

AGENDA

Board of Supervisors
County of Prince George, Virginia
Regular Meeting: January 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

W-1. Discussion of Refinancing of 2008 Series Bonds

W-2. Request to Trap Furbearers on New Carson VFD Property

W-3. Discussion of Renovations to the Burrowsville Volunteer Fire Department

W-4. Discussion of EMS Staffing at Volunteer Stations

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. Resolution in Support of Equal Taxing Authority on Cigarettes.

PRESENTATIONS

- S-1. Christmas Decoration Winners: Christmas Elegance, Stephanie and Brad Bailey; Religious Display, Connie Walker and Family; Best Use of Lights, Robyn Glass; Most Creative, Raymond Branch; Bester Overall, Mary and Gary Spivey; and Most FACEBOOK “likes”, Vincent and Cindy Grebas.
- S-2. Christmas Card Contest Winner: Olivia Gilbert, Harrison Elementary School
- S-3. Christmas Parade Winners: Best Decorated Float: Kidco Academy, Inc. and Oakland Baptist Church; Best Decorated Public Service Vehicle, Burrowsville Volunteer Fire Department; Most Spirited/Themed, Prince George Christian Pre- School; Judges Choice, Prince George High School Marching Band and Prince George High School Royalties; and Best Overall Entry, Dance Kraze.

SUPERVISORS’ COMMENTS

COUNTY ADMINISTRATOR’S COMMENTS

REPORTS

- Virginia Department of Transportation** – Phillip Frazer
- FY15 Audit** – Robinson Farmer Cox – David Foley
- Playground Renovations** – Keith Rotzoll
- Property Maintenance Update** – Jeff Brown and Sgt. Jodie Warren

TABLED ITEMS

- T-1. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):
 - A. Resolution; Appointment; Board of Supervisors Member to Local Emergency Planning Committee.

ORDER OF BUSINESS

- A-1. Draft Minutes – December 8, 2015.
- A-2. Resolution; Authority to Enter into an Agreement Between Prince George County Board of Supervisors and Constitutional Officers.
- A-3. Discussion and Possible Action of Virginia American Water Rate Increase.
- A-4. Discussion of Six-Month Work Plan.
- A-5. Resolution; Re-appropriation of Unexpended FY 2014-15 funds to FY 2015-16.
- A-6. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):
 - A. Resolution; Two Appointments – County Administrator and Citizen to the Riverside Criminal Justice Board.
 - B. Resolution; One Appointment (One-Year Term) – Citizen to Virginia Gateway Region.
 - C. Resolution; One Appointment (Four-Year Term) – Crater Youth Care Commission.
 - [ADDED] D. Resolution; One Appointment (One-Year Term) – CIP Committee.**

PUBLIC HEARINGS

P-1. Public Hearing; Appropriation of \$1,907,359 for FY15 School Division Carry-Over Funds.

ADJOURNMENT

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

AMENDMENT(S)

Addition(s)

None.

Deletion(s)

Item 8D

Changes

None.

MINUTES
Board of Supervisors
County of Prince George, Virginia

January 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, January 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 prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; and (2) consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended. Mr. Carmichael made a motion, seconded by Mr. Webb, that the Board convene a closed session for 1) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; and (2) consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended.

R-16-006

E-1.

RESOLUTION; CLOSED SESSION FOR: (1) DISCUSSION OF PROSPECTIVE CANDIDATES FOR BOARD APPOINTMENTS TO VARIOUS COMMITTEES PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; (2) CONSIDERATION OF THE ACQUISITION OF REAL PROPERTY FOR A PUBLIC PURPOSE WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE NEGOTIATING STRATEGY OF THE COUNTY PURSUANT TO § 2.2-3711 (A)(3), CODE OF VIRGINIA, 1950, AS AMENDED; AND (3) DISCUSSION OF THE EVALUATION OF THE PERFORMANCE OF SPECIFIC BOARD APPOINTEES PURSUANT TO § 2.2-3711, (A)(1), CODE OF VIRGINIA, AS AMENDED

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of January, 2015, does hereby vote to enter closed session for (1) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (2) consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended; and (3) discussion of the evaluation of the performance of specific Board appointees pursuant to § 2.2-3711, (A)(1), Code of Virginia, as amended.

On roll call the vote was:

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

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-15-006A

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 January, 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) Carmichael, Skalsky, Webb, Robertson, Hunter

Opposed: (0)

WORK SESSION

Discussion of Refinancing of 2008 Series Bonds

Ms. Jami Engel introduced Ted Cole of Davenport, who walked through some financial options for refinancing at a future date.

Request to Trap Furbearers on New Carson VFD Property

Mr. Robert Williams is requesting permission to trap animals on the Carson VFD property. It may be considered by the Board at a later date.

Discussion of Renovations to the Burrowsville Volunteer Fire Department

Mr. Bill Hamby gave an update on the future requested changes of the fire department. Funds will come from the Burrowsville VFD.

Discussion of EMS Staffing at Volunteer Stations

Mr. Brad Owens gave an overview of current staffing. The next steps were discussed.

Invocation. Mr. Skalsky gave an invocation.

Pledge of Allegiance to U.S. Flag. Mr. Webb 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 7:07 p.m.

Ms. Nancy Loving (2511 Liverman Drive). Ms. Loving spoke against furbearer trapping on the property in Carson. She asked how many types of furbearers are to be trapped and what type of traps will be used. Ms. Loving read to the Board guidelines of trapping and the dangers of trapping. She asked who will take responsibility of injury or death of domesticated animals or children in these traps. She asked the Board to please vote no when this matter comes up.

Brack and Laura Dunn (Arwood Road, Disputanta, VA). Mr. and Mrs. Dunn had a significant house fire on New Year's Eve. They came before the Board to publicly thank the efforts of the Fire and EMS personnel from Carson, Prince George, Burrowsville, and Disputanta for saving their home and their lives with their quick response. They stated that staff went above and beyond to minimize the damage.

Leonard Hughes (20 Browning Street). Mr. Hughes spoke against furbearer traps. He stated that the traps usually can catch 2 to 10 animals that should not be trapped. He asked the Board to please vote no to furbearer trapping.

Chairman Robertson closed the public comment period at 7:15 p.m.

APPROVAL OF AGENDA. Mr. Webb requested that Item A-7 be added as an authorization for the County Administrator to enter into a purchase agreement for a 5.715 acre parcel. Chairman Robertson added Item A-8 as a discussion of a mini retreat. Mr. Carmichael 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. Skalsky made a motion, seconded by Mr. Hunter, that the consensus agenda be approved as presented. Roll was called on the motion.

R-15-007

C-2.

**RESOLUTION IN SUPPORT OF EQUAL TAXING AUTHORITY ON
CIGARETTES**

WHEREAS, the County of Prince George, Virginia requests that all Counties in Virginia have equal rights; and

WHEREAS, the County of Prince George respectfully requests that the Code of Virginia be amended to provide equal rights; and

WHEREAS, the County of Prince George has been required to fund shortfalls in state and federal funding; and

WHEREAS, the County of Prince George has identified a means to lessen the burden on property taxes by implementing a cigarette tax that has previously been approved by state legislative action; and

NOW, THEREFORE, BE IT RESOLVED, the Prince George County Board of Supervisors request that Section 58.1-3831 be amended to allow all Virginia Counties to have the power to levy tax upon the sale or use of cigarettes.

On roll call the vote was:

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

Opposed: (0)

PRESENTATIONS

S-1. Christmas Decoration Winners: Christmas Elegance, Stephanie and Brad Bailey; Religious Display, Connie Walker and Family; Best Use of Lights, Robyn Glass; Most Creative, Raymond Branch; Bester Overall, Mary and Gary Spivey; and Most FACEBOOK “likes”, Vincent and Cindy Grebas. Mr. Keith Rotzoll, director of Parks and Recreation and Mr. Bill Gandel presented the awards.

S-2. Christmas Card Contest Winner: Olivia Gilbert, Harrison Elementary School. Mr. Jay Paul presented the award on behalf of the Prince George Ruritan Club.

S-3. Christmas Parade Winners: Best Decorated Float: Kidco Academy, Inc. and Oakland Baptist Church; Best Decorated Public Service Vehicle, Burrowsville Volunteer Fire Department; Most Spirited/Themed, Prince George Christian Pre-School; Judges Choice, Prince George High School Marching Band and Prince George High School Royalties; and Best Overall Entry, Dance Kraze. Mr. Rotzoll and the Judges, Floyd Brown, Planning Commission; and Teresa Knott, Deputy Clerk, presented the awards.

SUPERVISORS' COMMENTS

Mr. Hunter stated that he had the privilege to serve with Martin Robertson for 30 years. He was a great friend and a great friend of Prince George County. Mr. Hunter then read the following statement:

As the Board is aware, I have worked for the County as the part-time Deputy Emergency Management Coordinator since April 15, 2013. Normally, I am scheduled to work 30 hours a week, and since I am now considered a “salaried part-time employee” I make the same salary regardless of the number of hours that I work each day or each pay period. My position is an “exempt” position under the Fair Labor Standards Act and, therefore, not eligible for overtime pay. Based on the recommendation of the County Attorney, however, I am keeping a daily log of “hours worked” to insure that there is no overlap between the time that I spend working for the County and the time I spend on my responsibilities as a Board member.

The County Attorney in consultation with the Commonwealth’s Attorney, has recommended that I make the following disclosure required under the Virginia Conflict of Interest Act so that I do not engage in certain activities of the Board of Supervisors that might inappropriately affect the Fire, EMS and Emergency Management Department.

Because my salary as the Deputy Emergency Management Coordinator exceeds \$5,000.00, I have a “personal interest” in certain transactions by the Board of Supervisors that specifically affect my position with the Fire, EMS and Emergency Management Department. Accordingly, I will publically disqualify myself and will not participate as a Board member in matters such as evaluations of the Fire, EMS and Emergency Management Director, evaluations of my job performance by the Board, increases or decreases in compensation that just affect the Deputy Emergency Management Coordinator or consideration of grants that may be used directly to fund my position. However, the Conflict of Interest Act does allow me to participate in a broad range of other transactions by the Board of Supervisors that affect the Department because I can publically declare that:

1. I am a member of a group of more than 3 persons who also work for the Fire, EMS and Emergency Management Department who may be affected by these Board “transactions” affecting the Department;
2. Some of these Board “transactions” will affect the public generally such as preparations for natural disasters; and
3. I am able to participate in these type of Board transactions affecting the department fairly, objectively and in the public interest.

Other matters within the category of matters that I can participate in that may come before the Board may include tax and budget decisions, ordinances, contracts and memorandums of understanding relating to vendors or other localities in the Tri-Cities area, evaluation of the needs, performance, deficiencies of the Fire, EMS and Emergency Management system, and capital expenditures related to Fire, EMS and Emergency Management. I have been advised that I may without limitation, be appointed to regional Boards and Commissions by the Board that

deal with emergency management issues. But inevitably, there may be unanticipated issues that come before the Board that affect the department and I will consult with the County Attorney to determine whether participation by me in those matters is appropriate.

I am asking the Clerk to record this statement, verbatim, in the minutes of the Board.

Mr. Skalsky recognized Mr. Jimmy Clark, charter member of the Burrowsville Volunteer Fire Department and that it was good to see him out.

Mr. Carmichael stated that he appreciates everyone including Mr. Martin Robertson and Mr. Henry Parker who have done so much for this County each and every day.

Mr. Webb thanked the citizens of Prince George County for giving him the opportunity to serve.

COUNTY ADMINISTRATOR COMMENTS

Mr. Ashcraft stated that County Offices will be closed on Lee-Jackson Day – January 15 and Martin Luther King’s Birthday – January 18. The Friends of Richard Bland College will provide a tour on January 20 at 4:30 p.m. at the Rolls-Royce Plant. The Industrial Development Authority Meeting will be on January 20 at 12:00 Noon in the Prince George Library. The Fall Grant Awards Reception will be on January 21 from 3 to 5 p.m. at the John Randolph Foundation. The Burrowsville Volunteer Fire Department Annual Banquet will be on January 23 at 5:30 p.m. at the Hopewell Moose Lodge. There will be an Exit 45 POA Meeting on January 25 at 2 p.m. at the Holiday Inn Express. VDOT will have a public meeting on the Temple Avenue Roundabout on January 27 at 5:30 p.m. at the Colonial Heights Courthouse. The new Carson Volunteer Fire Station is about 85 percent complete. Sidewalk construction has begun at Exit 45. The Dollar General store off Exit 41 is under construction and should be open in the coming weeks. Fire & EMS Director Brad Owens has successfully completed the process that awards him the professional designation of “Chief Fire Officer” (CFO). The Commission on Professional Credentialing (CPC) met on December 14, 2015 to officially confer the designation upon Director Owens. Director Owens is one of only 1,104 CFO’s worldwide. Chairman Robertson was honored at the January 6 meeting of the Prince George Rotary Club by receiving the ‘Paul Harris Fellow’ Award. Myrna Honeycutt Newcomb became the 4,500th follower on the Prince George County Facebook page in December. Prince George County unemployment rate dips to 4.8 percent in November, the first time under 5 percent since December, 2008. VDOT lowers speed limit to 45 MPH on Route 618 (Robin Road). New Congressional Redistricting Plan approved. Water issues at Bexley Mobile Home Park are being resolved.

PUBLIC HEARINGS

P-1. Public Hearing; Appropriation of \$1,907,359 for FY15 School Division Carry-Over Funds. Mr. Percy Ashcraft, County Administrator, stated that the school board funds remaining in the FY15 budget were \$2,909,741. The amount of impact aide funds that were received above the amount budgeted was \$867,553 and the fourth payment (of ten) to the Utilities fund is \$134,829. The school board has requested an appropriation of the remaining funds from the FY15 budget. That amount is \$1,907,359. As this amount is greater than 1% of the total County budget, a public hearing is required. Chairman Robertson opened the public hearing at 7:43 p.m. Mr. Kevin Foster, Chairman of the Prince George County School Board, and Renee Williams, School Superintendent, stated that the request for the carryover funds is to fund technology, capital operational expenses, secured entry systems at Harrison, North, and South Elementary Schools, roof repairs, a facilities study, and State funds to be transferred to the Textbook Fund. There was no one to speak and the public hearing was closed at 7:55 p.m. Mr. Carmichael made a motion, seconded by Mr. Hunter, to approve the appropriation as presented. Roll was called on the motion.

R-16-008

RESOLUTION; APPROPRIATION OF SCHOOL FUNDS

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of January, 2016, does hereby authorize the following increase of funds within the Fiscal Year 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>		
0500-various	School Fund	\$ 1,907,359
 <u>Revenue:</u>		
0100-34999	General Fund	\$ 1,907,359

On roll call the vote was:

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

Opposed: (0)

REPORTS

Virginia Department of Transportation – Mr. Philip Frazer of Virginia Department of Transportation stated that the contractors have been shut off for the winter. They have addressed some vegetation issues and are patching potholes with temporary measures. The rumblestrips on Route 460 in Disputanta will be replaced this spring. They are continuing to monitor the intersection of Jefferson Park and Middle Road. They are down to about 50 work orders at the area headquarters and there are currently six positions vacant. There was a traffic study on Courthouse and Bull Hill. The findings do not support a signal light. They are reevaluating for a possible roundabout. There was a traffic study on Sandy Ridge Road and the findings do not support a truck restriction. There will be a study on Tavern Road for a truck restriction. The Board reported to Mr. Frazer continuous truck traffic on Rives Road, a washout coming out of Hopewell to Prince George on Route 10, potholes at Newville Store out to Route 10, and continuous bridge flooding on Heritage Road.

2014 Audit Report – Mr. David Foley, Auditor of Robinson, Farmer, Cox Associates, gave a brief overview of the opinions on the financial statements in the auditor’s report. There are three sections within the report, including the basic financial statements, internal controls over financial reporting, and Federal Programs. Mr. Foley brought a few things within the report to the Board’s attention, including a healthy fund balance in the governmental funds. He pointed out the management letter from Robinson, Farmer, Cox which reported no difficulties, no disagreements with management, and few audit adjustments. The only thing noted was that there continues to be some procurement issues with the School Board.

Playground Renovations – Mr. Keith Rotzoll, Director of Parks and Recreation, gave a brief report on the Baxter Ridge and Branchester Lakes Park renovations. This is a two-year plan that will include Stratford Woods and River’s Edge next year. The playground equipment at these locations were old wooden-style equipment and at a minimum of 15 years old. This equipment was starting to become a liability. Mr. Rotzoll showed before and after pictures for both Baxter Road and Branchester Lakes Parks. He thanked the Prince George Rotary Club for donating \$5,000 for a handicapped accessible swing at Scott Park. They are also looking long-term at putting playground equipment at the Wellness Center at Old Moore.

Property Maintenance Update. Mr. Jeff Brown, Building Official, and Sgt. Jodie Warren gave a brief report on code enforcement activity in the County. Mr. Brown summarized the activities related to the Virginia Maintenance Code, the Virginia Statewide Fire Prevention Code, and the Prince George County Codes and Ordinances. Some of the most common complaints are storage or disposal of trash and refuse, disposal of discarded materials, open burning, operating a business from a residence, zoning conditions, maintenance of grass and weeds, and vacant or damaged structures. In 2015, 187 property maintenance complaints were received and 179 violation notices were issued. Mr. Brown reminded the public of the different ways complaints can be submitted. All complainants will remain anonymous. Sgt. Warren summarized the

inoperable vehicles reported in 2015. There were 116 inoperable vehicle complaints received in 2015 and 102 of those cases have been closed due to vehicle removal or proper storage. Inoperable vehicle compliant rate increased 29% from 2014 to 2015. Again, Sgt. Warren reminded the public of the different ways complaints can be submitted and reiterated that all complainants will remain anonymous.

TABLED ITEMS

T-1. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointments.

A. Resolution; Appointment; Board of Supervisors Member to Local Emergency Planning Committee. This item was tabled from the January 4 Organizational Meeting to allow the County Attorney to look over a possible conflict of interest. There being no conflict of interest, Mr. Webb made a motion, seconded by Mr. Skalsky, to appoint Mr. Donald Hunter to the Local Emergency Planning Committee. Roll was called on the motion.

R-16-009

T-1.

**RESOLUTION; APPOINTMENT; BOARD OF SUPERVISORS
MEMBER TO LOCAL EMERGENCY PLANNING COMMITTEE.**

WHEREAS, Prince George County established a Local Emergency Planning Committee (LEPC) also known as the Citizen Corps consistent with Federal Public Law 99-499, the Superfund Amendments and Reauthorization Act of 1986, under Title III, section 301. The name of this organization is the Prince George County Local Emergency Planning Committee and Citizen Corps, hereinafter referred to as the PGLEPC; and

WHEREAS, One of the membership requirements of the LEPC is a local elected official.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of January, 2016, hereby appoints Mr. Donald Hunter to serve as the Board of Supervisors representative to the Prince George County Local Emergency Planning Committee and Citizen Corps for a term effective immediately at the pleasure of the Board.

On roll call the vote was:

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

Opposed: (0)

ORDER OF BUSINESS

A-1. Draft Minutes – December 8, 2015. Mr. Skalsky made a motion, seconded by Mr. Carmichael, to approve the minutes as presented. Roll was called on the motion.

On roll call the vote was:

In favor: (3) Robertson, Carmichael, Skalsky

Opposed: (0)

Abstained: (2) Webb, Hunter

A-2. Resolution; Authority to Enter into an Agreement Between Prince George County Board of Supervisors and Constitutional Officers. Mr. Steve Micas, County Attorney, explained that this is the standard agreement that has to be done every four years between the County and the Constitutional Officers. It allows Constitutional Officers to use various aspects of the County such as payroll. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the agreements as presented. Roll was called on the motion.

R-16-010

A-2.

RESOLUTION; AUTHORITY TO ENTER INTO AN AGREEMENT BETWEEN
PRINCE GEORGE COUNTY BOARD OF SUPERVISORS AND CONSTITUTIONAL
OFFICERS

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 12th day of January, 2016 does hereby authorize the Chairman of the Board execute an Agreement with the Clerk of Court, the Treasurer, the Sheriff, the Commissioner of Revenue, and the Commonwealth's Attorney.

On roll call the vote was:

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

Opposed: (0)

A-3. Discussion and Possible Action of Virginia American Water Rate Increase.

Chairman Robertson stated that Virginia American Water increased rates in 2012 and is asking for an additional 25.35% rate increase to be effective April 1, 2016. Virginia American is also asking for authority to impose a 10% capital reserve surcharge on water bills. If the rate increase is approved, the County will pay \$75,000 more each year to purchase wholesale water and the average Virginia American Water's customer's bill in Prince George will increase from \$44.00 to \$55.00 a month. Hopewell and Prince George cooperatively contested Virginia American Water's last rate increase application and Hopewell has agreed to share the cost of expert witnesses again. The estimated cost for an expert witness is approximately \$25,000. The County must intervene by February 5, 2016 for the trial scheduled for June 21, 2016. Staff recommends that the Board authorize intervening in the Virginia American Water rate application hearing before the State Corporation Commission if the County Administrator and City Manager of Hopewell can agree on an acceptable cost sharing arrangement. Hopewell City Council is also deciding whether to intervene at its January 12, 2016 meeting. Mr. Skalsky made a motion, seconded by Mr. Webb, that the Board authorize the County Administrator to work with the City of Hopewell in regards to intervening in the Virginia American Water rate application hearing for an acceptable cost sharing arrangement. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

A-4. Discussion of Six-Month Work Plan. Mr. Ashcraft stated that 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 315 goals submitted for this six months and agreed upon by County Staff and Administration.

A-5. Resolution; Re-appropriation of Unexpended FY2015-15 Funds to FY2-15-16. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-16-011

A-5.

RESOLUTION; APPROPRIATION OF UNEXPENDED FY 2014-15 BUDGETS
TO FY 2015-16

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of January, 2016, does hereby authorize the following increase of funds within the Fiscal Year 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>	
0602-41709 DMV Highway Grant	\$ 11,415.00
0602-43894 Drug Enforcement	\$ 1,736.00
0602-45540 Education Grant	\$ 165.00
0602-45790 First Responder Funds	\$ 1,997.00
0602-46008 Police Vehicle & Equipment Fuel	\$ 15,366.00
0602-46013 Education & Rec Supplies	\$ 2,003.00
0602-46026 Child Safety Seat Program	\$ 38.00
0602-46029 Animal Shelter Donations	\$ 16,991.00
0602-48109 Maddie’s Fund	\$ 38,150.00
0602-48203 E-911 Comm Grant	\$ 6,794.00
0606-48248 Carson Fire Department	\$ 5,005.00
0607-48248 Burrowsville Fire Department	\$ 44,505.00
0608-48248 Jefferson Park Fire Department	\$ 3,600.00
0606-48248 Disputanta Fire Department	\$ 5,300.00
0604-48248 Prince George Fire Department	\$ 22,202.00
0614-48248 Fire/EMS	\$ 25,920.00
103218-45642 Fire/EMS – Four for Life	\$ 47,742.00
0614-48247 RSAF	\$ 1,644.00
0614-45643 Homeland Security Grant	\$ 1,566.00
0614-46025 Donations	\$ 2,133.00
0614-46038 LEPC Donations	\$ 1,248.00
0614-48248 Fire Programs Funds	\$ 38,405.00
0612-41001 Emergency Management Grant	\$ 6,572.00
102110-46012 Books & Subscriptions	\$ 23,157.00
 <u>Revenue:</u>	
10 General Fund	\$ 323,656.00

On roll call the vote was:

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

Opposed: (0)

**A-6. Consideration of Appointments – Board, Commissions, Committees, Authorities:
Resolution of Appointment(s):**

A. Resolution; Two Appointments – County Administrator and Citizen to the Riverside Criminal Justice Board. Mr. Hunter made a motion, seconded by Mr. Skalsky, to appoint the County Administrator and Mr. Tim Beard as a citizen. Roll was called on the motion.

R-16-012

A-6A.

**RESOLUTION; APPOINTMENT – RIVERSIDE COMMUNITY
CRIMINAL JUSTICE BOARD**

WHEREAS, The Riverside Community Criminal Justice Board (RCCJB), has an affirmative recorded vote in accordance with the provisions of the RCCJB By-Laws; and

WHEREAS, Sections 9.1-178 of the Code of Virginia prescribes CCJB membership and requires membership to be filled by each local governing body; and

WHEREAS, the current terms of the County Administrator and Napoleon Booker have expired.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of January, 2016 does hereby appoint Mr. Tim Beard to the RCCJB as a citizen member for a two-year term beginning immediately and ending on December 31, 2017; and

BE IT FURTHER RESOLVED that the Board appoints the County Administrator to serve on the RCCJB at the pleasure of the Board.

On roll call the vote was:

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

Opposed: (0)

B. Resolution; One Appointment (One-Year Term) – Citizen to Virginia Gateway Region. Mr. Skalsky made a motion, seconded by Mr. Webb, to reappoint Mr. Peter Clements.

R-16-013

A-6B.

RESOLUTION; APPOINTMENT OF (ONE-YEAR TERM) – CITIZEN MEMBER TO VIRGINIA GATEWAY REGION BOARD OF DIRECTORS

WHEREAS, the Articles of Incorporation of the Virginia Gateway Region (formerly “Appomattox Basin Industrial Development Corporation”) provide that participating localities may appoint a representative from the governing body and also a business-affiliated representative to serve on the Virginia Gateway Region Board of Directors for a term of one year;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 12th day of January, 2016 that it hereby appoints Mr. Peter Clements as the business-affiliated representative on the Virginia Gateway Region Board of Directors for a one-year term beginning on January 1, 2016 and ending on December 31, 2016.

On roll call the vote was:

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

Opposed: (0)

C. Resolution; One Appointment (Four-Year Term) – Crater Youth Care Commission. Mr. Carmichael made a motion, seconded by Mr. Hunter, to reappoint Mr. William Gandel. Roll was called on the motion.

R-16-014

A-6C.

RESOLUTION; APPOINTMENT OF ONE MEMBER TO CRATER YOUTH CARE COMMISSION (FOUR-YEAR TERM).

WHEREAS, The term of Mr. William F. Gandel will expire on January 13, 2016; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of January, 2016 does hereby reappoint Mr. William F. Gandel to the Crater Youth Care Commission effective January 14, 2016 and ending on January 13, 2020.

On roll call the vote was:

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

Opposed: (0)

D. Resolution; One Appointment (One-Year Term) – CIP Committee. Mr. Carmichael made a motion, seconded by Mr. Hunter, appoint Mr. Donald Vtipil. Roll was called on the motion.

R-16-015

A-6D.

RESOLUTION; RECOMMENDATION OF THREE CITIZEN APPOINTMENTS (CIP COMMITTEE).

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 12th day of January, 2016 that it hereby appoints Mr. Donald Vtipil to serve as a citizen representative on the Prince George County Planning Commission's CIP Committee for a one-year term effective immediately.

On roll call the vote was:

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

Opposed: (0)

A-7. Authorization for the County Administrator to Enter into a Purchase Agreement for a 5.751 Acre Parcel. and Possible Action of Statewide Stormwater Opt Out Resolution.

Cecilia and Robert Jones, sister and brother, owners of a 5.751 acre parcel at James River Drive and Moody Road have agreed to sell the parcel to the County for \$49,700. If the Board desires to purchase the property, the board must authorize the County Administrator to enter into a Real Estate Purchase Agreement that provides for the sale of the property to the County subject to compliance with various contingencies and testing the County to determine that it is usable for future public purposes such as a fire station. Mr. Webb made a motion, seconded by Mr. Hunter, to authorize the County Administration to enter into a real estate purchase agreement. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

A-8. **Discussion of Board of Supervisors Mini Retreat.** In light of the fact that there are two new Board members, Chairman Robertson stated that he thought it would be advantageous for the Board to get together and go over the Mission Statement, County Vision, Core Values, Strategic Priorities, and Board Guidelines. The Board agreed by consensus. The County Administrator will make arrangement for a date and place to meet and get back with the Board.

ADJOURNMENT. Mr. Carmichael 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) Webb, Skalsky, Robertson, Carmichael, Hunter

Opposed: (0)

The meeting adjourned at 9:14 p.m.

[Draft Minutes prepared January 21, 2016 for consideration on January 26, 2016; adopted by unanimous vote.]

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

Percy C. Ashcraft
County Administrator