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NEW KENT COUNTY BOARD OF SUPERVISORS

October 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.)

CONSENT AGENDA

Action: Mr. Davis moved to approve the Consent Agenda and that it be made a part of the record with the following changes: FY17 Carry Forward Appropriations, Item b. Remaining School Board's FY16 Operating Budget should be noted as \$710,749.27. Vote was 5:0, motion carried.

SMALL BUSINESS CLOSE UP

RESIDENCY ADMINISTRATOR'S REPORT – Virginia Department of Transportation
Maintenance Operations Manager
Bruce Puffenbarger

CITIZENS' COMMENT PERIOD (3 minutes/person)

ITEM 1 **New Kent County Electoral Board Upcoming Election Update** –
New Kent Electoral Board Secretary Kenneth C. Moore, Jr.

ITEM 2 **Domestic Violence Awareness Month (October) – Presentation of Proclamation from the Board** – Quin Rivers Community Action Agency Executive Director Dr. Jack Lanier and Client Services Director Emily DeCarlo

ELECTED OFFICIALS' REPORTS

STAFF REPORTS

Action: Mr. Davis moved to authorize Rodney A. Hathaway, a non-elected official of New Kent County, to cast the County's vote at the 2016 Annual Meeting of the Virginia Association of Counties on November 15, 2016. Vote was 5:0, motion carried.

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Action: Mr. Davis moved to approve the purchase of a 1995 Sutphen Rescue Pumper for the purchase price of \$38,794.00 and to authorize the appropriation of funds from the sale of surplus property for this purchase. Vote was 5:0, motion carried.

OTHER BUSINESS

APPOINTMENTS

Action: Mr. Tiller moved to appoint Cara Sprigg as District Two representative to the Heritage Library Board of Trustees to complete a four-year term ending June 30, 2017. 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 Wednesday, November 16, 2016. Please note this date was approved and published by the Board on January 11, 2016 and is a departure from the usual second Monday of each month schedule. The next work session will be held at 9:00 a.m. on October 26, 2016. Both meetings will be held in the Boardroom of the County Administration Building.

CLOSED SESSION

Action: Mr. Evelyn 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 Fire Station #4, pursuant to Section 2.2-3711A.5 of the Code of Virginia for discussion concerning a prospective business where no previous announcement has been made of the business' or industry's interest in locating in the community and pursuant to Section 2.2-3711A.29 of the Code of Virginia for discussion of the award of a public contract involving the expending of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Board involving Fire Station #5. Vote was 5:0, motion carried

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

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

ADJOURNMENT/CONTINUATION

Action: Mr. Evelyn moved to continue the meeting until Wednesday, October 19, 2016 at 9:00 a.m. in the Boardroom of the New Kent County Administration Building. Vote was 5:0, motion carried.

Meeting was adjourned at 8:05 p.m.

CONSENT AGENDA

- 1. Approval of Minutes**
 - a. August 23, 2016 Work Session minutes
 - b. September 7, 2016 Business Meeting minutes

- 2. Miscellaneous**
 - a. Approval of Emergency Procurement – Heritage Electrical Corp. - \$2,853.07.

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- b. Approval of Contract with DC Direct Services, LLC for switchgear maintenance at the Parham Landing WWTP
- c. Approval of Proclamation recognizing October as Domestic Violence Awareness Month
- d. Adoption of Resolution R-50-16 recognizing Second Liberty Baptist Church on the occasion of its 150th Anniversary

3. FY17 Carry Forward Appropriations

- a. FY16 E911 Center/CPE-GRT ID50 Grant, \$9,027.08
- b. Remaining School Board's FY16 Operating Budget to be used for FY17 School CIP Expenditures, ~~\$709,610.80~~ \$710,749.27

\$718,637.88	\$719,776.35	Total
	\$(9,027.08)	From Fund Balance – VA Wireless E-911 Fund (9)

4. FY17 Supplemental Appropriations

- c. Program Income received for FY17 from CDBG Plum Point Grant Participants, \$551.67.
- d. Donations for the Animal Shelter, \$3,342.91.
- e. Funds received from VML Insurance – Sheriff's Dept. – Veh #298 2014 Dodge Charger – DOL 8/30/16, (\$204.00) & Veh #308 2016 Ford Transit Van DOL 8/9/16, (\$601.00), \$805.00.
- f. Gifts & Donations to New Kent Fire Rescue – TRUiST, \$42.50.
- g. Co-Sponsorship and Affiliate Agreement Funds: New Kent Youth Blast Inc., (\$300.00) & New Kent Youth Association, (\$872.00), \$1,172.00.
- h. Gifts and Donations to the New Kent Airport for the Fall Flight Festival: L. McCarthy Downs III, (\$100.00), The Club at Viniterra, (\$400.00), Francisco, Robinson and Assoc. Inc. – Realtors, (\$400.00), Aero Industries Inc. 03-01 Richmond International Airport, (\$500.00), JAS Aviation Services, (\$300.00), James River Equipment – Toano Store 29 (\$250.00), Delta Airport Consultants, Inc., (\$500.00) and Cash (\$90.00), \$2,540.00.
- i. DOAV – Promotional Funds Received for the 2016 Fall Flight Festival, \$8,000.00.
- j. Vending Machine Sales: Sheriff's Office, (\$67.65) & Administration, (\$273.60).
- k. Funds for Security Detail: Saude Creek Vineyards, LLC 6/7/16 Event, (\$289.49) & New Kent County High School 8/19/16 Football Game (\$290.66), \$580.15
- l. Funds for the FY17 Grand Illumination: Maurice Alfred Gauthier, (\$1,000.00), Tands Inc., (\$500.00), Shore to Shore LaSertoma Club, (\$100.00), Rappahannock Concrete Corp., (\$200.00), Maidstone Group LLC, (\$100.00), Hefty, Wiley & Gore, P.C., (\$100.00), Burks Farm/Burks Barber & Beauty Shop, (\$100.00), Farron D. Cowles, (\$100.00) & Boddie-Noell Enterprises, Inc., (\$1,000.00), \$3,200.00.
- m. Funds for the State Fire Programs Grant, \$53,824.00.
- n. Additional Local Match Requirement for Airport Rehab of Taxiway/Design Project, \$367.00.
- o. Additional Allocation to the Social Services Department for 811 IV-E (AFDC) Foster Care, \$22,600.00.
- p. Funds received for Reimbursement for Travel/Extradition, \$319.09.
- q. Commonwealth's Attorney Federal Asset Forfeiture Transfer and DCJS Funds, \$929.45.

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\$98,615.02	Total
\$(64,178.57)	Total In/Out – General Fund (1)
\$(6,540.00)	Total In/Out – Airport (97)
\$(22,600.00)	Total In/Out – Social Services (2)
\$(929.45)	From Fund Balance – Asset Forfeiture C/W (220)
\$(4,367.00)	From Fund Balance – Airport Fund (97)

5. FY17 Interdepartmental Budget Transfers

- a. County Administrator – From Reserved for Contingency, \$18,497.61 to Part-Time Salary (\$14,149.60), FICA/MEDICARE (\$1,082.44), Worker’s Compensation (\$15.57), Furniture – Desk Purchase (\$750.00) and Desktop Computer Purchase (\$2,500.00), \$18,497.61 (Commissioner of Revenue’s office)
 - b. County Administrator – From Reserved for Contingency, \$3,281.00 to Furniture & Fixtures, \$3,281.00. (Judge Merritt’s office)
 - c. Public Utilities – From Professional Development, \$625.00 to Wetlands Board Advertising, \$625.00.
 - d. Registrar – From Programming Costs, \$2,277.90 to Election Equipment (Electronic Poll Books), (\$2,130.00) and Office Supplies (Thumb Drives for EPBs), (\$147.90), \$2,277.90.
 - e. School Board – From Appropriation of funds from prior years, \$525,172.00 to New Kent Elementary Roof Restoration, (\$504,834.00), New Kent Elementary Front Office, (\$10,000) and Security Equipment, (\$10,338.00), \$525,172.00
From Appropriation of funds from prior years, \$65,500.00 to Furniture, (\$25,000.00), Software On-line Content, (\$30,000.00) and Athletic Supplies, (\$10,500.00), \$65,500.00
- 6. Treasurer’s Report:** Cash as of August 2016, \$30,025,056.27

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