

AGENDA
Board of Supervisors
County of Prince George, Virginia
Regular Meeting: October 10, 2017
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 EMS Staffing
Property Maintenance Issue on Union Branch Road
Demonstration of Utilities Online Bill Payments

INVOCATION

PLEDGE OF ALLEGIANCE TO U.S. FLAG

PUBLIC COMMENTS

ADOPTION OF AGENDA

ORDER OF CONSENSUS

C-1. Draft Minutes – September 26, 2017 Regular Meeting.

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

C-3. Resolution; Proclamation; Domestic Violence Awareness Month – October.

PRESENTATIONS

S-1. Resolution; Proclamation; Domestic Violence Awareness Month – October.

S-2. Resolution; Commendation; George Poulson; Service to Prince George County.

SUPERVISORS’ COMMENTS

COUNTY ADMINISTRATOR’S COMMENTS

REPORTS

VDOT – Crystal Smith

Public Safety Radio System – Chief Early

Virus Scan Removal from Computers – Kirsten Cherry

TABLED ITEMS

ORDER OF BUSINESS

- A-1. Resolution; FY2017-2018 Position Chart.
- A-2. Resolution; Appropriation and Budget Transfer (\$182,907 Appropriation FEMA Safer Recruitment Grant; \$113,549 Appropriation FEMA Safer Hiring Grant; \$37,850 Budget Transfer from Contingency Local Match FEMA Safer Hiring Grant).
- A-3. Resolution; Appropriation (\$480,000 Virginia Department of Fire Programs Burn Building Grant).
- A-4. Resolution; Award of Contract (\$59,337.48 Heaton’s Lawn Maintenance for County Grounds Maintenance).
- A-5. Discussion of VACo Legislative Agenda.
- A-6. Discussion of Date for Legislative Dinner Meeting.
- A-7. CONSIDERATION OF APPOINTMENTS – BOARD, COMMISSIONS, COMMITTEES, AUTHORITIES: RESOLUTION OF APPOINTMENT(S):
 - A. Resolution; Appointment of One Member (Four-Year Term) – Riverside Regional Jail Authority.
- A-8. Discussion and Possible Action of Shared Utility Agreement with the City of Petersburg for Property Located Near Rives Road.

PUBLIC HEARINGS

ADJOURNMENT

Board meeting format: Executive Meeting at 5:00 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.princegeorgeva.org.**

MINUTES
Board of Supervisors
County of Prince George, Virginia

October 10, 2017

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 10, 2017 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
Donald R. Hunter, Vice-Chairman Present
Alan R. Carmichael Present
Hugh G. Mumford 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 evaluation of the performance, compensation and terms of employment of a specific Board appointee pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; and (2) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended. r. Carmichael made a motion, seconded by Mr. Webb, that the Board convene closed session for : (1) discussion of the evaluation of the performance, compensation and terms of employment of a specific Board appointee pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; and (2) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended.

R-17-108

E-1.

RESOLUTION; CLOSED SESSION FOR (1) DISCUSSION OF THE EVALUATION OF THE PERFORMANCE, COMPENSATION AND TERMS OF EMPLOYMENT OF A SPECIFIC BOARD APPOINTEE 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) DISCUSSION CONCERNING A PROSPECTIVE BUSINESS OR ECONOMIC DEVELOPMENT PROSPECT WHERE NO PREVIOUS ANNOUNCEMENT HAS BEEN MADE OF THE BUSINESS' OR PROSPECTS' INTEREST IN LOCATING IN PRINCE GEORGE COUNTY PURSUANT TO § 2.2-3711 (A)(5), CODE OF VIRGINIA, 1950, AS AMENDED

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 10th day of October, 2017, does hereby vote to enter closed session for (1) discussion of the evaluation of the performance, compensation and terms of employment of a specific Board appointee 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) discussion concerning a prospective business or economic development prospect where no previous announcement has been made of

the business' or prospects' interest in locating in Prince George County pursuant to § 2.2-3711 (A)(5), Code of Virginia, 1950, as amended.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

E-2. Resolution; Certification of Closed Session. At 6:00 p.m., Mr. Webb made a motion, seconded by Mr. Mumford, 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-17-108A

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 10th day of October, 2017 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) Robertson, Hunter, Carmichael, Webb, Mumford

Opposed: (0)

Absent: (0)

WORK SESSION

Mr. Jeff Stoke, Deputy County Administrator gave an update on the fence issue on Union Branch Road. The Board agreed the County erected a wooden fence about 30 years ago. Staff will meet with Mr. Herbert Patrick to find a solution on the fence location and on the type of easement the County will be granted by the property owners. Mr. Stoke will contact the fence company to arrange an onsite meeting.

Mr. Brad Owens, Director of Fire and EMS, gave an overview of EMS staffing. The consensus of the Board is to move forward with a pilot staffing program.

Ms. Kirsten Cherry, IT Director, gave an overview of the new Utilities Online Bill Payment process. The Tyler Munis System allows citizen online water and sewer payments with a credit card at this point. No checks yet. The systems will pay the oldest bill first.

Invocation. Mr. Hunter gave an invocation.

Pledge of Allegiance to U.S. Flag. Mr. Mumford 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 7:11 p.m. There was no one to speak and the public comments period was closed.

APPROVAL OF AGENDA. Chairman Robertson changed Item A-5 to discussion of VACo Legislative Agenda and voting delegate. Mr. Webb made a motion, seconded by Mr. Hunter, to adopt the agenda as amended. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

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

C-1. Draft Minutes – September 26, 2017 Regular Meeting was approved as presented.

R-17-109

C-2.

RESOLUTION: COMMENDATION; GEORGE C. POULSON, JR.; SERVICE TO PRINCE GEORGE COUNTY

WHEREAS, In September 2008 George Poulson returned to Prince George County after a brief retirement; he returned as a part-time Business License Inspector II in the Commissioner of Revenue's Office and was promoted to a full-time Business License Inspector/Personal Property Auditor on June 1, 2009 ; and

WHEREAS, Mr. Poulson was transferred to the County Administration Office on September 16, 2011 as Project Management Specialist; and

WHEREAS, Mr. Poulson was promoted to Director of General Services on May 16, 2016 and continued in this capacity until he retired on October 1, 2017; and

WHEREAS, Mr. Poulson has been involved with various projects during his employment including the construction of the new County Administration Building, the Animal Services and Adoption Center, the Carson Volunteer Fire Department, the Central Wellness Center, Renovations at Burrowsville and Disputanta Volunteer Fire Departments, Scott Park Playground, the Human Services Building Renovations, as well as many more projects; and

WHEREAS, George Poulson was a dedicated, conscientious hard-working leader who always put his family, the citizens of Prince George County, and his faith first, setting an example of excellence and honesty that emanated in his everyday approach to life; and

WHEREAS, Mr. Poulson has served the citizens of the County to the utmost of his ability, demonstrating commitment, integrity, and devotion in a manner bespeaking the dedication of a true public servant. Mr. Poulson's institutional knowledge and technical skills are irreplaceable and will be sorely missed by the General Services Department, the County and its citizens; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors and the County of Prince George this 10th day of October, 2017, does hereby commend George C. Poulson for a total of 8 years and 10 months of dedicated service to the County; and

BE IT FURTHER RESOLVED That the Board wishes to express their sincere gratitude for his commitment to the County and its citizens and extends to George Poulson much happiness as he enters the next phase of his life.

R-17-109A

C-3.

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.

On roll call the vote was:

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

Opposed: (0)

Absent (0)

PRESENTATIONS

S-1. Resolution; Proclamation; Domestic Violence Awareness Month – October. Mr. Hunter presented the proclamation to staff members of The James House. Mr. Terrence Walker of The James House invited the public to The James House every third Wednesday at 3:30 p.m. for their movie series.

S-2. Resolution; Commendation; George Poulson; Service to Prince George County. Chairman Robertson presented the commendation to Mr. George Poulson in the presence of his wife, Cindy.

SUPERVISORS' COMMENTS

Mr. Hunter stated George Poulson is the kind of person that would do anything for you. He will be greatly missed.

Mr. Mumford thanked George Poulson for his commitment and dedication. Mr. Mumford also stated that in the next six months this County will have significant decisions to make relative to school facilities. The School Board and the CIP Committee have already shared its desires, which are two new elementary schools and upgrades to the High School. This will cause the Board to center on tax increases. Hopefully this Board will soon have definitive information on the increase required to fund one, two, or all three new schools. Although this Board makes the final decision, citizens with or without children will really make the final decision about what they are willing to pay in order to meet the needs. Mr. Mumford stated that it should not be a political decision, but rather what is the right thing. It will require give and take, scenarios, compromised listening and not a "my way or the highway" mentality. He stated that Board members are trying to do what they believe is the best and right thing. Sometimes there is a split vote. He stated that he has been very impressed with how this Chairman has conducted meetings and shown respect and dignity and has handled things in a fair and open manner. He has property allowed everyone to share their thoughts even though they don't always agree.

Mr. Carmichael wished Mr. Poulson well and told him that he hopes he enjoys his retirement.

Mr. Webb stated that it has been an honor and a privilege to work with Mr. Poulson.

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Ashcraft stated that having Mr. Poulson recognized this evening just further accentuates the fact that this County is very fortunate to be able to attract employees that have risen above average and strived to be excellent in their work. He stated that Mr. Poulson's efforts are long-term and will affect generations of Prince George County residents. He stated that the Department Heads of this County are doing that every day and the proof of that is the fact that through the efforts of our departments, the budget was brought in \$2 million under what was adopted by the Board in the previous year. That allowed an opportunity for this Board to secure funding for a fire station that has been long in the works without asking the taxpayers of this County to fund anything when it comes to bonding or indebtedness. With that, he added that he is proud to be the leader of this employee base. Mr. Ashcraft also stated that the Route 10 Fire Station Groundbreaking on October 12 at 11 a.m. at the Moody Road site. The Police Department Open House will also be on October 12 from 5 to 7:30 p.m. at the Bland Building. The PGEC Community Meeting will also be on October 12 at 5:30 p.m. at Newville Store. The Prince George Citizens Academy will be on October 12 at 6 p.m. at the EOC & Bland Building. Prince George Farmers Market will continue on October 14 and 21 at from 8 a.m. to 12:00 Noon at Scott Park. There will be a Candidates Forum for the November 7 General Election on October 15 from 3 to 5 p.m. at the Prince George Heritage Center. The 'Gardens at Exit 45' Dedication will be on October 16 at 11:30 a.m. at Exit 45. Harrison Elementary School 50th Anniversary Celebration will be on October 19 at 5:30 p.m. at Harrison Elementary. The Czech & Slovak Festival will be on October 21 from 11 a.m. to 4 p.m. at the Prince George Heritage Center. There will be another Candidates Forum for the November 7 General Election on October 22, from 3 to 6 p.m. at the Disputanta Community Center. The Computer Lab at the Central Wellness Center is open to the public from 5-8 daily. The bank merger between Bank of McKenney and Citizens Community Bank announced on September 28 will establish Touchstone Bank with headquarters in Prince George County. Water issues at Jordan on the James appear to be resolved after complaints lodged at the September 26 BOS meeting. The Police Department is encouraging people to be cautious of scams related to buying items on Craigslist.

REPORTS

VDOT. Ms. Crystal Smith of the Virginia Department of Transportation stated that their sign crew has been working on updating the signs on Routes 106 and 156. They have completed about 250 of those. They have also initiated a study on Route 460 at Queen Street and Hines Street. They are also doing a study on Sandy Ridge Road at Route 106. The surface treatment schedule is now complete with the exception of some pavement markings. They have also completed the milling and paving on Route 460. They still need to put the rumblestrips back in which will complete that portion of the paving project. Route 106 is currently underway and on schedule. The Route 156 and Pole Run Road project is on schedule. Construction will begin early in 2018.

Public Safety Radio System – Police Chief Keith Early and Mr. Wayne Stack from Altairis Technology Partners gave a brief update on the Prince George County radio project. They have conducted the kickoff meeting with the County team and reviewed the previous consultant's report. They did find one serious discrepancy, which is radio coverage throughout the County. They are currently working on the technical specification, which is the primary portion of what will become the RFP. They have 36 discrete sections of an approximate 500 page document. These sections address the deficiencies that were found in the first report. From a next steps perspective, they are looking at completing the technical specification followed by development of the RFP which will be predominately the technical specification and the RFP release to the vendor community. Right now, they are scheduled for completion of the technical spec development of the RFP and release of the RFP in November of 2017. They are expecting proposals from the vendor community in February 2018. This should give them a conclusion to the project in 2020. Chairman Robertson asked about the budget. Mr. Stack stated that is their strong recommendation that the budget not be discussed in a public meeting because of the pending procurement. However, he will be happy to speak with them in a closed session. Mr. Stack addressed a series of questions regarding coverage, the assessment phase, the procurement phase, the implementation phase, the availability of parts, and other localities that will be using this system.

Virus Scan Removal from Computers – Ms. Kirsten Cherry, IT Director, gave an update on the implementation of a new system of the virus scan. This implementation will begin this week with Carbon Black to remove the Kaspersky Anti-Virus from all of the systems and replace them with the Carbon Black which is the next generation anti-virus that will help the County protect all of its systems.

ORDER OF BUSINESS

A-1. Resolution; FY2017-2018 Position Chart. The County recently received a SAFER grant from FEMA to hire give additional positions in the Operations Division. Mr. Carmichael made a motion, seconded by Mr. Webb, to accept the resolution as presented. Roll was called on the motion.

R-17-110

A-1.

RESOLUTION; FY2017-2018 POSITION CHART

NOW, THEREFORE, BE IT RESOLVED that this Board of Supervisors of the County of Prince George this 10th day of October, 2017 hereby approves the requested changes to the FY2017-2018 Position Chart and that no changes be made to the chart without Board approval regardless of what other County polices may state.

On roll call the vote was:

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

Opposed: (0)

Absent (0)

A-2. Resolution; Appropriation and Budget Transfer (\$182,907 Appropriation FEMA Safer Recruitment Grant; \$113,549 Appropriation FEMA Safer Hiring Grant; \$37,850 Budget Transfer from Contingency Local Match FEMA Safer Hiring Grant). Ms. Betsy Drewry, Finance Director, stated that the Director of Fire & EMS applied for two grant funding opportunities through FEMA. One grant application addressed volunteer recruitment and retention, the other addresses fire fighter staffing needs. The SAFER recruitment grant has a total award of \$857,104 with no local match. The second grant is a hiring grant with a total award of \$611,099 with \$379,876 in local contribution. Mr. Webb made a motion, seconded by Mr. Hunter, to approve the resolution as presented. Roll was called on the motion.

R-17-111

A-2.

RESOLUTION; APPROPRIATION & BUDGET TRANSFER (\$182,907 APPROPRIATION FEMA SAFER RECRUITMENT GRANT; \$113,549 APPROPRIATION FEMA SAFER HIRING GRANT; \$37,850 BUDGET TRANSFER FROM CONTINGENCY LOCAL MATCH FEMA SAFER HIRING GRANT)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 10th day of October, 2017, does hereby authorize the following increase of funds within the 2017-2018 Budget, such line items increased as follows, which monies to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

APPROPRIATIONS

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>Expenditure:</u>	
0100-03-200-0615-41100 SAFER Recruitment Wages	\$ 37,952
0100-03-200-0615-42100 SAFER Recruitment FICA	\$ 2,903
0100-03-200-0615-42210 SAFER Recruitment Retirement	\$ 5,495
0100-03-200-0615-42300 SAFER Recruitment Health Insurance	\$ 5,211
0100-03-200-0615-42400 SAFER Recruitment Group Life Ins	\$ 497
0100-03-200-0615-42500 SAFER Recruitment Disability Ins	\$ 224
0100-03-200-0615-45541 SAFER Recruitment Training	\$ 45,000
0100-03-200-0615-46011 SAFER Recruitment Uniforms	\$ 5,625
0100-03-200-0615-46066 SAFER Recruitment Turnout Gear	\$ 80,000
SUBTOTAL SAFER RECRUITMENT	\$182,907

0100-03-200-0616-41100	SAFER Hiring Wages	\$ 78,151
0100-03-200-0616-42100	SAFER Hiring FICA	\$ 5,979
0100-03-200-0616-42210	SAFER Hiring Retirement	\$ 11,316
0100-03-200-0616-42300	SAFER Hiring Health Insurance	\$ 16,618
0100-03-200-0616-42400	SAFER Hiring Group Life Ins	\$ 1,024
0100-03-200-0616-42500	SAFER Hiring Disability Ins	\$ 461
SUBTOTAL SAFER HIRING		\$113,549

Revenue:

0100-30-601-8305-330184	SAFER Recruitment Grant – 00318	\$182,907
0100-30-601-8305-330185	SAFER Hiring Grant – 00412	\$113,549

BUDGET TRANSFER – LOCAL MATCH SAFER HIRING GRANT

Decrease:

0100-09-401-0917-49199	General Fund Contingency	\$37,850
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Increase:

0100-03-200-0616-41100	SAFER Hiring Wages	\$26,051
0100-03-200-0616-42100	SAFER Hiring FICA	\$ 1,993
0100-03-200-0616-42210	SAFER Hiring Retirement	\$ 3,772
0100-03-200-0616-42300	SAFER Hiring Health Insurance	\$ 5,539
0100-03-200-0616-42400	SAFER Hiring Group Life Ins	\$ 341
0100-03-200-0616-42500	SAFER Hiring Disability Ins	\$ 154
SUBTOTAL SAFER HIRING		\$ 37,850

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-3. Resolution; Appropriation (\$480,000 Virginia Department of Fire Programs Burn Building Grant). Ms. Drewry stated that the Director of Fire and EMS applied for grant funding through the Virginia Department of Fire Programs to construct a burn building as a prop to assist in fire services training. The award to Prince George County was made on March 4, 2016. After addressing board cost and scope concerns and making the Virginia Fire Service Board aware of construction issues, the Director sought and received a one-year no cost extension for this grant. Mr. Hunter made a motion, seconded by Mr. Webb, that the resolution be approved as presented. Roll was called on the motion.

R-17-112

A-3.

RESOLUTION; APPROPRIATION (\$480,000 VIRGINIA DEPARTMENT OF FIRE PROGRAMS BURN BUILDING GRANT)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 10th day of October, 2017, does hereby authorize the following increase of funds within the 2017-2018 Budget, such line items increased as follows, which monies to be expended 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>	
0311-03-200-3170-48130 CIP – Burn Building Project	\$480,000
<u>Revenue:</u>	
0311-20-600-8200-326049 Burn Building Grant - VDFP	\$480,000

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-4. Resolution; Award of Contract (\$59,337.48 Heaton's Lawn Maintenance for County Grounds Maintenance). Ms. Drewry stated that the invitation for bid was issued to solicit bids for comprehensive grounds maintenance work for the County. The IFB was issued on August 7, 2017 with an August 31 close date. The County received three responses. Two were responsive and one was determined to be non-responsive for failure to meet Staffing requirements. The lowest responsive bidder was Heaton's Law Maintenance with a bid of \$59,337.48. Staff recommends authorization of the County Administrator to execute a contract with Heaton's Lawn Maintenance for \$59,337.48 for a one year term with the option of three additional annual renewals. Mr. Carmichael a motion, seconded by Mr. Mumford, to approve the resolution as presented. Roll was called on the motion.

R-17-113

A-4.

RESOLUTION; AWARD OF CONTRACT (\$59,337.48 HEATON'S LAWN MAINTENANCE for COUNTY GROUNDS MAINTENANCE)

WHEREAS, On August 7, 2017 an Invitation for Bid (IFB #18-0801-1) was issued to solicit bids for County grounds maintenance services. The IFB closed on August 31, 2017 with three responses; two of which were responsive bids. The lowest responsive bid was in the amount of \$59,337.48 and was received from Heaton's Lawn Maintenance; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a one-year contract with Heaton's Lawn Maintenance in the amount of \$59,337.48 for County-wide grounds maintenance services, with the option of three annual renewals.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 10th day of October, 2017, hereby awards the bid for the County Grounds Maintenance Services to Heaton's Lawn Maintenance in the amount of \$59,337.48 and authorizes the County Administrator to execute a one-year contract with the option for three annual renewals.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-5. Discussion of VACo Legislative Agenda and Voting Delegate. Mr. Micas, County Attorney, presented to the Board the VACO Legislative Agenda. He stated that it is recommended that the Board have a summary of legislative positions to present at the VACO Annual Meeting. Mr. Mumford made a motion, seconded by Mr. Carmichael, that Chairman Robertson be named Prince George County's voting delegate and Mr. Donald Hunter be named the alternate voting delegate.

A-6. Discussion of Date for Legislative Dinner Meeting. The County Administrator proposed the date of December 5 for the annual legislative dinner meeting. The Board agreed by consensus to December 5 at 6:00 p.m. at the Prince George Library.

A-7. CONSIDERATION OF APPOINTMENTS – BOARD, COMMISSIONS, COMMITTEES, AUTHORITIES: RESOLUTION OF APPOINTMENT(S):

B. Resolution; Appointment of One Member (Four-Year Term) – Riverside Regional Jail Authority. The term of the County Administrator will expire on October 15, 2017. Mr. Carmichael made a motion, seconded by Mr. Webb, that the County Administrator be reappointed to the Riverside Regional Jail Authority. Roll was called on the motion.

A-7A.

RESOLUTION; APPOINTMENTS (ONE MEMBER) (FOUR-YEAR TERM) – RIVERSIDE REGIONAL JAIL AUTHORITY.

WHEREAS, Chapter 726 of the 1990 Acts of Assembly created the Riverside Regional Jail Authority (the “Authority”), which legislation was amended by Chapter 228 of the 1993 Acts of Assembly and Chapter 642 of the 1999 Acts of Assembly; and

WHEREAS, The Board of the Authority consists of the Sheriff from each member jurisdiction and one additional member (plus an alternate, if desired) from the jurisdiction appointed by the governing body for a four-year term; and

WHEREAS, the County Administrator’s term will expire on October 15, 2017;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George, this 10th day of October, 2017 does hereby appoint the Prince George County Administrator as a member of the Board of the Riverside Regional Jail Authority for a term beginning October 16, 2017 and ending October 15, 2021.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-8. Discussion and Possible Action of Shared Utility Agreement with the City of Petersburg for Property Located Near Rives Road. The City of Petersburg has executed an “Agreement to Provide Utility Services to a Portion of Prince George County by the City of Petersburg” which would extend water and sanitary sewer under I-95 to property adjacent to Rives Road. Staff is recommending approval of the agreement. Mr. Carmichael made a motion, seconded by Mr. Hunter, to approve the resolution as presented. Roll was called on the motion.

A-8.

RESOLUTION; AUTHORIZE APPROVAL OF UTILITY AGREEMENT WITH THE CITY OF PETERSBURG FOR PROPERTY ON RIVES ROAD

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 10^h day of October, 2017, does hereby authorize the County Administrator to execute the “Agreement To Provide Utility Services To A Portion Of Prince George County By The City Of Petersburg” for subject property along Rives Road.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

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

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

The meeting adjourned at 8:33 p.m.

[Draft Minutes prepared October 18, 2017, for consideration on October 24, 2017; adopted by unanimous vote.]

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

Percy C. Ashcraft
County Administrator