

AGENDA
Board of Supervisors
County of Prince George, Virginia
Regular Meeting: July 12, 2016
County Administration Bldg. Boardroom, Third Floor
6602 Courts Drive, Prince George, Virginia

Regular Meeting

Closed Session

5:00 p.m.

Work 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

Discussion of Recreation Capital Projects

Discussion of Life Safety Evacuation Plans for County Buildings

Discussion of County Contribution to the Employee Health Insurance Fund

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 – June 14, 2016 Regular Meeting.

C-2. Resolution; Commendation; Fleta Quickley; Service to Prince George County.

C-3. Resolution in Support of Early Childhood "Stairways to Success".

C-4. Resolution; Appropriation; (\$443,996 Machinery and Tools Tax Rebate).

C-5. Consideration of Supporting the Census Bureau's Proposed Rule to Count Prisoners in Federal and Regional Correction Facilities as Prince George Residents in the 2020 Census.

[ADDED] C-6. **Authorize County Staff to Prepare Resolution of Commendation for Colonel Paul K. Brooks.**

[ADDED] C-7. Resolution; Public Designation of \$3,000 to the City of Hopewell for Imperium Movie Premier.

[ADDED] C-8. A Resolution of the Board Of Supervisors of the County of Prince George, Virginia, Endorsing S. 718 and H.R. 1621, The Petersburg National Battlefield Boundary Modification Acts.

PRESENTATIONS

~~S-1. Resolution; Commendation; Fleta Quickley; Service to Prince George County.~~

SUPERVISORS' COMMENTS

COUNTY ADMINISTRATOR'S COMMENTS

REPORTS

Virginia Department of Transportation – Crystal Smith [9]

FOLAR – Johnny Partin

Baxter Road Sewer Rehabilitation Project – Chip England

Early Childhood Programming "Stairways to Success" – Shel Douglas

Guns N Hoses – Chief Early and Brad Owens

[Added] Update on 2016 General Assembly Session – Steve Micas

TABLED ITEMS

T-1. Ordinance to Amend the Grievance Section of the Combined Fire and EMS Ordinance.

T-2. Resolution; Authority to Execute a Water Agreement Between Sun Pool, LLC and the County of Prince George.

ORDER OF BUSINESS

A-1. Discussion and Possible Action for RFP of Recycling Services.

A-2. Discussion and Possible Action to Hire a Radio Consultant.

A-3. Discussion of Administration Six-Month Work Plan.

A-4. Consideration of Appointments – Board, Commissions, Committees, Authorities:
Resolution of Appointment(s):

A. Resolution; One Appointment (Four-Year Term) – Social Services Advisory Board.

PUBLIC HEARINGS

P-1. Public Hearing; Ordinance to Amend The Code of The County of Prince George, Virginia, 2015, as Amended, by Amending Sections 82-110, 82-261, 82-262, 82-429, 82-536 and 82-537 to Repeal the Johnson Road/Flank Road, River Road, and Jefferson Park/Middle Road Water Service Districts and the Brickhouse Landing Wastewater Service District and to Clarify Responsibility for Certain Connections.

P-2. Public Hearing; SPECIAL EXCEPTION SE-16-01 Request of Sun Pool 1, LLC in the R-A, Residential - Agricultural District for the expansion of Pine Ridge Mobile Home Park with connection to County water and sewer on 156. The site is located at 400 Swift Street and is known as Tax Map 240(0A)00-099-0.

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)

Item A-5 was added as a resolution to reduce employer contribution to health insurance plan and related budget transfer.

Deletion(s)

None.

Changes

None.

MINUTES
Board of Supervisors
County of Prince George, Virginia

July 12, 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 5:00 p.m. on Tuesday, July 12, 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 : (1) discussion of the termination of a specific County employee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (2) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; and (3) briefings by staff members on matters relating to utility contracts with Petersburg and negotiating strategies to revise such agreements pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended, and 1992 Va. OAG-1. Mr. Carmichael made a motion, seconded by Mr. Webb that the Board convene closed session for : (1) discussion of the termination of a specific County employee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (2) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; and (3) briefings by staff members on matters relating to utility contracts with Petersburg and negotiating strategies to revise such agreements pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended, and 1992 Va. OAG-1.

R-16-059

E-1.

RESOLUTION; CLOSED SESSION FOR: (1) DISCUSSION OF THE TERMINATION OF A SPECIFIC COUNTY EMPLOYEE PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; (2) DISCUSSION OF PROSPECTIVE CANDIDATES FOR BOARD APPOINTMENTS TO VARIOUS COMMITTEES PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; AND (3) BRIEFINGS BY STAFF MEMBERS ON MATTERS RELATING TO UTILITY CONTRACTS WITH PETERSBURG AND NEGOTIATING STRATEGIES TO REVISE SUCH AGREEMENTS PURSUANT TO § 2.2-3711 (A)(7), CODE OF VIRGINIA, 1950, AS AMENDED, AND 1992 VA. OAG-1

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of July, 2016, does hereby vote to enter closed session for : (1) discussion of the termination of a specific County employee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (2) discussion of prospective candidates for Board appointments to various

committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; and (3) briefings by staff members on matters relating to utility contracts with Petersburg and negotiating strategies to revise such agreements pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended, and 1992 Va. OAG-1.

On roll call the vote was:

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

Opposed: (0)

E-2. Resolution; Certification of Closed Session. At 6:00 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.

R-16-059A

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 12th day of July, 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: (5) Skalsky, Webb, Robertson, Hunter, Carmichael

Opposed: (0)

WORK SESSION

Mr. Percy Ashcraft, County Administrator, gave an overview of the Recreation Capital Projects and the process that moved the County to this point. If the Board would like to move forward, a spring bond issuance is possible. Mr. Keith Rotzoll, Director of Parks and Recreation, reviewed the specific projects to be addressed. Chairman Robertson suggested adding a basketball court at Burrowsville Community Center for next year. The Board agreed by consensus (3-2) to approve the project at \$479,369 and for all Recreation Capital Projects to move forward with any bids coming before the Board first.

Mr. Jeff Brown, Building Official, and Mr. Brad Owens, Director of Fire and EMS, gave an overview of Life Safety Evacuation plans for County buildings.

Ms. Betsy Drewry, Finance Director, gave an overview of the Employee Health Insurance Fund.

Invocation. Mr. Skalsky gave an invocation.

Pledge of Allegiance to U.S. Flag. Mr. Hunter 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 7:01 p.m. There was no one to speak and the public comments period was closed.

APPROVAL OF AGENDA. Item A-5 was added as a resolution to reduce employer contribution to health insurance plan and related budget transfer. Mr. Hunter made a motion, seconded by Mr. Webb, 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. Carmichael made a motion, seconded by Mr. Skalsky, that the consensus agenda be approved as presented. Roll was called on the motion.

C-1. Draft Minutes – June 14, 2016 Regular Meeting was approved as presented.

R-16-060

C-2.

WHEREAS, on August 1, 2003, Fleta L. Quickley began her employment with the County of Prince George as Deputy Treasurer in the Treasurer’s Office and continued employment until she retired on July 1, 2016; and

WHEREAS, Mrs. Quickley had been employed by Petersburg Treasurer’s Office from December 1, 1986 until July 31, 2003 when she resigned to begin employment with the County of Prince George; and

WHEREAS, Mrs. Quickley has a total combined service in Virginia Retirement System of twenty nine years.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors and the County of Prince George this 12th day of July, 2016, does hereby commend Fleta L. Quickley for a total of 12 years and 11 months of dedicated service to the County; and

BE IT FURTHER RESOLVED That the Board wishes to express their sincere gratitude for her commitment to the County and its citizens and extends to Fleta L. Quickley much happiness as she enters the next phase of her life.

R-16-060A

C-3.

**RESOLUTION IN SUPPORT OF EARLY CHILDHOOD EDUCATION
“STAIRWAYS TO SUCCESS”**

WHEREAS, children’s experience in their earliest years have a large effect on their entire lives; and

WHEREAS, early childhood education can particularly help children who are born with risk factors, whether economic, psychological, or physical; and

WHEREAS, children who have access to high quality early childhood education programs are better prepared for kindergarten and for success in school; and

WHEREAS, school readiness has economic and social benefits not only for the children who attend these programs but for all Virginians; and

WHEREAS, children who are kindergarten ready are more likely to make the most of their educational experience; and

WHEREAS, a successful kindergarten experience is the start to a successful completion of high school and preparation for a successful career.

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Supervisors of Prince George recognizes the importance of early childhood education to children’s future success in school and in life; and

THEREFORE, BE IT FURTHER RESOLVED, that the County Board of Prince George commends the teachers, volunteers, parents, community leaders and students involved in early childhood education for their contributions.

R-16-060B

C-4.

RESOLUTION; APPROPRIATION (\$443,996 MACHINERY AND TOOLS TAX REBATE)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of July, 2016, does hereby authorize the following increase of funds within the 2015-2016 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0215-08-301-2151-45660	Economic Dev. Machinery & Tools Tax Rebate	\$443,996
<u>Revenue:</u>		
0100-10-501-8103-311401	General Fund: Machinery & Tools Tax	\$443,996

C-5. Consideration of Supporting the Census Bureau’s Proposed Rule to Count Prisoners in Federal and Regional Correction Facilities as Prince George Residents in the 2020 Census. The Board agreed by consensus to support the Census Bureau’s proposed rule to count prisoners in federal and regional correction facilities as Prince George County residents in the 2020 Census.

R-16-060C

C-6.

RESOLUTION; COMMENDATION; COLONEL PAUL K. BROOKS; SERVICE TO PRINCE GEORGE COUNTY

WHEREAS, Colonel Paul K. Brooks graduated from the United States Military Academy with a Bachelor of Science degree in 1991 and was commissioned as a 2nd Lieutenant in the Armor Corps. He also holds a master degree in military studies from Marine Corps University and most recently a master degree in national security studies from the Dwight D. Eisenhower School for National Security and Resource Strategy at National Defense University, which he earned in June 2013; and

WHEREAS, Colonel Brooks served in countless staff and leadership positions throughout his distinguished military career, including tank platoon leader, 2nd Tank Battalion

officer, a missile maintenance officer, heavy maintenance officer, battalion S-1, 1st Cavalry Division officer, commander, 39th Ordnance Company, 1st Corps Support Command; operations officer, 528th Special Operations Support Battalion; and in various command, operational, resourcing and staff positions in the U.S. Army Special Operations Command; and as the deputy commanding officer, 82nd Sustainment Brigade; and

WHEREAS, Colonel Brooks also served multiple tours in Iraq and Afghanistan as a member of a Joint Special Operations Task Force in various staff, operational and command billets in support of Operation Iraqi Freedom and Operation Enduring Freedom; and

WHEREAS, Since Colonel Paul K. Brooks assumed command of U.S. Army Garrison, Fort Lee, Va., in August 2013, he has always been a friendly face for Prince George County Officials throughout his service in Fort Lee; and

WHEREAS, Colonel Paul K. Brooks strived to create an excellent camaraderie between Prince George County and Fort Lee; and

WHEREAS, Prince George County will always be grateful to Colonel Paul K. Brooks for his professionalism, integrity, patriotism, his devotion to duty, and above all, his friendship;

NOW, THEREFORE, BE IT RESOLVED, this 12th day of July 2016 that the Prince George County Board of Supervisors and the Prince George County School Board commend and commemorate Colonel Paul K. Brooks for the first class services he has provided to the citizens of Prince George County and the United States of America; and

BE IT FURTHER RESOLVED, that the Board wishes Colonel Paul K. Brooks much happiness and success.

R-16-060D

C-7.

RESOLUTION; PUBLIC DESIGNATION OF \$3,000 TO THE CITY OF HOPEWELL FOR IMPERIUM MOVIE PREMIER

WHEREAS, the City of Hopewell will host the Lions Gate Entertainment Inc. red carpet premier of the movie “Imperium” starring Daniel Radcliffe during the week of August 15th at the Beacon Theater; and

WHEREAS, several Prince George County set locations were utilized for the film including the Logistics Management Resources (LMR) building and Old Town Farm; and

WHEREAS, Prince George County is supportive of the positive financial impacts to our community during film production and after the movie is released.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of July, 2016, does hereby authorize the following public designation of funds to the City of Hopewell, VA within the 2016-2017 Budget:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
0213-08-301-2131-49199 Tourism Contingencies	\$3,000

R-16-060E

C-8.

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE GEORGE, VIRGINIA, ENDORSING S. 718 AND H.R. 1621, THE PETERSBURG NATIONAL BATTLEFIELD BOUNDARY MODIFICATION ACTS

WHEREAS, Senators Tim Kaine and Mark Warner have introduced S. 718, the Petersburg National Battlefield Boundary Modification Act, into the Senate; and

WHEREAS, Representative Randy Forbes has introduced H.R. 1621, the Petersburg National Battlefield Boundary Modification Act, into the House of Representatives; and

WHEREAS, both bills would modify the boundary of Petersburg National Battlefield to include 7,238 acres of core battlefield lands significant to the Siege and Defense of Petersburg, all land purchased from willing sellers; and

WHEREAS, the Siege and Defense of Petersburg was one of the most important battles of the Civil War and a significant event in the history of Prince George County; and

WHEREAS, Petersburg National Battlefield is a valuable asset to the Tri-Cities – bringing more than 175,000 visitors and \$8 million to the local economy in 2010 – and the County of Prince George has a vested interest in the improvement, expansion, and proper management and maintenance of the Park; and

WHEREAS, the Chairman of the Prince George County Board of Supervisors, on March 13, 2012, sent a letter to the National Park Service endorsing the proposed addition of the same 7,238 acres to the Petersburg National Battlefield as set forth in Alternative D of the Petersburg National Battlefield Management Plan; and

WHEREAS, the Board of Supervisors of the County of Prince George is desirous of encouraging the passage of S. 718 and H.R. 1621, the Petersburg National Battlefield Boundary Modification Acts.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince George, that the Board encourages the passage of S. 718 and H.R. 1621, and directs the Clerk of Council to send attested copies of this resolution to the Secretary of the Interior, to Senators Tim Kaine and Mark Warner, to Congressman J. Randy Forbes, and to Lewis Rogers, Superintendent, Petersburg National Battlefield.

On roll call the vote was:

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

Opposed: (0)

SUPERVISORS' COMMENTS

Mr. Carmichael stated that in light of everything going on in this Country, it is gratifying that the police department and volunteers in Prince George County have done an outstanding job protecting and helping the citizens of Prince George County.

Mr. Webb echoed Mr. Carmichael's comments.

Mr. Hunter also agreed with Mr. Carmichael. Mr Hunter stated that it was a pleasure to speak at one of the community groups in his district.

Mr. Skalsky stated that Jackie Bradley, Jr. from Prince George High School will be playing on the All-Star team this evening.

Chairman Robertson announced that National Night Out is August 2. He also congratulated Mr. Ashcraft and his softball team on moving on to the State Tournament.

COUNTY ADMINISTRATOR COMMENTS

Mr. Ashcraft stated that a bat and baseball display has been placed in the lobby of the Boardroom in honor of Jackie Bradley, Jr. who is starting for the American League in tonight's All-Star Game. The Prince George Farmers Market will continue on July 16, 23, and 30 from 8 a.m. to 12:00 Noon at Scott Park. There will be a public meeting on the proposed Love's Travel Stop on July 19 from 6 to 8 p.m. at the Disputanta Community Center. The Burrowsville Volunteer Fire Department Open House will be on July 24 at 3 p.m. at the BVFD Fire Station. Prince George County has three youth teams who will be participating in Dixie State Tournaments later this month: AAA (9-10) Baseball All-Stars; Majors (11-12) Baseball All-

Stars; and Belles (13-15) Softball All-Stars. Prince George County has been notified by the Government Finance Officers Association (GFOA) that it has received a Certificate of Achievement for Excellence in Financial Reporting. Another successful 4-H Camp was completed July 4-8 at the Air Center in Wakefield. Commonwealth Transportation Board approved \$3.1 million project for road improvements in and around Prince George Barbeque & Pilot on Route 460/Bull Hill Road. The Police are trying to resolve rash of break-ins throughout County neighborhoods. Contract negotiations are in final stages for infrastructure improvements at Exit 45; new banners have been raised on the light poles. GroupWorkCamps identify over 40 projects to assist Prince George residents this summer.

REPORTS

Virginia Department of Transportation – Ms. Crystal Smith of VDOT gave a brief update on the road maintenance in Prince George County. She stated that secondary mowing has completed and they are starting another round on the primaries with trash pickup this week. She gave work request updates including work at Fire Station 6 and Substation 3, tree trimming on Hines Road, repairs at South Crater Road and Ethridge, repairs on Willow Hill, repairs on Nobles, reestablishment of the ditches at Manning Park, the ditches on West Quaker Road, the manhole riser installation on Cottonwood, pipe replacement at Cedar Creek, and brush work and tree trimming at Middle and Jefferson Park. Most of these work requests have been completed. The Route 460 project is scheduled for advertisement late August, early September with construction to begin in the spring. The notice to proceed for right-of-way acquisition was issued on July 1 for the Route 106 and Route 616 project. She has supplied a copy of the study for Courthouse and Bull Hill Road.

FOLAR – Mr. Johnny Partin, FOLAR Board Member, gave a brief presentation on the work that FOLAR is doing. Mr. Partin stated that the mission of the Friends of the Lower Appomattox River is to enhance, preserve, and encourage the wise use of the Lower Appomattox River. In 2015, they hosted River Clean Ups and the Inaugural “RiverFest.” They also engaged 240 plus students in outdoor-environmental education. Also in 2015, FOLAR received the Cleveland A. Wright Award for Outstanding Community Service from the Cameron Foundation. In 2016, there have been more River Clean Ups where nearly 10,000 pounds of trash has been removed. They have applied for a grant for a Storm Drain Market Project. FOLAR has also been awarded Stewards of the River Community Partnership Award (JRAC). They have had their 2nd Annual RiverFest with 800+ people in attendance. At this Riverfest, they had 20+ education exhibits and 15 community sponsors. They are also having Canoemobile and Summer Camp Days. Mr. Partin talked about the Regional Eco-Economic Impact FOLAR has had on Prince George County, including regrading and laying new stone, raising \$2000 plus for the completion of the 23 mile river trail, a Cameron Foundation Planning Grant for a Trail Master Plan and Branding & Signage Master Plan, cultivating investments into community infrastructure, developing communication and outreach, and promoting and executing special community events.

PUBLIC HEARINGS

P-1. Public Hearing; Ordinance to Amend The Code of The County of Prince George, Virginia, 2015, as Amended, by Amending Sections 82-110, 82-261, 82-262, 82-429, 82-536 and 82-537 to Repeal the Johnson Road/Flank Road, River Road, and Jefferson Park/Middle Road Water Service Districts and the Brickhouse Landing Wastewater Service District and to Clarify Responsibility for Certain Connections. Mr. Chip England, County Engineer, stated that they are requesting adoption of ordinances amending The Code of the County of Prince George, Virginia, 2005, as amended by amending sections 82-110, 82-261, 82-262, 82-429, 82-536 and 82-537 to repeal the Johnson Road/Flank Road, River Road, and Jefferson Park/Middle Road water service districts and the Brickhouse Landing wastewater service district and to clarify responsibility for certain connections. This ordinance is necessary to allow standard rates and fees to be charged in these areas in order to more fairly apply costs to customers receiving water and wastewater services. Chairman Robertson opened the public hearing at 7:37 p.m. There was no one to speak and the public hearing was closed. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve the ordinance as presented. Roll was called on the motion.

O-16-06

ORDINANCE TO AMEND THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA, 2015, AS AMENDED, BY AMENDING SECTIONS 82-110, 82-261, 82-262, 82-429, 82-536 AND 82-537 TO REPEAL THE JOHNSON ROAD/FLANK ROAD, RIVER ROAD, AND JEFFERSON PARK/MIDDLE ROAD WATER SERVICE DISTRICTS AND THE BRICKHOUSE LANDING WASTEWATER SERVICE DISTRICT AND TO CLARIFY RESPONSIBILITY FOR CERTAIN CONNECTIONS

BE IT ORDAINED by the Board of Supervisors of Prince George County:

(1) That the Code of the County of Prince George, Virginia, 2005, is amended by amending sections 82-110, 82-261, 82-262, 82-429, 82-536 and 82-537 as follows:

Sec. 82-110. - New connections; application and fee.

- (a) Any person desiring to connect his premises to the county water system shall make application therefor to the director. The application shall include the name of the applicant, the location of the premises for which service is desired and an estimate of water consumption for the facility.
- (b) Applications shall be made on the special form provided by the director and shall be accompanied by the proper connection charges and water turn-on fee, if applicable, as well as any plans, specifications or other pertinent information requested by the director.
- (c) Applicants for service to existing uses along newly constructed or existing lines may elect to pay the entire connection charge at the time of application for service or to pay the charge in equal installments. If the installment method is chosen, the first payment shall be made at the time of application; subsequent payments shall be due and payable bimonthly with utility bills. Up to 12 installment payments shall be permitted for water connection charges.
- (d) All other provisions of this article notwithstanding, it shall be within the powers of the director to negotiate terms for payment of connection charges by an applicant for water service to other than single-family residential premises. Such agreements to permit extended periods for payment of the established fees, with such interest charges as may be negotiated, shall be approved by the board of supervisors before being executed by the director.
- (e) Applicants along newly constructed water lines shall be eligible to receive a 56-percent discount from established connection fees, provided:
 - (1) The connection is for a single-family dwelling;
 - (2) Application for service is made within 60 days of notification by the director of availability of the utility line; and
 - (3) All applicable charges and fees are paid in full within the same 60-day period.
- (f) The water service connection shall be installed either by the department or by the contractor and inspected by the department, and shall include corporation stop and water main tap, service connection pipe, curbstop, water meter setting and meter box. All service connection pipes on private property shall be installed by the applicant.
- (g) Water user charges ~~shall be based and assessed upon the following service districts and shall be served in accordance to the fee schedule set forth in section 82-262:~~
 - ~~(1) Johnson Road/Flank Road water service district. That area of the county served water by the City of Petersburg, Virginia, along Johnson Road (State Route 608) from Flank Road to a subdivision known as Bland Ridge and recorded in plat book 18, page 155-156. This area is to encompass all properties located in the county currently or in the full line served by the 12-inch water main extending to the aforementioned subdivision from the City of Petersburg.~~
 - ~~(2) River Road service district. Also that area of the county served by water purchased from Virginia American Water Company along River Road (Route 645). This area is to encompass all properties located in the county currently or which may be served by any connection with the line currently supplying water to the federal correction institute.~~

~~The description of this area is as follows: that area of the county served water from Virginia American Water Company, Hopewell, Virginia, along River Road (State Route 645) from the City of Hopewell city limits to a parcel of land deeded to the commonwealth department of corrections, and recorded in deed book 291, page 359. This area is to encompass all properties located in the county currently or in the full line served by the water main extending to the property described above from the City of Hopewell city limits;~~

~~(3) Jefferson Park/Middle Road water service district. The description of this district is as follows: starting at a point at the intersection of Brandywine Drive and Jefferson Park Road, following Jefferson Park Road in a southerly direction to its intersection with Middle Road; following and including 200 feet lying parallel and adjacent to the southernmost boundary of Middle Road in an easterly direction to its intersection with Prince George Drive; following Prince George Drive in a northerly direction to its intersection with the City of Hopewell city limits; following the City of Hopewell city limits westerly to its intersection with Brandywine Drive; then following Brandywine Drive westerly to the point beginning at its intersection with Jefferson Park Road.~~

Sec. 82-261. - Connection charge schedule.

- (a) For residential customers using a standard three-quarter inch service pipe and a five-eighths inch meter, the connection fee shall be \$3,000.00. Connection fees for meters larger than five-eighths inch shall be in accordance with subsection (b) of this section.
- (b) Connection fees for customers requiring eight-inch or smaller meters shall be based upon the installed meter size according to the following schedule:

Meter Size	Connection Fee
5/8"	\$3,000.00
3/4"	3,000.00
1"	11,230.00
1½"	23,420.00
2"	38,670.00
3"	80,840.00
4"	133,610.00
6"	259,930.00
8"	399,630.00

Connection fees for customers requiring larger than eight-inch meters shall be determined on a case by case basis and established by contract, but in no case shall be less than the capacity fee for an eight-inch meter.

For meter sizes eight-inch and smaller, if an existing customer desires to redevelop and replace an existing meter with a single or multiple meters, the value of the connection fee associated with the existing meter shall be determined based on the fee schedule above and credited for use on the property. For customers with meters larger than eight inches, the property will be credited the value of an eight-inch meter connection fee unless documentation of payment of a greater connection fee is provided, in which case the connection fee credited shall be the actual amount paid. Once a connection fee has been credited to a property, the amount of

the credit is fixed and available for use on the property. Refunds shall not be made for any unutilized amount.

Notes:

1. For single-family dwellings served by a private water supply at the time a newly constructed utility line is completed, a 56 percent discount in the list connection charges shall be offered, subject to the conditions of section 82-110.
2. Developer-installed charge shall be assessed for each single-family residential unit, as defined in section 82-31, included in the development connecting to a line installed by the developer at the time an application for utility service is first filed by the developer or any subsequent owner of the lot or premises within the development. Commercial or industrial uses included in any development shall be assessed at the charges listed in the schedule. Developer-installed connection charges shall be subject to the credits provided for in section 82-73.
3. If the service connection has not been installed during the initial construction, the lot owner would be responsible for the installation ~~fee costs~~ as well as the ~~availability connection fee~~ listed. ~~Actual installation is the responsibility of the department to either perform the work or subcontract the work.~~
4. ~~Connection charges shall not be assessed to any water connection within the Jefferson Park/Middle Road water service district.~~

Sec. 82-262. - Water user charge schedule.

Bills for water production and the use of the water distribution system shall be rendered to residential and nonresidential users based on the following monthly rates:

- (1) Fixed minimum charge. The fixed minimum charge shall be as follows:

Meter Size	Minimum Charge Per Month
5/8"	\$8.27
3/4"	8.27
1"	15.01
1½"	28.85
2"	48.22
3"	103.56
4"	181.03
6"	402.39
8"	712.30

- (2) Commodity charge. For the amount of water consumed, the following rate block schedule shall apply:

Meter Size	Rate Block	Unit Charge per 1,000 gallons
5/8"	0 to < 6,000 gallons	\$2.57

	6,000 gallons to < 20,000 gallons	3.22
	20,000 gallons and greater	4.02
¾"	0 to < 6,000 gallons	2.57
	6,000 gallons to < 20,000 gallons	3.22
	20,000 gallons and greater	4.02
1"	0 to < 8,000 gallons	2.57
	8,000 gallons to < 25,000 gallons	3.22
	25,000 gallons and greater	4.02
1½"	0 to < 15,000 gallons	2.57
	15,000 gallons to < 61,000 gallons	3.22
	61,000 gallons and greater	4.02
2"	0 to < 30,000 gallons	2.57
	30,000 gallons to < 94,000 gallons	3.22
	94,000 gallons and greater	4.02
3"	0 to < 70,000 gallons	2.57
	70,000 gallons to < 215,000 gallons	3.22
	215,000 gallons and greater	4.02
4"	0 to < 128,000 gallons	2.57
	128,000 gallons to < 385,000 gallons	3.22
	385,000 gallons and greater	4.02
6"	0 to < 289,000 gallons	2.57
	289,000 gallons to < 867,000 gallons	3.22
	867,000 gallons and greater	4.02
8"	0 to < 289,000 gallons	2.57
	289,000 gallons to < 867,000 gallons	3.22
	867,000 gallons and greater	4.02

- (3) Responsibility of owner of rental dwelling containing more than one dwelling unit. Whenever water service is provided to a rental dwelling which has more than one dwelling unit, the utility service will have to be kept in the name of the owner of the dwelling, and he will be responsible for the payment of the bill.
- (4) Fire hydrant service. For temporary service by means of a hydrant meter, as provided in division 4 of this article, the applicant shall pay a permit fee and shall place a deposit with the department. The deposit shall be applied toward the applicant's bill for water use, and any excess refunded upon closing of the account.
 - a. Permit fee\$50.00
 - b. Deposit (refundable), negotiated depending on expected usage
 - c. Water charge, per 1,000 gallons12.87
- (5) Metered private fire protection system. Private fire protection system, metered (does not apply when domestic and fire services are master-metered):
 - a. Monthly charge: Two percent of corresponding minimum charge, as provided in subsection (1) of this section.
 - b. Commodity charge, per 1,000 gallons: See subsection (2) above.
- (6) Reserved.
- ~~(7) Jefferson Park/Middle Road water service district. In the Jefferson Park/Middle Road water service district, the rate shall be the same as that rate in effect charged by Virginia/American Water Company at the time such water is provided.~~

Sec. 82-429. - Application and fee for new connections.

- (a) Any person desiring to connect his premises to the county wastewater system shall make application therefor to the director. The application shall include the name of the applicant, the location of the premises for which service is desired and an estimate of the amount of wastewater generated by the facility.
- (b) Applications shall be made on the special form provided by the director and shall be accompanied by the proper connection charges as well as any plans, specifications or other pertinent information requested by the director.
- (c) Applications for connections which will discharge industrial wastes shall be accompanied by such supplementary information as may be requested by the director. Such information shall include but shall not be limited to:
 - (1) Anticipated volume of discharge.
 - (2) Variations in rate of discharge.
 - (3) Characteristics and sources of wastes.
 - (4) Diagrams and maps of plant sewer systems.
 - (5) Plans and specifications for new plant sewers to be constructed.
 - (6) Information regarding industrial waste pretreatment or flow-equalization facilities.
- (d) Applicants for service to existing uses along newly constructed or existing lines may elect to pay the entire connection charge at the time of application for service or to pay the charge in equal installments. If the installment method is chosen, the first payment shall be made at the time of application; subsequent payments shall be due and payable bimonthly with utility bills. Up to 12 installments shall be permitted for wastewater connection charges.
- (e) All other provisions of this article notwithstanding, the director may negotiate terms for payment of connection charges by an applicant for wastewater service to permit extended periods for payment of the established fees, with such interest charges as may be negotiated. Such terms shall be approved by the board of supervisors before being executed by the director.
- (f) Applicants along newly constructed wastewater lines shall be eligible to receive a 56-percent discount from established connection fees, provided:
 - (1) The connection is for a single-family dwelling;

- (2) Application for service is made within 60 days of notification by the director of availability of the utility line; and
- (3) All applicable charges and fees are paid in full within the same 60-day period.
- (g) The wastewater service connection shall be installed by the department and shall include the sewer tap or fitting, lateral to the property line, and cleanout, if required. All building sewer pipe on private property shall be installed by the applicant.
- ~~(h) Brickhouse Landing Wastewater Service District. The description of this service district is as follows: Tax Parcels 120(0A)00-017-0 and 120(07)00-00C-0, which were subdivided into Brickhouse Landing Subdivision and shall be served in accordance with the fee schedule as set forth in section 82-537, Wastewater user charge schedule.~~

Sec. 82-536. - Connection charge schedule.

The following schedule of charges shall apply for the connection of an applicant's premises to the public utility system, in accordance with all applicable provisions of this article:

Meter Size	Connection Fee
5/8"	\$4,000.00
3/4"	\$4,000.00
1"	\$7,800.00
1½"	\$16,230.00
2"	\$26,790.00
3"	\$55,960.00
4"	\$92,480.00
6"	\$179,890.00
8"	\$276,550.00

Connection fees for customers requiring larger than eight-inch meters shall be determined on a case by case basis and established by contract, but in no case shall be less than the capacity fee for an eight-inch meter.

For meter sizes eight-inch and smaller, if an existing customer desires to redevelop and replace an existing meter with a single or multiple meters, the value of the connection fee associated with the existing meter shall be determined based on the fee schedule above and credited for use on the property. For customers with meters larger than eight inches, the property will be credited the value of an eight-inch meter connection fee unless documentation of payment of a greater connection fee is provided, in which case the connection fee credited shall be the actual amount paid. Once a connection fee has been credited to a property, the amount of the credit is fixed and available for use on the property. Refunds shall not be made for any unutilized amount.

Notes:

1. For single-family dwellings served by a private wastewater disposal system at the time a newly constructed utility line is completed, a 56 percent discount in the listed connection charges shall be offered, subject to the conditions of section 82-429.
2. Developer-installed charge shall be assessed for each single-family residential unit, as defined in section 82-351, included in the development connecting to a line installed by the developer at the time an application for utility service is first filed by the developer

or any subsequent owner of each lot or premises within the development. Commercial or industrial uses included in any development shall be assessed at the charges listed in the schedule. Developer-installed connection charges shall be subject to the credits provided for in section 82-393.

3. If the service connection has not been installed during the initial construction, the lot owner would be responsible for the installation fee costs as well as the availability connection fee listed. ~~Actual installation is the responsibility of the utility department to either perform the work or subcontract the work.~~
4. ~~Availability fees shall not be assessed to any wastewater connection within the Brickhouse Landing Wastewater Service District.~~

Sec. 82-537. - Wastewater user charge schedule.

Bills for wastewater disposal and the use of the wastewater collection system shall be rendered to residential and nonresidential users based on the following monthly rates:

- (1) Fixed minimum charge. The fixed minimum charge shall be as follows:

Meter Size	Minimum Charge Per Month
5/8"	\$9.62
3/4"	\$9.62
1"	\$15.15
1½"	\$26.49
2"	\$42.37
3"	\$87.74
4"	\$151.25
6"	\$332.71
8"	\$586.75

For uses metering wastewater flow, contracted capacity shall be used to determine equivalent water meter size for computation of minimum monthly fees.

- (2) Commodity charge. For all water delivered or wastewater collected a unit charge of \$6.84 per 1,000 gallons shall apply.
- (3) Owner's responsibility for rental dwelling unit. Whenever wastewater service is provided to a rental dwelling which has water service provided by an individual well, the utility service will have to be kept in the name of the owner of the dwelling, and he will be responsible for the payment of the bill.
- (4) ~~Commodity charge for River Road wastewater service district. The River Road wastewater service district shall encompass all properties located in the county which may be served by any connection with the line currently supplying water to federal corrections institute. The description of this area is as follows: that area of the county served water by the county supplied by the Virginia American Water Company, Hopewell, Virginia, along River Road (State Route 645) from the City of Hopewell city limits to a parcel of land deeded to the commonwealth department of corrections and recorded in deed book 291, page 359. This area is to encompass all properties located in the county currently or in the full line served by the water main extending the property described in this subsection from the City of Hopewell city limits. The commodity~~

~~charge for sanitary sewer service provided to this district shall be the cost of service from the City of Hopewell plus an additional ten percent administrative charge.~~

(54) Strength charges. In accordance with the procedures defined in section 82-507, the following charges per 1,000 gallons shall be assessed against the users whose wastes exceed the strength of normal domestic wastewater. All residential users shall be assumed to be in category I:

Category Designation	Range of Strength (standard strength units)	Strength Charge (cents per 1,000 gallons)
I	0—300	0.00
II	301—600	8.3
III	601—1,000	16.5
IV	1,001—1,400	26.5
V	1,401 and over	*

* Subject to determination by the director based on actual strength units in the user's wastes.

~~(6) Reserved.~~

~~(7) Brickhouse Landing. In the Brickhouse Landing Wastewater Service District, the rate shall be the same as the water rate in effect charged by Virginia American Water Company at the time such wastewater service is provided.~~

(2) With the Board’s approval, these ordinances shall be effective August 1, 2016.

On roll call the vote was:

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

Opposed: (0)

P-2. Public Hearing; SPECIAL EXCEPTION SE-16-01 Request of Sun Pool 1, LLC in the R-A, Residential - Agricultural District for the expansion of Pine Ridge Mobile Home Park with connection to County water and sewer on 156. The site is located at 400 Swift Street and is known as Tax Map 240(0A)00-099-0. Mr. Douglas Miles, Zoning Administrator, stated that this is a Special Exception for the expansion and modernization of Pine Ridge Mobile Home Park into Pine Ridge Mobile / Manufactured Home Park in an R-A, Residential Agricultural Zoning District. The applicant, Sun Pool 1, LLC, is proposing to expand their existing mobile home park through the construction of a 12-inch water main approximately ½ mile along State Route 156 allowing for connection to the County water system. They are proposing to add **131** additional home sites, construct a community clubhouse, remodel and update the community offices, relocate and improve the community playgrounds, to include new playground equipment, modify the site drainage to reduce ponding water near Cardinal and Wren Streets, and perform upgrades to road sections, site landscaping, signage and the common open space area for the residents. The property is zoned R-A, Residential Agricultural with a Special Exception to permit the park. The 2014 Comprehensive Plan Update recommends this portion of the County for residential use. This request complies with the Plan for temporary single and doublewide mobile homes as single family dwelling uses. The 2016 Water and Wastewater Master Plan calls for water line extensions to serve residential developments within the Central Service Area of the County. The ½ mile long water line extension up SR 156 to serve the development complies with the new plan and provides the needed capacity to allow for the expansion of the mobile home park. At the Public Hearing on Tuesday, May 24, 2016 there were specific concerns expressed by the adjoining property owners along Prince George Drive relative to the proposed mobile home units being located behind their homes. The adjacent property owners had a spokesperson that presented the unresolved issues from the May 18th meeting with the developer, site engineer and County staff such as the 16 mobile home spaces, a 6 foot solid fence and the private deed restrictions from the sale of this mobile home park

property. The spokesperson presented additional public safety concerns to include trespassing, vandalism and similar calls for service. The developer was not in agreement to the removal of the 16 mobile home spaces on the site. They indicated they would work on a response to a solid fence and the public safety concerns. The tabled Special Exception zoning request on Tuesday, June 14, 2016 was brought back up before the Board of Supervisors by Josh Schnakenberg, applicant, from Sun Communities, Inc. He indicated that the private concerns between the applicant and the adjacent property owners had been worked out and agreed upon by both parties. The applicant stated that they had also agreed upon installing a solid wood fence and the removal of eight (8) units behind their homes. The Chairman of the Board allowed for some brief discussion between the applicant and board members and then was advised by the County Attorney to end the discussion and asked for the case to be re-advertised for their July 12th meeting as a Public Hearing to review this request. County Staff recommends Approval of the proposed expansion of the existing mobile home park with these recommended conditions: (1) This Special Exception is granted for a mobile home park use to Sun Pool 1, LLC or any other division of Sun Communities, Incorporated located on Tax Map 240(0A)00-099-0; (2) The Pine Ridge Special Exception Concept Plan, dated June 22, 2016, as prepared by Atwell, LLC shall be considered the development plan for this mobile home community: (a) The developer shall construct a 2,000 square foot community clubhouse building to be occupied and be in use by the mobile home park residents before the issuance of the 50th mobile home unit certificate of occupancy out of the 131 expanded mobile home units in the park as shown on the development plan and administered in conjunction with site plan approval; (b) The developer shall construct a 50' X 60' community playground near the community clubhouse that includes new playground equipment and multi-use ½ basketball court to be in use by the residents before the issuance of the 50th mobile home unit certificate of occupancy out of the 131 expanded mobile home units in the park. The Prince George County Parks and Recreation Director shall approve the playground equipment and multi-use ½ basketball court in conjunction with site plan approval; (c) The developer shall eliminate the three (3) existing alley connections to State Route 156 through the Virginia Department of Transportation (VDOT) procedures as shown on the development plan and administered in conjunction with site plan approval; (d) The developer shall construct a 12 inch water main approximately a ½ mile along State Route 156 that will serve the expansion needs through the Prince George County Utilities Department and administered in conjunction with site plan approval; (e) The developer shall modify and improve the site drainage to reduce ponding water after rain events near Cardinal and Wren Streets and other specified areas and be administered in conjunction with site plan approval for positive stormwater drainage; (f) The developer shall perform upgrades to road sections, site landscaping, signage and common areas in conjunction with site plan approval and the planned updating of their community offices to manage the mobile home community on the premises; (g) The developer, at their cost, shall maintain an active Neighborhood Watch program with regular quarterly meetings, on-site activities and promotional materials in conjunction with the Prince George County Police Department; (h) The developer shall install a six (6) foot solid fence, near and along the western boundary line from Swift Street to the existing wetlands to preclude trespassing and to be maintained by the developer at their cost as is shown on the development plan. The fence installation shall be done prior to units being placed on the North 36 sites; (3) This Special Exception shall become null and void if the mobile home park use is abandoned for a period of twenty-four (24) consecutive months; and (4) This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of federal, state or local regulations. Mr. Derrick Johnson of The Timmons Group talked about some of the benefits of this project including the public water line improvements, closing three existing allies onto Route 156, the addition of a 2000 square foot community clubhouse, playground equipment, road improvements, site landscaping and signage, construction of three on-site stormwater management basins, a 6-foot solid board fencing on the western property line, and improvements within the park itself. Mr. Josh Schnakenberg, applicant, from Sun Communities, Inc., stated that they are in agreement with the conditions and the concerns of the neighboring homeowners. He stated that they have been meeting with Officer Shreves in regards to a neighborhood watch program and National Night Out. Chairman Robertson opened the public hearing at 7:54 p.m.

Ms. Beth Lipp (6605 Prince George Drive). Ms. Lipp spoke on behalf of herself and neighboring property owners. Ms. Lipp stated that her family is not opposed to the expansion being presented by Sun Pool I, as long as the Memorandum of Understanding becomes part of the record, and that the expansion would include a requirement that Sun Pool I complete all of the items set forth in the Memorandum of Understanding as a condition of the approval. Ms.

Lipp stated that she has been assured by the Planning Office that they will be included in some of the water line planning. She stated that this has been a difficult process and she will be watching this very closely.

Chairman Robertson closed the public hearing at 7:57 p.m. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the special exception as presented. Roll was called on the motion.

O-16-07

SPECIAL EXCEPTION SE-16-01 Request of Sun Pool 1, LLC in the R-A, Residential - Agricultural District for the expansion of Pine Ridge Mobile Home Park with connection to County water and sewer on 156. The site is located at 400 Swift Street and is known as Tax Map 240(OA)00-099-0:

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-16-01 is granted as an amendment to the official zoning map with the following conditions:

1. This Special Exception is granted for a mobile home park use to Sun Pool 1, LLC or any other division of Sun Communities, Incorporated located on Tax Map 240(OA)00-099-0.
2. The Pine Ridge Special Exception Concept Plan, dated June 22, 2016, as prepared by Atwell, LLC shall be considered the development plan for this mobile home community:
 - a. The developer shall construct a 2,000 square foot community clubhouse building to be occupied and be in use by the mobile home park residents before the issuance of the 50th mobile home unit certificate of occupancy out of the 131 expanded mobile home units in the park as shown on the development plan and administered in conjunction with site plan approval.
 - b. The developer shall construct a 50' X 60' community playground near the community clubhouse that includes new playground equipment and multi-use ½ basketball court to be in use by the residents before the issuance of the 50th mobile home unit certificate of occupancy out of the 131 expanded mobile home units in the park. The Prince George County Parks and Recreation Director shall approve the playground equipment and multi-use ½ basketball court in conjunction with site plan approval.
 - c. The developer shall eliminate the three (3) existing alley connections to State Route 156 through the Virginia Department of Transportation (VDOT) procedures as shown on the development plan and administered in conjunction with site plan approval.
 - d. The developer shall construct a 12 inch water main approximately a ½ mile along State Route 156 that will serve the expansion needs through the Prince George County Utilities Department and administered in conjunction with site plan approval.
 - e. The developer shall modify and improve the site drainage to reduce ponding water after rain events near Cardinal and Wren Streets and other specified areas and be administered in conjunction with site plan approval for positive stormwater drainage.
 - f. The developer shall perform upgrades to road sections, site landscaping, signage and common areas in conjunction with site plan approval and the planned updating of their community offices to manage the mobile home community on the premises.
 - g. The developer, at their cost, shall maintain an active Neighborhood Watch program with regular quarterly meetings, on-site activities and promotional materials in conjunction with the Prince George County Police Department.
 - h. The developer shall install a six (6) foot solid fence, near and along the western boundary line from Swift Street to the existing wetlands to preclude trespassing and to be maintained by the developer at their cost as is shown on the development plan. The fence installation shall be done prior to units being placed on the North 36 sites.

3. This Special Exception shall become null and void if the mobile home park use is abandoned for a period of twenty-four (24) consecutive months.
4. This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of federal, state or local regulations.

On roll call the vote was:

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

Opposed: (0)

TABLED ITEMS

T-2. Resolution; Authority to Execute a Water Agreement Between Sun Pool, LLC and the County of Prince George. Mr. Chip England, County Engineer, stated that this is a request of the Board to allow the County Administrator to execute a Water Agreement between Sun Pool 1, LLC, a Michigan Corporation (“Developer”) and the County of Prince George, Virginia. Sun Pool 1, LLC proposes to provide water service to the Pine Ridge Mobile Home Community by constructing and installing, or having constructed and installed, at its sole expense, an extension of the County water main along Route 156 (Prince George Drive) in accordance with plans and specification prepared by a registered professional engineer licensed to practice in the Commonwealth of Virginia. Upon satisfactory completion, such water line extension shall become the property of the County and thereafter be operated and maintained by the County. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve the water agreement as presented. Roll was called on the motion.

R-16-061

T-2

RESOLUTION; AUTHORITY TO EXECUTE A WATER AGREEMENT BETWEEN SUN POOL 1, LLC AND THE COUNTY OF PRINCE GEORGE

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of July, 2016, does hereby authorize the County Administrator to execute a water agreement between Sun Pool 1, LLC and the County of Prince George for extension of the County water main along Route 156 (Prince George Drive) for Sun Pool 1, LLC to provide water service to the Pine Ridge Mobile Home Community.

On roll call the vote was:

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

Opposed: (0)

REPORTS (cont'd)

Baxter Road Sewer Rehabilitation Project. Mr. Chip England, County Engineer, presented a sewer system overview of the Baxter Road Sewer Rehabilitation Project. This is a one million dollar rehab project which has been under construction since May with about five or six weeks of work left. It was built in mid to late 1970s and going on 40 years old. It is 6200 feet of Reinforced Concrete Pipe (RCP). There have been three major repairs to gravity sewer in the last 5 years. In August 2014, they replaced about 110 feet. The section just beyond the intersection had collapsed. In the last five years they have replaced about 200 feet immediately upstream due to pipe failure and about 300 feet downstream just past the end of Partridge Court near the swamp due to high infiltration. The next pipe sections most susceptible to failure are directly beneath the northeast bound lane of Baxter Road. Cracking and settlement has been observed in the northeast bound lane of Baxter Road at the Courthouse Road end near and just downstream from where the most recent replacement has been made. Twenty-two tons of sand, grit and debris buildup have been removed from the pipe.

Early Childhood Programming “Stairways to Success”. Ms. Shel Douglas, Social Services Director, and Allison Noble of Smart Beginnings gave a report on an early childhood program entitled “Stairways to Success.” Stairways to Success is a friendly challenge to VML localities which seeks to increase awareness of early childhood educational opportunities, which in turn, builds a qualified, well educated workforce. The competition awards points for specific actions

that enhance the early childhood experience within the community. In Prince George County, early childhood development is being practiced through partnerships with Prince George Public Schools, the Prince George Library, Prince George Social Services, Prince George Parks & Recreation, District 19 Community Services Board, Smart Beginnings Southeast, the Prince George Health Clinic, Crater Health District, and Hopewell- Prince George Healthy Families. Preschoolers art is displayed in public buildings, They have established donation programs for art supplies, books, and age appropriate sports equipment. They support story telling programs. They participate in programs such as Read Across America and Read for the Record. Local officials and employees visit preschool classrooms. They allow use of local government facilities for preschool activities. They participate in Smart Beginnings with such things as a Ribbon Cutting at KidCo. They promote Virginia Quality to local child care and preschool providers. They offer ASQ screenings in the Health Department WIC clinics and have worked with local pediatricians to offer ASQ screenings in their offices. They have art competitions for children six and under. Programs for local pre-K educators and providers are recognized. They supported daily activities during the Week of the Child. They provide children's books and have donated a bookshelf in the lobbies of the Health Department, Social Services, and physician's offices to encourage parents and children to read together while they are waiting. They offer support for before and after school care programs. They participate in literacy reading initiatives. They work with the local museum on history of local areas. They have developed workshops and events for families and preschoolers. They have developed initiatives on childhood nutrition. They offer field trips for preschoolers to local facilities. They support a Children's Parade. They encourage volunteers for early childhood programs and provide trainings for early childhood educators. They have three preschool programs enrolled in the VA Quality Rating and Improvement System. They conduct a Prince George Toddler Fair each year. They participate in Story Times! 1000 Books Before Kindergarten. They have preschool sports. They collaborate with Regional Kindergarten Registration. They also promote quality early childhood through Board meetings, PG Promise, and media promotions. While only 50 points are needed for the Gold Award, Prince George County have received 350 points for its efforts.

Guns N Hoses - Mr. Brad Owens, Director of Fire and EMS, and Chief Keith Early of the Prince George County Police Department stated that the Second Annual Guns N Hoses event will be held Thursday, July 14 at 6:00 p.m. at Scott Park. The first ball will be thrown out by honorary coaches, Mr. Dickie Zuskin of the Disputanta Volunteer Fire Department, and former Chief of Police, Chief Edward Frankenstein. There will be raffles and drawings throughout the event with all proceeds going to the Prince George Parks and Recreation Foundation. They thanked the following local business for their donations: Logistics Solution Group Incorporated, Joint Logistics Managers Incorporated, Appomattox Boat Harbor, Clark's Auto Care Center, Best Nails, John Randolph Medical Center, Destination Theatre, and Atlantic Emergency Solutions. T-shirts and concession items will be available for the public to buy.

Update on 2016 General Assembly Session. Mr. Steve Micas, County Attorney, gave a brief update on the 2016 General Assembly Session. He spoke specifically on zoning proffer changes and the Freedom of Information Act changes. The County cannot accept proffers unless it is able to show that the proffer relieves an impact directly created by new development, any off-site proffer addresses need in excess of current capacity of the public facility, or if new development receives a direct benefit. The County cannot "request" certain proffers. If a zoning is denied after the applicant fails to make a proffer, the Court may assume the proffer was "unreasonable" and the denial will be reversed. The County will pay attorneys' fees if the County loses. The existing County Proffer Policy is no longer enforceable. In regard to the Freedom of Information Act, the County must post on its website in plain English an explanation of the rights of the requestor. The County must appoint a FOIA officer. The Constitutional officers are included in all requirements. In Prince George County, there are currently 185 – 200 requests per year. Prince George has received an "A+" grade from the Sunshine Review since 2014.

TABLED ITEMS (cont'd)

T-1. Ordinance to Amend the Grievance Section of the Combined Fire and EMS Ordinance. Mr. Steve Micas, County Attorney, stated that The Board held a public hearing at the June 14, 2016 meeting to consider a change to the coordinated Fire/EMS ordinance that would have revised the grievance process for Fire/EMS volunteers. The Board closed the public hearing but asked that the language of the ordinance be revised to clarify that the grievance process for volunteers will be the same as the process available to County employees. The

proposed revised ordinance clarifies the intent of the Board to use the existing grievance procedure for volunteers. This change will affect any grievance filed after the effective date of the ordinance. Mr. Webb made a motion, seconded by Mr. Skalsky, to approve the ordinance as presented. Roll was called on the motion.

O-16-08

T-1.

ORDINANCE TO AMEND THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA, 2005, AS AMENDED, BY AMENDING AND RE-ENACTING § 42-1.6 TO PROVIDE THAT THE FINAL APPEAL OF GRIEVANCES FROM FIRE/EMS VOLUNTEERS WILL BE HEARD BY THE COUNTY PERSONNEL GRIEVANCE PANEL RATHER THAN THE COUNTY ADMINISTRATOR

BE IT ORDAINED by the Board of Supervisors of Prince George County:

(1) That §42-1.6 of the Code Of The County Of Prince George, Virginia, 2005, as amended, is amended and re-codified to read as follows:

Sec. 42-1.6 Duties of the Prince George Fire and EMS (PGFEMS) Board.

The PGFEMS Board shall perform the following duties:

- (a) Adopt by-laws for its operation consistent with this article.
- (b) Review all proposed policies affecting the coordinated Fire and EMS system and provide comments and advice to the Fire and EMS Director and ensure the communication and compliance with system-level policies to all companies and squads.
- (c) Meet regularly in order to consider concerns affecting the coordinated system and provide input regarding:
 1. Incident management;
 2. Non-conformance with system policies; and
 3. Assurance of quality in the delivery of emergency services.
- (d) Review and provide input and recommendations to the Fire and EMS Director regarding new initiatives for the coordinated system's operating and capital improvement budgets.
- (e) Develop, in collaboration with the Fire and EMS Director, a grievance procedure ~~for chiefs of volunteer organizations to contest decisions of the Fire and EMS Director in that is consistent with the procedure available to County employees to contest disciplinary or operational matters affecting individual volunteers. Such appeal shall be in writing to the County Administrator whose decision shall be final and binding.~~ The general management and discipline of volunteers shall be a station-level responsibility, unless the Fire and EMS Director must act and take personnel actions affecting any volunteer in order to protect the effective operation of the coordinated Fire and Emergency Medical Service system.
- (g) Meet on a regular basis and present a report annually to the Board of Supervisors regarding the health of the volunteer system.

(2) That this ordinance shall be effective immediately upon adoption.

On roll call the vote was:

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

Opposed: (0)

ORDER OF BUSINESS

A-1. Discussion and Possible Action for RFP of Recycling Services. Mr. Jeff Stoke, Deputy County Administrator, stated that due to the lack of curbside recycling, the County established highly successful pilot recycling programs at Jordan on the James and Fairwood Road. Grant funds are utilized to help offset costs. Kim Hynes, Executive Director, Central Virginia Waste Management Authority (CVWMA) has prepared a DRAFT copy of a Request for Proposals (RFP) which could be used for an exclusive franchise for subscription residential recycling collection services. This would replace these pilot programs. The target would be approximately 6,714 residential households in a defined area of Prince George County. The subject area within the County planning district is a concentrated area of residential development. Some of the items for consideration in the RFP would be once a week or every other week pickup, the lowest price offered, the number of homes served and the designated area, billing, terms, and initial container cost. Mr. Skalsky made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-16-062

A-1.

AUTHORITY TO RELEASE REQUEST FOR PROPOSALS – EXCLUSIVE FRANCHISE FOR SUBSCRIPTION RESIDENTIAL RECYCLING SERVICES

WHEREAS, A Request for Proposal was developed by Central Virginia Waste Management Authority (CVWMA) for an exclusive franchise for subscription residential recycling services in a defined area of Prince George County; and

WHEREAS, there are approximately 6,714 residential households within the defined area of the County that could utilize curbside recycling pickup;

WHEREAS, the County desires to offer a franchise for recycling within the designated County area for better pricing and uniformity for the residents;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of July, 2016 does hereby authorize the County Administrator to release a request for proposals for the exclusive franchise for subscription residential recycling services, upon County Attorney review and approval for a franchise area.

On roll call the vote was:

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

Opposed: (0)

A-2. Discussion and Possible Action to Hire a Radio Consultant. Mr. Stoke stated that a Request For Proposal (#16-0222-1 Radio Consultant) was issued by the County to assist with the analysis and development of a new public safety radio system for the County under the Virginia Procurement Act §2.2-4302.2(A)(4). The County received eleven qualified responses to the RFP on March 21, 2016. Through the evaluation procedure, the top five firms were chosen to participate in an interview process. A second round of interviews included the three finalists selected by the committee. The voting members of the committee consisted of Kirsten Cherry, Director of IT; Chief Keith Early, Police Department; Sheriff Bucky Allin; Brad Owens, Director of Fire/EMS; and Jeff Stoke, Deputy County Administrator. On May 10, 2016, the committee recommended AECOM to the Board of Supervisors and the Board passed resolution # R-16-046: Authority To Enter Negotiations For Consulting Services For Public Safety Radio System which authorized the County Administrator to enter negotiations with the company for scope and price. Staff recommendation to the Board of Supervisors is to authorize the County Administrator to execute a contract with AECOM for Phase I (infrastructure assessment / coverage analysis) and Phase II (system design / vendor procurement) of a new public safety radio system for \$174,435. The contract calls for a completion date of Phase I and II by November 17, 2017. The contract shall be reviewed by Steve Micas, County Attorney, before the County enters into the agreement. A reimbursement resolution will be forth coming at the August Board of Supervisors meeting which will group several projects requiring debt issuance. Phase I and II for the new public safety radio system will be included in that debt issuance. Future action requiring separate Board of Supervisors' approval include Phase III (purchasing / construction / project management) scope and pricing for implementation services shall be negotiated at a later date between the parties. Prince George County reserves the option to amend this contract for Phase III implementation services of a new public safety radio system

with AECOM. Following brief discussion by the Board, Mr. Hunter made a motion, seconded by Mr. Carmichael, to approve the resolution as presented. Roll was called on the motion.

R-16-063

A-2.

AUTHORITY TO ENTER CONTRACT FOR CONSULTING SERVICES FOR NEW PUBLIC SAFETY RADIO SYSTEM

WHEREAS, A Request for Proposal (#16-0222-1 Radio Consultant) was developed and advertised through the County's procurement process to accept responses and qualifications for the vendor assessment, design and implementation of a new public safety radio system; and

WHEREAS, after a review by the evaluation committee of all eleven responses received, presentations and interviews were held with the five top-ranked responding firms;

WHEREAS, after careful consideration, the committee recommended that AECOM best met the needs of the County for consulting services for a new public safety radio system and, on May 10, 2016, the Board of Supervisors authorized the County Administrator to enter into scope and price negotiations with the company;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of July, 2016 does hereby authorize the County Administrator to execute a contract with AECOM for Phase I (infrastructure assessment/coverage analysis) and Phase II (system design/vendor procurement) of a new public safety radio system for \$174,435, upon County Attorney review and approval.

On roll call the vote was:

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

Opposed: (0)

A-3. Discussion of Administration Six-Month Work Plan. Mr. Percy Ashcraft, County Administrator, presented the Six-Month Work Plan on behalf of the County Administrator for the period of July – December, 2016 to the Board. This work plan incorporates goals established by the County Administration and reaction to policy decisions made by the Board of Supervisors. It is not to be confused with day-to-day tasks that are assigned to each department. There are 325 goals submitted and agreed upon by County Staff and Administration. As applied in the previous six months, an evaluation system will be implemented for each item contained in the six-month work plan. The department grades for the period of January - July, 2016 are as follows: 4.0 – Social Services, Community Corrections, Special Projects; 3.9 – Finance, Fire & EMS, Parks and Recreation, and Information Services; 3.8 – Real Estate Assessor; 3.7 – Engineering & Utilities and Community Development and Human Resources; 3.4 – Economic Development & Tourism; and 3.3 – General Services. The grading system for evaluating the items is as follows: 4 Points – Full completion of item; 2 Points – Substantial completion of item; 1 Points – Partial completion of item; 0 Points - item not started. This efficiency rating system is used to track the effectiveness of performance of the department over each six-month period. Those in charge of implementation of this plan will be held accountable.

A-4. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):

A. Resolution; One Appointment (Four-Year Term) – Social Services Advisory Board. Ms. Ruth Parham's term will expire on August 13, 2016. Ms. Parham is not eligible for reappointment. A resolution and applications are attached for your consideration. Mr. Hunter made a motion, seconded by Mr. Skalsky, to appoint Ms. Kimberley Wilson. Roll was called on the motion.

R-16-064

A-4A.

RESOLUTION; APPOINTMENT SOCIAL SERVICES ADVISORY BOARD; ONE APPOINTMENT

WHEREAS, Ms. Ruth Parham's term expires on August 13, 2016;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of July, 2016 does hereby appoint Ms. Kimberley Wilson to the Social Services Advisory Board for a term beginning August 14, 2016 and ending on August 13, 2020.

On roll call the vote was:

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

Opposed: (0)

A-5. Resolution; Reduce Employer Contribution to Health Insurance Plan and Related Budget Transfer. Ms. Betsy Drewry, Finance Director, stated that as a result of discussion with the Board earlier this evening at their regular meeting work session regarding the difference between County and School health insurance premiums, Staff is requesting that the Board take action to reduce health insurance premiums effective August 1, 2016, approve the revised rate schedule under Option 1, and approve the budget transfer in accordance with Option 1. Mr. Webb made a motion, seconded by Mr. Hunter, to approve the resolution as presented. Roll was called on the motion.

R-16-065

A-5.

RESOLUTION; REDUCE EMPLOYER CONTRIBUTION TO HEALTH INSURANCE PLAN AND RELATED BUDGET TRANSFER

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of July, 2016, does hereby authorize reducing the employer contribution to health insurance plan effective August 1, 2016 under presented *Option 1* as summarized in *Attachment 4* and approve FY2016-2017 budget transfer under Option 1 in accordance with Attachment 6.

On roll call the vote was:

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

Opposed: (0)

ADJOURNMENT. Mr. Webb moved, seconded by Mr. Skalsky, 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 8:55 p.m.

[Draft Minutes prepared August 2, 2016, for consideration on August 9, 2016; adopted by unanimous vote.]

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

Percy C. Ashcraft
County Administrator