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NEW KENT COUNTY BOARD OF SUPERVISORS

November 12, 2015, 6:00 p.m.

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

ACTION **AGENDA**

CALL TO ORDER (at 6:03 p.m.)

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

ROLL CALL (All members were present.)

CONSENT AGENDA

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

SMALL BUSINESS CLOSE UP – DISTRICT 2

NEW KENT UNIVERSITY 2015 GRADUATION

RESIDENCY ADMINISTRATOR'S REPORT – Virginia Department of Transportation

CITIZENS' COMMENT PERIOD (3 minutes/person)

ITEM 1 **Richmond Region Tourism Presentation/Update** – President & CEO
John F. "Jack" Berry, Jr.

ITEM 2 **Adoption of New Kent County 2016 Legislative Agenda** – County
Action: Mr. Evelyn moved to adopt the 2016 New Kent County Legislative Agenda. Vote was 5:0, motion carried.

Public Hearings to be held at 7:00 p.m. or as soon thereafter as possible. Speakers are limited to three minutes each, should come to the podium and state their name and address

ITEM 3 **PUBLIC HEARING – Ordinance O-14-15 (Application ZM-02-15) to Repeal all Proffers and Resolution R-35-15 (Application CUP-01-15) – Philbates/New Kent County Fire & Rescue – Vehicle Extrication Training Facility** (both involving Tax Map & Parcel 26-87F) – Planning Manager Kelli LeDuc, Property Owner Rebecca Philbates and Fire Chief Rick Opett

Action: Mr. Burrell moved to adopt Ordinance O-14-15 repealing proffers associated with Tax Parcel 26-87F. Vote was 5:0, motion carried.

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Action: Mr. Davis moved to approve Resolution R-35-15 approving CUP-01-15 associated with Tax Parcel 26-87F. Vote was 5:0, motion carried.

ELECTED OFFICIALS' REPORTS

STAFF REPORTS

Action: Mr. Burrell moved to authorize the County Administrator to execute a utility easement agreement with Virginia Natural Gas in a form approved by the County Attorney. Vote was 5:0, motion carried.

OTHER BUSINESS

CLOSED SESSION

Action: Mr. Stiers moved to go into Closed Session pursuant to Section 2.2-3711A.3 of the Code of Virginia for discussion or consideration of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the County involving the Heritage Public Library. Vote was 5:0, motions carried.

Action: Mr. Burrell moved to return to Open Session. Vote was 5:0, motion carried.

Action: Mr. Davis made the certification of Closed Session. Vote was 5:0, motion carried.

APPOINTMENTS

MEETING SCHEDULE: The next regularly scheduled meeting of the Board of Supervisors will be held at 6:00 p.m. on Monday, December 14, 2015, and the next work session will be at 9:00 a.m. on Wednesday, November 18, 2015, both in the Boardroom of the County Administration Building.

Mr. Tiller announced that the November 18, 2015 Work Session had been cancelled.

ADJOURNMENT

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

Meeting was adjourned at 8:15 p.m.

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. September 30, 2015 Work Session minutes
 - b. October 12, 2015 Business Meeting minutes

- 2. Miscellaneous**
 - a. Approve New Road Names: Whispering Mill Way in Diascund Creek Subdivision.
 - b. Approve New Road Names: Ponderosa Pine Lane and Winding Jasmine Road in Patriot's Landing Subdivision.
 - c. Award contract in the amount of \$33,500 for demolition services (5 obsolete water pumping stations) to East Coast Abatement & Demolition

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and authorize the County Administrator to execute a contract in a form approved by the County Attorney.

- d. Adopt Resolution R-36-15 to renew the Clean County Committee charter until January 31, 2020.
- e. Approve Proclamations recognizing Nia Darrisaw, Caitlin "Caity" Thompson, Emily Wilson, Brooke Forsythe, Sylvia "Aly" Murray and Breanna Sublett, members of New Kent Girl Scout Troop #016 who have earned Silver Awards.
- f. Authorize the County Administrator to execute the proposed utility easement for sections 3 and 4 of The Oaks subdivision.

3. Refunds

- a. Refund due to Patriots Landing Mgmt. Corp – erroneous assessment due to acreage incorrectly listed on plat, \$4,842.68
- b. Refund due to Melvin C. Peay, Jr. – erroneous assessment – Veteran's Tax Exemption, \$3,087.90

4. FY16 Carry Forward Appropriations

- a. Food & Serving Supplies – Employee Functions, \$2,531.52
- b. Food & Serving Supplies – Sheriff's Employee Functions, \$311.51
- c. E-911 Grant Funds, \$68,588.50
- d. Veterinarian Services Fund, \$35,958.55
- e. Property Survey Funds in the County Attorney Budget, \$3,560.00
- f. FY15 Economic Development Funds for Payment of Service Order #100010 for remote locking system at the Visitor's Center, \$1,998.00
- g. Additional Purchase of Development Rights & Affordable Housing Funds, \$26,296.73
- h. Remaining Litter Control Grant Funds, \$33.69
- i. Remaining FY15 School Operating Funds, \$467,980.70
- j. Reduce appropriation of funds from prior years (Schools) and increase line items Furniture & Fixtures Secondary Instruction, \$20,000.00 and Misc. Services – Fiscal Services, \$25,000.00. (One-time expenses for furniture due to safety concerns and growth in schools and data/records management of back file information.)
- k. Reduce appropriation of funds from prior years (Schools) and increase School Grant Fund (207) Estimated Fund Balance to cover negative balance from FY15, \$7,608.41

\$599,650.79	Total
\$(580,928.78)	From Gen Fund (1) Fund Balance
\$(26,296.73)	From Capital Fund (7) Fund Balance
\$(33.69)	From Litter Grant Fund (15) Fund Balance
\$7,608.41	To School Grant Fund (207) Fund Balance

5. FY16 Supplemental Appropriations

- a. Program Income Received for FY16 from CDBG Plum Point Grant Participants (October 2015), \$798.67
- b. Donations for the Animal Shelter, \$335.00
- c. Extension Program Sponsorship Revenue for Employees Wreath Making Workshop, \$180.00, James City County Williamsburg Master Gardner Carole's Garden E-35 Sponsorship, \$296.09 and Daily Press, \$165.00.
- d. Gifts & Donations to New Kent Fire Rescue, \$983.00:

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(Thomas E. Couch, Sr., \$20.00, W. Eugene Dolmovich, \$50.00, Doris Modr, \$30.00, Rachel Serio, \$25.00, Rebecca Beaver, \$25.00, J. Russell Curle, Jr., \$50.00, Paul Bauer, Jr., \$50.00, Carawan Group LLC, \$106.00, James G. Dunn, \$25.00, Laverne W. Shaffer, \$100.00, Linda K. Drexler, \$100.00, Ann S. Boyd, \$100.00, Diane F. Clark, \$50.00, Melissa Hernandez, \$40.00, William C. Tennis, \$25.00, Betty Sims, \$20.00, TRUIST, \$42.00, Anna M. Bryant, \$50.00, Debra Jo Daum, \$50.00 and Thrift Insurance Corp., \$25.00).

- e. Gifts & Donations to Sheriff's Department, \$1,519.00:
(New Kent Women's Club – Honor Guard, \$150.00 and Proclaiming Grace Outreach – Vet Services, \$1,369.00).
- f. Gifts & Donations to Sheriff's Office from Challenge Americas Bike Race June 14, 2015, \$99.25, New Kent Winery Security Detail Car Show September 20, 2015, \$617.23, Security Detail for September 2015 Football Games, \$888.11 and Emmaus Church Attic Event September 20, 2015, \$55.14.
- g. Funds from VML Insurance to Sheriff's Budget – 2015 Chev Tahoe – Date of Loss 08/26/2015, \$1,573.00.
- h. Funds from Commonwealth of Virginia Supreme Court Reimbursement for Travel/Extradition, \$107.80.
- i. 2016 Litter Grant Award in the Amount of \$6,393.00.
- j. Federal/State Funds Received by Social Services for Special Needs Adoption, \$52,000.00.
- k. Funds for State Fire Program Grant, \$52,568.00.
- l. Fy2015 Local Emergency Management Performance Grant, \$27,932.00, CFDA#97.042.
- m. Funds to the IT Department for Server Replacements, \$20,000.00.

\$166,510.26	Total
\$(88,117.29)	Total In/Out – General Fund (1)
\$(52,000.00)	Total In/Out – Social Services Fund
\$(6,393.00)	Total In/Out – Litter Control Fund
\$(20,000.00)	Total In/Out – Computer Fund

6. FY16 Interdepartmental Budget Transfers

- a. Contingency to Promotional, \$6,000.00
- b. Legal Services to Airport PC, \$1,800.40

7. Treasurer's Report: Cash as of September 2015, \$24,787,955.77

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