

THE REGULAR MEETING OF THE NEW KENT COUNTY BOARD OF SUPERVISORS WAS HELD ON THE 9th DAY OF SEPTEMBER IN THE YEAR TWO THOUSAND THIRTEEN IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING IN NEW KENT, VIRGINIA, AT 6:00 P.M.

---

IN RE: CALL TO ORDER

Chairman Davis called the meeting to order.

---

IN RE: INVOCATION AND PLEDGE OF ALLEGIANCE

Mr. Stiers gave the invocation and led the Pledge of Allegiance.

---

IN RE: ROLL CALL

Thomas W. Evelyn	Present
C. Thomas Tiller, Jr.	Present
James H. Burrell	Present
Ron Stiers	Present
W. R. Davis, Jr.	Present

All members were present.

---

IN RE: CONSENT AGENDA

The Consent Agenda was presented as follows:

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
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. FY13 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
- 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 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

Mr. Evelyn moved to approve the Consent Agenda as presented and that it be made a part of the record. The members were polled:

Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
James H. Burrell	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye

The motion carried.

---

IN RE: INTRODUCTION OF NEW STAFF

Social Services Director Vanesa Livingstone introduced Eligibility Supervisor Jon Martz, Long Term Care Worker Pammy Harvin, and Foster Care Worker Maria Terbea.

Assistant County Administrator Jonathan Stanger introduced Environmental Planner Joe Stovall, Community Development Administrative Assistant Catherine Williams, and Technical Support Specialist Lauren Whitlow.

---

IN RE: RESIDENCY ADMINISTRATOR REPORT

Mike Cade, Residency Administrator, Virginia Department of Transportation (VDOT) reported on road issues in New Kent.

He reviewed maintenance activities from the past month as well as those planned for the next thirty days, along with a synopsis of the plans reviewed and permits issued. He advised that installation of guardrail was the only remaining item to be done on the South Waterside Drive/Route 627 project at Fanny's Creek.

Mr. Evelyn asked about pipe work being done in Ranch Acres. Mr. Cade advised that the pipe was being upsized in that area in order to increase capacity.

Mr. Evelyn also asked about some work to be done in Sherwood Estates that Mr. Cade agreed to check on.

Mr. Stiers asked about the status of the bridge replacement project on Route 618 between New Kent and Charles City. Mr. Cade advised that once the plans were completed, this emergency project would be advertised for bids. He confirmed that there was funding for the project and they planned to start it by December 2013 and complete it in three to six months.

Mr. Tiller thanked Mr. Cade for some work performed on Henpeck Road and some work to be done on Shoreline Drive in Five Lakes. Regarding the latter, Mr. Cade reported that they were working on permits and gathering materials.

Mr. Tiller asked why stone was added to some of the side roads in Five Lakes and not to the main ones. Mr. Cade explained that the side roads were normally done before the main roads to limit the effect of heavy equipment to roads on which stone had already been applied.

Mr. Davis reported some crumbling pavement along Route 30 between Barhamsville and Mt. Nebo.

---

IN RE: CITIZENS COMMENT PERIOD

Chairman Davis opened the Citizens Comment Period.

B. J. Cunningham, Wellness Ambassador from the Quinton Rite Aid, invited everyone to attend their Flu Vaccine Clinic at the upcoming New Kent County Fair.

Katherine Butler, a District Two member of the Planning Commission, reported that she had spent time in different neighborhoods in Brickshire during the recent motorcycle race, and found no problems with the noise, noting that some of the HVAC units and lawnmowers were as loud as the race. She advised that it appeared that there was a good turnout for the race and she had noticed a lot of motorcycles parked at local restaurants that day.

There being no one else signed up to speak, the Citizens Comment Period was closed.

---

IN RE: APPROVAL OF THE MINUTES

Before the Board for consideration was a request to approve the minutes from the July 31, 2013 work session. Mr. Burrell advised that he would abstain from voting since he had been absent from the meeting.

Mr. Evelyn moved to approve the minutes from the July 31, 2013 work session, as presented. The members were polled:

C. Thomas Tiller, Jr.	Aye
James H. Burrell	Abstain
Ron Stiers	Aye
Thomas W. Evelyn	Aye
W. R. Davis, Jr.	Aye

The motion carried.

---

IN RE: ELECTED OFFICIALS' REPORTS

Mr. Tiller reported some electrical issues at the Airport Road transfer station.

He also announced that the Metropolitan Planning Organization would be taking steps to expand its area to include all of its nine jurisdictions, including New Kent.

Mr. Stiers reported that he had spent the day in the neighborhoods surrounding Colonial Downs on the day of the motorcycle race and had spoken with many of the residents. He indicated that even though the financial impact had not yet been calculated, it appeared that the event was a success for both the track and for local businesses.

He spoke about some problems created in Woodhaven Shores by the tree removal contractor at the Airport.

Mr. Burrell asked County Administrator Rodney Hathaway to talk about the Employee Wellness Program. Mr. Hathaway explained that the Program was designed to improve morale and fitness and described some of the events held to date.

Mr. Burrell also asked Fire Chief Rick Opett to talk about Fire Prevention Month. Chief Opett explained that the theme for this year's program was "prevent kitchen fires" which was appropriate since 40% of the structure fires in New Kent had started in the kitchen.

Mr. Davis reminded that school buses were back on the road and also spoke about the upcoming County Fair.

---

IN RE: STAFF REPORTS

Mr. Hathaway announced details of the upcoming September 11 Memorial ceremony hosted by the New Kent Sheriff's Office.

---

IN RE: DISTRICT APPOINTMENTS

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. The members were polled:

James H. Burrell	Aye
Ron Stiers	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
W. R. Davis, Jr.	Aye

The motion carried.

---

IN RE: MEETING SCHEDULE

The Chairman announced that the next meeting of the Board of Supervisors would be held at 6:00 p.m. on October 15, 2013, and the next work session at 9:00 a.m. on September 25, 2013, both in the Boardroom of the County Administration Building.

---

IN RE: ADJOURNMENT

Mr. Burrell moved to adjourn the meeting. The members were polled:

Ron Stiers	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
James H. Burrell	Aye
W. R. Davis, Jr.	Aye

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