

**BOARD OF SUPERVISORS  
COUNTY OF NEW KENT  
VIRGINIA**

**R-16-21**

At the regular meeting of the Board of Supervisors of the County of New Kent, in the Boardroom of the Administration Building in New Kent, Virginia, on the 28th day of July, 2021:

Present:	Vote:
C. Thomas Tiller, Jr.	Aye
Patricia A. Paige	Aye
Ronald P. Stiers	Aye
John N. Lockwood	Aye
Thomas W. Evelyn	Aye

---

Motion was made by Ms. Paige, which carried 5:0, to adopt the following resolution:

**A RESOLUTION CHARTERING THE NEW KENT COUNTY  
BOARD OF ROAD VIEWERS**

**WHEREAS**, the Board of Supervisors of New Kent County, Virginia (“the County”) has a need to establish an advisory board for various transportation planning matters;

**WHEREAS**, the Board of Supervisors desires citizens of the County to be aware of an involved in the development of transportation plans, development proposals, and other transportation matters within the County; and

**NOW THEREFORE**, the Board of Supervisors of New Kent County, hereby charters the New Kent County Board of Road Viewers.

*Charter*

The Committee shall be known as the “New Kent County Board of Road Viewers”.

Purpose. The purpose of the Board of Road Viewers is to provide review and recommendations concerning the development of County transportation policies, preparation of annual update to the Secondary 6-year Plan, and preparation of an annual work program for Central Virginia Transportation Authority (CVTA) local projects.

Public Body. The Committee is a public body for the purposes of the Virginia Freedom of Information Act.

Duration. The Committee shall serve at the pleasure of the Board of Supervisors.

Membership. Each District Supervisor shall appoint a resident from their district to the board. In addition, the Board of Supervisors shall appoint two (2) at-large members.

Each district member and each at-large member shall serve four years in staggered terms. Vacancies shall be filled by the Board of Supervisors for the unexpired term only. Members shall serve without compensation, but may be reimbursed for expenses necessarily incurred in the performance of board business. In order to stagger the terms of board members, the initial appointees shall have the following terms:

<i>Member</i>	<i>Term</i>
District 1, At-Large	4 years
District 2, District 5	3 years
District 3, District 4	2 years
At-Large	1 year

The membership will also include five non-voting individuals representing Fire-Rescue, the Sheriff's Office, Economic Development, Planning and School Transportation.

Duties of the Committee. The Board is responsible for providing annual recommendations to the Board of Supervisors on the update of the Secondary Roads 6-year Plan, and the CVTA Annual Work Program. The Board may also be tasked with providing input and recommendations on various transportation policies, regulations, and plans.

Officers. The Committee shall have three (3) officers: Chairman, Vice-Chairman, and Secretary. The Chairman and Vice Chairman shall be members. The Secretary need not be a member. Officers will be nominated by the Committee at the first meeting of each calendar year, and each officer shall serve a term not to exceed one (1) calendar year.

Duties and Powers of Officers. The Chairman shall preside at all meetings, make committee appointments, and shall carry out other duties as may be assigned by the Committee. The Vice-Chairman shall perform any of these duties in the Chairman's absence or incapacitation. The Secretary shall keep all records for the Committee.

Meetings. Regular meetings of the Committee shall be held as needed at a time and place determined by the Committee.

Quorum. A majority of the members of the Committee shall constitute a quorum.

Voting. A decision on new business shall be made by a majority of all members. All other decisions shall be made by a majority of members present and voting. All votes shall be made by voice vote with the Chairman casting the last vote.

Procedure. Except as otherwise specified, proceedings of the Committee shall be governed by the most recent Robert's Rules of Order. An appeal from a ruling of the Chairman

may be taken by any member and shall be determined by a majority of those members present. The Chairman shall be permitted to make motions and vote on all questions. Meetings of the Committee shall proceed in the following order: Call to order, Roll Call, Approval of Minutes, Unfinished Business, New Business, Adjournment.

Subcommittees and Working Groups. The Chairman shall appoint a chairman of all subcommittees established by the Committee within thirty (30) days of that subcommittee's creation. The Chairman of each committee shall then appoint the members of that committee. Before becoming members, the committee chairman's appointees will need a majority vote of the Committee.

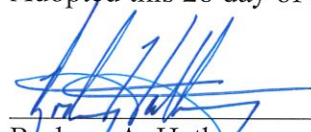
Fiscal year. The Fiscal year of the Committee shall be from July 1 through June 30.

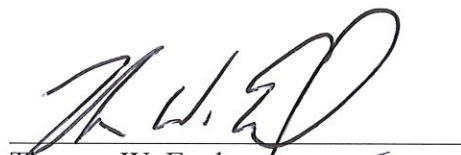
Required Reports. The Committee shall present an annual report of the Committee's activities to the Board of Supervisors during a regular work session.

Amendments. Any amendments to the Charter shall be submitted to the Board of Supervisors for approval.

Effective Date. This Charter is effective upon passage.

Adopted this 28 day of July, 2021.

  
\_\_\_\_\_  
Rodney A. Hathaway  
County Administrator

  
\_\_\_\_\_  
Thomas W. Evelyn  
Chairman