

**AGENDA**  
Board of Supervisors  
County of Prince George, Virginia  
Regular Meeting: October 11, 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**

Proposed Ordinance for the Commissioner of the Revenue  
Discussion of Broadband

**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 – September 27, 2016 Regular Meeting.

C-2. Resolution; Proclamation; Domestic Violence Awareness Month – October.

C-3. A Resolution of Intent to Participate in the Great Southeast Shakeout and Work Toward Becoming a Safer Community.

C-4. Resolution; Authorization for Chairman to Execute Stormwater Declaration of Covenants for Carson Volunteer Fire Department.

- C-5. Resolution; Appropriation Request – Library of Virginia Circuit Court Records Preservation Grants - \$38,795.00.”
- C-6. Resolution; Authorization to Financially Support the General Assembly in Naming a Bridge For Deceased Virginia State Trooper Nathan-Michael W. Smith.

**PRESENTATIONS**

- S-1. Resolution; Proclamation; Domestic Violence Awareness Month – October.
- S-2. Presentation of VACO Achievement Award.

**SUPERVISORS’ COMMENTS**

**COUNTY ADMINISTRATOR’S COMMENTS**

**REPORTS**

**Virginia Department of Transportation** – Crystal Smith  
**Czech-Slovak Festival** – Carol Bowman

**TABLED ITEMS**

**ORDER OF BUSINESS**

- A-1. Discussion and Possible Action on Request of Prince George Youth Wrestling Association for Use of the Office Located Beside the Cafeteria in the Wellness Center.
- A-2. Resolution; Approval of Grant Applications.
- A-3. Discussion of RFP for Community-Wide Recycling Plan
- A-4. Resolution; Authority to Execute Contract for Architectural and Engineering Services for the Renovation and Buildout of the Courthouse Basement Area.
- A-5. Discussion of a Representative of the Board Of Supervisors to Cast the Vote(s) for Prince George County at the Vaco Annual Business Meeting.

**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](http://www.princegeorgecountyva.gov).**

**AMENDMENT(S)**

**Addition(s)**

Item C-7 as an Authorization to Advertise a Public Hearing to Amend Section 14-39 of the **THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA**, 2005, as Amended, to Add a License Tax for Direct Sales and to Eliminate a Fee for Massage Parlors.

**Deletion(s)**

None.

**Changes**

None.

**MINUTES**  
Board of Supervisors  
County of Prince George, Virginia

October 11, 2016

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, October 11, 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 disposition of publically held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the County pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended.** Mr. Carmichael made a motion, seconded by Mr. Skalsky that the Board convene closed session for discussion of the disposition of publically held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the County pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended.

R-16-084

E-1.

RESOLUTION; CLOSED SESSION FOR DISCUSSION OF THE DISPOSITION OF PUBLICALLY HELD REAL PROPERTY WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE COUNTY 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 25<sup>th</sup> day of October, 2016, does hereby vote to enter closed session for discussion of the disposition of publically held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the County pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended.

On roll call the vote was:

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

Opposed: (0)

**E-2. Resolution; Certification of Closed Session.** At 6:02 p.m., Mr. Webb made a motion, seconded by Mr. Hunter, 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-16-084A

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 11<sup>th</sup> day of October, 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. Steve Micas, County Attorney, reviewed with the Commissioner of Revenue a proposed change to direct sales and the massage parlor Code. A public hearing is required at a future date. Ms. Darlene Rowsey reviewed the details of the Code and changes necessary to come in line with State Code. Consensus of the Board was to ask Mr. Micas to advertise.

Mr. Jeff Stoke, Deputy County Administrator, gave an update on wireless broadband efforts and the public safety radio project. Casey Logan, Vice-President of Engineering at Prince George Electric Cooperative, gave an overview of the pilot project proposed by Prince George Electric Cooperative to bring fiber to the homes along West Quaker Road and Route 156. The anticipated completion is December 2016.

**Invocation.** After a moment of silence to remember Ms. Mary Coleman, The Honorable Ed Eakin, and Mr. Don Schraner, Mr. Skalsky gave an invocation.

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

Ms. Shel Douglas, Director of Social Services, presented the Board with two awards that she received on the County's behalf at the VML Conference. One was the HEAL Award in recognition of the HEAL policy adoption, implementation and completion of the Healthy Eating Active Living campaign activities in 2016. The other was the VML Stairway to Success Gold Level Award for services offered to the youngest citizens of Prince George County.

**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 added Item C-7 as an Authorization to Advertise a Public Hearing to Amend Section 14-39 of the THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA, 2005, as Amended, to Add a License Tax for Direct Sales and to Eliminate a Fee for Massage Parlors. Mr. Skalsky 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. Hunter, that the consensus agenda be approved as presented. Roll was called on the motion.

C-1. Draft Minutes – September 27, 2016 Regular Meeting was approved as presented.

R-16-085

C-2.

**RESOLUTION; PROCLAMATION DECLARING OCTOBER AS  
DOMESTIC VIOLENCE AWARENESS MONTH**

*WHEREAS*, domestic violence is widespread and affects millions of Americans each year; and

*WHEREAS*, children who grow up in violent homes are abused and neglected at a rate higher than the national average; and

*WHEREAS*, domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity; and

*WHEREAS*, only a coordinated community effort will put a stop to this crime; and

*WHEREAS*, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for James House, the accredited, non-profit crisis center that provides cost-free, confidential support, advocacy, and education for people in Prince George County affected by domestic violence,

*NOW, THEREFORE*, the Chairman and Board of Supervisors of Prince George County proclaim the month of October as Domestic Violence Awareness Month and urge the citizens of Prince George to work together to eliminate domestic violence from our community.

R-16-085A

C-3.

**A RESOLUTION OF INTENT TO PARTICIPATE IN THE GREAT SOUTHEAST  
SHAKEOUT AND WORK TOWARD BECOMING A SAFER COMMUNITY**

*WHEREAS*, the county of Prince George recognizes that no community is immune from natural hazards whether it be earthquake, wildfire, flood, winter storms, drought, heat wave, or dam failure and recognizes the importance enhancing its ability to withstand natural hazards as well as the importance of reducing the human suffering, property damage, interruption of public services and economic losses caused by those hazards; and

*WHEREAS*, major earthquakes pose a particular, significant, and ongoing threat to the entire county region; and

*WHEREAS*, the county has a responsibility to promote earthquake preparedness internally as well as with the public and plan appropriately for earthquake-related disasters; and

*WHEREAS*, the protection of Prince George County employees will allow them to facilitate the continuity of government and assist the public following a major earthquake event; and

*WHEREAS*, community resiliency to earthquakes and other disasters depends on the preparedness levels of all stakeholders in the community – individuals, families, schools, community organizations, faith-based organizations, non-profits, businesses, and government; and

*WHEREAS*, by participating in The Great SouthEast ShakeOut on October 20, 2016, the County of Prince George will take the opportunity to join and support all Southerners in strengthening community and regional resiliency; and

*WHEREAS*, by supporting The Great SouthEast ShakeOut, the County of Prince George will utilize the information on [www.ShakeOut.org/southeast](http://www.ShakeOut.org/southeast) to educate its residents regarding

actions to protect life and property, including mitigating structural and non-structural hazards and participating in earthquake drills; and

WHEREAS, by registering at [www.ShakeOut.org/southeast](http://www.ShakeOut.org/southeast), County employees will participate in the ShakeOut “Drop Cover and Hold on” earthquake drill on October 20 at 10:20 a.m., and encouraged the public, schools, businesses, and other community stakeholders to also register.

NOW, THEREFORE BE IT RESOLVED THAT The County of Prince George hereby recognizes participating in the Great SouthEast Shakeout hereto by taking time to recognize and acknowledge the importance of preparing our County for the purposes of building a safer community and reducing the loss of lives and property from a major earthquake event by taking proactive steps.

R-16-085B

C-4.

RESOLUTION; AUTHORIZATION FOR CHAIRMAN TO EXECUTE STORMWATER DECLARATION OF COVENANTS FOR CARSON VFD

WHEREAS, In order to close out the Carson VFD permit with the Virginia Department of Environmental Quality (VA DEQ), a Declaration of Covenants must be signed by the County in reference to the stormwater facilities on the subject property; and

WHEREAS, The contract was developed and agreed upon by the County and VA DEQ in 2014 during the construction. The contract has been reviewed by the County Attorney, as to form.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of Prince George County this 11<sup>th</sup> day of October, 2016 does hereby authorize the Chairman to execute the Stormwater Declaration of Covenants for Carson Volunteer Fire Department.

R-16-085C

C-5.

RESOLUTION; APPROPRIATION (\$38,795 LIBRARY OF VIRGINIA RECORDS PRESERVATION GRANTS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11<sup>th</sup> day of October, 2016, does hereby authorize the following increase of funds within the 2016-2017 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>		
0100-02-010-0202-43550	Clerk of Court – Record Preservation Svcs	\$38,795
<u>Revenue:</u>		
0100-20-601-8205-323102	State Record Preservation Grants	\$38,795

R-16-085D

C-6.

RESOLUTION; AUTHORIZATION TO FINANCIALLY SUPPORT THE GENERAL ASSEMBLY IN NAMING A BRIDGE FOR DECEASED VIRGINIA STATE TROOPER NATHAN-MICHAEL W. SMITH

WHEREAS, Trooper Smith was killed in the line of duty in Prince George County on September 21, 2015; and

WHEREAS, Trooper Smith served the Virginia State Police for one year and three months. He was a recruit in the 121st Trooper Recruit School that graduated in June of 2014 and was assigned to the Richmond Division, Area Seven upon his graduation; and

WHEREAS, this Board wishes to support the Virginia General Assembly in memorializing the life and sacrifice of Virginia State Trooper Nathan-Michael W. Smith;

NOW, THEREFORE, BE IT RESOLVED that the Prince George County Board of Supervisors does hereby financially support up to \$2,000 the Virginia General Assembly in naming the bridge over Interstate 95 at Exit 45 in Prince George County in memorial of Virginia State Trooper Nathan-Michael W. Smith.

On roll call the vote was:

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

Opposed: (0)

### **PRESENTATIONS**

**S-1. Resolution; Proclamation; Domestic Violence Awareness Month – October.** Mr. Skalsky presented to the proclamation to the Staff at The James House.

**S-2. Presentation of VACO Achievement Award.** Ms. Katie Boyle, VACo Director of Government Affairs, presented the County with a VACO Achievement Award for its Toddler Fair.

### **SUPERVISORS' COMMENTS**

Mr. Hunter stated that the Local Emergency Planning Committee is doing a great job. One of the members just became a program manager for the Community Emergency Response Team with their first class in November if anyone is interested in attending that. They will have the "Stop to Bleed Program on October 29 at the Carson Volunteer Fire Department.

Mr. Skalsky reminded the public of the Hopewell/Prince George Community Health Service available to all. He also announced the Czech-Slovak Festival on October 15 from 11 to 4 at the Old Courthouse Complex. There will be more food and activities than ever.

Mr. Carmichael stated that it is good to see everyone participating in all of the events and festivities.

Mr. Webb stated that his thoughts and prayers are with the families of the ones that recently passed.

Chairman Robertson reminded everyone that November 8 is Election Day. He brought to everyone's attention that there are two constitutional amendments on the ballot.

### **COUNTY ADMINISTRATOR COMMENTS**

Mr. Ashcraft stated that that the Farmers Markets continue on October 15, 22 & 29 from 8 a.m. to 12:00 Noon at Scott Park. The Police Department Open House will be on October 12 from 5 to 7 p.m. at the Bland Building. The Citizens Academy will be on October 13 from 6 to 9 p.m. at the Prince George Library. The Josh Culler & David Zuskin Annual Memorial Scholarship Turkey Shoot will be on October 14 at 7 p.m. at the Rives Ruritan Club. There will be a Rabies Clinic on October 15 from 9 to 11 a.m. at the Burrowsville Community Center. The Carson Volunteer Fire Department Golf Tournament will be on October 15 at 12:00 Noon at Dogwood Trace. The Czech & Slovak Festival will be on October 15 at 11 a.m. at the County Complex. The Prince George Ruritan Club Shrimp Fest will be on October 15 from 3 to 6 p.m. at Scott Park. The last day to register to vote is October 17 from 8:30 a.m. to 5 p.m. The Industrial Development Authority will meet on October 19 at 12:00 Noon in the Community Room. The Great Southeast Shake-Out Earthquake Drill will be on October 20 at 10:20 a.m. in the County Offices. There will be a Memorial Service & Sign Dedication for State Trooper Michael Smith on October 21 at 11 a.m. at Richard Bland College. Drug Take Back Day will be on October 22 from 10 a.m. to 2 p.m. in the Police Parking Lot. The Animal Shelter Open House will be on October 22 from 11 a.m. to 2 p.m. at the Animal Center. Prince George TRIAD will meet on October 24 at 1 p.m. at the Prince George Library. 'Zumba to Fight Breast Cancer' raised \$350

last Saturday. The Benjamin Harrison Bridge will have single lane closures through Saturday. There could be brief traffic delays.

## **REPORTS**

**Virginia Department of Transportation** – Mr. A. Scott Thornton of VDOT gave a brief update on the road maintenance in Prince George County. He stated that the primary and secondary mowing has been completed. Presently, maintenance crews are working on ditching and other drainage requests. Crews are also working on snow equipment preparation. Hired equipment contractors continue to work in the County at the Temple Avenue and Puddledock Road intersection with Wells Station work starting in the next two weeks. The week after that they will be starting work at Pole Run drainage project. They are also currently working at the Cottonwood Subdivision addressing some ditching issues. Then there will be work on Route 10 on either side of Tar Bay Road. The patching on Bull Hill Road has been completed. Bailey's Creek Bridge has a single lane closure with a temporary patch coming in the next two weeks. Work on Route 295 is on schedule and they look to be finished by the end of the month. The Route 460 turn land at Enterprise Drive is scheduled to start in March 2017. The Route 106/616 project is going to start in August 2017. The Pole Run Bridge work will start this week. The Lawyer's Road speed study is complete. The traffic study request on Jordan Point Road was not followed through. The Baxter Road No Through Truck Restriction Study is not warranted. There was much discussion regarding the Middle Road and Jefferson Park intersection. The Board asked Mr. Thornton to follow up and see if it is final now as it is.

**Czech-Slovak Festival**. Ms. Carol Bowman of the Prince George Regional Heritage Center invited the Board and the public to the Fourth Annual Virginia Czech and Slovak Festival this Saturday, October 15 from 11:00 a.m. to 4:00 p.m. in the area of the Old Courthouse Building. There will be two stages with ongoing activities and two dance floors. Ms. Bowman gave a brief history of this event. Post-Civil War there was a major influx of Central Europeans and many of them ended up settling in Virginia with Prince George County having the largest population of them than any other County when they immigrated. This event celebrates that heritage and the pattern of immigration. This event will celebrate the food and beverages of this culture, along with the agricultural aspect of their heritage. There will be a lot of music and dancing. There will a cultural affairs officer from the Embassy in Washington in attendance along with people from the Slovak Embassy. This event is a good thing for Prince George County with nearly 2500 in attendance expected.

## **ORDER OF BUSINESS**

### **A-1. Discussion and Possible Action of Request of Prince George Youth Wrestling Association for Use of the Office Located Beside the Cafeteria in the Wellness Center.**

Mr. Keith Rotzoll, Director of Parks and Recreation, stated that the Prince George Youth Wrestling Association is requesting to use the office located beside the cafeteria in the Wellness Center. This room would be used as storage for various wrestling club items such as singlets, apparel, medals, scales, etc. The key would be maintained by Justin Noblin and/or Larry Laxton and would remain locked unless in use. This would be extremely beneficial in keeping club items secure and out of harm's way. The Association is also requesting that one of the window A/C units from the 2nd floor of the wellness center be put to use in the cafeteria. Their practices begin in the October/November time frame when the temperatures are still quite warm. The room, during practices with up to 35 children, can reach temperatures up to 80 degrees, which for many of the young wrestlers is difficult to handle. The A/C that was installed for the gymnasium and the fans that have been donated by coaches and parents do not lower the temperature sufficiently for the safety and comfort of the wrestlers. The Chairman of the Board asked Mr. Laxton if one window A/C unit will be enough. The Board asked Mr. Rotzoll to work it out so that they are comfortable since there is more than one unit available. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve the modification of Exhibit A to the Lease to include the other room. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

**A-2. Resolution; Approval of Grant Applications.** Mr. Hunter stated that since one of the grants is from the Virginia Department of Emergency Management and will be used in part to fund his salary as Emergency Management Deputy Coordinator. Therefore, Mr.



Hunter, under the Virginia Conflict of Interest Act, declared a conflict of interest and chose not to participate in this portion of the grant applications. Ms. Betsy Drewry, Finance Director, stated that both applications have a cash or “in kind” match for which the County has a financial stake. The first one is for the Fire and EMS Department for the salary of the Emergency Management Deputy Coordinator. The Prince George County match was already appropriated as part of the Prince George County FY2016-2017 budget adoption and appropriation. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve that resolution as presented. Roll was called on the motion.

R-16-086

A-2.

**AUTHORIZE THE FIRE, EMS & EMERGENCY SERVICES DEPARTMENT TO COMPLETE A GRANT APPLICATION TO THE VIRGINIA DEPARTMENT OF EMERGENCY MANAGEMENT / FEMA AND PROVIDE LOCAL FINANCIAL MATCH FOR A PORTION OF THE SALARY OF THE EMERGENCY MANAGEMENT DEPUTY COORDINATOR**

WHEREAS, the Prince George Fire, EMS and Emergency Management Department is requesting approval of the Prince George County Board of Supervisors to apply for a grant of \$25,231 through The Virginia Department of Emergency Management / FEMA, which was due for submission by September 22, 2016 and was submitted; and

WHEREAS, the total award of \$25,231 will be utilized for the salary of the Emergency Management Deputy Coordinator; and

WHEREAS, the grant requires a fifty percent (50%) match of \$25,231, which was appropriated as part of the Prince George County FY2016-2017 budget adoption and appropriation.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11<sup>th</sup> day of October, 2016, does hereby authorize the (previous) submission of a grant application for \$25,231 and a local match of \$25,231 for the salary of the Emergency Management Deputy Coordinator.

BE IT FURTHER RESOLVED, That a copy of this Resolution shall be retained as support authorizing the grant application to The Virginia Department of Emergency Management.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Hunter

Mr. Hunter came back to the meeting. Ms. Drewry stated that the second grant application was for the Parks and Recreation Department for exercise equipment for the Central Wellness Center. The total award would be \$46,912 with a 25% match of \$15,638, which will be part of the “Parks & Recreation Projects” debt issuance if approved and will be appropriated upon approval. Mr. Skalsky made a motion, seconded by Mr. Carmichael, to approve the resolution as presented. Chairman Robertson stated that he wanted to commend Mr. Rotzoll for seeking this grant, however he feels like they cannot afford more County employees to take care of this equipment room. Mr. Webb concurred with the Chairman’s comments and stated that he could not support it either. Mr. Carmichael stated that this is much needed to accommodate the citizens of District 1. The County Administrator informed the Chairman that there was a part-time position placed in the budget this year just for this. The Chairman stated that was one of the reasons he did not vote in favor of the budget. Roll was called on the motion.

R-16-087

**AUTHORIZE THE PARKS & RECREATION DEPARTMENT**

TO COMPLETE A GRANT APPLICATION TO THE JOHN RANDOLPH FOUNDATION AND PROVIDE LOCAL FINANCIAL MATCH (THROUGH CIP / DEBT ISSUANCE) FOR EXERCISE EQUIPMENT FOR THE CENTRAL WELLNESS CENTER

WHEREAS, the Parks & Recreation Department is requesting approval of the Prince George County Board of Supervisors to apply for a grant of \$46,912 through The John Randolph Foundation, due for submission by October 17, 2016; and

WHEREAS, the total award of \$46,912 will be utilized for exercise equipment for The Central Wellness Center; and

WHEREAS, the grant requires a twenty-five percent (25%) match of \$15,638 (maximum), which will be part of "Parks & Recreation Projects" debt issuance if approved and will be appropriated upon approval.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11<sup>th</sup> day of October, 2016, does hereby authorize the submission of a grant application for \$46,912 and a local match of \$15,638 (maximum) for the purchase of exercise equipment at the Central Wellness Center.

BE IT FURTHER RESOLVED, That a copy of this Resolution shall be retained as support authorizing the grant application to The John Randolph Foundation.

On roll call the vote was:

In favor: (3) Carmichael, Hunter, Skalsky

Opposed: (2) Robertson, Webb

**A-3. Discussion of RFP for Community-Wide Recycling Plan.** Mr. Jeff Stoke, Deputy County Administrator, stated that on August 22, 2016, with assistance from Central Virginia Waste Management Authority, Prince George County released RFP # 17-0819-1 to solicit for Exclusive Service Area for Subscription Residential Recycling Collection Services. On September 21, 2016, bids closed with four submittals (two bids and two non-bidders). The review committee comprised of Rod Compton, George Poulson, Leigh Primmer, Kim Hynes and Jeff Stoke. The unanimous recommendations of the review committee were to 1) reject all bids and continue fair market competition for curbside recycling in the County; 2) end the Jordan on the James and Fairwood Road recycling pilot projects with CFS on December 31, 2016; and 3) keep the community container recycling at the County complex with CFS for residential use. Mr. Hunter made a motion, seconded by Mr. Webb to approve the resolution rejecting all bids as presented. Roll was called on the motion.

R-16-088

A-3.

Resolution; Reject all bids for Recycle RFP #17-0819-1

WHEREAS, On August 22, 2016, with assistance from Central Virginia Waste Management Authority, Prince George County released RFP # 17-0819-1 to solicit for Exclusive Service Area for Subscription Residential Recycling Collection Services; and

WHEREAS, On September 21, 2016, bids closed with four submittals (two bids and two non-bidders); and

NOW, THEREFORE BE IT RESOLVED, The Prince George County Board of Supervisors on October 11, 2016 does hereby reject all bids for Recycle RFP #17-0819-1.

On roll call the vote was:

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

Opposed: (0)

**A-4. Resolution; Authority to Execute Contract for Architectural and Engineering Services for the Renovation and Buildout of the Courthouse Basement Area.** Ms. Julie Walton, Director of Community Development, stated that by Request for Proposal, the County solicited responses for design services for the proposed renovations and buildout of the Courthouse basement area to create a new courtroom and associated areas for the Juvenile and Domestic Relations Court. Responses were received from three firms, and an evaluation committee was formed to review responses and recommend an award of contract to the Board of Supervisors. The evaluation committee reviewed and ranked the responses received. The committee's recommendation to the Board of Supervisors of the firm that best meets the needs of the County and its desired improvements at the building and site is HVC CHENAULT Architectural Corp. Staff has negotiated with HVC Chenault a fee of \$199,207.20 to provide all A&E services for the project. If approved, the contract will be developed by the County's Attorney. A draft resolution has been presented to the Board to award a contract and the proposal from HVC Chenault. Following brief discussion and questions, Mr. Hunter made a motion, seconded by Mr. Carmichael, to approve the resolution as presented. Roll was called on the motion.

**A-4.**

**AUTHORITY TO EXECUTE CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR RENOVATIONS AND BUILDOUT FOR THE COURTHOUSE BASEMENT AREA;**

WHEREAS, A Request for Proposals was developed and advertised through the County's procurement process to accept responses and qualifications for the design and engineering of improvements, renovations and buildout of the Courthouse basement area; and

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

WHEREAS, after careful consideration and negotiations, the committee has recommended the firm that best meets the needs of the County for the renovation and buildout of the Courthouse basement;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11<sup>th</sup> day of October, 2016 does hereby authorize the County Administrator to execute a contract with HVC CHENAULT Architectural Corp. for provision of services as outlined in the RFP and contract documents for a total amount of \$199,207.20.

On roll call the vote was:

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

Opposed: (0)

**A-5. Discussion of a Representative of the Board of Supervisors to Cast the Vote(s) for Prince George County at the VACO Annual Business Meeting.** The Board agreed by consensus to appoint Chairman Bill Robertson with Vice-Chairman Jerry Skalsky as the alternate to represent Prince George County as the voting delegate at the VACO Annual Business Meeting.

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

On roll call the vote was:

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

Opposed: (0)

The meeting adjourned at 8:16 p.m.

[Draft Minutes prepared October 19, 2016, for consideration on October 25, 2016; adopted by unanimous vote.]

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

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Percy C. Ashcraft  
County Administrator