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NEW KENT COUNTY BOARD OF SUPERVISORS

March 14, 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 Ms. Paige)

ROLL CALL (All members were present.)

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.

SMALL BUSINESS CLOSE UP

SPECIAL PRESENTATIONS

Recognition of Service to New Kent County

- Karen A. Butler, former Circuit Court Clerk
- James H. Burrell, retired District 3 Supervisor
- Farrar W. Howard, Jr., retired Sheriff

Girl Scout Troop 5318 Presentation to New Kent Fire Rescue -

Troop Leader Kim DiLandro and Troop 5318 Junior Scouts

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

CITIZENS' COMMENT PERIOD (3 minutes/person)

ITEM 1 **Arts Alive Annual Report on Programming and Support** – Tim Dice, Marketing Committee Co-Chair

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 2 **PUBLIC HEARING – Ordinance O-02-16** amending Section 82-116 of the New Kent County Code regarding permanent stabilization of

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sites following land disturbing activities – *Community Development
Director Matthew J. Smolnik*

Action: Mr. Evelyn moved to adopt Ordinance O-02-16 in order to address, protect, and promote public convenience, necessity, general welfare, and good zoning practices in the County and the health, safety, and general welfare of the citizens of the county. Vote was 5:0, motion carried.

ELECTED OFFICIALS' REPORTS

STAFF REPORTS

Action: Mr. Davis moved to authorize the County Administrator to sign the proposed agreement with King William County to place telecommunication antenna equipment on County facilities and that the agreement be amended to include a five-year sunset clause. Vote was 5:0, motion carried.

FY17 Budget Recommendations - *County Administrator Rodney A. Hathaway*

OTHER BUSINESS

APPOINTMENTS

Delegated by District

Action: Mr. Evelyn moved to appoint J. Joseph McLaughlin, III as a District One representative to the Transportation Safety Commission to complete a term ending December 31, 2016.

Mr. Stiers moved to appoint William Mountcastle as District Four's representative to the Agricultural and Forestal District Advisory Committee to complete a term ending December 31, 2018.

Mr. Stiers moved to appoint Sherese Bonner as District Four's representative to the Clean County Committee to complete a term ending December 31, 2017.

Mr. Davis moved to appoint Jerry Benson as District Five's representative to the Clean County Committee to complete a term ending December 31, 2018.

Vote was 5:0, motions carried.

Not Delegated by District

Action: Ms. Paige moved to appoint Lexie Reynolds as an at-large member of the Clean County Committee to complete a term ending December 31, 2017.

Ms. Paige moved to appoint Brandon Bonner as an at-large member of the Clean County Committee to complete a term ending December 31, 2017.

Mr. Evelyn moved to appoint Jeffrey Mitchell as a member of the Board of Building Code Appeals/Board of Fire Prevention Code Appeals to complete a term ending December 31, 2018.

Vote was 5:0, motions carried.

MEETING SCHEDULE: The next regularly scheduled meeting of the Board of Supervisors will be held at 6:00 p.m. on Monday, April 11, 2016, and the next work session at 9:00 a.m. on March 30, 2016, both in the Boardroom of the County Administration Building. The Board will also hold a Retreat on Friday, March 18, 2016 at 9:00 a.m. at the New Kent Forestry Center located at 11301 Pocahontas Trail, Providence Forge, Virginia.

ADJOURNMENT/CONTINUATION

Action: Mr. Evelyn moved to continue the meeting until Friday, March 18, 2016 at 9:00 a.m. at the New Kent Forestry and Conference Center located at 11301 Pocahontas Trail in Providence Forge, Virginia. Vote was 5:0, motion carried.

Meeting was suspended at 8:07 p.m.

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CONSENT AGENDA

- 1. Approval of Minutes**
 - a. February 8, 2016 Business Meeting minutes
 - b. February 24, 2016 Work Session minutes

- 2. Miscellaneous**
 - a. Adopt a proclamation recognizing April 10-16, 2016 as National Crime Victims' Rights Week.
 - b. Authorize the County Administrator to enter into contract agreements with Water Guard Inc., Univar and Suffolk Sales & Service for the supply of water and wastewater chemicals.
 - c. Authorize the County Administrator to enter into a contract agreement with Equipment & Machinery Services for generator maintenance services.
 - d. Authorize the County Administrator to enter into a contract with Fife Mechanical Incorporated for the upgrade of the Heating and Cooling system in the New Kent County Courthouse building.
 - e. Authorize the County Administrator to approve the proposed amendment to the SBA Towers II, LLC Antenna Site Agreement for the communication tower located at 17250 Polish Town Road.
 - f. Approve emergency procurement of services from Pump Engineering Sales & Service for well pump and motor replacement at the Colonial Downs well, \$22,735.00.
 - g. Approve a Proclamation recognizing Noah Daniel Babin, a member of Boy Scout Troop #562, for having achieved the rank of Eagle Scout.

- 3. Refunds**
 - a. Refund due to Gladys Howard – BP# 19429-2014 – not building addition, \$94.88.
 - b. Refund due to Ray Jernigan – BP# 18507-2012 – not building single family dwelling, \$423.94.
 - c. Refund due to Tammie Denise Campbell – erroneous assessment due to Veteran's Exemption, \$3,075.80.

- 4. FY16 Supplemental Appropriations**
 - a. Donations for the Animal Shelter, \$726.14
 - b. Extension Program Sponsorship Revenue for 2016 Ag Conference (\$125.00), Wreath Making Workshop (\$235.00) and Hypertufa Pot Making Workshop (\$150.00).
 - c. Gifts & Donations to New Kent Fire Rescue – TRUIST (\$42.00), Parks and Recreation – Word of Faith Christian Center (\$250.00) and Bonnie and Michael Hunt (\$20.00).
 - d. Co-Sponsorship and Affiliate Agreement Funds: New Kent Juniors Volleyball, \$300.00.
 - e. Funds Received from Vending Machine Sales: Sheriff's Office (\$67.36) and Administration (\$308.13)
 - f. Security Detail: Thomas M. Powell/May Ruth Powell – Evidence Inventory (\$115.79) and New Kent High School – Nov/Dec Sports Security (\$1,663.19).

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- g. Temporary, Part-Time Staff Member to the Victim Witness Program – Additional Grant Funds, \$3,723.84.
- h. National Crime Victims’ Rights Week Grant, \$2,352.00.
- i. FY16 Promoting Safe and Stable Families Program – Additional Funds, \$18,000.00.

\$28,078.45 Total
\$(7,726.45) Total In/Out – General Fund (1)
\$(15,210.00) Total In/Out – Social Services (2)
\$(2,352.00) Total In/Out – Grant Fund (6)
\$(2,790.00) From Fund Balance – Gen Fund (1)

5. FY16 Carryforward Appropriations

- a. LLEBG Equipment Grant, \$1860.00.
- b. Asset Forfeiture Program #1 Equipment Grant, \$237.69.
- c. Asset Forfeiture Program #2 Equipment Grant, \$2,313.86.

\$4,411.55 Total
\$(1,674.00) Total In/Out
\$(186.00) From Gen Fund (1) Fund Bal
\$(2,551.55) From Asset Forfeiture – Sheriff (210)

6. FY16 Interdepartmental Budget Transfers

- a. Fire Department – from Part-time Salaries to Emergency Operations Manager Salaries and Wages, \$14,429.00.
- b. Clerk of the Board – from Part-time Salaries to Salaries and Wages, \$1,750.00.
- c. E-911 System – from Salaries and Wages to Emergency Operations Manager Salaries and Wages, \$14,429.00.
- d. School Board Office – from NKES Renovations – HVAC to MS HVAC Replacement, \$39,541.09.

7. Treasurer’s Report: Cash as of January 2016, \$42,731,974.95

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