

AGENDA

Board of Supervisors
County of Prince George, Virginia
Regular Meeting: February 9, 2016
County Administration Bldg. Boardroom, Third Floor
6602 Courts Drive, Prince George, Virginia

Regular Meeting

**Closed Session
6:00 p.m.**

**Business Meeting
7:00 p.m.**

***Public Hearings Will Be Heard at 7:30 p.m.**

CALL TO ORDER

Roll Call

CLOSED SESSION

E-1. Resolution; Closed Session Motion with Topics and Code Section References to be Provided at Board Meeting.

E-2. Resolution; "Certification of Closed Session" Certifying that Only those Items Contained in the Closed Session Motion were Discussed.

WORK SESSION

INVOCATION

PLEDGE OF ALLEGIANCE TO U.S. FLAG

PUBLIC COMMENTS

At this time, members of the audience may address the Board on any item on tonight's agenda which is not scheduled for a Public Hearing or any non-agenda item related to County operations. The Board does not generally respond to questions or statements made during public comment. Speakers will not be allowed to engage in personal attacks, use of profanity, campaign for office, or promote a business.

ADOPTION OF AGENDA

ORDER OF CONSENSUS

Items listed under this category are considered routine and are acted upon by the Board with a single vote. The Consent Agenda provides a method for the expeditious handling of items that do not require discussion. If a Board Member desires they may extract an item and it is added to the regular agenda.

C-1. Draft Minutes – January 26, 2016 Regular Meeting and January 28, 2016 Retreat.

C-2. Resolution; Position Control Chart.

PRESENTATIONS

SUPERVISORS' COMMENTS

COUNTY ADMINISTRATOR'S COMMENTS

REPORTS

Virginia Department of Transportation – Phillip Frazier

TABLED ITEMS

ORDER OF BUSINESS

- A-1. Design Standard Guidelines.
- A-2. Middle Road Lease Agreement.
- A-3. Draft Minutes – January 7, 2016 Budget Work Session.
- A-4. Discussion of Department Head Annual Reports.

PUBLIC HEARINGS

ADJOURNMENT

Board meeting format: Closed Meeting at 6:00 p.m., followed by a Business Meeting at 7:00 p.m. with Public Hearings being heard at 7:30 p.m. **Visit Prince George County website for information www.princegeorgecountyva.gov.**

AMENDMENT(S)

Addition(s)

None.

Deletion(s)

None.

Changes

None.

MINUTES
Board of Supervisors
County of Prince George, Virginia

February 9, 2016
5:00 p.m.

County Administration Bldg. Boardroom, Third Floor
6602 Courts Drive, Prince George, Virginia

MEETING CONVENED. A regular meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 6:00 p.m. on Tuesday, February 9, 2016 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by William A. Robertson, Jr., Chairman.

ATTENDANCE. The following members responded to Roll Call:
William A. Robertson, Jr., Chairman Present
Jerry J. Skalsky, Vice-Chairman Present
Alan R. Carmichael Present
Donald R. Hunter Present
T. J. Webb Present

Also present was: Percy C. Ashcraft, County Administrator; Jeff Stoke, Deputy County Administrator; and Steve Micas, County Attorney.

CLOSED SESSION

E-1. Resolution; Closed Session for Discussion of the Resignation of a Specific Employee and the Appointment of a Specific Employee Pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as Amended. Mr. Carmichael made a motion, seconded by Mr. Hunter, that the Board convene a closed session for discussion of the resignation of a specific employee and the appointment of a specific employee pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended.

R-16-024

E-1.

RESOLUTION; CLOSED SESSION FOR DISCUSSION OF THE
RESIGNATION OF A SPECIFIC EMPLOYEE AND THE APPOINTMENT OF
A SPECIFIC EMPLOYEE PURSUANT TO § 2.2-3711, (A)(1), CODE OF
VIRGINIA, 1950, AS AMENDED

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of February, 2016, does hereby vote to enter closed session for discussion of the resignation of a specific employee and the appointment of a specific employee pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended.

On roll call the vote was:

In favor: (4) Robertson, Skalsky, Hunter, Webb

Opposed: (0)

Absent: (1) Carmichael

E-2. Resolution; Certification of Closed Session. At 7:03 p.m., Mr. Webb made a motion, seconded by Mr. Skalsky, that the Board adjourn the closed session and enter open session, certifying that to the best of each Board Members' knowledge (1) only public business lawfully exempted from open meeting requirements were discussed and (2) only matters identified in the convening motion were discussed. Chairman Robertson asked if any Board member knew of any matter discussed during the closed session that was not announced in its convening

legislation. Hearing no comment from the Board, the Chairman asked that the roll be called on the motion.

Mr. Carmichael arrived at 6:57 p.m.

R-16-024A

E-2

RESOLUTION; CERTIFICATION OF CONTENTS OF CLOSED SESSION PURSUANT TO SEC. 2.2-3711, ET SEQ., CODE OF VIRGINIA (1950, AS AMENDED).

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of February, 2016 does hereby certify that, to the best of each Board Member's knowledge, (1) only public business lawfully exempted from open meeting requirements were discussed, and (2) only matters identified in the convening motion were discussed.

On roll call the vote was:

In favor: (4) Skalsky, Webb, Robertson, Hunter

Opposed: (0)

Abstained: (1) Carmichael

Invocation. Mr. Skalsky gave an invocation.

Pledge of Allegiance to U.S. Flag. Mr. Carmichael led the Pledge of Allegiance to the United States Flag.

PUBLIC COMMENTS. Chairman Robertson announced that anyone wishing to come before the Board may do so at this time. He noted that this was the time for unscheduled general public comments. He opened the public comments at 7:06 p.m. There was no one to speak and the public comments period was closed.

APPROVAL OF AGENDA. Mr. Carmichael made a motion, seconded by Mr. Hunter, to adopt the agenda as amended. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Skalsky, Webb, Hunter

Opposed: (0)

ORDER OF CONSENSUS: Mr. Skalsky made a motion, seconded by Mr. Webb, that the consensus agenda be approved as amended. Roll was called on the motion.

C-1. Draft Minutes – January 26, 2016 Regular Meeting and January 28, 2016 Retreat were approved as presented.

R-15-025

C-2.

RESOLUTION; FY15-16 POSITION CHART

NOW, THEREFORE, BE IT RESOLVED that this Board of Supervisors of the County of Prince George this 9th day of February, 2016 hereby approves the FY15-16 Position Chart and that no changes be made to the chart without Board approval regardless of what other County polices may state.

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Webb, Skalsky, Hunter

Opposed: (0)

PRESENTATIONS

SUPERVISORS' COMMENTS

Mr. Skalsky stated that the Black History celebration on Fort Lee was very successful. He reminded everyone of Central Virginia Health Services clinic and encouraged everyone to take advantage of that. He also reminded everyone of the upcoming Toddler's Fair on April 9 from 9-11 a.m.

Mr. Carmichael stated that his thoughts and prayers go out to the King family for the loss of Ms. Maggie King.

Mr. Hunter echoed Mr. Carmichael's comments regarding the King family.

Chairman Robertson stated Burrowsville are very pleased with the renovations to their fire station.

COUNTY ADMINISTRATOR COMMENTS

Mr. Ashcraft stated that VACo Legislative Day will be on February 11. The County office will be closed on President's Day, February 15. There will be PG Schools Parent/Community Focus Group Meetings on February 15 at 5:30 p.m. at Prince George High School, February 16 at 6:00 p.m. at Moore Middle School, and February 25 at 6:00 p.m. at North Elementary School. There will be a Church Safety Forum on February 20 from 9 to 11 a.m. at Sacred Heart Church. The new Carson Volunteer Fire Station is about 92 percent complete; dedication is May 15. Sidewalk construction & lighting continues at Exit 45. The Dollar General store at Exit 41 is in the final stages before receiving Certificate of Occupancy. Prince George County unemployment stayed the same for December at 4.8 percent. Alex Bresko was elected Chairman & Clarence Joyner Vice Chairman at the January 29 Planning Commission meeting. Registration for Prince George Summer 4-H Camp began February 1. County employees participating in Polar Plunge last weekend at Virginia Beach raised over \$11,000 for Special Olympics. Lastly, Mr. Ashcraft announced the retirement of General Services Director, Bill Hamby effective April 1.

REPORTS

Virginia Department of Transportation – Mr. Philip Frazer of the Virginia Department of Transportation stated they are currently in a clean-up process. They are planning to start a pothole blitz in the next couple of weeks. They have performed debris cleanup and repaired signs from various primary and secondary roads. They are restocking salt and sand for any potential storms. A request to reduce the speed limit on the Benjamin Harrison Bridge on Route 156 has been made, and has been sent to Traffic Engineering for review. The Petersburg residency recently reviewed a request to restrict truck traffic on Route 629. It was determined that a restriction would not be warranted. This road is an integral connector between Routes 460 and 295. Additionally, the road geometry is appropriate for truck traffic. Mr. Carmichael stated that getting on the road is the hazard coming off of the interstate. Ms. Crystal Smith stated that a no through truck restriction is a County process. At this time, she would not like the Board to make any decisions at this time allowing her time to investigate the access from the interstate. Chairman Robertson stated that there was a study done a long time ago to redo that intersection at \$35 to \$50 million. There has also been a request to reduce the speed on Templeton Road. That review started yesterday. They have received a study back on Ruffin Road and Route 156 and it does not warrant any safety improvements. The construction project for the Temple Avenue roundabout will start early this year and end last 2017. Mr. Frazer clarified for the Board that there were no improvements made to the bridge on Heritage Road as time was of the essence to get the repairs done and the bridge back open again. They will be leveling out the low shoulders on Route 10. Ms. Smith also made the Board aware that the Route 156 and Pole Run Road project for turn lanes will run about \$1.5 million. This is a Secondary Six-Year Plan project which means it is all County-funded. The VDOT analysis does not support turn lanes at this time for an improvement.

ORDER OF BUSINESS

A-1. Design Standard Guidelines. Mr. Douglas Miles, Zoning Administrator, went over the highlights of the Prince George County Design Standards Manual that will be utilized by developers and site plan consultants such as civil engineers, landscape architects and land surveyors. The Board of Supervisors had previously adopted on October 28, 2014, new development requirements for administrative site plan review of proposed developments. Mr. Miles stated that the required buffers, screening, landscaping, lighting and parking requirements were reviewed to lessen the potential, long term stormwater management development costs for larger sites like Lowe’s and tax exempt properties such as churches and assembly halls with large paved parking lots. The new stormwater requirements helped the County to reevaluate its design standards. These new design standards are very similar to the site plan requirements that govern the new industrial park buildings like Rolls-Royce and CCAM and the other new medical office building uses found along Puddledock Road within the emerging growth area of Prince George County. Mr. Miles stated that Staff believes that better site design work will be submitted for their review using these standards.

A-2. Middle Road Lease Agreement. Mr. Steve Micas, County Attorney, stated that in 1997, the County acquired 75.01 acres on Middle Road (TM 12-(7)-A) for a possible school site. In 1998, the County leased what was thought to be 21.69 acres of cleared land within the 75.01 acres to Spencer B. West for \$500 a year. The leased property has been used for pasture land and also contains a County water tank and communications tower. Even though the lease technically expired a number of years ago, Mr. West has continued to pay the annual rent and uses the property for pasture land. If the Board wants to continue leasing the property, the Assessor has indicated that agricultural acreage with this type of soil has an annual lease value of \$50/acre or \$1,000.00 per year for the portion of the Middle Road parcel used by Mr. West which is closer to 20.00 acres. Staff recommends a five-year lease. Mr. Micas also stated that Mr. West thought \$50 an acre was too expensive. Chairman Robertson asked Mr. West what he thought a fair price would be. He stated that the assessed value for crop land is at \$48 and the value for pasture land is \$25 from Virginia State University. In order to lease real estate owned by the County, the Board must hold a public hearing pursuant to § 15.2-1800 Code of Virginia, 1950, as amended. Mr. Carmichael made a motion, seconded by Mr. Skalsky to authorize a public hearing. Roll was called on the motion.

R-16-026

A-2.

**AUTHORIZATION TO SCHEDULE A PUBLIC HEARING
TO CONSIDER LEASING COUNTY-OWNED PROPERTY
CONTAINING APPROXIMATELY 20.00 ACRES ON MIDDLE
ROAD FOR AGRICULTURAL USE**

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 26th day of January, 2016, does hereby authorize the advertisement of a public hearing to consider leasing county-owned property containing approximately 20.00 acres on middle road for agricultural use.

On roll call the vote was:

In favor: (5) Webb, Skalsky, Robertson, Hunter, Carmichael

Opposed: (0)

A-3. Draft Minutes – January 7, 2016 Budget Work Session. Mr. Webb made a motion, seconded by Mr. Skalsky to approve the minutes as presented. Roll was called on the motion.

On roll call the vote was:

In favor: (4) Webb, Skalsky, Robertson, Hunter

Opposed: (0)

Abstained: (1) Carmichael

A-4. Discussion of Department Head Annual Reports. Percy C. Ashcraft, County Administrator, presented the 2015 Department Head Annual Reports. The Board was very complimentary to how well presented and informative these reports are.

ADJOURNMENT. Mr. Hunter moved, seconded by Mr. Webb, that the meeting be adjourned. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Webb, Skalsky, Robertson, Carmichael, Hunter

Opposed: (0)

The meeting adjourned at 8:17 p.m.

[Draft Minutes prepared February 17, 2016 for consideration on February 23, 2016; adopted by unanimous vote.]

William A. Robertson, Jr.
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator