed.

Board members should always remember, "There is no right way to do the wrong thing."



# HALIFAX COUNTY

## Virginia

### AGENDA BRIEFING

<b>Meeting Date:</b>	<b>January 05, 2026</b>	<b>Staff Members:</b>  <b>Ron Brade</b>	
<b>Item #</b>	<b>ORGANIZATION - 5</b>		
<b>Ordinance #</b>			
<b>Department:</b>	<b>County Administration</b>		
<b>Subject:</b>	<b>Confirmation of Director of Emergency Services</b>		

#### **Background:**

The Chairman of the Board fills the role of the Director of Emergency Services; this role requires a formal appointment confirmation.

#### **Needed Action:**

Consider confirmation of the Chairman as Director of Emergency Services.



# HALIFAX COUNTY

## Virginia

### AGENDA BRIEFING

<b>Meeting Date:</b>	<b>January 05, 2026</b>	<b>Staff Members:</b>  <b>Ron Brade</b>
<b>Item #</b>	<b>ORGANIZATION - 6</b>	
<b>Ordinance #</b>		
<b>Department:</b>	<b>County Administration</b>	
<b>Subject:</b>	<b>Holiday Calendar for 2026</b>	

#### **Background:**

Halifax County has traditionally followed the published State Holiday Calendar on the DHRM website and has also observed any amendments to this calendar made by the Governor throughout the year.

#### **Needed Action:**

Consider the adoption of the State Holiday Calendar for 2026 and any amendments made by the Governor throughout the year.

## Commonwealth of Virginia 2026 Pay and Holiday Calendar

### State Holidays

**January 1**  
New Year's Day  
**January 19**  
Martin Luther King, Jr. Day  
**February 16**  
George Washington Day  
**May 26**  
Memorial Day  
**June 19**  
Juneteenth  
**July 4 (Observed on 3<sup>rd</sup>)**  
Independence Day  
**September 7**  
Labor Day  
**October 12**  
Columbus Day & Yorktown Victory Day  
**November 3**  
Election Day  
**November 11**  
Veterans Day  
**November 25**  
4 hours additional holiday time  
**November 26**  
Thanksgiving  
**November 27**  
Day After Thanksgiving  
**December 24**  
8 hours additional holiday time  
**December 25**  
Christmas

**Please note:** In some agencies, the holiday and payday schedule may vary from what is shown here. If you have questions, see your agency human resources officer.

Denotes Payday

Denotes Holiday

Denotes Additional Time Off  8 hrs  4 hrs

Published by the Virginia Department of Human Resource Management. An equal opportunity employer.

Published by Commonwealth of Virginia July 2025



Virginia Department of  
HUMAN RESOURCE  
MANAGEMENT

### January

S	M	T	W	T	F	S
				①	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### February

S	M	T	W	T	F	S
				1	2	3
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### April

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### May

S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### June

S	M	T	W	T	F	S
			1	2	3	4
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

### July

S	M	T	W	T	F	S
		1	2	③	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### August

S	M	T	W	T	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### September

S	M	T	W	T	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### October

S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### November

S	M	T	W	T	F	S
1	2	③	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### December

S	M	T	W	T	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

# MINUTES

# **HALIFAX COUNTY BOARD OF SUPERVISORS COMPREHENSIVE PLAN REVIEW COMMITTEE**

County Administration Building

Finance Conference Room

1050 Mary Bethune Street

Halifax, Virginia

Thursday, November 20, 2025 / 11:00 AM

## **A. CALL TO ORDER**

Detrick Easley, Planning and Zoning Administrator, called the meeting to order at 11:10 a.m.

## **B. ATTENDANCE**

Committee Members in attendance were: Board of Supervisors, Chairman Bryant Claiborne; Planning Commission, Madam Chair Mattie Cowan; and Planning Commission, Planning Commissioner Griles.

Committee members absent were: Supervisor Stanley Brandon and Supervisor Dennis Witt.

Other attendees: Mr. Brian Brown, Halifax County Industrial Development Authority of Halifax County.

Staff members attending were Detrick Easley, Planning and Zoning Administrator, Nancy Spencer, Strategic Programs Coordinator, and Nancy Kamp, Executive Assistant.

## **C. BUSINESS ITEMS**

### **1. Discussion of Comprehensive Plan 5 Year Update**

Mr. Easley gave an update on the ongoing comprehensive plan review, which is required by state law every five years. The committee began revisions last year and emphasized the need to finalize the document. He noted that Mr. Brade recommended focusing particularly on the housing section to address identified development needs. Mr. Easley stated that additional planned updates were reviewed, and Board input was requested on the proposed changes. It was noted that the opening section of the plan will be updated to reflect current Board of Supervisors membership, training records, and Planning Commission changes. Administrative updates will also be made, including listing Mr. Verron "Ron" Brade as County Administrator and Mr. Brian Brown as IDA Director.

Mr. Easley noted recent courthouse changes included the history section was expanded to include details about the renovation of the new courthouse, and new photos of the renovated facility were added to the document.

Mr. Easley stated that Halifax County's population had decreased due to people leaving the County, and decreased births.

Ms. Cowan suggested reaching out to Senlara to get the latest data.

Mr. Brian Brown will provide updated data for page 13 and 15 – and charts

Top Employees of Halifax County will be reviewed and updated as needed.

Mr. Easley stated that Ms. LaTonya Hamilton has revisions to incorporate for the Travel and Tourism section.

Mr. Easley noted that Bourbon Hill Farms needs to be added under the Community Facilities section and add other approved Conditional Use Permits.

Edmunds Park renovations and pickleball court / add acres just acquired.

Ms. Cowan said a community swimming pool is needed in the County. Mr. Easley suggested to add the need for a community swimming pool section.

Mr. Easley noted that the new High School has been completed, and a new picture needs to be included in the Comprehensive Plan.

Faulkner Farms was donated to Staunton River State Park, where riding trails are being created and other activities.

Tobacco Heritage Trail research and update the total length of the trail.

Mr. Griles noted that students from Halifax County attend Fuqua School in Farmville, VA.

Mr. Brown noted that the Accelerated Training and the Defense Manufacturing Center in Danville operate as a standalone entity, separate from IALR, although the two organizations do partner with one another. The center focuses on a 16-week training program that teaches additive manufacturing and other skills directly tied to the defense industry. Many participants go on to work in defense contracting, and the program serves approximately 1,600 individuals each year. Ms. Cowan said there is a new diesel school in Danville, VA.

Mr. Easley asked Mr. Brown to update the numbers for the Agriculture and Forestry industries.

Mr. Brown said that the Southern Planning District Commission prepared a study for the Comprehensive Economic Development Strategy, and the new one is dated 2025. He will provide updated information.

Mr. Brown will add information for the tourism zone.

Ms. Cowan questioned the festivals, and Mr. Claiborne noted that the Strawberry Festival needed to be added. Mr. Brown said the Chestnut Festival needed to be added. Mr. Easley noted that National Night Out needed to be added. County staff needs to check with the Town of South Boston and the Town of Halifax regarding festivals they host.

Mr. Claiborne noted to research and update the wineries as needed.

Ms. Cowan suggested adding the Lake Festival that occurs in Clarksville, VA, each year under the Festival section.

Mr. Claiborne asked if the Comprehensive Plan should mention the Casino in Danville, VA. Mr. Easley responded that Ms. Hamilton's edits may include the Casino.

Mr. Brown will add the Workforce Housing section.

Mr. Brown noted that Policy 3 states; Encourage residential development in designated growth areas and locations targeted for new development. This policy should also align with Strategy 2 by supporting increased density opportunities and promoting planned water and sewer service expansion. Integrating these elements ensures that residential growth is coordinated with infrastructure planning and advances the goal of increased density as a key strategy within the comprehensive plan.

Mr. Easley said he would add a section for battery energy storage and data centers. Page 93

Mr. Brown stated he would add a fifth strategy addressing the future development of the fairgrounds, recognizing it as an important component of economic development under Policy EC1.

Ms. Cowan said that Truckers For a Cause is a big event in Halifax County.

Mr. Brown will add a section for childcare under education and strategy.

Mr. Brade suggested getting individuals to look at the Comprehensive Plan holistically and format the document into topics of priority.

Mr. Easley said County staff would make the revisions discussed during today's meeting and a revised version would be mailed to the Committee members. He noted the update process would require a Public Hearing with the Planning Commissioners and Board of Supervisors.

The next Comprehensive Plan Review Committee meeting was scheduled for December 11, 2025, at 2 pm in the Finance Conference Room.

#### **D. ADJOURN**

The meeting adjourned at 12:28 p.m.

**HALIFAX COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING**

**County Administration Building  
Board of Supervisors Meeting Room  
1050 Mary Bethune Street  
Halifax, Virginia  
December 1, 2025 / 6:30 p.m.**

**A. CALL TO ORDER**

Chairman Claiborne called the meeting to order at 6:30 p.m.

Supervisor Riddle gave the invocation.

Chairman Claiborne led the Pledge of Allegiance.

**B. ATTENDANCE ROLL CALL**

Board of Supervisors members attending were: Mr. P. Riddle, ED1; Mr. L. Roller, ED2; Mr. H. W. H. Pannell, ED3; Mr. D. Witt, ED4; Mr. R. Smart, ED5, Mr. S. Brandon, ED6; Mr. K. McDowell, ED7; Mr. W.B. Claiborne, ED8; and Mr. W. Smith, Tie Breaker.

Board members absent: None

Staff members attending were: Mr. Detrick Easley, Director of Planning/Zoning; Ms. Nancy Spencer, Strategic Programs Coordinator; and Mrs. Nancy Kamp, Executive Assistant

News reporter attending was: Miranda Baines, The Gazette-Virginian

Security was provided by: Halifax County Sheriff's Department

**C. ADOPTION OF AGENDA**

Chairman Claiborne stated a request was made by Mr. Earl Howerton to add Southside Outreach Group, Inc. to the Agenda.

Motion made by Supervisor Pannell, seconded by Supervisor Riddle to adopt the Agenda including the addition for Southside Outreach Group, Inc.

**VOTE**

Motion passed 8-0 by the following vote:

**Ayes:** Mr. P. Riddle, Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

**Nays:** No one

**Abstained:** No one

**Absent During Vote:** No one

**Absent During Meeting:** No one

#### **D. APPROVAL OF MINUTES**

1. October 6, 2025	Board of Supervisors Regular Meeting
2. October 21, 2025	Strategic Core Planning Committee Meeting
3. October 21, 2025	Board of Supervisors and Planning Commission Joint Meeting
4. November 3, 2025	Board of Supervisors Regular Meeting
5. November 19, 2025	Board of Supervisors Called Special Meeting

Motion made by Supervisor Pannell, seconded by Supervisor Smart to adopt the minutes for all five meetings as presented.

#### **VOTE**

Motion passed 8-0 by the following vote:

Ayes: Mr. P. Riddle, Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne  
Nays: No one  
Abstained: No one  
Absent During Vote: No one  
Absent During Meeting: No one

#### **E. CONSENT AGENDA APPROVAL**

1. Warrants –
  - a. October 2025
2. Treasurer's Report
  - a. October 31, 2025

Motion made by Supervisor Smart, seconded by Supervisor Riddle to accept the Consent Agenda as presented.

#### **VOTE**

Motion passed 8-0 by the following vote:

Ayes: Mr. P. Riddle, Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne  
Nays: No one  
Abstained: No one  
Absent During Vote: No one  
Absent During Meeting: No one

#### **F. RECOGNITIONS**

1. None

#### **G. CITIZENS' COMMENTS**

Chairman Claiborne stated that citizens have a First Amendment right to speak and requested that citizens use language presentable in public, as the meeting is a public, "livestream" event. Chairman Claiborne asked that while criticism is acceptable, all speakers should respect each

person who comes to the podium, even if they disagree with the comments being made. Chairman Claiborne opened the floor for citizen comments.

**Ms. Barbara Coleman Brown**

Ms. Barbara Coleman Brown addressed the Board of Supervisors expressing gratitude to two outgoing members of the Board. Ms. Brown first commended Supervisor Pannell for his dedicated service to District 3 and to all constituents of Halifax County. She specifically thanked Supervisor Pannell for rising to the challenge of leading the Board through one of its lowest points – a time when apparent partisanship was prioritized over the well-being and best interests of the County, for restoring proper decorum to the body, for reintroducing some semblance of Robert's Rules of Order to the administrative process, and for encouraging objective listening to constituents. Ms. Brown applauded Supervisor Pannell for remaining steadfast in his advocacy for the economic viability of the entire County. Turning her attention to Vice Chairman Brandon, Ms. Brown thanked him for being a strong advocate for the people of District 6. She noted that regardless of the issue—whether it was trash collection, road repair, safety concerns, or budget issues—he made it clear his goal was to ensure equitable treatment for Alton and all citizens of Halifax County. She praised Vice Chairman Brandon for bringing no private or political agendas to the process, and for meeting controversy head-on with integrity and decorum. Ms. Brown observed his effort to become proficient in every facet of his job as an elected official, noting that his confidence grew as his knowledge base expanded. She concluded by thanking both gentlemen for their statesmanship, integrity, and service to the citizens of Halifax County.

**Ms. Lisa Covington**

Ms. Lisa Covington stated that Halifax County's current tax and service practices are inaccurate and fundamentally unfair, placing an unnecessary burden on residents the Board was elected to serve. Ms. Covington reported that her family recently discovered a serious discrepancy in their vehicle tax bill. A new Tesla, purchased at a non-negotiable fixed price, was assessed by the County at \$14,000 more than the actual purchase price, despite the family providing the invoice. When the discrepancy was questioned, the initial response was that nothing could be done. The assessment was only corrected after persistent follow-up. This experience led her to question how many other residents might be silently overpaying. Her family proceeded to check their other vehicles using Kelley Blue Book's mid-range trade-in values to investigate further. Ms. Covington reported that assessments for multiple properties, with one exception, were higher than accepted market standards, indicating a systemic over-assessment problem rather than an isolated error. She argued these inflated valuations function as hidden tax increases. Furthermore, Ms. Covington stated that residents' concerns about these issues are dismissed, which she believes undermines public trust. She also raised issues regarding the County's "convenience centers," describing them as "inconvenience centers" due to limited operating hours, including closures on weekends, early closures, and late openings. She reported that her family cut a tire due to the lot not being clean. She noted that while Halifax County pays personnel to staff these centers, residents' concerns regarding the centers—apart from those acknowledged by Supervisor Keith McDowell—have been ignored. Ms. Covington mentioned that the convenience centers' dumpsters are rusting out and poorly maintained. She expressed frustration that neighboring localities, such as Mecklenburg and Pittsylvania counties, or even South Carolina counties like Horry County, have paved, clean, and functional centers, deeming Halifax County's centers unacceptable by comparison. Ms. Covington asserted that this pattern reflects deeper issues in County management. She cited major projects, such as the new high school, which she claimed cost significantly more than comparable schools in other areas, including a project in North Durham that reportedly included land acquisition, a school, and a stadium for less than the cost of the Halifax County High School alone. She indicated these figures were raised during the high school's planning phase and that these decisions raised legitimate concerns regarding fiscal responsibility. Finally, Ms. Covington highlighted the County's struggles with basic infrastructure, specifically reliable high-speed internet. Working remotely in an executive chief of staff position, she stated she is forced to rely on Starlink at her home in Cluster Springs, located just off Route 501, due to the lack of dependable internet options. She noted other infrastructure deficiencies, such as the lack of natural gas service.

**Mr. James Dixon**

Mr. James Dixon of the Clover area addressed the Board stating that he had to reach out to the Chairman to see if there would be a Board of Supervisors meeting tonight. He stated that information on his phone from AI Overview, indicated that the Board of Supervisors meeting for Monday, December 1, 2025, would not occur because the first Monday of December 2025 had already passed and the next meeting would be the first Monday of January 2026. Mr. Dixon stated his belief that someone was attempting to prevent people from attending the meeting. He noted the unusually small number of attendees present, suggesting this indicated an attempt to discredit the Board and its members. He urged anyone with information regarding these types of issues to report it to the appropriate individual.

**Mr. Michael Wilkerson**

Mr. Michael Wilkerson addressed the Board of Supervisors, commending them on a job well done. He noted that Halifax County has made mega improvements since he began attending meetings. Mr. Wilkerson acknowledged potential upcoming changes but advised the Board not to worry, suggesting that individuals sometimes seek positions they are not prepared for and will eventually fail. He reiterated that the Board's outstanding work could not be blemished under any circumstances, regardless of what some may say or do. Mr. Wilkerson stated this Board has successfully transformed Halifax County into a livable place.

**Ms. Thurstie Sherman**

Ms. Thurstie Sherman from Virgilina stated it was not her intention to argue about any matters that evening. She thanked the Board for their service, acknowledging the significant time commitment involved and the sacrifices made regarding family, friends, and personal life. Ms. Sherman wanted to let everyone know about a new community event called the "Christmas Light Jubilee," designed to foster County unity and bring back the Christmas spirit. Ms. Sherman noted a visible increase in Christmas lights and decorations throughout the County that evening compared to previous years. Ms. Sherman encouraged all members to support this effort and encourage widespread decoration. Ms. Sherman emphasized the need for unity, urging everyone to set aside differences for a successful 2026, advocating for cooperation over conflict, particularly during the Christmas season. Ms. Sherman requested that the Board read the upcoming Wednesday newspaper article and help spread the word about the Jubilee to unite Halifax County and work together for the betterment of its citizens. Regarding a previous speaker's comments on taxes, Ms. Sherman concurred that the matter needed addressing and stated she would remind the Board to examine it in 2026. She concluded by thanking the Board for listening to her remarks and expressed her belief that she voices the shared sentiments of the County's residents. She wished everyone a Merry Christmas and a Happy New Year, urging them to return in January 2026 to continue the work necessary to guide the County in the right direction.

**Ms. Mattie Cowan**

Ms. Mattie Cowan addressed the Board to express gratitude for their work over the past year. Specific recognition was given to Vice Chairman Brandon and Supervisor Pannell for their service. Ms. Cowan highlighted Vice Chairman Brandon's long-standing tenure on the Halifax County Federal Credit Union Board and noted that a plaque would be presented to him at a future date to honor his contributions. Ms. Cowan also voiced strong support for a Board salary increase, an item previously discussed on the Agenda. Ms. Cowan stated that the frequency of meetings and the significant time commitment required to conduct County business justify a raise. Ms. Cowan concluded by urging the Board to compensate themselves accordingly for their time and wished everyone a Merry Christmas.

### **Mr. Randy Bailey**

Mr. Bailey addressed the Board, noting that the November meeting was productive. Mr. Bailey expressed his hope that Vice Chairman Brandon and Supervisor Pannell would place their portraits in a museum, adding that the family of former Supervisor Lottie Nunn would likely do the same. Mr. Bailey criticized the current placement of the portraits, stating they were moved in February 2023 without discussion following his comments in January 2023 regarding racial tensions. Mr. Bailey recommended that the Board nominate Mr. Jeff Oakes as Chairman in January to see his potential. Mr. Bailey stated that Mr. Oakes has two more years to go before he can draw his retirement from the County and believes this is just a scam to get in to get his retirement. Mr. Bailey suggested to put his hand to the plow and when he is sworn in and then turns back, he is not fit for the kingdom of God. Mr. Bailey hopes that the judge who is swearing him in knows that he was convicted of theft and left office in disgrace. Mr. Bailey stated that the Board will now have someone that has been convicted. Mr. Bailey believes that to solve the problem, Mr. Oakes should be elected as Chairman and Mr. Thompson elected as Vice Chairman of the Board. Mr. Bailey believes it will not take long for him to mess up and then the Board will be able to get rid of him. Mr. Bailey's opinion is that Mr. Oakes is after the retirement and not doing good for the County.

Chairman Claiborne closed the citizens' comments.

### **H. PUBLIC HEARINGS**

1. None

### **I. PRESENTATIONS**

1. Brian Brown – IDA

- a. Moral obligation for the purchase of 2507 Houghton Avenue

Mr. Brown opened the presentation by thanking the Board of Supervisors for their support over the past year, noting that the IDA's recent successes were a team effort between the Board of Supervisors and the IDA Board. While the IDA has seen great progress in 2025, Mr. Brown highlighted a current challenge with the shortage of available industrial space. To help solve this, the IDA has officially signed a contract to buy the former Pacific Headwear building at 2507 Houghton Avenue. Mr. Brown confirmed a new tenant has already been found for the site, though their name cannot be made public until the contract is officially signed. To fund this purchase, the IDA is working with First National Bank to secure a loan for \$1,120,000. The proposed loan features a 20-year amortization schedule with a 10-year renewal. The interest rate is expected to land between 5.9% and 6.3%. Mr. Brown explained that a note is needed within the minutes that the Board of Supervisors agrees and supports the IDA and accepts a moral obligation for this project.

A discussion between the Board and Mr. Brown confirmed the following:

- The goal is to facilitate a closing on the property before the end of the 2025 calendar year.
- The "worse-case scenario" is the County owns a building that is very valuable and being acquired at \$67 per square foot that would allow the opportunity to lease out a 32,000 square foot building.
- For the first time in the County's history, all County-owned buildings are full.
- While the "Section D" portion of the old Daystrom facility (currently known as the Southern Virginia Warehouse and Distribution Center) is not yet physically occupied, it was

confirmed that the space is slated for renovation and already has a specific tenant lined up. The facility will be fully occupied at the completion of this renovation.

- This agreement is considered a "moral obligation" for the County.

Motion made by Supervisor Smart, seconded by Supervisor Riddle to accept a moral obligation up to \$1,120,000 for the purchase of 2507 Houghton Avenue.

## **VOTE**

Motion passed 8-0 by the following vote:

**Ayes:** Mr. P. Riddle, Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

**Nays:** No one

**Abstained:** No one

**Absent During Vote:** No one

**Absent During Meeting:** No one

## **2. Foxhound Solar Update**

### **a. Chase Duke, Senior Project Engineer with Moss & Associates, LLC**

Mr. Detrick Easley provided a prelude to Mr. Duke's update. Mr. Easley stated that Foxhound Solar, located in Supervisor Roller's district, is Halifax County's second largest solar facility. Mr. Easley informed the Board that Foxhound Solar is in the final stages of completion on this project. Mr. Easley met with Mr. Duke the previous week to complete inspections ensuring zoning compliance. Mr. Easley requested that Mr. Duke provide a current visual presentation of the project to the Board allowing any concerns to be addressed prior to the closeout of the array and zoning permits. Moving forward, Mr. Easley recommends that all solar companies come before the Board providing an opportunity for questions or concerns before the projects are closed out.

Mr. Chase Duke, Senior Project Engineer introduced Moss and Associates, LLC as a Fort Lauderdale, Florida-based firm that works all across the country from Florida to Arizona, Nevada, Texas, Louisiana, Mississippi, and Arkansas. Moss has over 25 gigawatts worth of experience and is ranked the number one Solar Engineering, Procurement, and Construction (EPC) company of 2024.

The following are key details of the Foxhound Solar project, based on the information provided by Mr. Duke in his PowerPoint presentation.

- Foxhound Solar is located at 3092 Green Valley Road in Clover, Virginia. The site's northern boundary extends to Blount's Crossing.
- The facility is completely active and fully stabilized.
- It is a 108.3-megawatt DC and an 83.5 AC facility.
- The project currently generates enough energy to power over 17,000 homes.
- Dominion Energy serves as the off-taker, capturing all generated energy back to the grid for dispersion.
- The substation and switchyard are located near the existing Dominion coal plant.
- All basins have been converted to their final state. The primary purpose of these basins, ditches, and check dams is to prevent stormwater from flowing into neighboring yards and to ensure that any water draining off-site is clean and flows slowly.
- Best Management Practices (BMPs), including silt fences, were used throughout construction to manage erosion and sediment.

- Ditches and basins slow water flow, filter it, and allow it to be absorbed into the ground.
- The protective outfalls with different orifices slow the water down.
- Trash racks prevent debris from entering the drainage system allowing clean water to drain into their drainage districts.
- Different types of vegetative and tree buffers have been installed around the site.
- The buffers are intended to grow over the years to provide a natural, protective screen that reduces the visibility of the solar panels from off-site locations.
- The buffers were specifically positioned to ensure they will not create any shading that would negatively impact the production of the solar panels.

Mr. Duke highlighted the benefits of solar facilities which include providing clean, renewable energy that reduces carbon emissions and helps prevent power outages during blackouts. The Foxhound project created numerous jobs in Halifax County, some of which transitioned into permanent, traveling careers for local residents with Moss & Associates, LLC.

Mr. Duke provided a short summary of how solar works. The photovoltaic panels capture the sun's energy. This energy flows through inverters to convert the energy from Direct Current (DC) to Alternating Current (AC). This energy is then stepped up and sent back to the substation. The energy is stepped up even more to go along the transmission lines and power lines that end up going back to the grid to be used by local data centers, homes and different facilities.

Solar has been a growing industry over the last couple years. Solar and battery storage make up 81% of the new US electric generating capacity. Solar is the way to have the quickest power that goes onto the grid. Nuclear site and coal plants produce a lot of power, but can take many years to build. Depending on the size of the site, solar facilities can go up in a year or less resulting in immediate power to the grid.

Following the presentation, a question-and-answer session took place between the Board of Supervisors and Mr. Chase Duke, yielding the following information:

- Energy bills continue to rise despite the nearby solar projects.
  - **Response:** The EPC has no involvement with bills, only construction of the facility. Numerous data centers are being built in Mecklenburg County, these data centers use a lot of energy. With solar being the fastest to get energy on the grid, this would be lowering the amount of energy bills than waiting years for a coal or nuclear plant to take that over. Solar contributes to putting more power on the grid to allow for more energy to be used.
- Solar facilities seemingly cover more land in Virginia than in Florida.
  - **Response:** Florida is one of Moss and Associates, LLC's main hubs with over 40 or 50 projects. There are a lot of retired orange farms and land that no one wants to use anymore that have been converted into solar facilities. Solar facilities are designed to be hidden from high-traffic areas.
- Concerns regarding the adequacy of screening at access and laydown areas at the Foxhound Solar site and requesting confirmation that gaps will be filled and non-surviving vegetation replaced.
  - **Response:** Vegetation has been planted to replace what did not survive, they are supposed to grow up to 8-15 feet and grow even wider to cover that whole fence. Dominion Energy, the owner of the site, has their own operations and maintenance team who are there almost every day to take care of replacing plants, watering plants, replacing broken panels, or repairing equipment.
- Is the land rented or leased?
  - **Response:** The land was purchased; it is not leased.

- Can the facility generate power before the final inspection?
  - **Response:** Yes
- Is Dominion going to be subject to the conditions?
  - **Response:** Dominion agreed to abide by all conditions.
- Any plans for battery storage?
  - **Response:** Moss has not been approached by Dominion Energy or Long Road Energy to build one at Foxhound Solar yet.
- Concerns were discussed that Dominion, as grid owner, can transmit and sell power to other regions, especially those with fewer power plants ("dead spots").
- Concerns were discussed that other coal plants have closed, making them strategic sites for new power generation.
- Currently, Dominion owns roughly 25% of the solar facilities in Halifax County and calculated by megawatts, Dominion owns 50%. A concern to keep in mind, is the 50% that they do not own, they still control because it goes into their grid.
- A different perspective discussed of Dominion owning these sites is that it gives them stability as they are here to stay. Seemingly the sites Dominion has done, they have done right. It can be said, however, that the benefits electrical cost wise, are not seen, but that is a State Corporation Commission.
- Another point raised is that this involves more than just ensuring grid stability; it impacts county land ownership and future land use. The County is losing land to these solar projects and claims that the land will be returned to its "original state," is misleading because the land is owned by Dominion Energy. In reference to the State Corporation Commission, they work directly with Appalachian Power and Dominion Energy. They are the drivers. They have their way in Richmond because they control everyone's power that we pay to generate. The bill payers bear the financial burden through taxes and imposed fees to allow them to generate power, power that is God-given free power.
- It was noted that Halifax County is a small player in a big game. The big game is that Virginia does not produce enough electricity to supply their needs. We are suffering from having to bring power outside of Virginia, into Virginia and to pay for generating more electricity in Virginia. Dominion Energy is the only game in town. The point is, do not sell all of our land to Dominion Energy because then they own it and we do not have any control over it. Keep our land under contract for 25 or 30 years and then get it back and it can do something else. If Dominion owns it, we do not know what they are going to do with it. We are going to need some battery storage, but the data centers are driving all this in the northern part of Virginia for power. We are just trying to protect Halifax County.

In his concluding remarks, Mr. Duke stated that the objective of the presentation was to provide a status update and officially close out the project. He expressed sincere gratitude to the Board for their support and the success of Foxhound Solar. Mr. Duke noted that Moss & Associates, LLC enjoyed being here and appreciated the County's hospitality. They look forward to any future projects.

Chairman Claiborne rounded up the discussion making a good point that Dominion is subject to the County's conditions. When the 30 years are up, they may have to come back before the Board like anyone else who was subject to those conditions.

## **J. COMMITTEE REPORTS**

1. None

## **K. NEW BUSINESS**

1. Earl Howerton, Southside Outreach Group, Inc.

Mr. Earl Howerton, Executive Director of Southside Outreach Group, detailed the nonprofit's work providing housing for low-to-moderate income families since 2022. He highlighted partnerships with the County resulting in projects that converted raw land and distressed properties into residential units, generating tax revenue. Mr. Howerton requested the Board of Supervisors waive building permit fees for a new project involving 12 single-family homes built under the Self-Help Housing Program, funded by the USDA, to reduce costs for eligible families.

Supervisor Witt inquired whether the proposed waiver would directly reduce costs or rent for the homeowners. Mr. Howerton confirmed that the waiver would indeed reduce the overall cost for the residents.

Supervisor Roller asked for the average cost of a building permit for the homes in question. Mr. Easley explained that the County charges \$0.15 per square foot for structural work plus \$45.00 for each trade. He estimated that for homes measuring between 1,100 and 1,200 square feet, the permit fees would range from approximately \$300.00 to \$400.00 per unit.

Motion made by Supervisor Pannell, seconded by Supervisor Smart to waive the building permit fees for Southside Outreach Group, Inc.

## **VOTE**

Motion passed 8-0 by the following vote:

Ayes: Mr. P. Riddle, Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one

Abstained: No one

Absent During Vote: No one

Absent During Meeting: No one

Supervisor Smart asked if there was any chance Southside Outreach Group Inc. can help with workforce housing? Mr. Howerton replied that he is currently working with Mr. Brian Brown, IDA Executive Director, on the workforce housing reviewing plans and specifications.

## **L. PENDING MATTERS/UNFINISHED BUSINESS**

1. Staff Updates
  - a. Board/Citizens Inquiries

## **M. SUPERVISOR COMMENTS**

Supervisor McDowell thanked Vice Chairman Brandon and Supervisor Pannell. He stated he had enjoyed working with them, acknowledging that while they sometimes agreed, they also disagreed on occasion. He concluded by expressing appreciation for their contributions to the County.

Supervisor Witt echoed Supervisor McDowell's sentiments. Supervisor Witt extended his personal thanks to Vice Chairman Brandon and Supervisor Pannell for their honorable service not only to the Board of Supervisors but to all citizens of the County.

Following the remarks made by Supervisor Witt, Supervisor Riddle, Supervisor Roller and Supervisor Smart joined in the collective gratitude extended to Vice Chairman Brandon and Supervisor Pannell for their honorable service to the County.

Supervisor Smart informed the Board that he has enrolled in the Supervisor Certification course, with the first session scheduled for January 2026. He noted that although he was advised that no formal approval was necessary and that funds were already available, he wished to disclose his participation for the sake of transparency. Chairman Claiborne confirmed that pursuing such certification is a standard right of the office and requires no Board authorization.

Vice Chairman Brandon offered his thanks for the opportunity to serve and represent District 6 and Halifax County, reflecting on his pleasure in serving. He congratulated Mr. Monte Thompson on his new role, expressing dependence on his leadership for continued progress, and advising him to "hang in there."

Reflecting on a productive year, Vice Chairman Brandon stated it was an honor to serve alongside Chairman Claiborne. He noted the orderly conduct of meetings, which he considered the best of his eight-year tenure, consistently recognizing the general public.

Vice Chairman Brandon highlighted the Board's success in navigating controversy, adversity, and change. He specifically commended the Board for achieving a "historic" and unprecedented record, adding more than \$1 billion to the revenue base within a single year over a five-year span and improving the County's position despite challenges and a previous "stalemate."

Regarding the critical need for internet access, Vice Chairman Brandon, as the Broadband Chair, announced that fiber optic broadband to the home is projected for completion within the next 12 months. This service, provided via a three-year contract through the SPDC for five counties, is considered superior to wireless options.

In closing, Vice Chairman Brandon urged the Board to maintain collaborative function, consider each member's views and constituency bases, and work together for the greater good of all Halifax County residents, particularly those at or below the poverty level, emphasizing unity regardless of agreement or disagreement.

Supervisor Pannell reflected on his time on the Board, revealing he never initially intended to run for the position. He shared that the idea was first presented to him by Mr. Randolph, the high school principal at the time, who persistently encouraged him to run for an opening. This was followed by calls from Chairman Claiborne and other community members, leading him to conclude it was a "beckoning call" rather than a personal pursuit of position.

Supervisor Pannell expressed deep gratitude to the citizens for their consistent support and attendance at the meetings, singling out individuals like Mr. Howerton, Mr. Oakes (his opponent, whom he thanked for running), Ms. Cowan, and Mr. Easley. He offered thanks to all his fellow Supervisors by name: Supervisor Witt, Supervisor McDowell, Chairman Claiborne, Vice Chairman Brandon, Supervisor Smart, Supervisor Roller, and Tie Breaker Smith.

Supervisor Pannell described his service on the Board as one of the greatest events of his life, second only to marrying his wife, Ruby. He recalled growing up and visiting Mr. Earl Howerton's house as a child, reflecting on the unpredictability of a child's future. He recalled his late father telling him he would never amount to anything, contrasting that with the immense pride and feeling of fulfillment he experienced upon joining the Board, which he described as the greatest feeling a person can have.

Supervisor Pannell acknowledged that we are all imperfect and thanked the public for holding the Board accountable when they made "wrong calls." He specifically mentioned two votes that still weigh on his mind that he would change if given the opportunity, noting that one can never satisfy everyone with their decisions.

In closing, Supervisor Pannell expressed confidence that the Board is in "good hands" and will continue to do well, promising that both he and Vice Chairman Brandon would offer their wholehearted support.

Chairman Claiborne shared his belief that if everyone followed the example of cooperation set during tonight's meeting, Halifax County would have a very bright future. He noted that the atmosphere of the meeting was peaceful and that while political disagreements are a natural part of a democracy, the most important thing is for the County to keep moving forward. He admitted that he did not always agree with his fellow Supervisors, but he emphasized that instead of fighting, leaders should focus on working together and expecting differences of opinion as part of the process.

Addressing a member of the public, Ms. Thurman, Chairman Claiborne spoke about the importance of staying positive and united. He reflected on the past year, stating that despite some internal friction or comments he did not personally like, the Board successfully stayed on track and worked as a team. He highlighted a major achievement for the community. Chairman Claiborne credited the entire Board with securing over \$1 billion in new revenue that is expected to come into the County over the next two to five years. He mentioned a desire for the public and the press to be better informed about this progress so that citizens can clearly see the positive changes happening in the County. Chairman Claiborne explained that his primary goal is to ensure the future of Halifax County is secure, specifically for the younger generation. He wants to make the County a place that attracts young people and provides them with opportunities.

To close, Chairman Claiborne thanked Supervisor Pannell and Vice Chairman Brandon for their hard work, noting that it had been a "good ride." He encouraged them to stay involved and continue to support the County's efforts even after they leave the Board. He ended by reminding everyone that when Halifax County works together, there is no limit to what can be accomplished.

#### **N. MOTION TO ENTER CLOSED SESSION PURSUANT TO VIRGINIA CODE §2.2-3711**

Motion made by Vice Chairman Brandon, seconded by Supervisor Riddle to enter into closed session pursuant to Virginia Code §2.2-3711, for the following items:

**Subsection (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; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. (Appointments)

**VOTE**

Motion passed 8-0 by the following vote:

Ayes: Mr. P. Riddle, Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one

Abstained: No one

Absent During Vote: No one

Absent During Meeting: No one

The Board entered into Closed Session at 7:45 p.m.

**O. MOTION TO RECONVENE IN OPEN SESSION**

Motion made by Vice Chairman Brandon, seconded by Supervisor Pannell, that the Board arise from Closed Session and return to its Regular Meeting.

**VOTE**

Motion passed 8-0 by the following vote:

Ayes: Mr. P. Riddle, Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one

Abstained: No one

Absent During Vote: No one

Absent During Meeting: No one

The Board reconvened in Open Session at 8:11 p.m.

**P. MOTION TO ADOPT RESOLUTION FOR CERTIFICATION OF CLOSED SESSION**

Motion made by Vice Chairman Brandon, seconded by Supervisor Riddle, and carried, to adopt the following certification:

WHEREAS, the Halifax County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, § 2.2-3712 of the Code of Virginia requires a certification by this governing body that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that this governing body hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to 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 governing body.

**ROLL CALL VOTE:**

Vice Chairman Stanley Brandon	Yes
Chairman Bryant Claiborne	Yes
Supervisor Hubert Pannell	Yes

Supervisor Pete Riddle	Yes
Supervisor Larry Roller	No
Supervisor Robbie Smart	No
Supervisor Keith McDowell	Yes
Supervisor Dennis Witt	Yes

Motion passed 6-2.

## Q. ACTION RESULTING FROM CLOSED SESSION

### 1. Appointments

Motion made by Supervisor McDowell, seconded by Vice Chairman Brandon to reappoint Mr. Ryland Clark and Ms. Lin Hite to the IDA Board.

Chairman Claiborne opened the floor for any further discussion.

Supervisor Roller offered his perspective on the timing of upcoming vacancies within the Industrial Development Authority (IDA). He began by commending the current performance of Mr. Ryland Clark and Ms. Lynn Hite, noting that both individuals do excellent work in their roles on the IDA Board.

However, Supervisor Roller pointed out a procedural concern regarding the schedule of their terms, which are not set to expire until the end of January 2026. He expressed his belief that the current Board of Supervisors should refrain from making appointments for positions that do not become vacant until after a new Board has been seated.

Because a new Board is scheduled to take office in January, Supervisor Roller stated that he could not support the appointments at the present time. He clarified that his position was based on the timing of the transition rather than the qualifications of the individuals involved, noting that he would be happy to support the appointments after January 1st once the new Board is officially in place.

Supervisor Witt raised an objection to the timing of the appointments, emphasizing the democratic principle that the new members elected by the community should be given the opportunity to participate in the decision-making process. He stated that the voters elected two new individuals to the Board, and as such, the Board should allow them the opportunity to speak on such matters when they are seated in January 2026.

Supervisor Witt argued that moving forward with the appointment at the current time constituted "rushing" the process, which he considered to be "not good business" and "not good anything" for him personally. For these reasons, he stated he would be opposed to the measure, believing the timing of the vote was not in the "right spirit" of the Board's procedures.

Vice Chairman Brandon stated his support for the appointments, referencing the County's current positive momentum which he had mentioned earlier in the evening and expressed a desire to see continue. He had no objection to the appointments, adhering to the adage, "if it isn't broke, don't fix it." Vice Chairman Brandon further noted that he did not foresee the two appointments changing the County's direction in an adverse way.

During the discussion, Supervisor Pannell provided his perspective on the timing of the appointments, stating that the outcome was the same whether the vote occurred now or in January

2026. He argued that the current Board retains the legal right and authority to make these appointments, even if the terms extend into the new year.

Supervisor Pannell referenced information brought to the Board's attention by Supervisor Smart, confirming the legality of the action. He saw no reason to delay the decision, emphasizing that the Board still has a duty to conduct County business and is within its legal authority to do so.

Supervisor Pannell also stressed that the Board should not give up its power just because the calendar year is changing. He asserted that decisions must be made in the present, not deferred. If the new Board wishes to rescind the appointments in 2026, he noted, that would be their prerogative. His stance was to make the decision and conclude the matter during the current session.

Chairman Claiborne addressed the logic of delaying the appointments for the Industrial Development Authority (IDA). While he acknowledged Supervisor Roller's statement that he would support the candidates in 2026, the Chairman questioned the necessity of waiting. He argued that since the candidates will be the same individuals next year as they are today, there is no practical reason to postpone the vote.

Chairman Claiborne reinforced the sentiments shared by Vice Chairman Brandon, emphasizing the current success of the IDA. He cautioned the Board against interfering with a system that is already functioning at a high level, noting that attempting to "fix" a successful operation could potentially backfire and harm the County's momentum.

Chairman Claiborne pointed out that despite these individuals serving for less than one year, their collective efforts have already contributed to the Board's historic performance. He stated that their achievements earned them the right to a full appointment now.

Chairman Claiborne reminded the Board of their earlier discussion regarding the unification of Halifax County. He argued that moving forward in a positive and unified way requires consistent support for those who are producing results. He expressed concern that putting the matter off until 2026 serves no productive purpose and might only provide an opportunity for others to disrupt the progress currently being made.

In conclusion, Chairman Claiborne asserted that the most sensible path for the County is to maintain its current direction. He urged the Board to stay in agreement and continue moving forward by confirming the appointments during the present session, rather than waiting for the new year.

With no further discussion, a roll call vote was held as the motion had already been made prior to the discussion.

#### **ROLL CALL VOTE:**

Vice Chairman Stanley Brandon	Yes
Chairman Bryant Claiborne	Yes
Supervisor Hubert Pannell	Yes
Supervisor Pete Riddle	Yes
Supervisor Larry Roller	No
Supervisor Robbie Smart	No
Supervisor Keith McDowell	Yes
Supervisor Dennis Witt	No

Motion passed 5-3.

**R. BOARD OF SUPERVISORS ADJOURN**

Chairman Claiborne continued the meeting until December 16, 2025, at 6:30 pm.

The meeting recessed at 8:19 p.m.

# **HALIFAX COUNTY BOARD OF SUPERVISORS COMPREHENSIVE PLAN REVIEW COMMITTEE**

County Administration Building

Finance Conference Room

1050 Mary Bethune Street

Halifax, Virginia

Thursday, December 11, 2025 / 2:00 PM

## **A. CALL TO ORDER**

Detrick Easley, Planning and Zoning Administrator, called the meeting to order at 11:10 a.m.

## **B. ATTENDANCE**

Committee Members in attendance were: Board of Supervisors, Chairman Bryant Claiborne; Supervisor Dennis Witt; Planning Commission, Madam Chair Mattie Cowan; and Planning Commission, Planning Commissioner Griles.

Committee members absent were: Supervisor Stanley Brandon.

Other attendees: Supervisor Larry Roller, and Mr. Brian Brown, Halifax County Industrial Development Authority of Halifax County, Ms. LaTonya Hamilton.

Staff members attending were Ron Brade, County Administrator; Detrick Easley, Planning and Zoning Administrator, Nancy Spencer, Strategic Programs Coordinator, and Nancy Kamp, Executive Assistant.

## **C. BUSINESS ITEMS**

### **1. Discussion of Comprehensive Plan 5 Year Update**

Mr. Easley gave an update on the ongoing comprehensive plan review. The committee members discussed prior revisions and changes that need to be made.

Ms. Spencer noted that byways and rural scenic roads were added under Land Use and Development.

Mr. Brown will send updated information for the County population and add new charts.

Mr. Easley noted the changes and updates that Mr. Brown provided.

Mr. Brown will add a line item to note the number of teachers within the Halifax County School System.

Committee members discussed the top twenty employers' section.

Ms. Hamilton discussed the changes to the Tourism section.

Supervisor Witt questioned the poverty level number and Mr. Brown stated that the federal government sets the poverty level.

Ms. Spencer noted that updated information had been received from Sentara.

Ms. Hamilton noted that there are little libraries throughout the County.

Mr. Easley said that he had received information from Mr. Bill Short and Mr. Ryland Clark to update the Recreation section.

Ms. Hamilton stated that the tobacco trail is 3.9 miles one way.

Ms. Hamilton noted that Southern VA Wild Blueway consists of three rivers and one lake; Kerr Lake.

Ms. Spencer noted the items that were added under Racing section.

Ms. Spencer said that Mr. Jay Burnette confirmed the activities at the World of Sports.

Mr. Brown added information for the Housing section.

Mr. Easley asked Mr. Brown if the County was working on childcare. Mr. Brown said they are working on childcare with multiple avenues. He said he has added childcare recommendations to the Comprehensive Plan.

Ms. Cowan said she thought that the adult education was no longer offered through the High County School System, but is offered at the Southern Virginia Higher Education Center. She said she would check on the information.

Ms. Cowan asked if the Governor's School was still in existing.

Ms. Hamilton added the casino, Caesar, in Danville to the Comprehensive Plan.

Ms. Hamilton stated that tourism needs to be added EOP section.

Ms. Hamilton said that Virgilina no longer has their own water system. Halifax County Service Authority acquired Virgilina in October.

Mr. Easley said he will add a section for battery energy storage and data centers.

Mr. Easley stated that staff will make additional changes and email a copy to the committee members. After committee members review the Comprehensive Plan, a Public Hearing would be scheduled.

#### **D. ADJOURN**

The meeting adjourned at 3:20 p.m.

**HALIFAX COUNTY BOARD OF SUPERVISORS  
HALIFAX COUNTY PLANNING COMMISSION**

**Joint Meeting  
County Administration Building  
Board of Supervisors Meeting Room  
1050 Mary Bethune Street  
Halifax, VA 24558  
December 16, 2025 / 6:30 PM**

**A. CALL TO ORDER**

Chairman Claiborne called the Board of Supervisors meeting to order at 6:30 p.m.

Madam Chair Cowan called the Planning Commission meeting to order at 6:30 p.m.

Vice Chairman Watts gave the invocation.

Chairman Claiborne led the Pledge of Allegiance

**B. ATTENDANCE**

Board of Supervisors members attending were: Mr. L. Roller, ED2; Mr. H.W.H. Pannell, ED3; Mr. D. Witt, ED4; Mr. R. Smart, ED5; Mr. S. Brandon, ED6; Mr. K. McDowell, ED7; Mr. W.B. Claiborne, ED8; and Mr. W. Smith, Tie Breaker

Board of Supervisors absent: Mr. P. Riddle, ED1

Staff members attending were: Mr. Ron Brade, County Administrator; Ms. Tomeka Morgan, Interim Finance Director; Mr. Detrick Easley, Planning/Zoning Administrator; Ms. Nancy Spencer, Strategic Programs Coordinator; and Mrs. Nancy Kamp, Executive Assistant

News reporter attending was: Miranda Baines, The Gazette-Virginian

Board of Supervisors conducted Roll Call and determined a quorum was present.

Planning Commission members attending were: Mr. A. Hughes, ED1; Mr. D. Griles, ED2, Mr. J. Jennings, ED4; Ms. M. Cowan, ED5; J. Watts, ED7; and Ms. G. Smith-Mangum, ED8

Commission Members absent: Mr. B. Pearce, ED3; and Mr. J. Beard, ED6

Staff members attending were: Mr. Ron Brade, County Administrator; Ms. Tomeka Morgan, Interim Finance Director; Mr. Detrick Easley, Planning/Zoning Administrator; Ms. Nancy Spencer, Strategic Programs Coordinator; and Mrs. Nancy Kamp, Executive Assistant

News reporter attending was: Miranda Baines, The Gazette-Virginian

Planning Commission conducted Roll Call and determined a quorum was present.

### **C. ADOPTION OF AGENDA**

Ms. Morgan stated that County staff would like to amend the Agenda to add Closed Session.

Motion made by Vice Chairman Brandon, seconded by Supervisor Witt, to approve the Agenda with the amendment to add Closed Session under subsection M.

#### **VOTE**

Motion passed 7-0 by the following vote:

Ayes: Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one

Abstained: No one

Absent During Vote: Mr. P. Riddle

Absent During Meeting: Mr. P. Riddle

Motion made by Planning Commissioner Hughes, seconded by Planning Commissioner Smith-Mangum, to approve the Agenda.

#### **VOTE**

Motion passed 6-0 by the following vote:

Ayes: Mr. A. Hughes, Mr. D. Griles, Mr. J. Jennings, Ms. M. Cowan, Mr. J. Watts, and Ms. G. Smith-Mangum

Nays: No one

Abstained: No one

Absent During Vote: Mr. B. Pearce, and Mr. J. Beard

Absent During Meeting: Mr. B. Pearce, and Mr. J. Beard

### **D. RECOGNITIONS**

#### **1. Vice Chairman Brandon and Supervisor Pannell**

Chairman Claiborne stated that recognitions will be presented to Vice Chairman Brandon and Supervisor Pannell by Mr. Brade.

Mr. Brade requested the entire Board to come forward during the presentation of the plaque and Resolutions to Vice Chairman Brandon and Supervisor Pannell.

Mr. Brade read Resolution 2025-2027 to Vice Chairman Brandon and presented him with a plaque recognizing his service and commitment to the Board and Citizens of Halifax County.



# HALIFAX COUNTY BOARD OF SUPERVISORS



Veron "Ron" Brade  
County Administrator  
1000 Mary Bethune Street  
P. O. Box 999  
Halifax, VA 24540-0999  
(434) 576-3300  
(434) 576-3304  
<http://halifaxcountya.org>

1000 Mary Bethune Street  
P. O. Box 999  
Halifax, VA 24540-0999  
(434) 576-3300  
(434) 576-3304  
<http://halifaxcountya.org>

1000 MARY BETHUNE ST.  
HALIFAX, VA 24540  
P. O. BOX 999  
(434) 576-3300  
(434) 576-3304  
FAX: (434) 576-3304  
E-MAIL: [halifaxcountya.org](mailto:halifaxcountya.org)

## 2025-28 RESOLUTION

WHEREAS, Hubert W. H. Pannell faithfully served the citizens of Halifax County, Virginia, as a member of the Halifax County Board of Supervisors from November 2014 through December 2025, and

WHEREAS, throughout more than a decade of service, Rev. Pannell demonstrated steadfast commitment to public service, sound judgment, and a deep concern for the well-being and future of Halifax County, and

WHEREAS, Rev. Pannell contributed to a period of substantial progress and growth for the County, through thoughtful leadership, collaboration, and dedication to community advancement, and

WHEREAS, among the many accomplishments achieved during his tenure on the Board of Supervisors are the following:

- The construction of a new Halifax County Courthouse, providing modern and efficient judicial facilities; and
- The construction of a new Halifax County High School, enhancing educational opportunities for students and families; And
- The approval of salary increases for teachers and law enforcement officers, recognizing their vital service to the community; and
- The approval of a landmark economic development agreement with Utauch, projected to create more than 500 new jobs and generate approximately \$457 million in economic impact; and
- The achievement of full occupancy of the County's industrial park, and the successful rental of all County-owned Industrial Development Authority (IDA) properties; and
- Upgrades and improvements to Edwards Park, expanding recreational opportunities for residents and visitors; and
- Assisting in laying the groundwork for major water system improvements at the Halifax County Fairgrounds and Virginia International Raceway; and
- Securing approximately \$2.5 million in grant funding for the Riverdale Project and the Memorial Drive Project; and
- Assisting in bringing forth the installation of a cellular tower on Thompson State Road, enhancing communications and public safety for area residents; and

WHEREAS, Rev. Pannell's dedication, leadership, and service have had a lasting and positive impact on Halifax County and its citizens;

NOW, THEREFORE, BE IT RESOLVED that the Halifax County Board of Supervisors hereby expresses its sincere appreciation and gratitude to Rev. Pannell for his distinguished service, leadership, and dedication to the people of Halifax County; and

BE IT FURTHER RESOLVED, that a copy of this resolution and a plaque of recognition shall be presented to Rev. Pannell, and the text of this resolution shall be permanently affixed in the minutes of the Board of Supervisors this 16<sup>th</sup> day of December, 2025.

  
W. Bryan Claiborne, Chairman  
Halifax County Board of Supervisors

ATTEST:

  
Veron "Ron" Brade, Clerk

Vice Chairman Brandon stated that he would like to thank Halifax County for giving him the opportunity to serve and represent Election District 6. He noted that there was much work to be done but Halifax County is persevering. Vice Chairman Brandon stated that the County is better today than it was yesterday, and if everyone continues to work together, the County will get to the levels that everyone desires. He said he loves Halifax County and it has been a privilege to work for the greater community.

Supervisor Pannell said the presentation was a great occasion and he would like to give the honor and glory to God. He invited his family to come forward and said it meant so much to have all of them here tonight. He asked Judge Cunningham, and Pastor Dillard to join him as well. Supervisor Pannell said many years ago, Mr. Randolph shared an idea with others, including Mr. Claiborne, that Election District 3 needed a supervisor, and encouraged him to run. He continued to say he was deeply grateful that they believed in him enough to give him the opportunity.

Supervisor Pannell stated that he wanted to recognize his beautiful wife, Ruthie. He said she stood by him through long nights and late meetings, always understanding the commitment required to serve the County. He noted that Judge Cunningham was the one who officially swore him in and entrusted him with the responsibility to serve Halifax County, and he was thankful for that.

Supervisor Pannell continued to address his family, and said that their support has meant everything to him. He wanted to especially acknowledge his grandchildren and his great-grandchild, who represent the future of Halifax County. He said that he often stated that we never know what God has placed within our children, as they may be future supervisors, governors, or even presidents, but what matters most is that we nurture and believe in them. Supervisor Pannell said his mother used to anoint him with oil and tell him he would be a preacher one day, and he carries that faith forward as he speaks encouragement into the next generation.

Supervisor Pannell addressed Judge Cunningham and thanked him for his service and leadership to this great County. He continued to say to the Board of Supervisors, this is not goodbye forever, but goodbye for now, as you will see him again. He said he salutes each of them for their service and dedication.

Motion made by Supervisor Smart, seconded by Supervisor Roller, to approve Resolution 2025-27 and Resolution 2025-28.

## VOTE

Motion passed 7-0 by the following vote:

Ayes: Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one

Abstained: No one

Absent During Vote: Mr. P. Riddle

Absent During Meeting: Mr. P. Riddle

## E. PUBLIC HEARINGS

### 1. Conditional Use Permit Application ED # 3:

Applicant: ESA Solar, Sinai Road Solar Farm, LLC

PRN: 30280

Location: 1180 Sinai Road

Landowner: Mary C. Hodges

Proposed Use: Construct a 3.00 MW Community/Shared Solar Energy Facility

#### a. Zoning Administrator Overview

Mr. Easley said that ESA Solar applied for a 3-megawatt solar facility at 1180 Sinai Road, owned by Mary Hodges and currently used by H&M Logging Company. The project would occupy about 19 acres, with 11 acres developed. The Planning Commission conducted a site visit, and concerns about nearby land conservation were addressed with confirmation from forestry officials that the project would have no negative impact. Required setbacks have been approved.

Mr. Easley presented a brief presentation to explain the project further.

- The solar project is located on approximately 19 acres, with 11 acres used for the facility.
- Existing vegetation along Sinai Road.
- Minimum noise and traffic, and no glare.
- The ordinance requires a 150ft setback, and the application is requesting a 140ft reduction. The ordinance does allow for the exemption if the surrounding property is owned by the same owner. The Virginia Department of Forestry has no negative impact from them on the setback reduction.
- Meets the density requirements.
- In addition to Revenue Share payments and property tax and real estate tax payments, the solar project will pay the County \$165,000.
- Performance bond of \$300,000. The decommission bond will be reviewed every five years.

#### b. Applicant Presentation

Ms. Cara Romaine, project manager at ESA, introduced herself and said the co-owner of ESA, Justin Vandenbroeck, was in attendance along with Mr. Hodges. Ms. Romaine gave a presentation to the Planning Commission and Board of Supervisors. The presentation showed a detailed overview of the

property. Ms. Romaine noted they are requesting approval for a reduced 10-foot setback from adjoining property lines that are under conservation easement in order to efficiently develop an 11-acre, 3 megawatt solar facility while allowing the existing family logging operation to continue. The project complies with the county's 150-foot setback from Sinai Road and includes an even larger setback along other areas, with a preserved 150-foot vegetated buffer of pine trees and existing commercial buildings to screen the facility from the road and nearby homes.

Ms. Romaine noted that the site's natural topography further limits visibility, and renderings show minimal visual impact after construction. The Department of Forestry has provided a letter confirming no objection to the reduced setback. Construction is expected to last three to six months, with no significant noise or community impacts anticipated. The applicant commits to meeting all conditions of approval, maintaining roads, following construction plans, and being a good neighbor.

Ms. Romaine explained that the project will use safe, commonly used crystalline silicon solar panels made of aluminum, silicon, and glass. She said that a decommissioning plan and bond have been submitted and will be updated every five years. The company emphasizes its commitment to community engagement and incorporating public feedback into the project design. Ms. Romaine concluded by reviewing the payment schedule and noting a proposed \$10,000 contribution to the American Legion if the permit is approved.

Mr. Easley asked Ms. Romaine if green slats could be placed in the fence facing Sinai Road to protect visibility. Ms. Romaine agreed to the condition, emphasizing the importance of properly concealing the project and ensuring the vegetation remains healthy and effective. She also confirmed her willingness to install green slats on the fence to support those goals.

Planning Commissioner Hughes asked whether, given its small scale, the power generated would be connected to Dominion's grid and distributed wherever it is needed. Ms. Romaine responded, "Yes," there is a three-phase line that runs across the street on property owned by Hodges, which is where the project will connect. From there, the power will run to a substation located a couple of miles away.

c.      **Board of Supervisors Open Public Hearing**  
            **Planning Commission Open Public Hearing**

Madam Chair Cowan opened the Public Hearing on behalf of the Planning Commission. Board of Supervisors Chairman Claiborne opened the Public Hearing on behalf of the Board of Supervisors.

d.      **Public Comment**

Madam Chair Cowan asked if there was anyone that would like to speak in favor.

**Mr. Anthony Womack**

Mr. Womack introduced himself as a resident of Sinai Road and said he was in favor of the project. He continued by saying he believes it is in an ideal location with minimal visibility to the community and offers meaningful benefits.

Mr. Womack said he would also like to take the opportunity to thank Reverend Pannell for his years of dedicated service. He thanked Rev Pannell for always being available, for walking the streets with them during times of concern, for engaging with the community, and for serving as a role model to so many.

Madam Chair Cowan asked if there was anyone that would like to speak in opposition.

No one wished to speak.

e. Planning Commission Close Public Hearing  
Board of Supervisors Close Public Hearing

Hearing no further comments, Planning Commission Madam Chair Cowan closed the Public Hearing on behalf of the Planning Commission. Board of Supervisors Chairman Claiborne closed the Public Hearing on behalf of the Board of Supervisors

Vice Chairman Brandon wanted more information regarding the buffering across the front of the project facing Sinai Road. Ms. Romaine stated that the existing row of trees that were on the left side of Hodges Trucking would remain. Madam Chair Cowan added that the land slopes behind Hodges Trucking; therefore, it would be difficult to see the panels driving down Sinai Road. Ms. Romaine said that there is no vegetation proposed for the right side of the building because Mr. Hodges has trucks parked and moving in that area.

Vice Chairman Brandon said he believes they are already making significant allowances beyond what our ordinance requires. Given the location, the project appears to be well situated. He said he understands the site's topography and how the land slopes downward, which helps minimize visibility. His main concern is ensuring that the project is well concealed from an aesthetic standpoint. Supervisor McDowell stated he has seen where the proposed facility is located and if there is a perfect spot for a solar facility, this location would be it. Supervisor Witt agreed with Supervisor McDowell.

**F. MINUTES CORRECTION/APPROVAL**

A. October 21, 2025 Planning Commission/Board of Supervisors Joint Meeting

Motion made by Vice Chairman Watts, seconded by Planning Commissioner Smith-Mangum to approve the October 21, 2025, minutes as presented.

**VOTE**

Motion passed 6-0 by the following vote:

Ayes: Mr. A. Hughes, Mr. D. Gries, Mr. B. Pearce, Mr. J. Jennings, Ms. M. Cowan, Mr. J. Beard, Mr. J. Watts, and Ms. G. Smith-Mangum

Nays: No one

Abstained: No one

Absent During Vote: Mr. B. Pearce and Mr. J. Beard

Absent During Meeting: Mr. B. Pearce and Mr. J. Beard

**G. PLANNING COMMISSION DISCUSSION & RECOMMENDATION**

1. Legal status of plan Virginia Code § 15.2-2232 review for ESA Solar, Sinai Road Solar Farm, LLC (1180 Sinai Road) (ED#3) (3 MW Community/Shared Solar Energy Facility)

Motion made by Madam Chair Cowan, seconded by Vice Chairman Watts pursuant to Virginia § 15.2-2232 (A), that the Halifax County Planning Commission find that the general location or approximate location, character, and extent of the proposed Confroy Solar Project; parcel 30280 is substantially in accord with the adopted Halifax County Comprehensive Plan and, furthermore, that the proposed, Confroy Solar Project facility be approved as being substantially in accord with the adopted Halifax County Comprehensive Plan.

**VOTE**

Motion passed 6-0 by the following vote:

Ayes: Mr. A. Hughes, Mr. D. Griles, Mr. B. Pearce, Mr. J. Jennings, Ms. M. Cowan, Mr. J. Beard, Mr. J. Watts, and Ms. G. Smith-Mangum

Nays: No one

Abstained: No one

Absent During Vote: Mr. B. Pearce, and Mr. J. Beard

Absent During Meeting: Mr. B. Pearce, and Mr. J. Beard

Motion made by Vice Chairman Watts, seconded by Planning Commissioner Smith-Mangum pursuant to Virginia § 15.2-2232 (B) that the Zoning Administrator be directed to communicate this finding to the Halifax County Board of Supervisors.

**VOTE**

Motion passed 6-0 by the following vote:

Ayes: Mr. A. Hughes, Mr. D. Griles, Mr. B. Pearce, Mr. J. Jennings, Ms. M. Cowan, Mr. J. Beard, Mr. J. Watts, and Ms. G. Smith-Mangum

Nays: No one

Abstained: No one

Absent During Vote: Mr. B. Pearce and Mr. J. Beard

Absent During Meeting: Mr. B. Pearce and Mr. J. Beard

**2. Conditional Use Permit Application ED # 3:**

Applicant: ESA Solar, Sinai Road Solar Farm, LLC

PRN: 30280

Location: 1180 Sinai Road

Landowner: Mary C. Hodges

Proposed Use: Construct a 3.00 MW Community/Shared Solar Energy Facility

Mr. Easley stated that he received a letter from Planning Commissioner Pearce stating that he wanted to provide his support for the project.

Motion made by Planning Commissioner Jennings, seconded by Planning Commissioner Griles, to recommend to the Board of Supervisors to approve ESA Solar to construct a 3.00 MW Community/Shared Solar Energy Facility at 1180 Sinai Road with the forty site conditions including a 10-foot setback variance along with requiring green slats to be placed within the chain-link fence at the south corner behind the existing vegetation, and the existing building will be used as buffering.

**VOTE**

Motion passed 6-0 by the following vote:

Ayes: Mr. A. Hughes, Mr. D. Griles, Mr. B. Pearce, Mr. J. Jennings, Ms. M. Cowan, Mr. J. Beard, Mr. J. Watts, and Ms. G. Smith-Mangum

Nays: No one

Abstained: No one

Absent During Vote: Mr. B. Pearce and Mr. J. Beard

Absent During Meeting: Mr. B. Pearce and Mr. J. Beard

**H. PLANNING COMMISSION ADJOURN**

Motion made by Planning Commissioner Hughes, seconded by Vice Chairman Watts, to adjourn the Planning Commission meeting.

**VOTE**

Motion passed 6-0 by the following vote:

Ayes: Mr. A. Hughes, Mr. D. Griles, Mr. B. Pearce, Mr. J. Jennings, Ms. M. Cowan, Mr. J. Beard, Mr. J. Watts, and Ms. G. Smith-Mangum

Nays: No one

Abstained: No one

Absent During Vote: Mr. B. Pearce, and Mr. J. Beard

Absent During Meeting: Mr. B. Pearce, and Mr. J. Beard

The Planning Commission adjourned at 7:24 p.m.

**I. NEW BUSINESS**

1. Legal status of plan Virginia Code § 15.2-2232 review for ESA Solar, Sinai Road Solar Farm, LLC (1180 Sinai Road) (ED#3) (3 MW Community/Shared Solar Energy Facility)

Motion made by Vice Chairman Brandon, seconded by Supervisor Witt pursuant to Virginia Code § 15.2-2232 (A), that Halifax Board of Supervisors finds that the general location or approximate location, character, and extent of the proposed Mountain Road site; parcel 30280 is substantially in accord with the adopted Halifax County Comprehensive Plan, and furthermore, that the proposed Mountain Road solar facility be approved as being substantially in accord with the adopted Halifax County Comprehensive Plan.

**VOTE**

Motion passed 7-0 by the following vote:

Ayes: Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one

Abstained: No one

Absent During Vote: Mr. P. Riddle

Absent During Meeting: Mr. P. Riddle

2. Conditional Use Permit Application ED # 3:

Applicant: ESA Solar, Sinai Road Solar Farm, LLC

PRN: 30280

Location: 1180 Sinai Road

Landowner: Mary C. Hodges

Proposed Use: Construct a 3.00 MW Community/Shared Solar Energy Facility

Supervisor Smart stated that he shares Vice Chairman Brandon's concerns regarding the reduction of setbacks and buffers. While he acknowledged that selling the land or removing it from the conservation easement would be difficult, he noted that it is not impossible. He also expressed concern that approving such a reduction for one project could set a precedent requiring similar approvals for others.

Chairman Claiborne stated that one of the strengths of this project is that the applicant owns all of the surrounding land, but acknowledged that there may be future circumstances where such allowances

cannot be made due to surrounding land ownership or other factors, but emphasized that this situation is an exception.

Motion made by Supervisors Pannell, seconded by Supervisor McDowell, to approve ESA Solar to construct a 3.00 MW Community/Shared Solar Energy Facility at 1180 Sinai Road with the forty site conditions including a 10-foot setback variance along with requiring green slats to be placed within the chain-link fence at the south corner behind the existing vegetation, and the existing building will be used as buffering.

**ROLL CALL VOTE:**

Vice Chairman Stanley Brandon	Yes
Chairman Bryant Claiborne	Yes
Supervisor Keith McDowell	Yes
Supervisor Hubert Pannell	Yes
Supervisor Pete Riddle	Absent
Supervisor Larry Roller	Yes
Supervisor Robbie Smart	Yes
Supervisor Dennis Witt	Yes

Motion passed 7-0.

**3. Treasurer's Office**

Chairman Claiborne said that Supervisor McDowell had requested the Treasurer be at tonight's meeting. He said that contact was made today, and the Treasurer was not available for tonight's meeting. He asked Supervisor McDowell if he still would like to discuss anything.

Supervisor McDowell expressed concerns regarding the Treasurer's office, noting that when the Board requests the Treasurer to attend meetings, there is often a no-show. His concern is the handling of his taxes, and he wants this to be addressed. He also raised concerns about Supervisor Smart using the Treasurer's office to defame and mislead the public about fellow supervisors, emphasizing that such issues must be resolved for the County to progressively move forward.

Addressing Supervisor Smart, he remarked that if he becomes Vice Chairman next year, he hopes for a change in attitude and adherence to rules. He indicated he would address certain issues at a later date.

Supervisor McDowell thanked Ms. Morgan for her service over the past few months, noting her dual roles as Interim Financial Director, Interim County Administrator, and Consultant. He clarified that she earned \$109,000 over ten months, not \$425,000 as had been reported. He commended her for keeping the County Administration office functioning smoothly.

He also commended Chairman Claiborne for his leadership, noting the County's progress under his guidance despite unwarranted criticism from social media and some board members.

Supervisor McDowell recounted the origin of his concerns, citing a leak from the Treasurer's office falsely stating that he and Mr. Claiborne had unpaid taxes. He clarified that his taxes were paid, and some misattributed taxes actually belonged to his ex-wife. He also noted being wrongly targeted regarding an economic interest statement, for which he was later cleared by Richmond. He expressed frustration at repeated targeting and slander directed at him and Chairman Claiborne.

He called for reimbursement of his late fees, announced his intention to file complaints with Richmond and through other channels, and stated that the charge of \$75 to personal property tax bills for trash

pickup was illegal according to Virginia Code Section 15.2-936. He concluded by urging unity and cooperation and emphasizing the need to move forward together.

Supervisor Smart said he wanted to clarify the legality of the \$75 fee. He explained that while the code states that the county generally cannot add certain charges to personal property taxes unless specifically authorized, it can be added to real property taxes. In this case, the fee was added to the personal property tax by the Services Board, not directly by the County, which is legal.

Supervisor Smart stated that you can review County minutes from 2012, which show the creation of the Halifax County Solid Waste Authority specifically to handle this type of fee, and they are authorized to include it on personal property tax bills. The reason it was not included on the most recent bills had nothing to do with legality; it was due to staffing challenges and the absence of key personnel. He continued by saying, contrary to some claims, this money is not a general tax for trash pickup. It covers the County's costs for trash disposal, specifically tipping fees paid to the Southside Regional Service Authority to transport trash to the Mecklenburg facility. These fees amount to roughly one million dollars annually, and their collection through this process is entirely legal.

Supervisor Witt expressed that the discussion is embarrassing for the Board. He emphasized that if anyone has an allegation or charge to make, it should be done formally, not during the meeting. The Board's purpose is to conduct public business, not to engage in personal attacks or back-and-forth disputes.

Supervisor Pannell thanked Ms. Morgan for her service to the County and congratulated the Board on their excellent job in selecting the new administrator. He said he wanted to end on a good note and wished the audience a Merry Christmas and a Happy New Year.

Chairman Claiborne clarified that the matter is currently in the hands of the County Attorney. The issue with the personal property exemption arose because the fee should have been applied to real estate, not personal property. Without a state exemption, it could not be charged on personal property. Some individuals own personal property but not real estate, so this distinction is important. He expressed hope that the matter would be clarified soon.

Chairman Claiborne emphasized that everyone has the right to free speech, including the ability to voice concerns or criticisms, even if they are upsetting or sound like allegations. He noted the importance of listening to all voices to ensure transparency so the County understands what is happening. He assured that the future Board, starting next year, will address this issue and work to correct it.

**J. MOTION TO ENTER CLOSED SESSION PURSUANT TO VIRGINIA CODE §2.2-3711**

**Substitute motion made by Supervisor Smart, seconded by Supervisor Roller, to go into closed session and include Mr. Oakes.**

Vice Chairman Brandon said he objected that Mr. Oakes was not a Supervisor, and the closed session was for the Board of Supervisors. Chairman Claiborne responded that the rules allow attendance if there are no objections. Supervisor Smart stated that it is determined by the majority of the Board's vote.

**VOTE**

**Motion passed 7-0 by the following vote:**

Ayes: Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one  
Abstained: No one

Absent During Vote: Mr. P. Riddle  
Absent During Meeting: Mr. P. Riddle

Motion made by Vice Chairman Brandon, seconded by Supervisor Pannell, to enter into closed session pursuant to Virginia Code §2.2-3711, for the following item:

Subsection (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; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. (Personnel)

**VOTE**

Motion passed 7-0 by the following vote:

Ayes: Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one

Abstained: No one

Absent During Vote: Mr. P. Riddle

Absent During Meeting: Mr. P. Riddle

The Board entered into Closed Session at 7:46 p.m.

**L. MOTION TO RECONVENE IN OPEN SESSION**

Motion made by Vice Chairman Brandon, seconded by Supervisor Smart, that the Board arise from Closed Session and return to its Regular Meeting.

**VOTE**

Motion passed 7-0 by the following vote:

Ayes: Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one

Abstained: No one

Absent During Vote: Mr. P. Riddle

Absent During Meeting: Mr. P. Riddle

The Board reconvened in Open Session at 8:17 p.m.

**M. MOTION TO ADOPT RESOLUTION FOR CERTIFICATION OF CLOSED SESSION**

Motion made by Vice Chairman Brandon, seconded by Supervisor Witt, and carried, to adopt the following certification:

WHEREAS, the Halifax County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, § 2.2-3712 of the Code of Virginia requires a certification by this governing body that such closed meeting was conducted in conformity with Virginia law;  
NOW, THEREFORE, BE IT RESOLVED that this governing body hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to 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 governing body.

**ROLL CALL VOTE:**

Vice Chairman Stanley Brandon	Yes
Chairman Bryant Claiborne	Yes
Supervisor Keith McDowell	Absent
Supervisor Hubert Pannell	Yes
Supervisor Pete Riddle	Absent
Supervisor Larry Roller	Yes
Supervisor Robbie Smart	Yes
Supervisor Dennis Witt	Yes

Motion passed 6-0.

**N. ACTION RESULTING FROM CLOSED SESSION**

Motion made by Vice Chairman Brandon, seconded by Supervisor Witt, to extend the forensic audit an additional thirty days.

**VOTE**

Motion passed 6-0 by the following vote:

Ayes: Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one

Abstained: No one

Absent During Vote: Mr. P. Riddle and Mr. K. McDowell

Absent During Meeting: Mr. P. Riddle

**O. BOARD OF SUPERVISORS ADJOURN**

Motion made by Supervisor Pannell, seconded by Vice Chairman Brandon, to adjourn.

**VOTE**

Motion passed 6-0 by the following vote:

Ayes: Mr. L. Roller, Mr. H. W. H. Pannell, Mr. D. Witt, Mr. R. Smart, Mr. S. Brandon, Mr. K. McDowell, and Mr. W.B. Claiborne

Nays: No one

Abstained: No one

Absent During Vote: Mr. P. Riddle and Mr. K. McDowell

Absent During Meeting: Mr. P. Riddle

The board adjourned at 8:21 pm.

# **CONSENT**

# **AGENDA**

MONTH:	NOVEMBER 2025
BILL WARRANT NUMBERS:	144100-144487
	144101-144119
PAYROLL WARRANT NUMBERS:	44471-44701
<b>GENERAL FUND:</b>	<b>TOTAL EXPENDED</b>
BILLS	\$2,834,295.05
PAYROLL	\$1,055,120.79
<b>GRANT FUND:</b>	
BILLS	\$52,396.25
PAYROLL	\$109,359.89
<b>E 911 FUND:</b>	
BILLS	\$364,607.78
PAYROLL	\$84,165.74
<b>OTHER:</b>	
CAPITAL EXPENDITURES	\$2,253,012.04
COMM. DEBT ACCOUNT	\$6,500.00
COURTHOUSE MAINTENANCE FUND	\$706.89
DRUG PROSECUTOR FORFEITURE	\$562.05
HERITAGE	
GENERAL OBLIGATION FUND (LANDFILL)	
AIRPORT	\$2,315.42
AIRPORT CAPITAL	
LAW LIBRARY	\$893.29
UNEMPLOYMENT FUND	
WAR MEMORIAL	
DRUG PROS. FUND	
SCHOOLS	
LIBRARY - VRS HYBRID	\$52.78
ANTHEM HEALTH PREMIUM	
SOCIAL SERVICES	\$560.20
<b>TOTAL</b>	<b>\$6,764,548.17</b>

# **NEW BUSINESS**



# HALIFAX COUNTY

## Virginia

<b>Meeting Date:</b>	<b>January 5, 2026</b>	<b>Staff Members:</b> <b>Jason Johnson</b>	
<b>Item #</b>	<b>K - 1</b>		
<b>Ordinance #</b>			
<b>Department:</b>	<b>County Administration</b>		
<b>Subject:</b>	<b>Flood of Mary Bethune Offices</b>		

### **Background:**

On December 8, 2025, as Mr. Boxley was opening the building that morning, he found water standing and ceiling tiles in the floor. The leak came from a water heater upstairs in the Department of Social Services hallway. Mitigation processes were followed, water was removed, and drying began. However, after a couple of days, floor tiles began to pop up. VACORP was contacted and an adjuster was sent out. It was advised that a large mitigation and restoration company be contacted to provide more assessments and begin the process of demo and restoration. Serv Pro was contacted and are currently working on site.

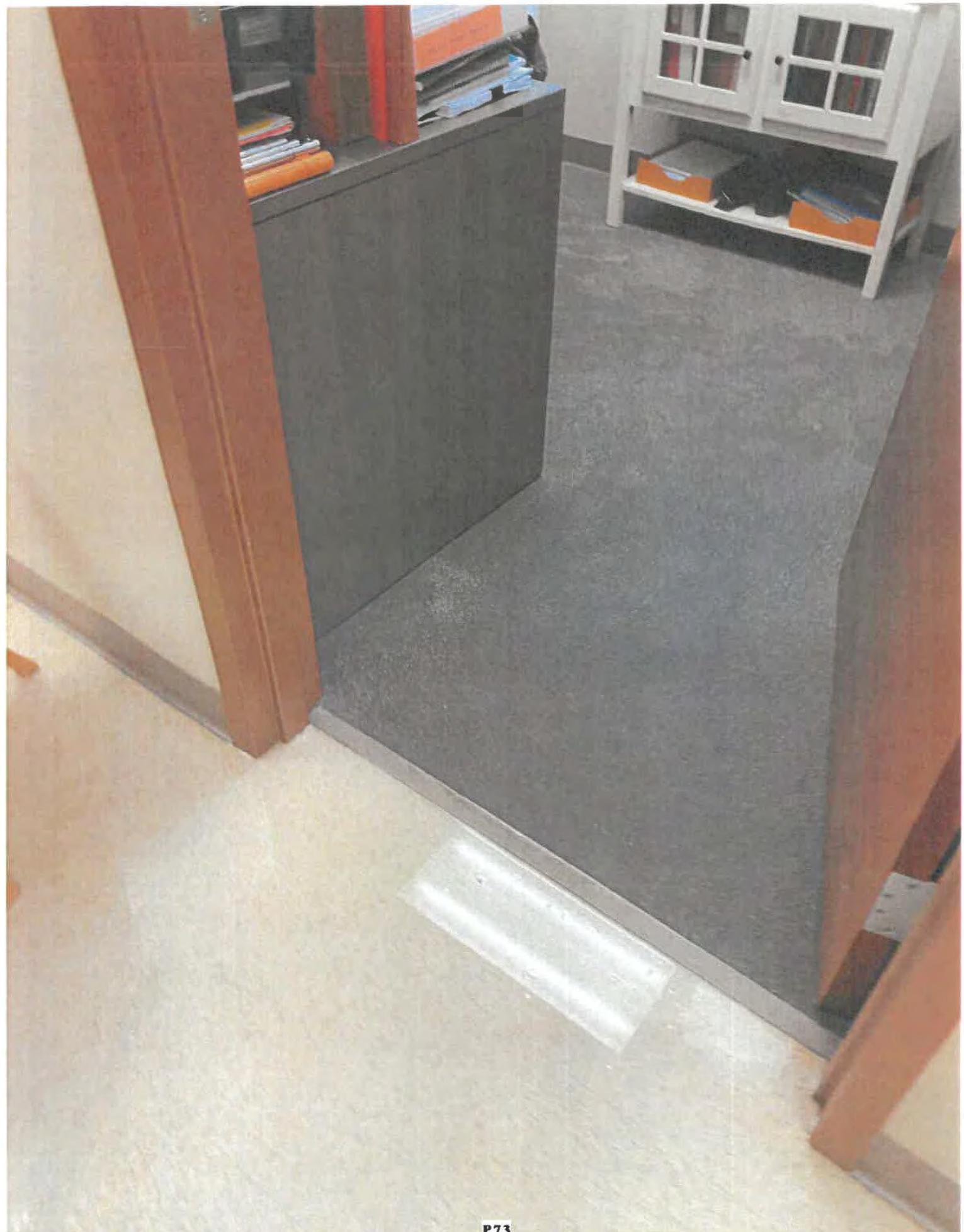
### **Needed Action:**

No action needed

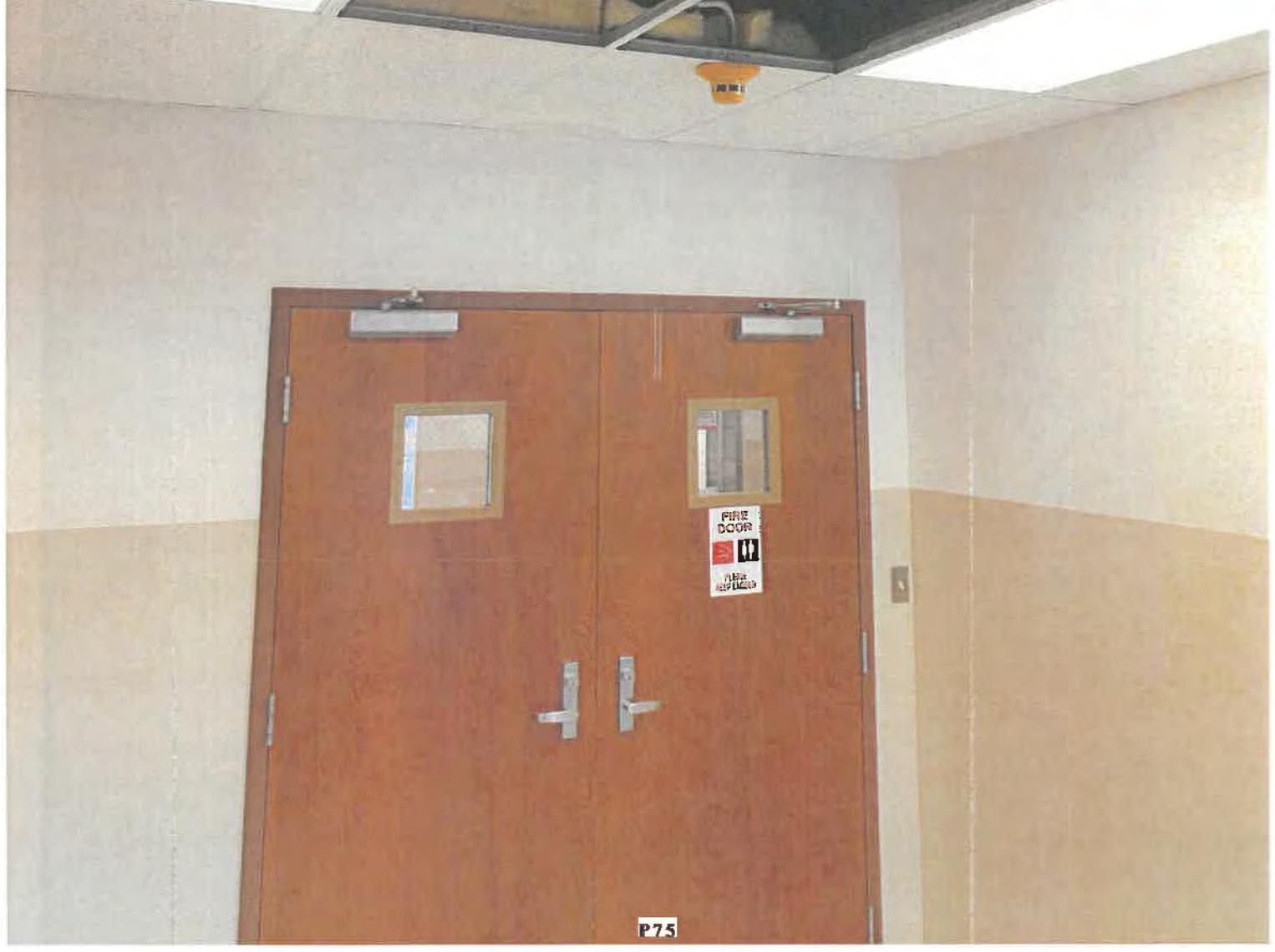


















# HALIFAX COUNTY

## Virginia

### AGENDA

<b>Meeting Date:</b>	<b>January 5, 2026</b>	<b>Staff Members:</b>  <b>Tomeka Morgan</b>
<b>Item #</b>	<b>K - 2</b>	
<b>Department:</b>	<b>Administration</b>	
<b>Subject:</b>	<b>VDOT – Virginia International Raceway; Golf Cart Signs</b>	

#### Background:

Mr. Mason from VDOT has requested to complete the permit from VDOT to allow golf carts signs on Pine Tree Road (Rt. 764), Ace Drive (Rt. 957), Healey Lane (Rt. 963), and Lotus Drive (Rt. 964). At the October 21, 2025 Joint Meeting, the Board of Supervisors approved the golf cart signs for Pine Tree Road and Ace Drive.

#### Needed Action:

Consider approving the additional two roads; Healey Lane (Rt. 963), and Lotus Drive (Rt. 964) for golf cart signs.

**From:** Mason, John (VDOT) <[John.Mason@VDOT.Virginia.gov](mailto:John.Mason@VDOT.Virginia.gov)>  
**Sent:** Thursday, December 18, 2025 11:35 AM  
**To:** Nancy Kamp <[ntk@co.halifax.va.us](mailto:ntk@co.halifax.va.us)>  
**Subject:** Re: BOS Regular Meeting - January 5, 2026

Good Morning Nancy,

Attached are the VDOT - Halifax Residency Updates.

Also, Mr. Craddock had sent an email back in October to Nancy Spencer and Tomeka Morgan with the following:

- In recent meetings with Connie Nyholm at the Virginia International Raceway, I was asked if we could make it legal for golf carts to use the roads in the vicinity of VIR (Pine Tree Road and Ace Drive). In order for us to put up golf cart signs, a road must be posted at 25 mph, which has been completed.
- The next step is for the County to acquire a permit from VDOT to do this. This is not a big deal really. It has already been looked at by Traffic Engineering, and we just need the permit application turned in by the County. Here is a link to the permit application:

#### SPECIAL PROVISIONS IN CONNECTION WITH PERMIT

I'm not sure if this is something Mr. Brade can do on his own or if it needs to go before the Board of Supervisors first.

The roads would be:

- Pine Tree Road (Rt. 764)
- Ace Drive (Rt. 957)
- Healey Lane (Rt. 963)
- Lotus Drive (Rt. 964)

Let me know if I can help in any way. Thank you.



**John W. Mason**  
Acting Residency Administrator - Halifax Residency  
Virginia Department of Transportation  
434-907-5098  
[John.Mason@VDOT.Virginia.gov](mailto:John.Mason@VDOT.Virginia.gov)





Land Use Permit

LUP-GC

Golf Cart & Utility Vehicle Accommodation

Code of Virginia §46.2-916.1 through §46.2-916.3 govern the use of golf carts and utility vehicles on Virginia highways. The code allows for the governing body of any county, city or town to authorize the operation of golf carts and utility vehicles on public highways within its jurisdictional boundaries. A locality can designate a state maintained road for use by golf carts and utility vehicles without any explicit approval from the Virginia Department of Transportation (VDOT), however VDOT does have the authority and the responsibility to overturn the designation if it is deemed that golf carts and utility vehicles impede the safe and efficient flow of motor vehicle traffic.

**Permittee Agreement for Land Use Permit Issuance**

I the undersigned locality representative hereby acknowledge that I am fully cognizant of all of the following requirements associated with the issuance of a VDOT Land Use Permit authorizing the use of golf carts and utility vehicles on non-limited access state maintained highways:

**Type or Print Clearly**

Locality Name: \_\_\_\_\_

Locality Federal Tax ID No. or Driver's License No.: \_\_\_\_\_

Locality Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Authorized Representative's Name: \_\_\_\_\_

Business Telephone No.: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_ 24-Hour Telephone No.: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

Fax No.: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Location(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Authorized Representative's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

### **VDOT Land Use Permit Required by Law**

The General Rules and Regulations of the Commonwealth Transportation Board provide that no work of any nature shall be performed on any real property under the ownership, control, or jurisdiction of VDOT until written permission has been obtained from VDOT. Written permission is granted for the above-referenced activity through the issuance of a land use permit.

By issuing a permit, VDOT is giving permission only for whatever rights it has in the right-of-way; the permittee is responsible for obtaining permission from others who may also have an interest in the property.

The permittee will be civilly liable to the Commonwealth for expenses and damages incurred to VDOT as a result of violation of any of the rules and regulations of this chapter. Violators shall be guilty of a misdemeanor and, upon conviction, shall be punished as provided for in §33.2-210 of the Code of Virginia.

### **Application Requirements**

Application for a land use permit authorizing the operation of golf carts and utility vehicles on state maintained highways shall be made through the local district permit office by the requesting locality.

The district administrator's designee receiving the request shall coordinate review and approval of the request with all appropriate VDOT personnel.

The regional traffic engineer (or their designee) shall perform a review of the land use permit application and supporting material.

### **Contact Information**

A list of counties with their corresponding VDOT district offices and contact information may be obtained on the VDOT web site at: <http://www.virginiadot.org/about/districts.asp>

### **Permit Fees & Charges**

The application fee for a land use permit authorizing the operation of golf carts and utility vehicles on state maintained highways shall be waived.

### **Surety Requirements**

It is not necessary for the locality to provide a surety for the operation of golf carts and utility vehicles on state maintained highways.

### **Insurance Requirements**

It is not necessary for the locality to secure and maintain insurance to protect against liability for personal injury and property damage associated with the operation of golf carts and utility vehicles on state maintained highways.

### **General Requirements**

- 1) Any county, city or town may designate a roadway as appropriate for golf cart and/or utility vehicle usage regardless of who owns or maintains the road within the constraints and requirements of the Code of Virginia.
- 2) The locality must consider the speed, volume, and character of motor vehicle traffic using such highways to determine if golf cart and utility vehicle operation is compatible with state and local transportation plans and if said operation is consistent with the Commonwealth's Statewide Pedestrian Policy.
- 3) The locality shall provide VDOT with evidence of its consideration of the speed, volume, and character of motor vehicle traffic for routes being considered for golf cart and utility vehicle designation.
- 4) The locality shall provide VDOT with an overall route plan to show connectivity to and from specific origins and destinations. EXAMPLE: Residences to a local park, ball field, community center, etc.
- 5) In general, a designated route should not cross an un-signalized intersection where the annual average daily traffic (AADT) exceeds 2000 vehicles per day or where peak period traffic volumes do not allow for the safe crossing of golf carts and utility vehicles.
- 6) VDOT shall consider the volume and posted speed limit of all roadways intersecting a designated route so that designated route(s) do not cross high volume, low-speed roadways.
- 7) The posted speed limit of the highway to be designated shall not exceed 25 miles per hour.
- 8) The AADT of the highway to be designated shall not exceed 1000 vehicles per day.
- 9) The designated route shall not cross a highway where the posted speed limit exceeds 25 miles per hour except where the intersection is controlled by a traffic signal and the speed limit of the intersecting highway does not exceed 35 miles per hour.
- 10) In the Town of Colonial Beach and in towns with a population of 2,000 or less, a golf cart and utility vehicle may cross a highway at intersections marked with signage posted by VDOT. The Regional Traffic Engineer (or their designee) shall recommend approval or denial of sign installation(s).
- 11) All costs associated with the installation and maintenance of all required signage shall be borne by the locality.
- 12) The designated route shall not have geometric constraints that restrict minimum intersection sight distance or stopping sight distance for the posted speed limit of 25 miles per hour.
- 13) The total pavement width of the designated route shall not be less than 17 feet in width. This width may include any drivable paved or grass shoulders on each side of the travel way.
- 14) Where parking is allowed on the designated route the minimum pavement width shall be 24-feet with parking on one side and 29-feet with parking both sides (See the VDOT Road Design Manual for subdivision streets with AADT < 2000 vehicles per day).
- 15) Actual truck traffic shall not exceed 10%. VDOT shall determine if said traffic creates an operational or safety concern for the use of golf carts and utility vehicles on the designated route.
- 16) Routes with high incidences of crashes will not be considered for designated use by golf carts and utility vehicles.
- 17) VDOT shall make a determination as to whether on-going development will trigger any thresholds that would deem the designated route as not compatible for the operation of golf carts and utility vehicles.

- 18) All persons operating a golf cart or utility vehicle on any public highway shall have in their possession a valid driver's license.
- 19) All golf carts or utility vehicles operated on a public highway shall display a slow-moving vehicle emblem in conformity with Code of Virginia §[46.2-1081](#).
- 20) Golf carts and utility vehicles shall be operated upon the public highways only between sunrise and sunset unless equipped with headlights as are required for these classes of vehicles.

#### **General Requirement Exceptions**

- 1) Operation of a golf cart to cross a highway from one portion of a golf course to another portion thereof or to an adjacent golf course or to travel between a person's home and golf course if the total trip does not exceed one-half mile in either direction and if the posted speed limit on the highway does not exceed 35 miles per hour.
- 2) Operation of a golf cart and/or utility vehicle by local government employees for official business or purpose on highways with posted speed limits that do not exceed 35 miles per hour.
- 3) Operation of a golf cart and/or utility vehicle by employees of public or private two-year or four-year institutions of higher education on highways within the property limits of such institutions provided the golf cart and/or utility vehicle is being operated on highways with posted speed limits that do not exceed of 35 miles per hour.
- 4) Operation of a golf cart and/or utility vehicle on a secondary highway with a posted speed limit of 35 miles per hour or less and within three miles of a motor speedway with a seating capacity of at least 25,000 but less than 90,000. This use is limited to the same day as any race or race-related event conducted at said speedway.
- 5) Operation of a golf cart and/or utility vehicle by employees of the Department of Conservation and Recreation (DCR) for official business or purpose on highways located within DCR property or upon VDOT maintained highways located adjacent to DCR property with posted speed limits that do not exceed 35 miles per hour.

#### **Permit Revocation**

At the discretion of the district administrator's designee, the land use permit may be revoked and the route designation removed for non-compliance with all requirements contained herein and/or specific conditions of the permit.

#### **Permittee Notice**

The preceding provisions are intentionally condensed in format and should not be loosely interpreted by the permit applicant without consultation with the central office permit manager or the district administrator's designee and affirmation from the [Land Use Permit Regulations](#).



# HALIFAX COUNTY

## Virginia

### AGENDA

<b>Meeting Date:</b>	<b>January 5, 2026</b>	<b>Staff Members:</b>
		<b>Detrick Easley</b>
<b>Item #</b>	<b>K - 3</b>	
<b>Department:</b>	<b>Building Inspection</b>	
<b>Subject:</b>	<b>Erosion &amp; Sediment Control Agreement</b>	

At the August 2025 board meeting, approval was made to enter a do not exceed contract of \$100,000.00 with Summit Design to perform all Erosion Control inspections for the County.

Summit has informed the County that the total amount of the contract will be expended by the end of the year.

Building Official, Nicholas Bowles will provide details of this matter and advise the board of options moving forward .



# HALIFAX COUNTY

## Virginia

### AGENDA

<b>Meeting Date:</b>	<b>January 5, 2026</b>	<b>Staff Members:</b>  <b>Tomeka Morgan</b>	
<b>Item #</b>	<b>K - 4</b>		
<b>Department:</b>	<b>Administration</b>		
<b>Subject:</b>	Part-time Employees' Salary		

#### **Background:**

According to the Virginia Department of Labor and Industry, the minimum wage will increase from \$12.41 to \$12.77, effective January 1, 2026.



# HALIFAX COUNTY

## Virginia

### AGENDA

<b>Meeting Date:</b>	<b>January 5, 2026</b>	<b>Staff Members:</b>  <b>Tomeka Morgan</b>	
<b>Item</b>	<b>K - 5</b>		
<b>Department:</b>	<b>Administration</b>		
<b>Subject:</b>	<b>Hitachi Energy - MOU</b>		

**Background:**

The Board of Supervisors approved to pay \$52,000 at the June 2, 2025 Board of Supervisors Regular Meeting to Hitachi Energy for the labor cost for installing lighting at the Hitachi Field and review the MOU. The County Attorney has reviewed and modified the MOU. The \$52,000 has been on hold until the MOU is signed by both parties.

**Needed Actions:**

Consideration to authorize the County Administrator to sign the MOU between Hitachi Energy and the Halifax County Board of Supervisors regarding recreational use of the Hitachi Energy Softball Field.

**MEMORANDUM OF UNDERSTANDING**  
**Between Hitachi Energy and the Halifax County Board of Supervisors**  
**Regarding Recreational Use of the Hitachi Energy Softball Field**

This Memorandum of Understanding (MOU) is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between **Hitachi Energy USA Inc.**, hereinafter referred to as "Hitachi Energy," and the **Halifax County Board of Supervisors**, hereinafter referred to as "the County."

**Purpose**

The purpose of this MOU is to establish a mutual understanding between Hitachi Energy and the County regarding the use of the Hitachi Energy softball field located at the South Boston, VA facility. This project supports community recreation, health, and wellness initiatives through collaborative efforts involving the Halifax County YMCA and other community partners.

**Agreement**

**1. Lighting Installation**

- The County agrees to contribute the amount up to \$52,000 to fund the labor costs associated with the installation of field lighting at the Hitachi Energy softball field.
- Hitachi Energy agrees to coordinate with its contractors to support the timely and safe installation of the lighting infrastructure.

**2.**

**Public Use and Programming**

- Upon completion of the lighting installation, Hitachi Energy agrees to allow public recreational use of the softball field through a structured agreement with the Halifax County YMCA of South Hampton Roads (the "YMCA").
- The YMCA will serve as the organizing body responsible for scheduling, programming, and managing community leagues, practices, and recreational activities in collaboration with Hitachi Energy.
- Use of the field will be limited to non-commercial recreational and community-based activities approved in advance by Hitachi Energy and the YMCA.

**3.**

**County Events and Use**

- Hitachi Energy further agrees to collaborate with the County on the potential use of the field and surrounding area for County-sponsored events,

- meetings, or special activities, subject to mutual agreement and scheduling availability.
- Such events must align with the values and standards of Hitachi Energy's community engagement policies and be coordinated through appropriate channels.

#### **4. Maintenance**

- Maintenance of the field remains the responsibility of Hitachi Energy, with cooperation of the YMCA and the County on keeping the space safe and accessible for public use.

#### **5.**

#### **Term and Termination**

- This MOU is intended to remain in effect for as long as both parties find it mutually beneficial. Should circumstances change for either Hitachi Energy or the County, both parties agree to engage in good faith discussions to determine an appropriate path forward. This may include modifying, pausing, or concluding the agreement based on evolving needs, operational considerations, or community priorities.

#### **General Provisions**

This MOU represents a good faith understanding between Hitachi Energy and the County. It is not intended to create legally binding obligations but rather to reflect the spirit of collaboration and shared investment in community well-being.

IN WITNESS WHEREOF, the undersigned have executed this Memorandum of Understanding on behalf of their respective organizations.

---

#### **For Hitachi Energy USA Inc.**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

---

#### **For Hitachi Energy USA Inc.**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_ [KM1]

---

#### **For Halifax County Board of Supervisors**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**PENDING  
MATTERS &  
UNFINISHED  
BUSINESS**



# HALIFAX COUNTY

## Virginia

### AGENDA

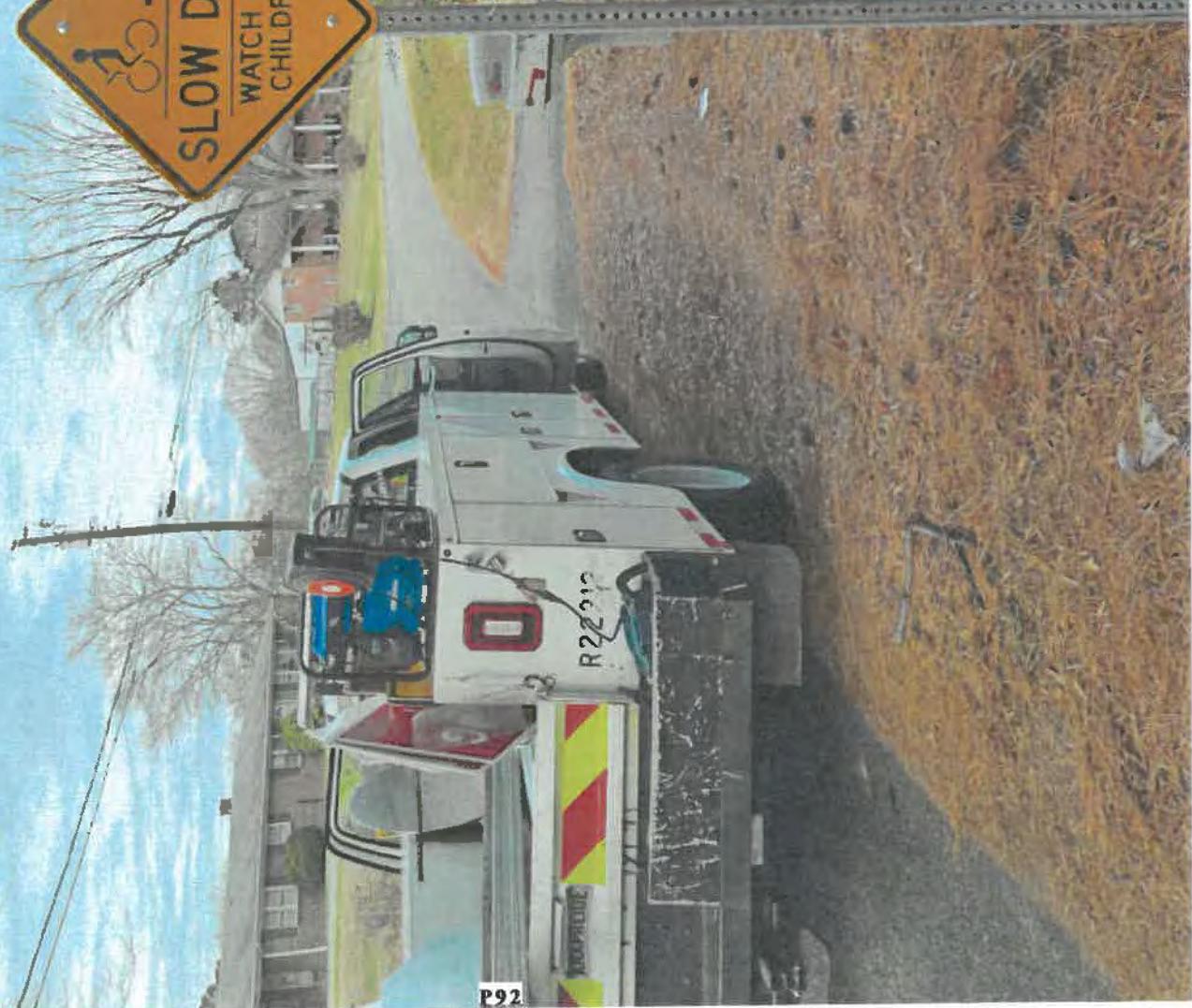
<b>Meeting Date:</b>	<b>January 5, 2026</b>	<b>Staff Members:</b>  <b>Nancy Spencer</b>	
<b>Item #</b>	<b>L - C</b>		
<b>Department:</b>	<b>Administration</b>		
<b>Subject:</b>	<b>VDOT – Child at Play Signs</b>		

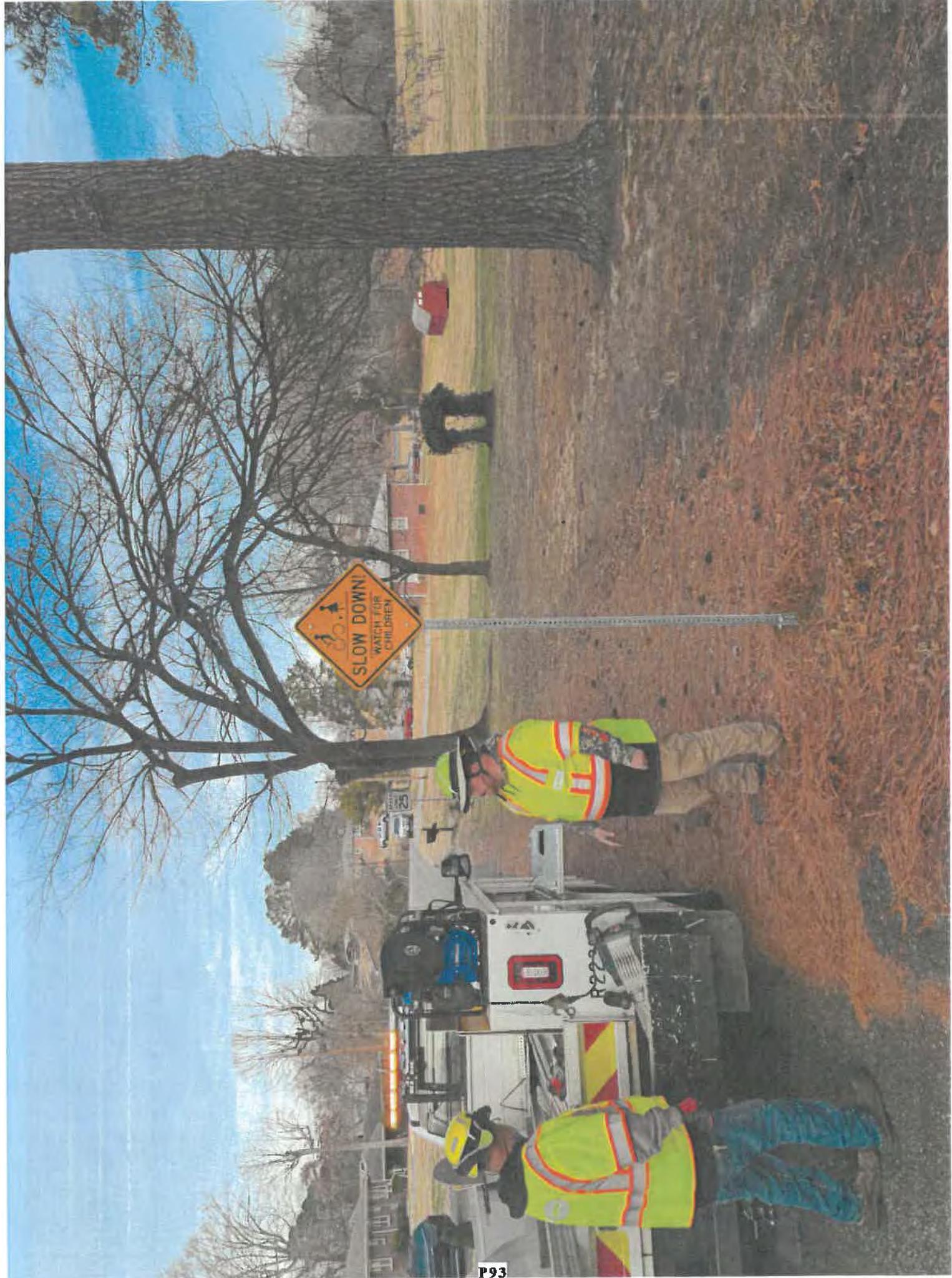
**Background:**

At the October 6, 2025, BOS regular meeting, the Board heard from Mr. Craddock of VDOT and Mr. Spangler regarding a request to install “Children at Play” signs on East Oak Hill Drive and West Oak Hill Drive due to an increase in children playing in the area and motorist traffic. The Board voted unanimously to approve the signs. The enclosed photographs show that the signs have been installed with the assistance of VDOT.

**Needed Action:**

No action is needed.







# HALIFAX COUNTY

## Virginia

### AGENDA BRIEFING

Meeting Date:	January 5, 2026	Staff Members:  Nancy Spencer	
Item #	P - 1		
Department:	County Administrator		
Subject:	APPOINTMENTS		

#### HALIFAX COUNTY BOARD OF SUPERVISORS ADVISORY COMMITTEES

##### Agriculture Development Advisory Committee (based on areas of expertise)

- Stanley Brandon – Board Appointee
- Shirley Archer (Grape/Wine) – term expires 12/31/2025
- Jeff Francisco (forestry) – term expires 12/31/2025
- Ronnie Waller (tobacco) – term expires 12/31/2025

##### Airport Advisory Committee (at-large appointment)

- Brian Burton – term expires 12/31/2025
- Will Solomon - term expires 12/31/2025

#### HALIFAX COUNTY IMPROVEMENT COUNCIL (Appointed by election districts; 3-year term)

- Stacy Hines-Bentley (ED1) – term expires 12/31/2025
- Vacant (ED5) – term expires 12/31/2025
- Vacant seat (ED7)
- Arlene Dailey (ED 8) – term expires 12/31/2025
- Linda Carrington (Town of South Boston) – term expired 12/31/2022
- Ex Officio for Halifax County Administration

##### Planning Commission

- Election District 7, term expires 1/31/2026
- Election District 5, term expires 1/31/2026

##### Board of Zoning Appeals

- Lawrence Wilkerson, term expires 1/31/2026

#### OTHER AGENCIES WITH HALIFAX COUNTY REPRESENTATION

##### Southern Virginia Higher Education Center Foundation

- Chairman or Designee to serve
- Hubert Pannell - 3-year term of service; complete term with expiration date of 06/30/2027.
- If individual rolls off Board of Supervisors, alternate designee would need to finish term.

**Southside Planning District Commission (4-year term; Board of Supervisors representative)**

- Stanley Brandon – term expires 12/31/2025

**Volunteer Fire Department Capital Needs Review**

- Steve Phillips – current term expires 9/30/2025 – 3 year term
- Bert Martin– current term expires 9/30/2025 – 3 year term  
(Does not rotate)

**Transportation Safety Commission (4-year term; election district specific)**

**TSC history, bylaws, and meeting minutes provided previously for further information.**

- Vacant seat (ED3) – term 1/1/2024 - 12/31/2027