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NEW KENT COUNTY BOARD OF SUPERVISORS

January 11, 2016, 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.)

ANNUAL ORGANIZATION OF THE BOARD: The Board's first meeting of the year is designated as the annual organization meeting.

A. Election of Officers – the Board will elect a Chairman and Vice-Chairman to serve for 2016

Actions: **Mr. Stiers was elected 2016 Chair and Mr. Davis as 2016 Vice Chair.** Votes were 4:0:1 (with both Mr. Stiers and Mr. Davis abstaining from the votes taken on their respective elections). **Mr. Rodney A. Hathaway was elected 2016 Clerk and Mrs. Wanda F. Watkins was elected 2016 Deputy Clerk.** Vote was 5:0

B. Regular Meeting Schedule for 2016 – to be established by adoption of Resolution R-01-16

Action: **The Board adopted Resolution R-01-16 setting its 2016 meeting schedule, as presented with one amendment – the September 12th meeting was moved to September 7th.** Vote was 5:0.

C. Review of Bylaws – if there are changes, adoption will take place at a future meeting at least 30 days away

Action: **NONE** – Proposed revisions were presented for consideration. In accordance with Article X of the Bylaws, Board of Supervisors, New Kent readopted January 12, 2015, thirty days prior written notice must be given for amendment to the Bylaws. No date has been set for action.

CONSENT AGENDA

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

RESIDENCY ADMINISTRATOR'S REPORT – *David Christoph, Maintenance Operations Manager, Va. Dept. of Transportation*

PRESENTATIONS:

- *Anne B. Wall, CPA and Member of Robinson, Farmer, Cox Associates will present the FY15 CAFR (Comprehensive Annual Financial Report) to New Kent County Financial Services staff.*

CITIZENS' COMMENT PERIOD (3 minutes/person)

ELECTED OFFICIALS' REPORTS

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STAFF REPORTS

Action: Mr. Evelyn moved to give the Fire Chief the authority to establish the position of Deputy Fire Chief of Operations for New Kent County. Vote was 5:0, motion carried.

CLOSED SESSION

Action: Mr. Tiller moved to go into Closed Session pursuant to Section 2.2-3711A.3 of the Code of Virginia for the 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 and involving a potential Fire and Rescue Station and related development in the Bottoms Bridge area of the County and Section 2.2-3711A.7 of the Code of Virginia for discussion with legal counsel regarding payment of expenses for Board appointees. Vote was 5:0, motion carried.

Action: Mr. Davis 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.

Action: Mr. Davis moved that the Board authorize the County Administrator to execute a non-binding Letter of Intent with Maidstone Group, LLC for the purchase of the old CVB bank building located at 7791 Invecta Lane, for \$950,000 for a public library subject to terms and conditions acceptable to the Board of Supervisors. Vote was 4:1, (Ayes – Paige, Davis, Evelyn & Stiers; Nays – Tiller) motion carried.

APPOINTMENTS

District Appointments:

Mr. Evelyn moved to appoint George A. "Jack" Tate, Jr. as District One's representative to the Agricultural and Forestal District Advisory Committee to serve a four-year term ending December 31, 2019.

Mr. Evelyn moved to appoint George A. "Jack" Tate, Jr. as District One's representative to the Board of Road Viewers to serve a one-year term ending December 31, 2016.

Mr. Tiller moved to appoint Martha Eagle as District Two's representative to the Clean County Committee to serve a four-year term ending December 31, 2019.

Mr. Tiller moved to appoint Claude Baldwin as District Two's representative to the Board of Road Viewers to serve a one-year term ending December 31, 2016.

Mr. Tiller moved to appoint Mike Salmon as District Two's representative to the Board of Zoning Appeals to serve a five-year term ending December 31, 2020.

Ms. Paige moved to appoint Eugene R. Williams as District Three's representative to the Economic Development Authority to serve a four-year term ending December 31, 2019.

Mr. Stiers moved to appoint Heather Young as District Four's representative to the Parks and Recreation Advisory Commission to serve a three-year term ending December 31, 2018.

Mr. Stiers moved to appoint Bobby Weagley as District Four's representative to the Board of Road Viewers to serve a one-year term ending December 31, 2016.

Mr. Stiers moved to appoint Cécile Crane as District Four's representative to the Social Services Advisory Board to complete a term ending June 30, 2016.

Mr. Davis moved to appoint Bill Simpson as District Five's representative to the Airport Advisory Commission to serve a four-year term ending December 31, 2019.

Mr. Davis moved to appoint Ronald Lang as District Five's representative to the Board of Road Viewers to serve a one-year term ending December 31, 2016.

Vote was 5:0, motion carried.

Non-District Appointments:

Mr. Davis moved to appoint Donald Seeterlin as a member of the Board of Building Code Appeals/Board of Fire Prevention Code Appeals to serve a four-year term beginning January 1, 2016 and ending December 31, 2019.

Mr. Evelyn moved to appoint W.R. Davis, Jr. as a member of the Farms of New Kent Community Development Authority Board to serve a four-year term ending December 31, 2019.

Mr. Evelyn moved to appoint Tony B. Wood as an alternate representative to the Board of Zoning Appeals to serve a five-year term ending December 31, 2020.

Mr. Stiers moved to appoint Barbara Winters as a representative to the New Kent County Broadband Advisory Committee to serve a term ending January 31, 2017.

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Mr. Evelyn moved to appoint Scotty Hager to serve as one of three New Kent County business representatives to the New Kent County Broadband Advisory Committee to serve a term ending January 31, 2017.

Mr. Evelyn moved to appoint William "Bill" O'Keefe to serve as one of three New Kent County business representatives to the New Kent County Broadband Advisory Committee to serve a term ending January 31, 2017.

Mr. Evelyn moved to appoint Terrence Davis to serve as one of three New Kent County business representatives to the New Kent County Broadband Advisory Committee to serve a term ending January 31, 2017.

Vote was 5:0, motion carried.

Board Member/Staff Appointments:

Mr. Evelyn moved to appoint W. R. Davis, Jr. as the Board representative to the Agricultural and Forestal District Advisory Committee to serve a one year term beginning January 1, 2016 and ending December 31, 2016.

Mr. Evelyn moved to appoint Ron Stiers as the Board representative to the Airport Advisory Commission to serve a one year term beginning January 1, 2016 and ending December 31, 2016.

Mr. Evelyn moved to appoint Patricia Paige as the Board representative to the Historic Commission to serve a one year term beginning January 1, 2016 and ending December 31, 2016.

Ms. Paige moved to appoint Thomas W. Evelyn as the Board representative to the Parks and Recreation Advisory Commission to serve a one year term beginning January 1, 2016 and ending December 31, 2016.

Mr. Evelyn moved to appoint C. Thomas Tiller, Jr. as the Board representative to the Planning Commission to serve a one year term beginning January 1, 2016 and ending December 31, 2016.

Mr. Tiller moved to appoint W. R. Davis, Jr. as the Board representative to the Social Services Advisory Board to serve a one year term beginning January 1, 2016 and ending December 31, 2016.

Mr. Tiller moved to appoint Ron Stiers as the Board representative to the Transportation Safety Commission to serve a one year term beginning January 1, 2016 and ending December 31, 2016.

Mr. Tiller moved to appoint Thomas W. Evelyn as New Kent's Board representative to the Capital Region Policy Board to serve a one-year term beginning January 1, 2016 and ending December 31, 2016.

Mr. Evelyn moved to appoint Rodney Hathaway as New Kent's Board alternate representative to the Capital Region Policy Board to serve a one-year term beginning January 1, 2016 and ending December 31, 2016.

Mr. Evelyn moved to appoint Patricia Paige as New Kent's Board representative to the Central Virginia Waste Management Authority Board to complete a four-year term ending December 31, 2018.

Ms. Paige moved to appoint James H. Burrell as a New Kent representative to the Colonial Community Criminal Justice Board to serve a four-year term beginning January 1, 2016 and ending December 31, 2019.

Mr. Evelyn moved to appoint Sheriff J. Joseph McLaughlin, Jr. as a New Kent representative to the Colonial Community Criminal Justice Board to serve a four-year term beginning January 1, 2016 and ending December 31, 2019.

Mr. Davis moved to appoint C. Thomas Tiller, Jr. as a New Kent representative to the Richmond Regional Transportation Planning Organization to serve a four-year term beginning January 1, 2016 and ending December 31, 2019.

Mr. Davis moved to appoint Patricia Paige as New Kent's Board representative to the Richmond Regional Transportation Planning Organization to complete a four-year term ending December 31, 2018.

Ms. Paige moved to reaffirm the appointment of James H. Burrell as a New Kent representative to the Richmond Region Tourism Board to complete a three-year term ending December 31, 2016.

Mr. Evelyn moved to appoint C. Thomas Tiller, Jr. as a New Kent representative to the Richmond Regional Planning District Commission to serve a four-year term beginning January 1, 2016 and ending December 31, 2019.

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Mr. Evelyn moved to appoint Kelli Le Duc as a New Kent alternate representative to the Richmond Regional Planning District Commission to serve a four-year term beginning January 1, 2016 and ending December 31, 2019.

Mr. Evelyn moved to appoint C. Thomas Tiller, Jr. as New Kent's representative to the Smart Beginnings Leadership Council to serve a one year term beginning January 1, 2016 and ending December 31, 2016.

Mr. Evelyn moved to appoint Kelli Le Duc as New Kent's representative to the STIR (Sustainable Transportation Initiative of Richmond) Advisory Board to serve a one year term beginning January 1, 2016 and ending December 31, 2016.

Vote was 5:0, motion carried.

Emergency Management Appointments:

Mr. Evelyn moved to appoint Ron Stiers as the Director of Emergency Management pursuant to Code of Virginia Section 44-146.19 and as Director of Emergency Services pursuant to County Code Chapter 30-161.

Vote was 5:0, motion carried.

Mr. Stiers moved to appoint Fire Chief Rick Opett as the Coordinator of Emergency Management pursuant to Code of Virginia Section 44-146.19 and as Coordinator of Emergency Services pursuant to County Code Chapter 30-162. 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 February 8, 2016, and the next work session at 9:00 a.m. on January 27, 2016, both in the Boardroom of the County Administration Building.

ADJOURNMENT

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

Meeting was adjourned at 8:12 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. December 14, 2015 Business Meeting minutes
 - b. December 17, 2015 Joint Meeting with the New Kent County Economic Development Authority minutes
- 2. Miscellaneous**
 - a. Approval of contract with Atlantic Heating & Cooling Service, Inc. for sludge hauling from Parham Landing WWTP
 - b. Approval of renewal of SCADA services contract with EMERGE systems
- 3. Refunds**
 - a. Refund due to E & J Electrical, Inc. – contractor will not be doing the work, \$66.37

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4. Supplemental Appropriations

- a. Program income received for FY16 from CDBG Plum Point Grant Participants (December 2015), \$631.67
- b. Donations for the Animal Shelter, \$1,685.57
- c. Extension Program Sponsorship Revenue for 2016 Ag Conference (\$1,000.00) and Wreath Making Workshop (\$35.00)
- d. Gifts and Donations to New Kent Fire-Rescue, \$7408.36
 - Nena Manoylovich (\$1,000.00)
 - Richard and Julie Dean, Jr. (\$500.00)
 - TRUIST (\$42.00)
 - Direct Wood Products, Inc. (\$4,841.36)
 - Susan and John Payne (\$1,000.00)
 - Julian and Deborah Ward (\$25.00)
- e. Gifts and Donations to New Kent Parks and Recreation, \$155.00
 - Tiana Bees LLC (\$25.00)
 - Mary Altemus (\$2.00)
 - Cash (\$128.00)
- f. Funds received from VML Insurance – Sheriff’s Vehicle #286 – 2012 Dodge Charger – Date of Loss 9/8/15, \$1,730.70
- g. Funds from Commonwealth of Virginia Supreme Court Reimbursement for Travel/Extradition, \$204.60
- h. Funds to Sheriff’s Office for Security, \$471.01
 - Brickshire Community Association, Inc. – Halloween (\$231.59)
 - Town of Urbanna – Urbanna Oyster Festival (\$239.42)
- i. Funds received by Parks and Recreation for the 2015 Jingle Bell Jog Registration and T-shirts, \$212.00
- j. State Funds for Postage for Juvenile and Domestic Relations Court, \$1,000.00

\$14,533.91 Total

\$(14,533.91) Total In/Out – General Fund (1)

5. Treasurer’s Report: Cash as of November 2015, \$37,675,465.26

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