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## NEW KENT COUNTY BOARD OF SUPERVISORS

September 9, 2013, 6:00 p.m.

Boardroom, County Administration Building  
12007 Courthouse Circle, New Kent, VA 23124

### **ACTION** **AGENDA**

**CALL BACK TO ORDER AND ROLL CALL** (*from meeting continued from August 21, 2013*) (all present)

#### **ADJOURNMENT**

**Action:** Mr. Tiller moved to adjourn the meeting that began on August 12, 2013 and was continued to August 21, 2013. Vote was 5:0, motion carried.

The meeting was adjourned at 6:01 p.m.

### **ACTION** **AGENDA**

**CALL TO ORDER** (at 6:01 p.m.)

**INVOCATION and PLEDGE OF ALLEGIANCE** (led by Mr. Stiers)

**ROLL CALL** (all present)

#### **CONSENT AGENDA**

**Action:** Mr. Evelyn moved to approve the Consent Agenda, and that it be made a part of the record. Vote was 5:0, motion carried.

#### **INTRODUCTON OF NEW STAFF**

*By Social Services Director Vanesa Livingstone:*

- Jon Martz- Eligibility Supervisor
- Pammy Harvin- Long Term Care Worker
- Maria Terbea- Foster Care Worker

*By Assistant County Administrator Jonathan Stanger:*

- Joe Stovall, Environmental Planner
- Catherine Williams, Comm. Development Admin Assistant
- Lauren Whitlow, Technical Support Specialist

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**RESIDENCY ADMINISTRATOR'S REPORT** - *Mike Cade, Residency Administrator,  
Va. Dept. of Transportation*

**CITIZENS' COMMENT PERIOD** (*3 minutes/person*)

**ITEM 1** Approval of the minutes from the July 31, 2013 work session  
Action: **Mr. Evelyn moved to approve the minutes from the July 31, 2013 work session, as presented.** Vote was 4:0:1 (with Mr. Burrell abstaining), motion carried.

**ITEM 2** Other business

**ELECTED OFFICIALS' REPORTS**

**STAFF REPORTS**

**APPOINTMENTS**

Action: **Mr. Evelyn moved to appoint Paul Rowles as District One's representative to the Social Services Advisory Board to serve a four-year term beginning July 1, 2013 and ending June 30, 2017.** Vote was 5:0, motion carried.

**MEETING SCHEDULE:** The next regularly scheduled meeting of the Board of Supervisors will be held at 6:00 p.m. on Tuesday, October 15, 2013, and the next work session will be held at 9:00 a.m. on Wednesday, September 25, 2013, both in the Boardroom of the County Admin.

**ADJOURNMENT**

Action: **Mr. Burrell moved to adjourn the meeting.** Vote was 5:0, motion carried.

The meeting was adjourned at 6:35 p.m.

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**CONSENT AGENDA**

*(Matters included hereunder may be the subject of one motion to approve provided no Board member requests an item to be separated.)*

1. **Approval of Minutes**
  - a. August 12, 2013 Business Meeting
  
2. **Miscellaneous**
  - a. Lease Renewal with Quin Rivers, Inc.
  - b. Memorandum of Understanding between the Dept. of Social Services and Senior Connections
  - c. Resolution R-18-13 appointing New Kent County's Legislative Liaison for the 2014 General Assembly session
  - d. Resolution R-17-13 appointing Jonathan Stanger as the County's Zoning Administrator
  - e. Resolution R-19-13 appointing Jonathan Stanger as the County's Subdivision Agent

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**3. FY13 Supplemental Appropriations**

- a. Miscellaneous recovered costs – Sheriff, \$8,504.45
- b. Donated funds to Parks & Recreation, \$125.00
- c. State funds for Animal Friendly license plates spay/neuter, \$576.12
- d. Funds received from vending machine sales for employee holiday parties, \$567.74
- e. Additional FY13 funds for the Registrar, \$2,245.23
- f. FY13 funds for grant number 12-N1160LO11; was originally appropriated from grant fund contingency and there were no funds budgeted in FY13 (BS#466), \$203.00
- g. Funds received for the Chesapeake Bay Implementation Grant, \$1,325.00
- h. Adjust fund balance for the additional FY13 funds for VDEM FEMA State Assistance – Hurricane Irene, \$19,270.46
- i. Adjust fund balance for the additional FY13 funds for FEMA Federal Assistance – Hurricane Irene, \$39,854.45
- j. Adjust fund balance for the carry forward appropriation of Virginia Power funds for the Fire Department, \$36,000.00

\$ 13,345.54	Total
\$(112,680.37)	Total In/Out
\$ 99,133.83	From General Fund fund balance

**4. FY14 Supplemental Appropriations**

- a. Program income received for FY14 from CDBG Plum Point grant participants (July & August 2013), \$957.28
- b. Miscellaneous recovered costs, \$10,195.93
- c. Donations for the Animal Shelter, \$160.00
- d. Public Education donation funds – Fire-Rescue, \$40.00
- e. State funds – Grant 14-A2896AD12 – SRO grant, \$45,963.00
- f. Additional FY14 Victim Witness grant funds to bring the FY14 budget in agreement with the Award Letter, \$9.00

\$ (36,353.21)	Total
\$ (57,325.21)	Total In/Out
\$ 20,972.00	From General Fund fund balance

**5. FY 13 Interdepartmental Budget Transfers**

- a. *CSA*: \$3,000 from Medicaid-Local Share to Professional Services
- b. *New Kent Airport*: \$192,255.75 from North Taxiway and Remark Runway 10-28 to Obstruction Removal project
- c. *County Attorney*: \$840.00 from Advertising to Part-time Salaries & Wages
- d. *Clerk of the Board*: \$63 from Books & Subscriptions to Overtime
- e. *Parks & Recreation*: \$825 from Part-time Salaries to Hospital/Medical Plans
- f. *Circuit Court*: \$62 from Telecommunications-Cellular to Salary line items
- g. *Treasurer*: \$1,155 from various line items to Salary line items
- h. *Commonwealth's Attorney*: \$237 from Part-time Salaries & Wages to Salary line items
- i. *Sheriff's Office*: \$5,856 from Maintenance Service Contracts to Salary line items
- j. *Sheriff's Office*: \$27,739 between various salary line items

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- k. *Fire Rescue*: \$20,431 between various salary line items
  - l. *Fire Rescue*: \$60,539 between various salary line items
  - m. *CSA*: \$62 from Medicaid-Local Share to various salary line items
  - n. *General Services*: \$1,058 between various salary line items
  - o. *Commissioner of Revenue*: \$20,964 from various line items to various salary line items
  - p. *Financial Services*: \$11,065 from various line items to Overtime
  - q. *Human Resources*: \$2,177 from various line item to various Salary line items
  - r. *Economic Development*: \$8,239 from various line items to various salary line items
  - s. *Circuit Court Clerk*: \$699 from Postage to Part-time wages
  - t. *Capital Fund*: \$12,552.03 between projects
  - u. *Capital Fund*: \$14,446.52 between Extension Building-Restroom Renov to Park Development
  - v. *Public Utilities*: \$7,450 from Repairs & Maintenance to various salary line items
  - w. *Public Utilities*: \$2,715 from Generator Maintenance to various salary line items
  - x. *Public Utilities*: \$429 between various salary line items
  - y. *Parks & Recreation*: \$2.00 between various salary line items
  - z. *Animal Protection*: \$4,381 from Vehicle Supplies to various salary line items
  - aa. *Public Utilities*: \$124 between various salary line items
  - bb. *Public Utilities*: \$801 between various salary line items
  - cc. *Airport*: \$1,451 from Repairs & Maintenance and Office Supplies to various salary line items
  - dd. *General Services*: \$1,448 between various salary line items
  - ee. *Environmental*: \$968 from Postage to various salary line items
  - ff. *Victim Witness*: \$54 from Workers Compensation and Postage to Hospital/Medical Plans
  - gg. *Utility Administration*: \$337 between various salary line items
  - hh. *Planning*: \$170 between various salary line items
  - ii. *Capital Fund*: \$345.95 from Tower Site Upgrades to Replace Engine 1 and Ambulance Replacement
6. **Treasurer's Report:** Cash as of July, 2013: \$30,481,220.30

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