

VIRGINIA: AT A SPECIAL AND EMERGENCY CALL MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, APRIL 1, 2020.

PRESENT: HON. DR. BARBARA JARRETT-HARRIS, CHAIR, HON. JOHN W. ZUBROD, VICE-CHAIR, HON. BERNARD L. JONES, SR., HON. DR. ALFONZO R. SEWARD, HON. WELTON TYLER, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR/CLERK; PAUL C. JACOBSON, COUNTY ATTORNEY; LESLIE R. WEDDINGTON, ASSISTANT COUNTY ADMINISTRATOR/ DEPUTY CLERK/RECORDER OF MINUTES

Re: Call to Order

Dr. Barbara Jarrett Harris, Chair, called the meeting to order.

Re: Approval of Agenda

Upon a motion by Mr. Zubrod, seconded by Dr. Seward, and unanimously carried, the Board approved the agenda as presented.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

Re: Emergency Ordinance of the Board of Supervisors of Brunswick County, Virginia, Instituting Emergency Procedures to Ensure Continuity of the County Government in Response to COVID-19 Disaster

Upon a motion by Mr. Zubrod, seconded by Mr. Jones, and unanimously carried, the Board adopted the following ordinance:

WHEREAS, on January 31, 2020, the United States Health and Human Services Secretary declared a public health emergency for the entire United States to aid the healthcare community in responding to the novel coronavirus or "COVID-19"; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic; and

WHEREAS, on March 12, 2020, by Executive Order No. 51, Governor Ralph S. Northam declared a state of emergency in the Commonwealth of Virginia due to the spread of the COVID-19 virus, and declared the anticipated effects of COVID-19 to be a disaster within the meaning of Virginia Code Section 44-146.16; and

WHEREAS, on March 13, 2020, the President of the United States found and proclaimed that the COVID-19 outbreak in the United States constitutes a national emergency, beginning March 1, 2020; and

WHEREAS, on March 17, 2020, Governor Northam, jointly with the Virginia State Health Commissioner, declared a continuing public health emergency in Virginia resulting from the spread of COVID-19 virus, and imposed stringent measures to combat the spread of COVID-19, including restricting the number of persons permitted to gather in certain public spaces to 10 persons or less; and

WHEREAS, on March 20, 2020, Brunswick County's Director of Emergency Management issued, pursuant to Virginia Code Section 44-146.14, a Declaration of Emergency in the County (the "Local Declaration of Emergency") due to the spread of COVID-19; and

WHEREAS, the Board of Supervisors (the "Board") of Brunswick County (the "County") has confirmed or ratified the Local Declaration of Emergency and by adopting this Ordinance does re-confirm and ratify the Local Declaration of Emergency, which continues in effect; and

WHEREAS, the Board understands and acknowledges that the public health threat posed by COVID-19 constitutes a real and substantial danger to persons in the County; that the limitations on physical assembly of persons are urgently necessary to protect the public health; and that the Board and other County boards, commissions, committees, authorities and other public bodies must conduct themselves accordingly; and

WHEREAS, compliance with the limitations on physical assembly occasioned by the COVID-19 public health crisis makes it difficult or impossible for the Board and other public bodies to safely physically assemble to conduct meetings and hold public hearings in accordance with ordinarily applicable procedures; and

WHEREAS, Virginia Code Section 15.2-1413 authorizes any locality, by ordinance, to provide for methods to assure continuity in its government in the event of a disaster such as that created by the spread of COVID-19.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Brunswick County, Virginia:

1. That, in accordance with Virginia Code Section 15.2-1413, the following emergency procedures are hereby instituted to ensure continuity of government during the pendency of the COVID-19 disaster:
 - a. Any process, procedure, matter or transaction which typically allows for the physical presence of the public in a County building that has been declared or in the future is declared to be closed to the public during the pendency of the

Local Declaration of Emergency is hereby suspended unless conducted in accordance with this ordinance or other provision of law.

- b. The County Administrator is authorized to take actions objectively reasonable and necessary in the public interest to alter schedules, arrange for alternative procedures consistent with this ordinance, provide programming and services, pay bills, engage contractors, hire employees, set and manage a succession plan effective in the event of unavailability of staff, adjust administrative processes and procedures in light of the disaster, all in keeping with the U.S. Centers for Disease Control and Virginia Department of Health guidance/directives, and consistent with State and Local Declarations of Emergency and other directives and law.
- c. Meetings required, and agenda items scheduled or proposed to be considered by the Board of Supervisors and other county boards, commissions, committees, authorities and other public bodies, for the duration of the local COVID-19 emergency but not to exceed six (6) months, are deemed continued and extensions therefor are hereby ordered if the body does not meet as permitted herein or in other applicable law and take action during that time, including those items for which applicable law requires an affirmative action to be taken within a particular time and failure to act is deemed approval.
- d. Meetings of the Board of Supervisors and other county boards, commissions, committees, authorities and other public bodies may be held through electronic communication means with a quorum of members participating but without a need for a quorum of members physically present in a single location, in accordance with the provisions of Virginia Code Section 2.2-3708.2(A)(3), including the public notice requirements, and at such a meeting may consider any item of business which the public body deems essential or is appropriate for the continuity of the work of the public body.
- e. Such meetings may be held without permitting members of the public to be physically present in a single location or in the same physical location as any of the public body members, so long as alternative arrangements for public access to such meetings are made. Such alternative public access may be electronic, including but not limited to audio, telephonic, or video broadcast.
- f. For any matter considered by the Board or other County public body during the pendency of the local emergency which typically requires open doors, public attendance, or public participation by law, such requirements are hereby altered and may be met by electronic, telephonic, and/or written means by the Board or other County public body, which may meet electronically or in person or in some combination thereof as circumstances may permit.
- g. For any matter so considered also requiring public comment or hearing, such will be allowed, solicited or received by the Board or other County public body

by electronic, telephonic, and/or written means prior to the vote on such matter. All such comments will be heard by or provided to the members of the Board or other County public body and made a part of the record of such meeting.

- h. Notices of meetings will be provided by email directly to those who have elected in writing in the previous calendar year to receive such notices under the Virginia Freedom of Information Act, and if practicable, will also be provided on the County website and by other means selected by the County Administrator. To the extent practicable, notices will also be provided as provided by general law.
2. That the provisions in Section 1 of this Ordinance shall be in effect for 60 days unless amended, rescinded or readopted in conformity with the notice provisions of Virginia Code Section 15.2-1427; however, in no event will this Ordinance be effective for more than six months from the conclusion of the declared disaster. This Ordinance may be amended as provided herein or by general law. Upon repeal or expiration of this Ordinance, the matters referenced herein shall resume operation in accordance with normal practices and procedures.
 3. This ordinance shall be effective upon adoption.

Ayes: Jones, Seward, Tyler, Zubrod, Harris; Nays: None

**Re: FY21 Brunswick County Public Schools Budget
FY21 General Operating and Capital Improvement Budget**

Dr. Charlette T. Woolridge, County Administrator, gave an overview of the FY21 Brunswick County Public Schools Budget and the FY21 General Operating and Capital Improvement Budget.

Upon a motion by Mr. Jones, seconded by Mr. Zubrod, and unanimously carried, the Board approved to advertise the FY21 Brunswick County Public School Budget and the FY21 General Operating and Capital Improvement Budget with level funding; and to hold a public hearing on each budget respectively on Wednesday, April 22, 2020, at 5:00 p.m.

Re: Adjourn

Upon a motion by Dr. Seward, seconded by Mr. Zubrod, and unanimously carried, the Board adjourned until Wednesday, April 22, 2020, at 5:00 p.m.

Hon. Dr. Barbara Jarrett Harris, Chair

Charlette T. Woolridge, Ph.D., Clerk