

**AGENDA**  
Board of Supervisors  
County of Prince George, Virginia  
Regular Meeting: June 12, 2018  
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**

Overview of Salary Study Results – Evergreen Solutions  
Overview of Streetlights Throughout Prince George County  
DEQ Water Intake Permit on the Appomattox River

**INVOCATION**

**PLEDGE OF ALLEGIANCE TO U.S. FLAG**

**PUBLIC COMMENTS**

**ADOPTION OF AGENDA**

**ORDER OF CONSENSUS**

C-1. Draft Minutes – May 15, 2018 Adjourned Meeting; and May 22, 2018 Regular Meeting.

- C-2. Resolution; Budget Amendment and Appropriation (\$119,434 Fire Program Funds).
- C-3. Resolution to Rescind Action on April 28, 2015 and Approval of Board Member Eligibility to Participate in the County's Group Health, Dental and Vision Insurance Plans.
- C-4. Resolution; Donation of a Police Vehicle to Crater Training Academy.
- C-5. Resolution; Approval of Memorandum of Understanding Between the Prince George County Police Department and Crater Youth Care Commission.

## **PRESENTATIONS**

## **SUPERVISORS' COMMENTS**

## **COUNTY ADMINISTRATOR'S COMMENTS**

## **REPORTS**

**VDOT** – Crystal Smith

**Update on Broadband Project** – Mike Malandro

**Legislative Scorecard** – Steve Micas

## **TABLED ITEMS**

## **ORDER OF BUSINESS**

- A-1. Resolution; Authorization to Hold a Public Hearing to Consider the Leasing of Space on, and Next to, the Water Tank on Sawmill Road to Verizon Wireless.
- A-2. Resolution; Authorize the Police Department to Complete and Submit a Port Security Grant Application for a Police Boat.
- A-3. Resolution; Ambulance Service Agreement Between Prince George County and John Randolph Medical Center d/b/a/ TriCities Emergency Center.
- A-4. Authorization for a Public Hearing on a Lease Agreement for Use of Property at New Scott Park for an Adventure Park.
- A-5. Resolution; Acceptance of Easements for a Fence Along Union Branch Road and Appropriation of Subsequent Funds.
- A-6. Resolution; FY2017-2018 Budget Transfer (\$300,000.00 FY2017 School Carryover-Transfer from School Operating to Capital Improvement Project Fund; School Security Projects).
- A-7. Consideration of Implementation of Phase I of Evergreen Salary Study.

- A-8. Resolution; Appropriation of Funds for FY19 Budget (\$116,080,356).
- A-9. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):
- A. Resolution; Appointment (Three-Year Term) – Regional Tourism.
  - B. Resolution; Appointment (Three-Year Term) – Recreation Advisory Commission.
  - C. Resolution; Appointment (One Member) Appomattox Regional Library Board.
  - D. Resolution; Recommendation of One Board Member and Three Citizen Appointments (CIP Committee).
  - E. Resolution; Approval of Appointment of Comprehensive Services Community Policy and Management Team Members.
- [ADDED] F. Resolution; Appointment; of County Representative; Regional Building Code Appeals Board (Five-Year Term).

### **PUBLIC HEARINGS**

- P-1. Public Hearing Ordinance to Amend “The Code of the County of Prince George, Virginia,” by Amending § 62-71(A) to Designate the Planning Manager as the Director of Planning.
- P-2. Public Hearing; Special Exception SE-18-01 Request of Fort Powhatan Solar LLC, Pursuant to § 90-53 (59) to Permit a Large-Scale Solar Energy Facility. The Comprehensive Plan Calls for Agricultural Uses. The Request is Located Near 17401 Wards Creek Road and Known as Tax Maps 280(OA)00-042-0, 170(OA)00-001-0, 170(OA)00-003-0, and 170(OA)00-006-0 in an A-1, General Agricultural Zoning District.

### **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](http://www.princegeorgeva.org).**

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

June 12, 2018

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, June 12, 2018 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Alan R. Carmichael, Vice-Chairman.

**ATTENDANCE.** The following members responded to Roll Call:

Alan R. Carmichael, Chairman	Present
Donald R. Hunter, Vice-Chairman	Present
Floyd M. Brown, Jr.	Present
Marlene J. Waymack	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 and compensation of a specific County employee pursuant to § 2.2- 3711, (A)(l), Code of Virginia, 1950, as amended; (2) discussion of the resignation of a specific County employee and disciplinary action of a volunteer within the coordinated fire system pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; (3) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711, (A)(l), Code of Virginia, 1950, as amended; and (4) consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel pursuant to § 2.2-3711 (A)(8), Code of Virginia, 1950, as amended, related to the re-employment of veterans.** Mrs. Waymack made a motion, seconded by Mr. Hunter, that the Board convene closed session for (1) discussion of the evaluation of the performance and compensation of a specific County employee pursuant to § 2.2- 3711, (A)(l), Code of Virginia, 1950, as amended; (2) discussion of the resignation of a specific County employee and disciplinary action of a volunteer within the coordinated fire system pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; (3) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711, (A)(l), Code of Virginia, 1950, as amended; and (4) consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel pursuant to § 2.2-3711 (A)(8), Code of Virginia, 1950, as amended, related to the re-employment of veterans.

E-1.

RESOLUTION; CLOSED SESSION FOR (1) DISCUSSION OF THE EVALUATION OF THE PERFORMANCE AND COMPENSATION OF A SPECIFIC COUNTY EMPLOYEE PURSUANT TO § 2.2- 3711, (A)(L), CODE OF VIRGINIA, 1950, AS AMENDED; (2) DISCUSSION OF THE RESIGNATION OF A SPECIFIC COUNTY EMPLOYEE AND DISCIPLINARY ACTION OF A VOLUNTEER WITHIN THE COORDINATED FIRE SYSTEM PURSUANT TO § 2.2-3711, (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; (3) DISCUSSION OF PROSPECTIVE CANDIDATES FOR BOARD APPOINTMENTS TO VARIOUS COMMITTEES PURSUANT TO § 2.2-3711, (A)(L), CODE OF VIRGINIA, 1950, AS AMENDED; AND (4) CONSULTATION WITH LEGAL COUNSEL REGARDING SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY SUCH COUNSEL PURSUANT TO § 2.2-3711 (A)(8), CODE OF VIRGINIA, 1950, AS AMENDED, RELATED TO THE RE-EMPLOYMENT OF VETERANS

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018, does hereby vote to enter closed session for (1) discussion of the evaluation of the performance and compensation of a specific County employee pursuant to § 2.2- 3711, (A)(L), Code of Virginia, 1950, as amended; (2) discussion of the resignation of a specific County employee and disciplinary action of a volunteer within the coordinated fire system pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; (3) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711, (A)(L), Code of Virginia, 1950, as amended; and (4) consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel pursuant to § 2.2-3711 (A)(8), Code of Virginia, 1950, as amended, related to the re-employment of veterans.

On roll call the vote was:

In favor: (5) Hunter, Brown, Waymack, Webb, Carmichael

Opposed: (0)

Absent: (0)

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

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 12<sup>th</sup> day of June, 2018 does hereby certify that, to the best of each Board Member's knowledge, (1) only public business lawfully exempted from open meeting requirements where discussed, and (2) only matters identified in the convening motion were discussed.

On roll call the vote was:

In favor: (5) Brown, Waymack, Webb, Carmichael, Hunter

Opposed: (0)

Absent: (0)

**WORK SESSION**

Mr. Percy Ashcraft, County Administrator, asked Ms. Betsy Drewy, Finance Director and Quinella Fox, Program Director, Evergreen Solutions, to review the compensation and classification study for Prince George County. Ms. Fox presented the Powerpoint, which explained the results.

Ms. Ashcraft reviewed the streetlight issue within the County. Mr. Mike Purvis, General Services Director, gave the status of the internal audit which shows that Prince George is paying about \$100,000/year for safety street lighting throughout the County. Both Dominion and Prince George Electric Cooperative supply safety street lights for projects which the County may assume future operating costs. Board consensus is to work on a new safety street light policy for Prince George County and bring the policy back to them for its review.

Mr. Ashcraft reviewed the possibility of DEQ Water Intake permit on the Appomattox River. Mr. Frank Haltom, County Engineer, stated that the established cost over two to three years would be \$100,000-\$150,000. The consensus of the Board is to ask staff to move forward with the State/Federal process with the consultant.

**Invocation.** Mr. Brown gave an invocation.

**Pledge of Allegiance to U.S. Flag.** Boy Scout Ben Skelton led the Pledge of Allegiance to the U.S. Flag.

**PUBLIC COMMENTS.** Chairman Carmichael 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 7:02 p.m.

Ms. Lela Holmes (4260 Cedar Creek Lane). Ms. Holmes thanked the Board for their congratulatory letter to Ms. Rachel Johnson on her 100<sup>th</sup> birthday. At the request of Ms. Johnson's letter, Ms. Holmes gave a brief history on Ms. Johnson and her family, including a letter written to Congress by her grandson addressing the issue of bullying.

Ms. Nancy Loving (2511 Liverman Drive). Ms. Loving spoke in favor of having the Jefferson Park Volunteer Fire Station relocated sooner rather than later, due to structural issues. The County should not start any new projects until the Jefferson Park Volunteer Fire Station is relocated.

Mr. Johnny Nugent (11373 Cedar Run Road). Mr. Nugent spoke against the Service Agreement between Prince George County and John Randolph Medical Center. Mr. Nugent stated that this would put a strain on current Fire and EMS that cannot take care of what it has now. In addition, Mr. Nugent stated that it would be a conflict of interest as Mr. Brad Owens, Director of Fire and EMS, serves on the John Randolph Foundation Board of Trustees.

Mr. Bill Robertson (2851 Fountain Ridge Road). Mr. Robertson spoke against Item C-3 as this is a budget issue and a possible health claims impact should any Board member who chooses to participate in the County's Group Health should have to use it. It costs the County \$8,160 to carry an employee on the County's Group Health Plan per year. This equals out to be a 120% increase to each Board member's salary that chooses to participate in the Plan. Mr. Robertson stated that by putting this item on the Consent Agenda, it appears that the Board is trying to hide the fact that it is giving itself a pay increase. The County has prided itself in being open and transparent. Mr. Robertson stated that this item should be extracted from the Consent Agenda and discussed in an open forum.

There being no one else to speak, Chairman Carmichael closed the public comment period at 7:16 p.m.

**APPROVAL OF AGENDA.** Mrs. Waymack made a motion, seconded by Mr. Hunter, to adopt the agenda as presented. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Brown, Waymack, Webb, Carmichael, Hunter

Opposed: (0)

Absent: (0)

**ORDER OF CONSENSUS.** After extracting Item C-3, Mr. Webb made a motion, seconded by Mr. Brown, that the consensus agenda be approved as amended. Roll was called on the motion.

C-1. Draft Minutes – May 15, 2018 Adjourned Meeting; and May 22, 2018 Regular Meeting minutes were approved as presented.

R-18-066A

C-2.

RESOLUTION; BUDGET AMENDMENT AND APPROPRIATION (\$119,434 FIRE PROGRAM FUNDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018, does hereby authorize and appropriate 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>	
0100-03-200-0604-48248 Prince George VFD: Fire Program Funds	\$23,886.80
0100-03-200-0605-48248 Disputanta VFD: Fire Program Funds	\$23,886.80
0100-03-200-0606-48248 Carson VFD: Fire Program Funds	\$23,886.80
0100-03-200-0607-48248 Burrowsville VFD: Fire Program Funds	\$23,886.80
0100-03-200-0608-48248 Jefferson Park VFD: Fire Program Funds	\$23,886.80

<u>Revenue:</u>	
<b>0100-20-601-8201-324201 General Fund: Fire Program Funds</b>	<b>\$119,434.00</b>

R-18-066B

C-4.

RESOLUTION; APPROVAL OF DONATION OF SURPLUS POLICE VEHICLE TO CRATER CRIMINAL JUSTICE TRAINING ACADEMY \_\_\_\_\_

WHEREAS, Crater Criminal Justice Training Academy is requesting consideration to acquire a vehicle from the county that is no longer in use; and

WHEREAS, This vehicle has been declared surplus;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018, does hereby approve the donation of a 2008, Ford, Crown Victoria currently in surplus; and

BE IT FURTHER RESOLVED That the Crater Criminal Justice Training Academy will be responsible for all insurance, maintenance and installation.

R-18-066C

C-5.

RESOLUTION; MEMORANDUM OF UNDERSTANDING BETWEEN PRINCE GEORGE COUNTY POLICE DEPARTMENT AND CRATER YOUTH CARE COMMISSION

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018 does hereby authorize the Chief of Police to execute



Memorandum of Understanding between Prince George County Police Department and Crater Youth Care Commission.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

- C-3. Resolution to Rescind Action on April 28, 2015 and Approval of Board Member Eligibility to Participate in the County's Group Health, Dental and Vision Insurance Plans.** Mr. Webb stated there was a poll taking during the budget process and it was agreed 3-2 that the Board would not give itself a pay raise. This item would appear that the Board is giving itself a substantial pay raise and that is not what he thought they agreed to. Therefore, he is requested that it be extracted from the consent agenda. Mr. Hunter made a motion, seconded by Mrs. Waymack, that this be tabled to the July 10 meeting.

### **PRESENTATIONS**

#### **SUPERVISORS' COMMENTS**

Mr. Webb stated that he attended the School Board's retirement and awards ceremony and it was enlightening to see how accomplished the sports teams were this year and to see 787 years of experience retiring.

Mr. Brown congratulated the Varsity Baseball Team and the Varsity Softball Team for being State Champions.

Mrs. Waymack expressed her thanks to all of the wonderful people in Prince George County and for all that they do.

Mr. Hunter stated that he too is very proud of the State Champion teams and all sports teams that have done well. He reminded the public to take advantage of the history at the Regional Heritage Museum.

Chairman Carmichael congratulated the sports teams as well. He also stated that they are very excited for the new Luca's Restaurant. He thanked all County employees for a great fiscal year.

#### **COUNTY ADMINISTRATOR'S COMMENTS**

Mr. Ashcraft reminded everyone that sports at the Varsity level starts with the Prince George County Parks and Recreation Department. He stated that there will be a Wednesday Farmers Market on June 13, 20, 27, from 4:30 p.m. to 6:30 p.m. at the Central Wellness Center Lawn. The Saturday Farmers Market will continue on June 16, 23, 30, from 8 a.m. to 12:00 Noon at Scott Park. Prince George High School Graduation will be on June 16 at 9 a.m. at the Prince George High School Football Stadium. The Youth Public Safety Academy will be on June 18-29, 8 a.m. to 5:00 pm at the Central Wellness Center. There will be a Bridge Dedication Ceremony for the late Sgt. Lawrence G. Sprader on June 19 at 11 a.m. at the Middle Road/I-295

Bridge at Faith Baptist Church. The Grand Opening of Dinwiddie County Public Safety Building will be on June 22 at 4 p.m. at 13850 Courthouse Road, Dinwiddie. Heavy rains have washed out Alden Road (Route 624) near the Sussex County Line. Motorists should use posted detour. Repairs are expected to be completed by mid-July. Rolls-Royce announced on May 31 it will hire 100 new employees over the next year at the Prince George location. Railroad crossing work that caused Rives Road near Route 460 to be closed has been completed. Online payment of real & personal property taxes significantly reduced the traffic into the Treasurer's Office the days leading up to the June 5 payment deadline. Prince George County unemployment rate falls to 3.4 percent in April.

## **REPORTS**

**VDOT** – Ms. Crystal Smith and Ms. Andrea Miller gave a brief maintenance report. Ms. Miller stated that crews have been monitoring drainage on the primary roads due to the heavy rain. Clean-up and repair work is ongoing, including pothole repair, ditch cleaning, bridge repair, and beaver dams. The first cycle of mowing on primary and secondary roads has been completed. There is a meeting scheduled with VDOT for Prince George and Dinwiddie law enforcement to discuss litter issues. Puddledock and Temple should be completed by mid-September. The southbound lane on I-95 is being resurfaced. Pole Run and Prince George Drive should begin on June 18. Surface treatment will be ongoing until mid-October. Alden Road should be complete within the week. There will also be pipe repair on Whitehill. Ms. Smith updated the Pleasant Grove study. The study recommended a 35 mph speed limit. Robin Road remained at 35 mph. Ms. Smith discussed pavement repair with Mr. Webb. Mr. Brown inquired as to why the railroad repair could not wait until school was out. Ms. Smith stated that they have no control over the railroads. She confirmed for Mr. Hunter that the rumblestrips on Route 10 will be coming next month. She also confirmed that there will be no construction on Prince George Drive until after graduation. Ms. Smith confirmed for Chairman Carmichael that there is still no warrant to change the speed limit in either direction at the intersection of Ruffin Road and Prince George Drive.

## **PUBLIC HEARINGS**

**P-1. Public Hearing Ordinance to Amend “The Code of the County of Prince George, Virginia,” by Amending § 62-71(A) to Designate the Planning Manager as the Director of Planning.** Mr. Jeff Stoke, Deputy County Administrator, stated that Mr. Douglas Miles, Zoning Administrator, passed his certified planner's exam. He stated that these proposed ordinance changes are to designate the Planning Manager as the Director of Planning. Chairman Carmichael opened the public hearing at 7:50 p.m. There was no one to speak and the public hearing was closed. Mr. Webb made a motion, seconded by Mr. Brown, to approve the ordinance amendment as presented. Roll was called on the motion.

O-18-11

### **ORDINANCE TO AMEND “THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA,” BY AMENDING § 62-71(a) TO DESIGNATE THE PLANNING MANAGER AS THE DIRECTOR OF PLANNING**

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

*That the Code of the County of Prince George, Virginia, 2005, as amended, is amended and re-codified to read as follows:*

Sec. 62-71. - Planning department and director of planning.

(a) The planning manager shall perform all functions assigned by state law or the County Code to a director of planning, zoning administrator or subdivision agent and shall be responsible for the management of the department and performing such other duties as assigned.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

**P-2. Public Hearing; Special Exception SE-18-01 Request of Fort Powhatan Solar LLC, Pursuant to § 90-53 (59) to Permit a Large-Scale Solar Energy Facility. The Comprehensive Plan Calls for Agricultural Uses. The Request is Located Near 17401 Wards Creek Road and Known as Tax Maps 280(0A)00-042-0,170(0A)00-001-0, 170(0A)00-003-0, and 170(0A)00-006-0 in an A-1, General Agricultural Zoning District.**

Mr. Douglas Miles, Director of Planning, stated that this is a Special Exception request to permit a large-scale solar energy facility use in an A-1, General Agricultural Zoning District. The applicant is proposing to construct a 150 MW solar electric generating facility and will be constructed on 2,600 +/- acres of land zoned A-1, General Agricultural. The solar panels will be mounted on a racking system with piles driven into the ground secured by a 6-foot security fence with 40-foot wide security access gates to allow access by operations and maintenance personnel and due to the size of this project it will be constructed in phases by the applicant. The Planning Commission and Staff recommends approval of the Special Exception request for the large-scale solar energy facility land use and recommends the following conditions to ensure that this use complies with all Federal, State and County Code requirements: (1) This Special Exception is granted for a large-scale solar energy facility use to Fort Powhatan Solar LLC or any successors as owner / operator of the solar energy facility and is located on Tax Maps 170(0A)00-001-0, 170(0A)00-003-0, 170(0A)00-006-0 and 280(0A)00-042-0. This Special Exception may be transferred provided that Condition 11 is met relative to the proper surety; (2) All site activity required for the construction, expansion and the operation of the solar energy facility shall be limited to the following days and times: All pile driving shall be limited to the hours from sunrise to sunset Monday through Saturday. No Sunday pile driving shall occur during site construction, expansion or operation of the facility. All other normal on-site construction activity is permitted Monday through Sunday in accordance with the provisions of the County Noise Ordinance, as amended from time to time, and as enforced by the Prince George County Police Department; (3) All construction roads and construction areas shall remain dust-free by the use of a water truck or other approved method to keep sediment on the premises and not be of a general nuisance to the adjoining property owners during site construction and/or site expansion for a solar energy facility; (4) The applicant, owner or operator of the solar energy facility shall install a security fence a minimum of six (6) feet in height around the perimeter of the solar energy facility and it shall be approved as part of the site plan submitted for the development of

the property; (5) Prior to any site construction, a site parking and staging plan shall be submitted to the County subject to approval and be submitted for various stages of the site construction process. All subsequent construction processes shall also adhere to submitting a parking and staging plan prior to work commencing for expansion or decommissioning; (6) Site construction lighting shall be minimized and shall be directed downward and away from residential uses. Post construction lighting shall be limited to security lighting only as approved by any federal, state or county agency for the appropriate lighting needed; (7) The applicant, owner or operator shall coordinate directly with Fire, EMS and Emergency Management to provide solar energy materials, educational information and/or training to the respective personnel responding to the solar energy facility project in regards to how to safely respond to any emergencies that may occur on the premises; (8) A minimum fifty (50) foot buffer shall be maintained from all roads and all adjacent properties, either occupied or unoccupied. The required site landscaping and screening materials will be reviewed at the time of site plan review to properly meet the screening requirements for the solar energy facility use; (9) A Construction Traffic Management Plan and mitigation measures shall be developed by the applicant, owner or operator and shall be submitted to the Virginia Department of Transportation (VDOT) and Prince George County for review and approval. The Plan shall address traffic control measures, pre-and post-construction road evaluation and any necessary repairs to the public roads that are required as a result of any damage from the solar energy facility construction and/or expansion. All VDOT permits will be received and be approved by VDOT prior to site construction occurring on the premises; (10) A decommissioning plan shall be developed by the applicant, owner or operator prior to the approval of a site plan or any building permits being issued for a solar energy facility. If the solar energy facility is inactive completely or substantially discontinuing the delivery of electricity to an electrical grid for a continuous twenty-four (24) month period it shall be considered abandoned. The applicant, owner or operator shall provide notice to Prince George County in writing once the property becomes inactive as a solar energy facility use. The decommissioning of the site shall commence within six (6) months of receipt of such notice from the applicant, owner or operator by Prince George County. This shall be known as the "Decommissioning Plan" under Zoning Ordinance Section 90-16 (ii) (e) which shall include the following: (1) anticipated life of the solar energy facility project; (2) the estimated cost of the decommissioning in the future as expressed in current dollars; (3) how said estimate was determined; (4) the manner in which the project will be decommissioned and (5) the name and physical address of the person or entity responsible for the decommissioning plan and a performance bond for the life of the use; (11) Unless the large-scale solar energy facility project is owned by a public utility within the Commonwealth of Virginia, the net costs of decommissioning shall be secured by an adequate surety in a form agreed to by the County Attorney, including but not limited to a letter of credit, cash or a guarantee by an investment grade entity, posted within thirty (30) days of the project receiving its occupancy permit or equivalent from Prince George County to operate the use. If an adequate surety is required, the cost estimates of the decommissioning shall be updated at least every five (5) years by the applicant, owner or operator and provided to the County. If the solar energy facility is sold to an entity that is not a public utility, the Special Exception shall not transfer to the purchaser until such time as adequate surety is provided for the solar energy facility. At its option, the County may require that a surety amount be increased based upon the net cost of decommissioning the use as approved by the County Attorney; (12) This Special Exception shall become null and void if the use of a large-scale solar energy facility is abandoned for a period of twenty-four (24)

consecutive months; and (13) This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant, owner or operator to comply with any of the listed conditions or any provision of federal, state or local regulations. Ms. Linda Nwadike of Sun Energy I stated that it would be more like 1500 acres utilized for the solar farm. They have done their due diligence with the State and have completed many studies. This project will bring a lot of positivity to the County and they plan to hire locally and provide training. Chairman Carmichael opened the public hearing at 8:10 p.m. There was no one to speak and the hearing was closed. Mr. Hunter asked Ms. Miles of the possibility for a Solar Energy siting policy. Mr. Miles stated that he does not see the need at this time. Mr. Brown made a motion, seconded by Mr. Hunter, to approve the ordinance amendment as presented. Roll was called on the motion.

O-18-12

**SPECIAL EXCEPTION SE-18-01 REQUEST OF FORT POWHATAN SOLAR LLC, PURSUANT TO § 90-53 (59) TO PERMIT A LARGE-SCALE SOLAR ENERGY FACILITY. THE COMPREHENSIVE PLAN CALLS FOR AGRICULTURAL USES. THE REQUEST IS LOCATED NEAR 17401 WARDS CREEK ROAD AND KNOWN AS TAX MAPS 280(0A)00-042-0, 170(0A)00-001-0, 170(0A)00-003-0, AND 170(0A)00-006-0 IN AN A-1, GENERAL AGRICULTURAL ZONING DISTRICT.**

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-18-01 is granted as an amendment to the official zoning map with the following conditions:

1. This Special Exception is granted for a large-scale solar energy facility use to Fort Powhatan Solar LLC or any successors as owner / operator of the solar energy facility and is located on Tax Maps 170(0A)00-001-0, 170(0A)00-003-0, 170(0A)00-006-0 and 280(0A)00-042-0. This Special Exception may be transferred provided that Condition 11 is met relative to the proper surety.
2. All site activity required for the construction, expansion and the operation of the solar energy facility shall be limited to the following days and times: All pile driving shall be limited to the hours from sunrise to sunset Monday through Saturday. No Sunday pile driving shall occur during site construction, expansion or operation of the facility. All other normal on-site construction activity is permitted Monday through Sunday in accordance with the provisions of the County Noise Ordinance, as amended from time to time, and as enforced by the Prince George County Police Department.
3. All construction roads and construction areas shall remain dust-free by the use of a water truck or other approved method to keep sediment on the premises and not be of a general nuisance to the adjoining property owners during site construction and/or site expansion for a solar energy facility.

4. The applicant, owner or operator of the solar energy facility shall install a security fence a minimum of six (6) feet in height around the perimeter of the solar energy facility and it shall be approved as part of the site plan submitted for the development of the property.
5. Prior to any site construction, a site parking and staging plan shall be submitted to the County subject to approval and be submitted for various stages of the site construction process. All subsequent construction processes shall also adhere to submitting a parking and staging plan prior to work commencing for expansion or decommissioning.
6. Site construction lighting shall be minimized and shall be directed downward and away from residential uses. Post construction lighting shall be limited to security lighting only as approved by any federal, state or county agency for the appropriate lighting needed.
7. The applicant, owner or operator shall coordinate directly with Fire, EMS and Emergency Management to provide solar energy materials, educational information and/or training to the respective personnel responding to the solar energy facility project in regards to how to safely respond to any emergencies that may occur on the premises.
8. A minimum fifty (50) foot buffer shall be maintained from all roads and all adjacent properties, either occupied or unoccupied. The required site landscaping and screening materials will be reviewed at the time of site plan review to properly meet the screening requirements for the solar energy facility use.
9. A Construction Traffic Management Plan and mitigation measures shall be developed by the applicant, owner or operator and shall be submitted to the Virginia Department of Transportation (VDOT) and Prince George County for review and approval. The Plan shall address traffic control measures, pre-and post-construction road evaluation and any necessary repairs to the public roads that are required as a result of any damage from the solar energy facility construction and/or expansion. All VDOT permits will be received and be approved by VDOT prior to site construction occurring on the premises.
10. A decommissioning plan shall be developed by the applicant, owner or operator prior to the approval of a site plan or any building permits being issued for a solar energy facility. If the solar energy facility is inactive completely or substantially discontinuing the delivery of electricity to an electrical grid for a continuous twenty-four (24) month period it shall be considered abandoned. The applicant, owner or operator shall provide notice to Prince George County in writing once the property becomes inactive as a solar energy facility use. The decommissioning of the site shall commence within six (6) months of receipt of such notice from the applicant, owner or operator by Prince George County. This shall be known as the "Decommissioning Plan" under Zoning Ordinance Section 90-16 (ii) (e) which shall include the following: (1) anticipated life of the solar energy facility project; (2) the estimated cost of the decommissioning in the future as expressed in current dollars; (3) how said estimate was determined; (4) the manner in which the project will be decommissioned and (5) the name and physical address of the person or

entity responsible for the decommissioning plan and a performance bond for the life of the use.

11. Unless the large-scale solar energy facility project is owned by a public utility within the Commonwealth of Virginia, the net costs of decommissioning shall be secured by an adequate surety in a form agreed to by the County Attorney, including but not limited to a letter of credit, cash or a guarantee by an investment grade entity, posted within thirty (30) days of the project receiving its occupancy permit or equivalent from Prince George County to operate the use. If an adequate surety is required, the cost estimates of the decommissioning shall be updated at least every five (5) years by the applicant, owner or operator and provided to the County. If the solar energy facility is sold to an entity that is not a public utility, the Special Exception shall not transfer to the purchaser until such time as adequate surety is provided for the solar energy facility. At its option, the County may require that a surety amount be increased based upon the net cost of decommissioning the use as approved by the County Attorney.
12. This Special Exception shall become null and void if the use of a large-scale solar energy facility is abandoned for a period of twenty-four (24) consecutive months.
13. This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant, owner or operator to comply with any of the listed conditions or any provision of federal, state or local regulations.

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Adopted on June 12, 2018 and becoming effective immediately

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

### **REPORTS (cont'd)**

**Update on Broadband Project** – Mr. Stoke stated that the broadband partnership in Prince George County has received accolades, including the Virginia Economic Developer's Award, a NACo Award, and a National Association of Telecommunications award. Mr. Casey Logan of Prince George Electric Coop gave a brief summary on the current broadband project in the County. At this point they have connected 181 fiber members to the grid. There are 100 outstanding applications and look to have about 231 by the end of the summer. Starting in the Fall of 2018, they will go to South Prince George. They are currently hire contractors to expedite the process. Mr. Hunter stated that the Burrowsville Community Center is in jeopardy and about to lose its internet. He asked Mr. Logan if they could make something happen for them. Mr. Logan stated that there will be opportunities for them to get there.

**Legislative Scorecard** – Mr. Steve Micas, County Attorney, stated that after each General Assembly session, staff identifies changes in State law which: (1) authorize new ordinances at the discretion of the Board; or (2) mandate changes in how the County operates. Mr. Micas went

over a “scorecard,” which contains the staff recommendations on which items should be studied further or scheduled for a public hearing. Mr. Brown stated that he would like more time to look these over before a decision was made on any of them. It was agreed by consensus to bring this back up on the July 10 agenda.

### **ORDER OF BUSINESS**

**A-1. Resolution; Authorization to Hold a Public Hearing to Consider the Leasing of Space on, and Next to, the Water Tank on Sawmill Road to Verizon Wireless.** Mr. Frank Haltom, County Engineer, stated that Verizon Wireless has requested to locate its equipment on the County’s Courthouse water tank. The equipment will include antennas located at the top of the tank. Verizon proposes to use the space that was formerly used by NTelos Wireless. Structural reports prepared by Dewberry Engineers Inc. have been provided by Verizon indicating the structural integrity of tower will not be compromised by the Verizon equipment. Verizon has stated that all structural components will meet the same design parameters that NTelos had in place prior to removing their equipment. Verizon will also provide equipment on the ground to support their operations. All ground equipment will be placed inside the building abandoned by NTelos. There will be no cost to Prince George County. Verizon will be responsible for all improvements and maintenance to support their equipment at the water tower. The proposed lease agreement will create \$27,600 in annual revenue for the leased space. The term is five years with four additional 5-year options. Each 5-year renewal includes a 10% increase in annual lease costs. The proposed equipment will not impact operations and maintenance of the tower. Verizon documents numerous complaints from citizens regarding their coverage. The lease will allow Verizon to significantly increase their coverage in the County as well as increase their capacity and reduce lag times. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-18-067

A-1.

AUTHORIZATION TO HOLD A PUBLIC HEARING TO CONSIDER THE LEASING OF SPACE ON, AND NEXT TO, THE WATER TANK ON SAWMILL ROAD TO VERIZON WIRELESS.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of June, 2018, does hereby authorize a Public Hearing on July 10, 2018 to consider approving a lease agreement between Prince George County and Verizon Wireless for the leasing of space on, and next to, the Water Tower on Saw Mill Road.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

**A-2. Resolution; Authorize the Police Department to Complete and Submit a Port Security Grant Application for a Police Boat.** Chief Keith Early stated that Prince George



County has about 28 miles of waterfront and the current Police vessel is 13 years old with 1100 miles on the motors. The Homeland Security Port Security Grant for a replacement vessel is \$325,000 with a local match of \$81,250. Mr. Webb asked how much it would cost to replace the motors and Chief stated probably about \$30,000. Mr. Brown made a motion, seconded by Mrs. Waymack to approve the resolution as presented. Roll was called on the motion.

R-18-068

A-2.

**AUTHORIZE THE POLICE DEPARTMENT TO COMPLETE AND SUBMIT A PORT SECURITY GRANT APPLICATION FOR A POLICE BOAT.**

WHEREAS, the Police Department is requesting approval of the Prince George County Board of Supervisors to apply for grants of \$325,00 through The Department of Homeland Security, Port Security Grant Program, due June 20, 2018; and

WHEREAS, the total award of \$325,000 and local match of \$81,250 will be utilized to purchase a new Police Boat; and

WHEREAS, the grant requires a local match of \$81,250 which is included in the FY2019 Capital Improvement Plan adopted by the Board of Supervisors on May 8, 2018, and such local match will be included in the bond issuance in the spring of 2019.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018, does hereby authorize the submission of a grant application to The Department of Homeland Security, Port Security Grant Program for \$325,000, which requires a local match of \$81,250 that will require borrowing as part of the spring 2019 bond issuance for the purchase of a new police boat.

BE IT FURTHER RESOLVED, That a copy of this Resolution shall be retained as support authorizing the grant application to The Department of Homeland Security, Port Security Grant Program.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

**A-3. Resolution; Ambulance Service Agreement Between Prince George County and John Randolph Medical Center d/b/a/ TriCities Emergency Center.** Mrs. Waymack stated that she has a conflict of interest on this matter as she is an employee of John Randolph Medical Center. Therefore she removed herself from this matter due to the Virginia Conflict of Interest Laws. Mr. Brad Owens, Director of Fire and EMS, stated that John Randolph Medical Center (HCA) currently contracts with a third party ambulance service to transport critical and non-life threatening patients from the Tri-Cities Emergency Room to various destinations depending on

the level of care needed. In the event that the third party contract agency is not available, the Tri-Cities Emergency Room may contact Prince George County for an ambulance to complete the transport. Prince George County currently serves as one of their alternative measures. However, current laws do not allow Fire and EMS to bill that patient if they are admitted into John Randolph Medical Center. This agreement establishes the guidelines needed to complete the transaction(s) if needed when a Prince George Fire and EMS unit is available in the County and allow Prince George County to bill John Randolph for the transport. The revenue generated on the transport will pay for the services provided. There is a potential for a net increase in revenue from EMS cost recovery when conducting these transports periodically. Mr. Owens added that in terms of conflict of interest, he has no financial gain in this. Mr. Webb stated that he has concerns with this. This County is currently in need of recruitment and does not want to see an ambulance be tied up. Mr. Brown stated that he has concerns as well. He is cautious about taking coverage outside of the County. Mr. Hunter stated that it is his understanding that the call will be taken whether there is an agreement or not. He would like to see the County get recuperation through this Agreement. Chairman Carmichael agreed with Mr. Webb and Mr. Brown. He stated that this thing could be tossed around several different ways and he too would like to see the units remain in the County. Mr. Hunter made a motion to approve the resolution as presented. The motion failed by lack of a second. Mr. Brown made a motion, seconded by Mr. Webb to deny the Agreement. Roll was called on the motion.

On roll call the vote was:

In favor: (4) Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (1) Waymack

**A-4. Authorization for a Public Hearing on a Lease Agreement for Use of Property at New Scott Park for an Adventure Park.** Mr. Stoke stated that Mr. John Bogue, of proposed Tree Time Adventures, Inc., is requesting to lease County property at Scott Park for an outdoor adventure park. The park would initially require about 30 acres but, if successful, could expand within a 130 acre zone identified within the Scott Park boundaries. Details of the terms are contained within the draft lease for Board of Supervisor consideration. County staff has been working with Mr. Bogue to develop the draft lease and how the adventure park would operate as a partner within Scott Park. A public hearing is required for the County to consider leasing County property to a private entity. The project will request County Board approval of the lease terms through a public hearing process. Mr. Webb asked if this will affect a possible future school in that area. Mr. Stoke stated that it would not. Mr. Hunter asked if all of the liability would be on the developer. The County Attorney stated that it would. Mr. Webb made a motion, seconded by Mr. Brown, to approve public hearing as presented. Roll was called on the motion.

R-18-070

A-4.

AUTHORIZATION TO HOLD A PUBLIC HEARING ON JULY 10, 2018 TO  
CONSIDER A LEASE AGREEMENT FOR USE OF COUNTY PROPERTY  
AT NEW SCOTT PARK FOR AN ADVENTURE PARK

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018, does hereby authorize the advertisement of a public hearing to consider a lease agreement for use of County property at New Scott Park for an Adventure Park.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

**A-5. Resolution; Acceptance of Easements for a Fence Along Union Branch Road and Appropriation of Subsequent Funds.** Mr. Stoke stated that on August 8, 2017, Mr. Herbert Patrick spoke during public comment at the Prince George County Board of Supervisors meeting to request the removal and replacement of the wooden fence along Union Branch Road (both north and south side) that accesses the Prince George County Convenience Center operated by CFS. There is no evidence that the County originally installed the fence. Anecdotally, it is believed that the fence was installed by the County years ago at the request of the Patrick family before the County paved the road. Three bids for removal and replacement of a like-type fence were received:

<b>\$8,850</b>	<b>The Fence Company, Petersburg, VA (low bid)</b>
\$10,160	Hurricane Fence Company, Richmond, VA
\$12,275	Russell Fence Company, Petersburg, VA

Staff is recommending that the Board of Supervisors formally accept the easements from the property owners, and authorize full execution and recordation of the deeds. Staff is recommending that the work be performed immediately with FY18 funds in the amount of \$8,850 from the General Services, Repairs and Maintenance budget line item number 0100-04-103-0504-43310. No formal appropriation of funds is required by the Board of Supervisors. The Board only needs to vote to accept the easements as is required by state law. The County would be taking ownership of the fence, easements to the County would be recorded at the Courthouse, and future repairs would be the responsibility of the County. Mr. Webb if another kind of fence has been considered. Mr. Stoke stated that the wooden fence was considered to be more natural with the wood line. Mr. Brown asked for clarification if the County would be responsible if the fence were damaged by a third party. Mr. Ashcraft stated that it would be insured. Mr. Hunter made a motion, seconded by Mrs. Waymack to approve the resolution as presented. Roll was called on the motion.

R-18-071

A-5.

RESOLUTION AUTHORITY TO ACCEPT UTILITY EASEMENT RELATED  
TO FENCE ON UNION BRANCH ROAD

WHEREAS the County seeks to remove and replace the wooden fence along Union Branch Road on both north and south side that accesses the Prince George County Convenience Center; and

WHEREAS the County seeks to record the necessary easements along this portion of Union Branch Road so as to remove and replace the wooden fence; and

WHEREAS Virginia Code § 15.2-1803 requires that the Prince George County Board of Supervisors approve a Resolution accepting an interest in land.

NOW THEREFORE BE IT RESOLVED by the Prince George County Board of Supervisors at its regularly scheduled meeting on June 12, 2018, that, in accordance with Virginia Code § 15.2-1803, the Prince George County Board of Supervisors accepts the easements from Nancy P. Patrick, Robin F. Patrick and Benita L. Cabbler, and the Trustees of the Union Branch Baptist Church: Edward Patrick, Frederick Perry, James Ethington, James R. Thweatt, Walter Watson, Jr., Michelle Ford, Ernest Hill, Denya Hankerson, Ross Gordon, Larry Thweatt and Jeffrey Williams; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to execute any and all documents necessary for, or related to, the conveyance, subject to review and approval of the County Attorney.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

**A-6. Resolution; FY2017-2018 Budget Transfer (\$300,000.00 FY2017 School Carryover-Transfer from School Operating to Capital Improvement Project Fund; School Security Projects).** Ms. Betsy Drewry, Finance Director, stated that at its May 8, 2018 meeting, the Prince George County Board of Supervisors approved appropriation to schools of unexpended FY2017 School Carryover Funds in the amount of \$1,600,508. Of this total, \$559,532 was appropriated to the School Operating Fund (Fund 0500) in FY2017-18. At a special meeting, the School Board voted to approve a request that \$300,000 be transferred from the School Operating Fund to the County-Wide CIP Fund in FY2017-18. This amount will be used for school building security initiatives. The Board of Supervisors must approve a budget transfer moving this budgeted amount from the School Operating Fund to CIP Fund. The funds will be used to replace and repair access doors and digital cameras in all buildings. Mr. Webb made a motion, seconded by Mr. Brown, to approve the resolution as presented. Roll was called on the motion.

A-6.

**RESOLUTION; FY2017-2018 BUDGET TRANSFER (\$300,000.00 FY2017 SCHOOL CARRYOVER- TRANSFER FROM SCHOOL OPERATING TO CAPITAL IMPROVEMENT PROJECT FUND; SCHOOL SECURITY PROJECTS)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018, does hereby authorize the following transfer of funds within the 2017-2018 Budget, such line items increased and decreased as follows:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<b><u>Multiple Funds (0100; 0500; 0311)</u></b>		
<b>Expenditures:</b>		
General Fund (Decrease) & Increase		
0100-09-401-0917-49150	Transfer to school Operating Fund	(\$300,000)
0100-09-401-0917-49172	Transfer to CIP Fund	\$300,000
School Operating Fund Decrease:		
0500-06-209-6011-69000-49199	School Contingency	(\$300,000)
CIP Fund Increase		
0311-06-208-XXXX-48120	CIP – School Security Projects	\$300,000
<b>Revenues: (Decrease) &amp; Increase</b>		
0311-90-000-0000-399100	CIP – Transfer from General Fund	\$300,000
0500-90-000-0000-399100	School Operating – Transfer from Gen Fund	(\$300,000)

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

**A-7. Consideration of Implementation of Phase I of Evergreen Salary Study.** Ms. Corrie Hurt, Human Resources Director, stated that Evergreen Solutions was contracted to complete a Compensation and Classification Study (Salary Study) for County Employees. Evergreen presented an overview of the study results during the June 12, 2018 Board Work Session. The Directors of Human Resources and Finance have reviewed the details of Evergreen's recommendations and recommend implementation of Phase I of the study to include:

1. Reclassification of 15 employees from Exempt to Non-Exempt status for Fair Labor Standards Act (FLSA);
2. Implementation of a Separate Pay Plan for Sworn Police Officers;
3. Implementation of a new Uniform Pay Plan with Classifications and revised Job Descriptions, Grade Changes and Pay Ranges for all other County employees (except Sworn Police Officers);

4. Completion of pay improvements for sworn Police Officers based on consecutive Prince George County years of service at June 30, 2018;
5. Placing Sworn Police Officers within appropriate class title based on career development progression and rank and bringing them to minimum of new pay range if after recommended pay improvement based on years of service is provided the sworn police officer is still below minimum of new pay range. 5 Sworn Police Officers require an additional “bring to minimum” adjustment;
6. Placing Other County Employees (except Sworn Police Officers) within appropriate class title and bringing them to minimum of new uniform pay range if after board approved Prince George County pay increase of \$1,000 / 2% /\$2,000 is provided employee is still below minimum of new pay range. 45.5 other employees require an additional “bring to minimum adjustment” (34.5 General Fund; 11 Other Funds);
7. Transfer of \$102,218 from FY2018-2019 General Fund Contingency to various salary and benefit line items to address costs of 4, 5 and 6 above.

Future phases of the Compensation and Classification Study implementation will be considered annually in future fiscal years depending on fiscal impact. These phases will include placement on pay ranges based on years of service or some other defined range penetration methodology. Implementation of Phase I requires the transfer of \$102,218 from Adopted FY2018- 2019 General Fund Contingency. The adopted Contingency amount is \$157,230. After transfer, \$55,012 will remain for use during FY2018-2019. Implementation will provide a more competitive salary structure for County employees and appropriate FLSA classification of employees. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-18-073

A-7.

**RESOLUTION; APPROVAL OF PHASE I SALARY STUDY IMPLEMENTATION AND BUDGET TRANSFER OF \$102,218 FROM CONTINGENCY**

WHEREAS, Prince George County engaged Evergreen Solutions to complete a salary study during FY2017-2018 and the results of this study were shared with Board Members on June 12, 2018; and

WHEREAS, Staff is recommending implementation of Phase I of the Salary Study for FY2018-2019.

BE IT RESOLVED that on June 12, 2018 The Prince George County Board of Supervisors approves implementation of Phase I of the salary study and approves:

1. Reclassification of **15** employees from Exempt to Non-Exempt status for Fair Labor Standards Act (FLSA);
2. Implementation of a Separate Pay Plan for Sworn Police Officers;

3. Implementation of a new Uniform Pay Plan with Classifications with revised Job Descriptions, Grade Changes and Pay Ranges for all other County employees (except Sworn Police Officers);
4. Completion of pay improvements for sworn Police Officers based on consecutive Prince George County years of service at June 30, 2018;
5. Placing Sworn Police Officers within appropriate class title based on career development progression and rank and bringing them to minimum of new pay range *if after recommended pay improvement based on years of service is provided the sworn police officer is still below minimum of new pay range.*\* 5 Sworn Police Officers require an additional “bring to minimum” adjustment;
6. Placing Other County Employees (except Sworn Police Officers) within appropriate class title and bringing them to minimum of new uniform pay range *if after board approved FY2018-2019 Prince George County pay increase of \$1,000 / 2% / \$2,000 is provided employee is still below minimum of new pay range.*\* 45.5 other employees require an additional “bring to minimum adjustment” (34.5 General Fund; 11 Other Funds); and
7. Transfer of \$102,218 from FY2018-2019 General Fund Contingency to various salary and benefit line items to address costs of 4, 5 and 6 above.

*\*Approved County pay increases are provided prior to new range consideration, not after employees have been placed on new pay range*

BE IT FURTHER RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018, does hereby authorize the following transfer of funds within the 2018-2019 Budget, such line items increased and decreased as follows:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<b>Expenditures:</b>	
General Fund (Decrease) & Increase	
0100-09-401-0917-49199	General Fund Contingency (\$102,218)
0100-XX-XXX-XXXX-4XXXX	Multiple Salary & Benefits Accounts \$102,218

On roll call the vote was:  
 In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown  
 Opposed: (0)  
 Absent: (0)

**A-8. Resolution; Appropriation of Funds for FY19 Budget (\$116,080,356).** Ms. Drewry stated that the Board adopted the FY2018-19 Budget and Capital Improvement Plan on May 8, 2018. The Board adopts a resolution annually to appropriate and authorize spending by fund. Mr. Webb made a motion, seconded by Mr. Brown, to approve the resolution as presented. Roll was called on the motion.

R-18-074

A-8.

**RESOLUTION; APPROPRIATION OF FUNDS FOR FISCAL YEAR  
2018-2019 FOR PRINCE GEORGE COUNTY.**

BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 12th day of June, 2018 that the Budget for Prince George County in the sum of \$116,080,356, for Fiscal Year 2018-2019 be and is hereby approved as set forth below; and that such sums be and are hereby appropriated to the funds indicated, which monies are to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

ESTIMATED REVENUE

<u>Fund</u>	<u>Source/Fund</u>	<u>Amount</u>
100	<u>Description</u> General	\$ 34,866,000
	Other Local Taxes	6,677,812
	Permits, Privilege Fees & Licenses	406,350
	Fines & Forfeitures & Uses of Money & Property	602,300
	Charges for Services	1,055,500
	Miscellaneous & Recovered Costs	194,758
	State, Federal and Other Sources	<u>11,515,799</u>
	<b>TOTAL GENERAL FUND</b>	<b>\$ 55,318,519</b>
217	Community Corrections	\$ 1,003,086
218	Adult Education	915,129
213	Tourism	405,000



215	Economic Development		1,376,11
220	Storm Water	442,000	
227	LOSAP	175,500	
311	Capital Projects	475,010	
401	Debt Service		8,049,55
500	School Operating		61,341,17
510	Federal Programs (formerly Title I)		2,354,96
520	School Textbooks	619,243	
540	School Cafeteria		2,959,87
600	Utilities Operating		6,094,00
610	Utilities Replacement Reserves	168,000	
620	Utilities Capital		2,016,60
960	Special Social Services	15,000	
	Total Non-General Fund Revenues		\$ 88,410,263
	Less: interfund transfers		<u>(27,648,426)</u>
<b>TOTAL BUDGETED REVENUE - ALL FUNDS FY2018-2019</b>			<b><u>\$ 116,080,356</u></b>

#### APPROPRIATIONS

<u>Fund</u>	<u>Department</u>	<u>Title</u>	<u>Amount</u>
100	0100	Board of Supervisors	\$
	0101	County Administration	379,549
	0102	County Attorney	348,863
	0103	Human Resources	339,54
	0200	Commissioner of the Revenue	474,619
	0201	Treasurer	582,96
	0202	Clerk of Circuit Court	578,953
	0203	Sheriff	1,081,84
	0204	Commonwealth's Attorney	594,69
	0300	Community Development, Code Compliance	1,202,19
	0401	Assessor	499,87
	0402	Finance	760,655
	0403	Information Technology	553,558
	0405	County-Wide Information Technology	367,55
	0502	County Garage	438,391
	0503	Refuse Disposal	55,895
	0504	General Properties	2,177,02
	0505	Parks & Recreation	993,993
	0506	County Engineering	3,000
	0601	Police Department	5,637,00
	0602	Grants/Law Enforcement	-
	0603	Emergency Communications Center	1,349,96
	0604	Prince George Fire Department	57,520
	0605	Disputanta Fire Department	44,215
	0606	Carson Fire Department	72,547
	0607	Burrowsville Fire Department	34,688

0608	Jefferson Park Fire Department	55,97
0617	Route 10 / Merchant's Hope Fire Department	16,76
0609	Prince George Emergency Crew	13,535
0610	Fire and EMS	2,863,62
0611	Animal Control	455,98
0612	Emergency Management	58,71
0613	SAFER Grant	-
0614	Fire and EMS Grants	-
0615	SAFER Recruitment Grant	216,224
0616	SAFER Hiring Grant	326,79
0701	Welfare Administration	2,026,04
0702	Public Assistance (incl. SLH)	604,07
0703	CSA/At Risk Youth	15,000
0704	CSA State Reimbursed	1,260,00
0706	Tax Relief for Elderly/ Disabled	190,00
0901	Registrar	278,49
0902	Circuit Court	145,192
0903	General District Court	47,92
0904	Magistrate	475
0906	Victim Witness	115,79
0907	Board and Care of Prisoners	1,612,13
0908	Court Services	2,100
0909	Juvenile Services VJCCCA	83,01
0910	Local Health Department	222,377
0911	Dist.19 MHMR Services Board	107,34
0912	Contributions to Colleges	16,459
0913	Regional Library	598,146
0914	Soil & Water Conservation	20,00
0915	Resource Cons. & Develop. Council	3,000
0916	Cooperative Extension Office	83,93
0917	Other Functions	268,024
0918	Farmer's Market	10,959
	Contingencies	157,230
	<b>Transfer to Schools-Operating</b>	<b>16,800,29</b>
	<b>5 Transfer to LOSAP Fund</b>	<b>135,000</b>
	Transfer to Countywide Debt Service	7,223,095
	Transfer to Economic Development	376,112
	Transfer to Community Corrections	82,846
	Transfer to Capital Projects Fund	75,010
	<b>TOTAL GENERAL FUND</b>	<b>\$ 55,318,519</b>
	Less: Transfers to Other Funds	<u>(24,692,358)</u>
	Total General Government, less transfer	\$ 30,626,161

217	Community Corrections		\$
218	Adult Education	915,129	

213	Tourism	405,000	
215	Economic Development		1,376,11
212	Stormwater	442,000	
227	LOSAP	175,500	
311	Capital Projects	475,010	
401	Debt Service		8,049,55
500	School Operating		61,341,17
510	Federal Programs (formerly Title 1)		2,354,96
520	School Textbooks	619,243	
540	School Cafeteria		2,959,87
600-630	Utilities - Water and Sewer		8,278,60
960	Special Social Services	15,000	
	TOTAL NON-GENERAL FUND		\$ 88,410,26
	<b><u>TOTAL ALL FUNDS</u></b>		<b>\$ 143,728,782</b>
	<b>Less: Interfund Transfers</b>		<b><u>(27,648,426)</u></b>
			<b><u>\$ 116,080,35</u></b>

**TOTAL BUDGETD EXPENDITURES ALL FUNDS FY2018-19**

BE IT FURTHER RESOLVED that for the fiscal year beginning on the first day of July 2018, and ending on the thirtieth day of June 2019, the following shall be adopted:

The Treasurer of the County of Prince George be and is hereby authorized to transfer from FUND 100 – General OPERATING as funds become available.

The County Administrator may increase appropriations for non-budgeted revenue items not to exceed \$5,000 per occurrence.

Appropriations designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project or until the Board of Supervisors, by appropriate ordinance or resolution, changes or eliminates the appropriation. This section applies appropriations in the FY2018-2019 budget as adopted or amended by the Board of Supervisors.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

**A-9. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):**

**A. Resolution; Appointment (Three-Year Term) – Regional Tourism.** Mr. Hunter made a motion, seconded by Mrs. Waymack, to reappoint Ms. Carol Bowman. Roll was called on the motion.

R-18-075

A-9A

**RESOLUTION; APPOINTMENT (ONE MEMBER) (THREE-YEAR TERM) – REGIONAL TOURISM CORPORATION.**

WHEREAS, Under the leadership of the Crater Commission, working in concert with the city managers and county administrators, a work program and draft By-Laws have been developed to formulate a 17-seat Board of Directors that would constitute a 501(c)(3) regional tourism corporation; and

WHEREAS, The term of Ms. Carol Bowman will expire on June 26, 2018.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018 does hereby reappoint Ms. Carol Bowman to the Regional Tourism Corporation to serve a three-year term, beginning June 27, 2018 and ending on June 26, 2021.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

**B. Resolution; Appointment (Three-Year Term) – Recreation Advisory Commission.** Mr. Brown made a motion, seconded by Mrs. Waymack, to reappoint Mr. E. T. Drewry. Roll was called on the motion.

R-18-075A

A-9B

**RESOLUTION; ONE APPOINTMENT; (THREE-YEAR TERM) – RECREATION ADVISORY COMMISSION**

WHEREAS, The term of Emmett T. Drewry on the Prince George County Recreation Advisory Commission, will expire on June 30, 2018;

NOW THEREFORE, BE RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018 does hereby reappoint Mr. E. T. Drewry to serve a three-year term on the Prince George County Recreation Advisory Board beginning July 1, 2018 and ending on June 30, 2021.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)  
Absent: (0)

**C. Resolution; Appointment (One Member) Appomattox Regional Library Board.** Mr. Hunter made a motion, seconded by Mr. Webb, to table this item until there is an applicant. Roll was called on the motion.

On roll call the vote was:  
In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown  
Opposed: (0)  
Absent: (0)

**D. Resolution; Recommendation of One Board Member and Three Citizen Appointments (CIP Committee).** Mr. Webb made a motion, seconded by Mr. Brown, to reappoint Alan Carmichael, Donald Vtipil, Andy Petik and Larry Barnett. Roll was called on the motion.

R-18-075B

A-9D

RESOLUTION; RECOMMENDATION OF ONE BOARD MEMBER AND  
THREE CITIZEN APPOINTMENTS (CIP COMMITTEE)

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018 that it hereby appoints Mr. Alan Carmichael to represent the Board of Supervisors on the CIP Committee; and

BE IT FURTHER RESOLVED, that the Board recommends Mr. Donald Vtipil, Mr. Andy Petik, and Mr. Larry Barnett to serve as a citizen representative on the CIP Committee for a one-year term effective immediately.

On roll call the vote was:  
In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown  
Opposed: (0)  
Absent: (0)

**E. Resolution; Approval of Appointment of Comprehensive Services Community Policy and Management Team Members.** Mr. Brown made a motion, seconded by Mrs. Waymack to approve the appointments as presented. Roll was called on the motion.

R-18-075C

A-9E

RESOLUTION; APPROVAL OF APPOINTMENT OF COMPREHENSIVE  
SERVICES COMMUNITY POLICY AND MANAGEMENT TEAM MEMBER

NOW THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of June, 2018 hereby approves the appointments of the Prince George County Community Policy and Management Team and the Prince George County Family Assessment and Planning Team for the term July 1, 2018 to June 30, 2019 as follows:

**Prince George County Community Policy and Management Team (CPMT)**

Term: July 1, 2018 to June 30, 2019

Timothy Beard, Chair

Designee of CSU Director

6<sup>th</sup> District Juvenile Court Services Unit

Regina Smith

Designee of Executive Director

District 19 Community Services Board

Zetta Ethington

Designee of Superintendent of Schools

Prince George Public Schools

Lori Robertson, Accounting Supervisor

Designee of Fiscal Agent

Finance Department, Prince George County

Donald Hunter

Prince George County Board of Supervisor

Shel Bolyard-Douglas

Director, Prince George Social Services

Cynthia Hancock, RN

Designee of Medical Director

Crater Health District

Kristen Eichert

Poplar Springs Hospital

Private Provider Representative

Ellen Chiasson

Parent Representative

**Prince George County Family Assessment and Planning Team (FAPT)**

Term: July 1, 2018 to June 30, 2019

Ronda Tate, Chair

District 19 Community Services Board

Noel Brown

Terrell Hobson

6<sup>th</sup> District Juvenile Court Services Unit

Chanda Hannah

Matthew Hall, Designee

Prince George Public Schools

Zina Gaines

Prince George Social Services

Pastor Chris Jenkins

Parent Representative

Shardae Washington

Therapeutic Interventions, LLC

Private Provider Representative

Chaundra Taswell

Military Liaison

Fort Lee Designee of Garrison Commander

- Agencies shall provide an alternate when the above individuals are unable to participate in Team meetings. All alternate representatives must have a signed Confidentiality Form on file with the Prince George CSA Coordinator.
- Representatives and alternates for Private Provider representatives, Parent Representatives, and Fort Lee Representatives must complete the Statement of Economic Interest form which must also be on file with the Prince George CSA Program Coordinator before January 1 of each year.

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Brown, Waymack, Webb

Opposed: (0)

Absent: (0)

- F. Resolution; Appointment; of County Representative; Regional Building Code Appeals Board (Five-Year Term).** Mr. Webb made a motion, seconded by Mr. Hunter, to appoint Mr. Clarence G. Jackson. Roll was called on the motion.

R-18-075D

A-9F



RESOLUTION: APPOINTMENT OF COUNTY REPRESENTATIVE;  
REGIONAL BUILDING CODE APPEALS BOARD (FIVE-YEAR TERM)

WHEREAS, Due to the passing of Mr. Charles D. Story, Jr., there is a vacant term on the Building Code Appeals Board; and

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of Prince George County, this 12<sup>th</sup> day of June, 2018, does hereby appoint Mr. Clarence G. Jackson to serve on the Building Code Appeals Board for a term effective immediately and ending on June 11, 2023 in accordance with the Code of Virginia (1950, as amended).

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Brown, Waymack, Webb

Opposed: (0)

Absent: (0)

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

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Brown, Waymack, Webb

Opposed: (0)

Absent: (0)

The meeting adjourned at 9:25 p.m.

[Draft Minutes prepared June 30, 2018, for consideration on July 10, 2018; adopted by unanimous vote.]

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Alan R. Carmichael  
Chairman, Board of Supervisors

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Percy C. Ashcraft  
County Administrator