

AGENDA
Board of Supervisors
County of Prince George, Virginia
Regular Meeting: December 12, 2017
County Administration Bldg. Boardroom, Third Floor
6602 Courts Drive, Prince George, Virginia

Regular Meeting

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

WORK SESSION

Discussion of Possible Extension of Central System Water Line Along Route 460 to Food Lion DC Water Tank

Discussion of Possible Water Line Looping on Route 156 from Pine Ridge MHP to Branchester Lakes Subdivision

Discussion of Appropriation of Funds from Dinwiddie County

INVOCATION

PLEDGE OF ALLEGIANCE TO U.S. FLAG

PUBLIC COMMENTS

ADOPTION OF AGENDA

ORDER OF CONSENSUS

- C-1. Draft Minutes – November 28, 2017 Regular Meeting and December 5, 2017 Legislative Meeting.
- C-2. Resolution; Commendation; William A. Robertson, Jr.; Service to Prince George County.
- C-3. Resolution; Commendation; Hugh G. Mumford; Service to Prince George County.
- C-4. Resolution; Commendation; Jean Barker; Service to Prince George County.
- C-5. Resolution of Official Intent to Reimburse Expenditures with Proceeds of Bonds or Other Indebtedness for Southpoint Utility Engineering Study/Project.
- C-6. Resolution: Appropriation (\$160,306.02 Cameron Foundation Grant - CIP Exit 45).
- C-7. Resolution; Appropriation District 19 Adult Education FY2018 Revenue and Expenditure Increases (\$29,251.59 State, Federal and Local Revenue Changes).
- C-8. Resolution; Appropriation School Federal DODEA Grants and Cameron Foundation Grant (\$550,723.21 DODEA Grant Increases; \$16,103.00 Cameron Foundation Grant).

PRESENTATIONS

- S-1. Resolution; Commendation; William A. Robertson, Jr.; Service to Prince George County.

S-2. Resolution; Commendation; Hugh G. Mumford; Service to Prince George County.

SUPERVISORS' COMMENTS

COUNTY ADMINISTRATOR'S COMMENTS

REPORTS

VDOT – Crystal Smith

FY 2016-2017 Audit - Robinson Farmer Cox

Economic Development Business Report – Jeff Stoke

TABLED ITEMS

T-1. Resolution; Budget Transfer and Appropriation Increase to Schools to Provide Billing Relief for High Billings at North Elementary Caused by Faulty Equipment.

ORDER OF BUSINESS

A-1. Discussion of Date of FY18 Pre-Budget Work Session.

A-2. Discussion of 2018 Organizational Meeting.

A-3. Authorization to Sign and Submit Notarized Statement Certifying Presentation of Audited FY 2016-2017 Financial Report to the Local Governing Body.

A-4. Resolution; Proposed Revisions; Prince George County Personnel Policy; Section 26.1 Through 26.8 Entitled *Worker's Compensation*.

PUBLIC HEARINGS

P-1. Public Hearing; Special Exception SE-17-06 Sheetz, Inc.

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

December 12, 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 6:01 p.m. on Tuesday, December 12, 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.

WORK SESSION

Mr. Jeff Stoke, Deputy County Administrator, introduced Mr. Dan Villhauer, P.E. of Dewberry Engineers who presented possible water line extensions on route 156 and Route 460. The projects are included in the CIP ranking list for utility projects being ranked by the Planning Commission before BOS consideration in 2018.

Ms. Betsy Drewry, Finance Director, presented the annual appropriation of funds from Dinwiddie County.

Chairman Robertson called a recess at 6:25 p.m. The meeting reconvened at 7:00 p.m.

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 7:03 p.m.

Mr. Eric Fly (David Oil Company). Mr. Eric Fly of Davis Oil Company stated that they have recently expanded their business and respectfully requests that the Board consider putting in a request to the Virginia Department of Transportation to reduce the speed limit on Ruffin Road and Route 156 to 45 mph from 55 mph.

Mr. Engo Radant (10908 Burleigh Dr, South Prince George). Mr. Radant expressed his concern that the pecan trees at Richard Bland College are no longer available to the public. He stated that he met with the President of Richard Bland and he was told that this was due to the need to make more money for the College at the Pecan Festival. The orchard is fenced off with signs that the orchard is closed. Mr. Radant stated that he will continue to dispute this as Richard Bland College is a public college and operates off of taxpayer dollars.

Ms. Renee Williams (Prince George County School Superintendent). Ms. Williams thanked Mr. Robertson for his continued support of the School System and wished him well.

Mr. Kevin Foster (Chairman, Prince George County School Board). Mr. Foster echoed Ms. Williams comments and stated that it is important that they publicly thank him. He stated that Mr. Robertson always stood by his word and was very instrumental in helping the School System with its carry-over funds so that they could complete their various projects. He also thanked Mr. Mumford for his 50 plus years in the School System and for being a champion in the School System in his capacity on the Board of Supervisors.

There was no one else to speak and the public comments period was closed at 7:09 p.m.

APPROVAL OF AGENDA. Mr. Carmichael made a motion, seconded by Mr. Webb, to adopt the agenda as presented. 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. Hunter 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 – November 28, 2017 Regular Meeting was approved as presented.

R-17-135

C-2.

WHEREAS, Mr. William A. Robertson, Jr. was elected to the Board of Supervisors of the County of Prince George in November, 2003; and

WHEREAS, During his 14 year tenure on the Board, Prince George County built the Prince George Library, the Prince George County Animal Services Center, the new Carson Volunteer Fire Station, renovation to the Bland Building, a new County Administration Building, a new Emergency Operations Center, a new North Elementary School, the Parks and Recreation Community Center, and renovations to the Human Services Building; and

WHEREAS, Mr. Robertson served as the Board's representative on the Virginia Gateway Region; and

WHEREAS, Mr. Robertson contributed to the recruitment of Rolls-Royce, he was actively engaged in community relations with Fort Lee, and actively worked with the General Assembly members keeping them aware of key issues involving Prince George County; and

WHEREAS, In addition, Mr. Robertson vastly improved relationships with the Public School Division and served on the CORE Committee for Education. He played a very intricate part in the development of the Memorandum of Understanding with the School Division; and

WHEREAS, Mr. Robertson also supported the Broadband initiative and is acknowledged for the reorganization of the Crater Regional Workforce Investment Group; and

WHEREAS, Mr. Robertson served as Chairman of the Board for five years and under his Chairmanship, he partnered with the City of Hopewell and Chamber of Commerce for the new Tourism Center on Route 36 and he also supported the expansion of the Prince George Heritage Center; and

WHEREAS, Mr. Robertson served on the Virginia Association of Counties Board of Directors ultimately serving as President-Elect and served on numerous other committees; and

WHEREAS, Mr. Robertson has served the citizens of the County and this Country demonstrating patriotism, integrity, and devotion in a manner bespeaking the dedication of a true public servant;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of December, 2017, commends and sincerely thanks William A. Robertson, Jr. for his dedicated, conscientious services as a member of the governing body; and

BE IT FURTHER RESOLVED That the Board wishes Mr. Robertson much happiness and satisfaction as he pursues his future endeavors.

R-17-135A

C-3.

WHEREAS, Mr. Hugh G. Mumford was appointed to the Board of Supervisors of the County of Prince George in June, 2017; and

WHEREAS, Mr. Mumford applied his area of expertise to the Public School Division and public safety in the County; and

WHEREAS, Mr. Mumford was a true advocate of the 9-1-1 Communication Center and very instrumental in the creation of two new Dispatch positions; and

WHEREAS, Mr. Mumford is a dedicated, conscientious hard-working leader who always puts his family, the citizens of Prince George County, and his faith first, setting an example of excellence and honesty that emanates in his everyday approach to life;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of December, 2017, commends and sincerely thanks Hugh G. Mumford for his dedicated, conscientious services as a member of the governing body; and

BE IT FURTHER RESOLVED That the Board wishes Mr. Mumford much happiness and satisfaction as he pursues his future endeavors.

R-17-135B

C-4.

WHEREAS, on August 15, 1983, Jean N. Barker began her employment with Prince George County as Deputy Treasurer in the Treasurer's Office and became Treasurer on September 1, 1991; and

WHEREAS, Mrs. Barker was one of the first Treasurers in the State of Virginia to receive the Masters Governmental Treasurer certification in 1993 and under her leadership, the department received accreditation through the University of Virginia in 2003; and

WHEREAS, Throughout her tenure in Prince George County, Mrs. Barker automated the Treasurer's Office through two upgrades in financial software; and

WHEREAS, Mrs. Barker worked very hard to establish a personal property tax rate for volunteers; and

WHEREAS, Mrs. Barker cleared a 20-year delinquent tax book; and

WHEREAS, Mrs. Barker has made customer relations the staple throughout her career and gave citizens personal support when needed; and

WHEREAS, Mrs. Barker always displayed financial integrity reflecting the County's outstanding reputation in Government Finance in a manner bespeaking that of a true public servant.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of December, 2017, does hereby commend Mrs. Jean N. Barker. for completion of thirty-three years of dedicated service to the County and its citizens; and

BE IT FURTHER RESOLVED that this Board wishes to extend to Mrs. Barker much happiness and continued success as she enters the next phase of her life.

R-17-135C

C-5.

WHEREAS, the Board of Supervisors (the "Board") of the County of Prince George, Virginia (the "County") has determined to undertake a capital improvement project to complete an engineering study for Southpoint Utility Capital Improvements (the "Purchase");

WHEREAS, the Board currently expects that the cost of the Purchase, excluding the costs of the financing thereof, will be approximately \$78,010;

WHEREAS, the Board currently expects to incur long-term indebtedness in an amount now estimated at \$78,010 to pay a portion of the costs of the Purchase, which indebtedness may take the form of tax-exempt bonds or other types of debt; the proceeds of such indebtedness may be used either for paying costs of the Purchase directly or for repaying other indebtedness previously incurred for the Purchase or for a combination of such purposes; and

WHEREAS, the County may also advance its own funds to pay expenditures relating to the Purchase (collectively, the "Expenditures") prior to receiving reimbursement for such Expenditures from the proceeds of tax-exempt bonds or taxable debt, or both;

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County as follows:

1. The County intends to utilize the proceeds of tax-exempt bonds or notes (the "Bonds") or to incur other debt to pay Purchase costs in an amount not currently expected to exceed \$78,010.
2. The County intends that the proceeds of the Bonds be used to pay or reimburse the County for the payment of Expenditures made after the date of this Resolution or made within 60 days prior to the date of this Resolution or Expenditures which are incurred for certain preliminary costs such as architectural, engineering, surveying, soil testing, bond issuance expenses and the like. The County reasonably expects on the date hereof that it will pay or reimburse the Expenditures with the proceeds of the Bonds or other debt.
3. Each Expenditure will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, or (c) a nonrecurring item that is not customarily payable from current revenues.
4. The County intends to make a reimbursement allocation, which is a written allocation by the County that evidences the County's use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Purchase is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The County recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, and certain de minimis amounts.
5. The Board intends that the adoption of this Resolution confirms the "official intent" of the County within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.
6. The County Administrator and other officers of the County are hereby authorized and directed to take such actions, in consultation with the County's counsel, as may be necessary or desirable to implement the planning and structuring of the Bonds, including but not limited to negotiations with lenders or investment bankers for the Bonds, the selection of bond counsel to supervise the issuance of such Bonds and the engagement of such other professionals as may be necessary or desirable to assist the County in this process, but such officers shall not obligate the County on such Bonds without further approval by the Board.

7. This Resolution shall take effect immediately upon its passage.

R-17-135D

C-6.

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of December, 2017, does hereby authorize and appropriate the following increase of funds within the 2017-2018 Budget, the following increase of funds within the 2017-2018 Budget, such line items increased as follows, which monies shall 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>	
0311-08-301-2151-48132-3125 CIP Fund Exit 45 Cameron	\$160,306.02
<u>Revenue:</u>	
0311-10-509-8205-319501 CIP Fund Cameron Foundation Grant	\$160,306.02

R-17-135E

C-7.

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of December, 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>	
0218-2180 Regional Program Manager Expenditures	(\$6,380.39)
0218-2182 General Adult Education Expenditures	3,164.00
0218-2183 SPACE Adult Education Expenditures	16,888.98
0218-2184 Race to GED Expenditures	15,579.00
TOTAL ADULT EDUCATION EXPENDITURES	\$29,251.59
<u>Revenue:</u>	
0218-30-601-333801 SPACE Adult Education Federal	\$ 26,333.86
0218-10-506-8113-316881 SPACE Basic Education	0.49
0218-10-506-8113-316882 Workplace	7,610.61
0218-10-506-8113-316883 Contract Admin Fees	(2,130.00)
0218-20-601-8203-324090 Regional Coordinator	(13,729.30)
0218-20-601-8203-324092 Regional Adult Education	3,164.00
0218-20-601-8203-324093 Race to GED	8,001.93
TOTAL SCHOOL GRANTS	\$29,251.59

R-17-135F

C-8.

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of December, 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>	
0510-VARIOUS VARIOUS DODEA EXPENDITURES	\$550,723.21
0500-06-201-6000-61320-100-320-000-46013	

	<u>MMS LMS Supplies</u>	<u>\$16,103.00</u>
TOTAL SCHOOL GRANTS		\$566,826.21
 <u>Revenue:</u>		
0510-30-845-333845	DODEA 2M7 School to Math Seven	\$ 24,907.71
0510-30-846-333846	DODEA SSiR	38,001.86
0510-30-847-333847	DODEA SCLaSS	2,042.15
0510-30-850-333850	DODEA SCLaSS#2	485,771.49
0500-10-506-318903	Cameron Foundation Grant	16,103.00
TOTAL SCHOOL GRANTS		<u>\$566,826.21</u>

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

PRESENTATIONS

S-1. Resolution; Commendation; Hugh G. Mumford; Service to Prince George County. Mr. Carmichael presented the commendation to Mr. Mumford.

S-1. Resolution; Commendation; William A. Robertson, Jr.; Service to Prince George County. Mr. Robertson presented the commendation to Mr. Robertson.

SUPERVISORS' COMMENTS

Mr. Carmichael thanked Mr. Robertson for his guidance and his leadership. He also thanked Mr. Mumford for his time on the Board and stated that he puts 100% in everything he does.

Mr. Webb stated that Mr. Robertson brings a lot of knowledge to the Board and appreciates him as a friend. He also stated that he has enjoyed his time with Mr. Mumford.

Mr. Hunter stated that Mr. Robertson will be missed for the knowledge that he brings to the Board and for his leadership. He also stated that he will miss working with his good friend, Mr. Mumford.

Mr. Mumford stated that it has been a pleasure serving his County. He stated that he has been able to make new friends and renew some old ones. He stated that he has gained a better understanding for the quality of Administration, Department Heads, and the County employees.

Chairman Robertson thanked Mr. Mumford for stepping forward to fill Mr. Skalsky's position. He stated that he has enjoyed his service and will forego the rest of his comments for the end of the meeting.

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Ashcraft stated that the Prince George TRIAD Christmas Gathering will be on December 18 at 12:00 Noon at the Parks & Recreation Community Center. 'Super Kids Ministries' Donation by County Employees will be on December 18 at 2 p.m. at 5500 Middle Road. The Planning Commission Meeting will be on December 21 at 6:30 p.m. in the Board Room. County Offices will be closed for the Christmas Holiday starting at 12:30 p.m. on December 22 through December 26. Christmas Tree Recycling will begin December 26 to January 13 from 8 a.m. to 5 p.m. at the County Convenience Center. The parking lot at Parks & Recreation Community Center is being utilized. The Computer Lab at the Central Wellness Center is picking up more visitors each week. County Staff is working with the Prince George Rotary to utilize a \$5,000 grant received by Rotary. The Accreditation team reviewed the Police Department policies and procedures December 4-5. Re-accreditation decision by panel expected in January. Students at South Elementary School decorated the Christmas tree in the lobby of the Administration Building on December 11. The Prince George Ruritan Club is again selling live Christmas trees at its location on Ruffin Road. Prince George Christmas Ornaments that feature the County Courthouse are now on sale for \$10. Outgoing members of the School Board Roger Franklin and Reeve Ashcraft received a gift basket from the Board of Supervisors and County Staff. Bishop Knott, Clerk of Circuit Court, received his pin for 40 years of service at the Staff

Christmas Dinner last night. In closing, Mr. Ashcraft, on behalf of the employees of Prince George County, thanked Chairman Robertson and Mr. Mumford for their service.

PUBLIC HEARINGS

P-1. Public Hearing; Special Exception SE-1706 Sheetz, Inc. After extending his appreciation to Mr. Robertson and Mr. Mumford, Douglas Miles, Zoning Administrator, stated that the project will consist of the construction of a Sheetz convenience store, restaurant with a drive-thru, fuel sales and drive-thru car wash with the Special Exception needed for the car wash use. It is important to note that Sheetz incorporates an engineered below grade Retention Interceptor Reclaim Tanking and Plumbing design with an above grade water recovery filtration system into all Sheetz car wash locations to effectively reduce the fresh water usage as well as providing a cleaner effluent to the municipality. The PurWater Recovery System is engineered specifically for the professional vehicle washing industry. This system is designed to operate 24/7 to capture, filter and reuse water from the washing process of automatic car wash systems. The 2014 Comprehensive Plan identifies this area for commercial uses and this request is in compliance with the comprehensive plan for the construction of a new, retail commercial use. The Virginia Department of Transportation (VDOT) does not have any concerns with the proposed on-site, car wash use request. They have been working on the overall Lake Harley Right In and Right Out (RIRO) entrance from Temple Avenue that will serve the Sheetz property and the overall connection to Puddledock Road at the intersection of Waterside Road that serves the Lowe's store and that is currently moving towards Site Plan approval at this time by the County and VDOT. The developer of Lake Harley is currently the property owner and is working with VDOT to complete the necessary road work to operate the Sheetz retail business. The Planning Commission and Staff recommends approval of the car wash use provided that the impact upon the surrounding property owners is minimal and has proposed recommended conditions to ensure that this use complies with other Federal, State and County Code requirements: (1) this Special Exception is granted for a car wash use to Sheetz Inc. and it is not transferable and it does not run with the land on Tax Map 220(05)00-001-0 (part of); (2) any freestanding signage shall be of monument type and approved by the Planning Division during the site plan review process. Portable signs, to include flashing arrow signs, or other attention signage or devices shall not be permitted on the premises; (3) this Special Exception shall become null and void if the car wash use is abandoned for a period of twenty-four (24) consecutive months; and (4) this Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of federal, state or local regulations.

Chairman Robertson opened the public hearing at 7:44 p.m.

Jamie Gerhart (Sheetz, Inc.). Mr. Gerhart stated that Sheetz is a family-owned business. They are taking a second look at their growth in the Richmond area and find this area to be suitable.

There being no one else to speak, Chairman Robertson closed the public hearing at 7:46 p.m. Mr. Webb made a motion, seconded by Mr. Hunter, to approve the Special Exception as presented. Roll was called on the motion.

O-17-14

P-1.

SPECIAL EXCEPTION SE-17-06 Request of Sheetz, Inc. pursuant to § 90-393 (30) to permit a car wash use located at the terminus of Temple Parkway and known as Tax Map 220(05)00-001-0 (part of) within a B-1, General Business Zoning District. The comprehensive plan calls for commercial uses.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-17-06 is granted as an amendment to the official zoning map with the following conditions:

1. The Special Exception is granted for a car wash use to Sheetz, Inc. and it is not transferable and it does not run with the land on Tax Map 220(05)00-001-0 (part of).

2. Any freestanding signage shall be of monument type and approved by the Planning Division during the site plan review process. Portable signs, to include flashing arrow signs, or other attention signage or devices shall not be permitted on the premises.
3. This Special Exception shall become null and void if the car wash use is abandoned for a period of twenty-four (24) consecutive months.
4. This permit may be revoked by the Prince George County Board of Supervisors or its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of Federal, State or Local regulations.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

REPORTS

VDOT – Ms. Crystal Smith of VDOT made a request to the Board for a work session at the beginning of year to discuss the new process for certain studies such as a speed study like that of the earlier request on Ruffin Road. She gave an update on Route 106 project Laurel Springs. This project will complete earlier. Maintenance crews are working on patching, tree trimming, and shoulder work on primary routes. There are two crew members doing nighttime drive throughs to check on reflective signage. The studies on Middle Road and Prince George Drive and Sandy Ridge at Prince George Drive are still underway. Mr. Webb mentioned the issues in the paving on Route 10, including two dips in the road in the River's Edge area.

FY 2016-2017 Audit – Mr. David Foley 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 the Federal compliance requirements. Mr. Foley brought a few things within the report to the Board's attention. He pointed out the management letter from Robinson, Farmer, Cox which reported no difficulties and no disagreements with management. He stated that this was a very clean audit for the County.

Economic Development Business Report – Mr. Jeff Stoke, Deputy County Administrator, presented the Economic Development Business Report for the years 2011-2017 that was put together by Yoti Jabri, Economic Development Specialist. Mr. Stoke talked about some notable openings and expansions, including Columbia Gas POD, Metl-Span, Standard Motor Products, Inc., CCAM, Crafty's, Dollar Tree Store, Service Center Metals, Tractor Supply, Virginia Family Dentistry, Destination Theater, Perdue Foods, Prime Care, El Arriero, Stay Over Storage, Sunflower Gardens, Cedar Springs Fitness, Quick Lane Tire, Barns of Kanack, Big Lots, and TriCities Emergency Center. There have been \$80,425,132 in total investment with 846 new jobs created. Mr. Stoke talked about some ongoing projects, including Mapco, Pilot/Wendys, Lucas, Loves, Believe-N-U, Touchstone Bank, Fort Lee Federal Credit Union, Virginia Eye Institute, Star Express Exit 45, Sheetz, and Prince George Electric Coop Fiber-to-the Home. Based on those projects, there is an estimated \$10,000,000 in private investment and 180 job additions. In conclusion, there is increasing private and consumer spending result in increased tax revenues for the County with future developments on the way.

TABLED ITEMS

T-1. Resolution; Budget Transfer and Appropriation Increase to Schools to Provide Billing Relief for High Billings at North Elementary Caused by Faulty Equipment. This item was tabled from the November 28 meeting. Mr. Percy Ashcraft, County Administrator, stated that faulty equipment at North Elementary created unusually high utility billings between October 2015 and April 2017. He went over the three options that Staff is providing if the Board chooses to provide a General Fund Appropriation for additional financial relief beyond the \$23,490.45 credit permitted by County Ordinance. Option 1 is to provide *no additional general fund appropriation* and only the Utility credit; Option 2 is to allow relief of \$34,050.40, *50% or half of calculated difference above*, and provide a *general fund appropriation of \$10,559.95* (amount above Utility Credit) [\$34,050.40 - \$23,490.45 credit]; Option 3 is to allow relief of

100% of the calculated difference above, and provide a general fund appropriation of \$44,610.34 (amount above Utility Credit) [\$68,100.79 – \$23,490.45 credit]. Mr. Mumford made a motion, seconded by Mr. Carmichael, to go with Option 2. Chairman Robertson suggested that they round it off to \$10,560.00. Mr. Webb stated that he cannot support this because it has to come out of Fund Balance and it is not in the best interest of the County. He also does not want to set a precedent for someone who may come along later wanting a credit. Chairman Robertson agreed with the fact that it would set a precedent. Roll was called on the motion.

R-17-136

T-1.

RESOLUTION; BUDGET TRANSFER AND APPROPRIATION INCREASE TO SCHOOLS (\$10,560 TO PROVIDE BILLING RELIEF FOR HIGH BILLINGS AT NORTH ELEMENTARY CAUSED BY FAULTY EQUIPMENT)

WHEREAS, high county utility billings were ongoing at North Elementary between October 2015 and April 2017 and were ultimately determined to be related to faulty equipment (check valve); and

WHEREAS, County Ordinance 82-541 provides a calculated credit to Prince George County Public Schools of \$23,490.45 for a maximum period of 12 months, but does not permit County Utilities to provide additional relief; and

WHEREAS, the Prince George County Board of Supervisors wishes to provide additional financial relief to Prince George County Public Schools through a General Fund Appropriation of \$10,560;

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 12th day of December, 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>
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TRANSFER

Increase:

0100-09-401-0917-49150 – General Fund Transfer to Schools	\$10,560.00
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Decrease:

0100-09-401-0917-49199 – General Fund Contingencies	\$10,560.00
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SCHOOL APPROPRIATION INCREASE

Revenues:

0500-90-000-0000-00000-399100 - Transfer from General Fund	\$10,560.00
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Expenditures:

0500-06-209-6011-69000-49199 – School Contingency	\$10,560.00
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On roll call the vote was:

In favor: (3) Carmichael, Hunter, Mumford

Opposed: (2) Robertson, Webb

Absent: (0)

ORDER OF BUSINESS

A-1. Discussion of Date of FY18 Pre-Budget Work Session. Mr. Ashcraft suggested January 16 for a Pre-Budget Work Session. The Board agreed by consensus and consulted with the two new members to meet on January 16, 2018 for the Pre-Budget Work Session.

A-2. Discussion of 2018 Organizational Meeting. Mr. Ashcraft stated that the Board set the 2018 Organizational Meeting for January 2, 2018 when it adopted its meeting schedule this past year. Since then, the Board has adopted the State Holiday Calendar for the Prince George County Holiday Calendar effective January 1, 2018. The State and the County will be off on January 2 so Staff is proposing that the Organizational Meeting be moved to January 3. The Board agreed by consensus to change the date to January 3, 2018.

A-3. Authorization to Sign and Submit Notarized Statement Certifying Presentation of Audited FY 2016-2017 Financial Report to the Local Governing Body. Localities are required to submit their audited financial statements to the Auditor of Public Accounts on or before November 30 annually in accordance with Section 15.22510 of the Code of Virginia. The Virginia General Assembly amended Section 15.2-2510 of the Code of Virginia requiring local governing bodies to submit a notarized certification stating that the audited financial report has been presented to the governing body by December 31. The certification is to be signed by the chief elected official and the chief administrative officer. Mr. Hunter made a motion, seconded by Mr. Webb to approve the certification as presented. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-4. Resolution; Proposed Revisions; Prince George County Personnel Policy; Section 26.1 Through 26.8 Entitled *Worker's Compensation*. Ms. Nancy Shaffer, Human Resources Director, stated that after further review from County Staff, they are recommending to strike Section 26.8 relating to the use of FMLA running concurrent with Worker's Compensation. Mr. Webb made a motion, seconded by Mr. Mumford, to approve the policy as presented. Roll was called on the motion.

R-17-137

A-4.

RESOLUTION; PROPOSED REVISIONS; PRINCE GEORGE
COUNTY PERSONNEL POLICY; SECTION 26.1 THROUGH 26.8
ENTITLED *WORKER'S COMPENSATION*

WHEREAS the Prince George County Personnel Policy Manual has been reviewed by staff and it has been recommended that the existing policy entitled *Worker's Compensation Insurance* Section 26.1 through Section 26.7 be reviewed and considered for modification;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George, this 12th day of December, 2017 does hereby amend the Prince George County Personnel Policy by revising policy entitled Worker's Compensation Insurance as requested.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

ADJOURNMENT. Chairman Robertson thanked everyone for their earlier comments. He thanked the citizens of Prince George County for allowing him to be of service to them for the past 16 years. It has not always been a smooth ride but in the end he thinks he has helped Prince George County move forward. He stated that when he came on the Board on January 2004, it was a more fiscal conservative Board. The tax rate was \$.95. The rate was lowered to \$.80 and stayed there for about six years. Yes, he did vote for two real estate tax increases and the rate is now currently \$.86, which is still nine cents less than 14 years ago. The Board paid off a lot of debt early between 2004 and 2007 allowing the tax rate to remain fairly low for a long period of time. He was the Vice-Chairman when Dr. Joe Leming was the Chairman and

together they negotiated with the State and Rolls-Royce. The Commonwealth Center for Advanced Manufacturing is here in Prince George County because of those negotiations. The University of Virginia wanted it in Charlottesville. He thinks that CCAM was just as important to Prince George as the Rolls-Royce plant. He stated that you will soon see the apprenticeship academy being built near CCAM. This academy will train students with skills in advanced manufacturing. Because of CCAM, it has sparked the creation of the Commonwealth Center for Advanced Logistics. Prince George has had a lot of wins over the years. The County Government was voted in the Top 10 best places to work in the Richmond area for two years and was just voted the best place to live in the Tri-Cities area. The County's relationship with Fort Lee has greatly improved. Mr. Robertson stated that he has spent a lot of time on base supporting the troops and that his only regret is that he will not be able to represent Prince George County as a leader amongst its peers. He stated that he and Jerry Skalsky worked very hard over the years to prove to the other counties that Prince George was a leader in the Commonwealth. When he was approached about getting in line to become President of VACo, he brought it to the Board. The Board backed him 100% because it would help to promote Prince George County statewide and nationally. This all came with no cost to the County, only a demand on his personal time. He closed with an old saying he saw in an editorial in The Richmond Times Dispatch, "a lie can get halfway around the world before the truth can get its boots on." Mr. Carmichael moved, seconded by Mr. Webb, that the meeting be adjourned to 6:00 p.m. on January 3, 2018 for an organizational meeting and the January 2 meeting be cancelled. 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 8:30 p.m.

[Draft Minutes prepared January 2, 2018, for consideration on January 9, 2018; adopted by unanimous vote.]

Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator