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## **NEW KENT COUNTY BOARD OF SUPERVISORS**

**August 10, 2015, 6:00 p.m.**

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

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

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

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

**ROLL CALL** (All members were present.)

#### **CONSENT AGENDA**

Action: Mr. Burrell moved that Item 2.a. Resolution R-31-15 commending the Central Virginia Waste Management Authority on their 25<sup>th</sup> anniversary be moved from the Consent Agenda to ITEM 2 on the general agenda. Vote was 5:0, motion carried.

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

#### **SMALL BUSINESS CLOSE UP**

**RESIDENCY ADMINISTRATOR'S REPORT** – Chad Baker, Maintenance Superintendent,  
Virginia Department of Transportation

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

**ITEM 1** Presentation of the Government Finance Officers Association (GFOA) Popular Annual Financial Reporting Award (PAFR) to New Kent County – Virginia GFOA Board Member Kathy Seay

**ITEM 2** Presentation on the Central Virginia Waste Management Authority (CVWMA) – Executive Director Kim Hynes

Action: Mr. Burrell moved to adopt Resolution R-31-15 commending the Central Virginia Waste Management Authority on their 25<sup>th</sup> anniversary. Vote was 5:0, motion carried.

#### **ELECTED OFFICIALS' REPORTS**

#### **STAFF REPORTS**

#### **OTHER BUSINESS**

Action: Mr. Burrell moved that the Board hold a public hearing for the purpose of repealing the County Ordinance banning skiing on Chickahominy Lake. Vote was 3:2, (Nays: Davis, Evelyn and Stiers; Ayes: Burrell and Tiller) motion failed.

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**APPOINTMENTS**

**Action:** Mr. Tiller moved to appoint Joanne Panek as District Two's representative to the Purchase of Development Rights Committee to serve a three-year term beginning July 1, 2015 and ending June 30, 2018. Vote was 5:0, motion carried.

**Action:** Mr. Evelyn moved to appoint Jennie Stolarski as the parent representative to the Community Policy and Management Team to serve a one-year term ending June 30, 2016. 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 Monday, September 14, 2015, and the next work session at 9:00 a.m. on Wednesday, September 30, 2015, both in the Boardroom of the County Administration Building. There is currently no work session scheduled for August.

**ADJOURNMENT**

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

Meeting was adjourned at 7:00 p.m.

**CONSENT AGENDA**

- 1. Approval of Minutes**
  - a. July 6, 2015 Business Meeting minutes
  - b. July 28, 2015 Work Session Meeting minutes
- 2. Miscellaneous**
  - a. Resolution R-31-15 Commending the Central Virginia Waste Management Authority on their 25<sup>th</sup> Anniversary
  - b. Second Amendment to William Britton Electrical Contract Agreement Renewal
  - c. Third Amendment to Radio Communications of Virginia, Inc. Contract Agreement
  - d. Emergency Procurement – Acors & Griffith, Inc. – HVAC equipment/service - \$2,142.00
  - e. Sole Source Procurement – Aqua-Aerobic Systems, Inc. – Aqua SBR hardware & software upgrades - \$28,995.00
- 3. Refunds**
  - a. \$601.12 to Cody Baldwin – Canceled BP#19383-2014
  - b. \$62.22 to Layman Irrigation – No Permit Needed
- 4. FY15 Supplemental Appropriations**
  - a. Donations for the Animal Shelter, \$8.00
  - b. To Un-Appropriate Portion of the Clerk of the Circuit Court State Technology Trust Fund Funds Received in Excess of Amount Originally Budgeted, \$3,160.71
  - c. DMV Stop Fees and Charge Card Fees Collected over Budget by the Treasurer's Office and to Cover Department Shortage Due to Excess Charge Card Processing Fees over Budget, \$13,612.38
  - d. Additional FY15 State Fire Programs Funds for Fire-Rescue, \$8,573.00

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\$19,032.67 Total  
\$(11,415.10) Total In/Out – General Fund (1)  
\$(7,617.57) From General Fund – Fund Balance (1)

**5. FY16 Supplemental Appropriations**

- a. Program Income Received for FY15 from CDBG Plum Point Grant Participants (July 2015), \$481.00
- b. Donations for the Animal Shelter, \$365.00
- c. Extension Program Sponsorship Revenue for Carole’s Garden, \$45.00
- d. Gifts & Donations to New Kent Fire Rescue – TRUIST, \$42.00
- e. Funds Related to the Sheriff’s Office Security Detail: Transfer of Household Items 2015-018772, \$90.00
- f. The Byrne/JAG Grant Program: Increasing School Safety Funds. Grant #16-C2896AD14. SRO Grant Salary & Benefit Expenditures were approved in the FY16 Adopted Budget. The \$25,535 Reflects the County’s Match to the Grant.

\$(1,023.00) Total  
\$(26,557.00) Total In/Out – General Fund (1)  
\$(25,534.00) From General Fund – Fund Balance (1)

**6. FY16 Carry Forward Appropriations**

- a. P&R Scholarship Program Funds, \$9,126.83
- b. Remaining FY15 Historic Commission Funds to Cover the Costs of Overnight Accommodations of Employees Traveling with the History Mobile. New Kent will host the History Mobile at the Old CH November 5-7, 2015, \$575.58
- c. Virginia Dominion Power Grant Funds – Fire Rescue, \$28,089.81
- d. FY15 Ending Balance of Extension Funds Relative to Classes and Programs, \$11,312.29
- e. Vehicle Acquisition Funds for Building Development – Did not Purchase Vehicle in FY15 – Department Head wanted to extend the use of their 2009 Escape. \$21,000.00
- f. Remainder of FY15 Funds in the Board of Supervisors Travel (Convention & Education) Line Item, \$3,539.49
- g. FY15 Funds for the Replacement of the Attendant Buildings at Refuse Site 612 and 634, \$12,000.00

\$85,644.00 Total  
\$(64,644.00) From Gen Fund Fund Balance  
\$(21,000.00) From Fund 7 Fund Balance

**7. Interdepartmental Budget Transfers**

- a. New Kent County Schools: From NKES Renovations to Schools Misc Improvement/Equipment (Paint), (\$2,200)
- b. New Kent County Schools – Student Services to Special Education: From Professional Services - Speech, (\$10,828.90) to Travel - Improvement SPED ES, (\$278.56), to Software - Improvement, (\$4,644), to Materials Supplies – Improvement, (\$1,048), to Materials Supplies – Improvement, (\$475.20), to Prof Dev Improv SPED, (\$2,210) to Materials Supplies – Improv SPED, (\$2,173.14)
- c. Commissioner of the Revenue: From Salaries & Wages to Overtime, (\$2,550); from Furniture & Fixtures to Overtime, (\$1,770); from furniture & Fixtures to Communications – Cellular, (\$1,190); from Education to Professional Services, (\$1,610); from Education to Computer Supplies,

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(\$1,505); from Tech Support – Vision to Postage, (\$2,170); from Tech Support – Vision to Gasoline, (\$500); from Tech Support – BAI/DMV/DGIF to Dues & Association Memberships, (\$95); from Tech Support – BAI/DMV/DGIF to Books & Subscriptions, (\$270); from Tech Support – BAI/DMV/DGIF to Operating Supplies, (\$320); from Group Life Insurance to STLT Disability Premium, (\$345)

- 8. Treasurer's Report:** Cash as of June 2015, \$30,910,968.11

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