

AGENDA
Board of Supervisors
County of Prince George, Virginia
Regular Meeting: November 14, 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

Financial Policies

Next Gen 911

School Division Presentation

INVOCATION

PLEDGE OF ALLEGIANCE TO U.S. FLAG

PUBLIC COMMENTS

ADOPTION OF AGENDA

ORDER OF CONSENSUS

C-1. Draft Minutes – October 23, 2018 Regular Meeting and October 29, 2018 Retreat.

C-2. Resolution; Proclamation; Small Business Saturday.

C-3. Resolution: Appropriation and Budget Transfer (\$50,000 School Resource Officer Grant).

C-4. Resolution; Commendation; Attainment of Eagle Scout; Drake Weston Hannuksela.

PRESENTATIONS

S-1. Resolution; Commendation; Attainment of Eagle Scout; Drake Weston Hannuksela.

SUPERVISORS' COMMENTS

COUNTY ADMINISTRATOR'S COMMENTS

REPORTS

VDOT – Crystal Smith

Update of Tax Billing – Susan Vargo, Treasurer

TABLED ITEMS

T-1. SPECIAL EXCEPTION SE-18-04 Request of Tree Time Adventures Inc., pursuant to § 90-103(22) to permit the use of recreation structures and outdoor recreation uses at 6000 Scott Memorial Park Road and is known as Tax Map 240(0A)011-0 in a R-A, Residential – Agricultural District. The Comprehensive Plan calls for village center uses.

ORDER OF BUSINESS

A-1. Resolution; Proposed Revisions; Prince George County Administrative (Personnel) Policy; Sections 33.1 Through 33.2 Entitled *Appearance*.

A-2. Resolution; FY2018-2019 Position Control Chart.

A-3. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):

A. Resolution; Appointments (Two Members) Industrial Development Authority.

PUBLIC HEARINGS

P-1. Public Hearing; Lease Agreement with Tree Time Adventures, 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

November 14, 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 Wednesday, November 14, 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 performance of a specific volunteer within the coordinated Fire and EMS system pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; (2) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; and (3) consultation with the County Attorney regarding specific legal matters requiring the provision of legal advice relating to collection of delinquent real estates taxed owed by three corporate entities controlled by a single owner pursuant to § 2.2-3711, (A)(8), Code of Virginia, 1950, as amended. Mrs. Waymack made a motion, seconded by Mr. Hunter, that the Board convene closed session for: (1) discussion of the performance of a specific volunteer within the coordinated Fire and EMS system pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; (2) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; and (3) consultation with the County Attorney regarding specific legal matters requiring the provision of legal advice relating to collection of delinquent real estates taxed owed by three corporate entities controlled by a single owner pursuant to § 2.2-3711, (A)(8), Code of Virginia, 1950, as amended.

R-18-129

E-1.

RESOLUTION; CLOSED SESSION FOR (1) DISCUSSION OF THE PERFORMANCE OF A SPECIFIC VOLUNTEER WITHIN THE COORDINATED FIRE AND EMS SYSTEM PURSUANT TO § 2.2-3711, (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; (2) DISCUSSION OF PROSPECTIVE CANDIDATES FOR BOARD APPOINTMENTS TO VARIOUS COMMITTEES PURSUANT TO § 2.2-3711, (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; AND (3) CONSULTATION WITH THE COUNTY ATTORNEY REGARDING SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE RELATING TO COLLECTION OF DELINQUENT REAL ESTATES TAXED OWED BY THREE CORPORATE ENTITIES CONTROLLED BY A SINGLE OWNER PURSUANT TO § 2.2-3711, (A)(8), CODE OF VIRGINIA, 1950, AS AMENDED

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 14th day of November, 2018, does hereby vote to enter closed session for (1) discussion of the performance of a specific volunteer within the coordinated Fire and EMS system pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; (2) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; and (3) consultation with the County Attorney regarding specific legal matters requiring the provision of legal advice relating to collection of delinquent real estates taxed owed by three corporate entities controlled by a single owner pursuant to § 2.2-3711, (A)(8), Code of Virginia, 1950, as amended.

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 6:02 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.

R-18-129A

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 9th day of October, 2018 does hereby certify that, to the best of each Board Member's knowledge, (1) only public business lawfully exempted from open meeting requirements were discussed, and (2) only matters identified in the convening motion were discussed.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

WORK SESSION

Ms. Betsy Drewry, Finance Director, presented eleven proposed budget policies to the Financial Policies. The recommended budget policies addressed financial practices, accounting principles, controlling expenditure of funds, balancing the budget, ongoing operating costs, undesignated fund balance, general fund contingency, local funding to the Public School System, implementation of budget, approval of budget amendments, budget transfers, and outstanding purchase orders, unexpended grants and donations.

Ms. Kirsten Cherry, IT Director, and Ms. Erika Edwards, Communications Supervisor, gave a presentation on the new Next Generation 9-1-1 System. Prince George County is scheduled to be migrated between January 2020 and June 2020. It is the recommendation of Staff to be ready to migrate in January 2020 due to other surrounding localities moving in the last half of 2019. Code of Virginia Section 56-484.16 requires migration by July 1, 2023.

Mr. Bobby Cox, Chairman and Mr. Lewis Stevenson, Vice-Chairman of the Prince George County School addressed the Board with the option of the funding of a new elementary school on the Yancey Tract in exchange for the old Walton School property. Mr. Cox asked for a consensus from the Board this evening. Chairman Carmichael stated that they will not get a consensus this evening as the Board needs to weigh the pros and cons and make the

best decision for the citizens of this County. Mr. Cox stated that their main objective is to educate the children without redistricting them and limiting them to reasonable bus rides.

Chairman Carmichael called a recess at 6:40 p.m. The meeting reconvened at 7:02 p.m.

Invocation. Mr. Brown gave an invocation.

Pledge of Allegiance to U.S. Flag. Eagle Scout Drake Hannuksela 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 7:05 p.m.

Ms. Carrie Woodlief (9553 Lake Shore Drive, South Prince George). Ms. Woodlief is a teacher at Walton Elementary and spoke on behalf of all teachers at Walton. She stated that they do understand money, but they do ask that there be a way found for them to stay on their side of the County. She stated that schools last anywhere from 50 to 60 years and the right location is very imperative to the students, teachers, and parents. Transportation is already an issue with students that do not get picked up until 4:40 or 4:45 from Walton. She stated that five year old children have as much as an hour bus ride. Redistricting is another concern. There will be students that thought they were going to go to the Walton that will end up at Beazley. This may also displace students from other schools they were already attending. She stated that the person that designed the shirts they were wearing sold 65 shirts to teachers in two days. They are very passionate about their school and they want to be situated in a place that is right for their students. She stated that moving them to Middle Road would not be the best solution. In fact, she stated they would rather stay right where they are then go to Middle Road. They would still be in an older school, but it would be the right location.

Mr. Brian Ellwood (7216 West Quaker Road). Mr. Ellwood stated that the Board is not concerned about the children of this County, his included. He too is a teacher and he stated that the Board cares more about the money more than they do about this County's future. There are several buildings sitting empty in the industrial park now so why are they concerned about the parcel that Walton School is sitting on. He stated that he will eat the tax increase if they put the school in the right place.

There being no one else to speak, Chairman Carmichael closed the public comment period at 7:10 pm.

APPROVAL OF AGENDA. Mr. Webb 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, Carmichael, Hunter, Webb

Opposed: (0)

Absent: (0)

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

C-1. Draft Minutes – October 23, 2018 Regular Meeting and October 29, 2018 Retreat minutes were approved as presented.

R-18-130

C-2.

RESOLUTION; RECOGNITION OF SMALL BUSINESS SATURDAY 2018

Whereas, the government of Prince George County, Virginia celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are currently 30.2 million small

businesses in the United States, they represent 99.7 percent of all businesses with employees in the United States, are responsible for 65.9 percent of net new jobs created from 2000 to 2017; and

Whereas, small businesses employ 47.5 percent of the employees in the private sector in the United States; and

Whereas, 90% of consumers in the United States say Small Business Saturday has had a positive impact on their community; and

Whereas, 89% of consumers who are aware of Small Business Saturday said the day encourages them to Shop Small all year long; and

Whereas, 73% of consumers who reportedly Shopped Small at independently-owned retailers and restaurants on Small Business Saturday did so with friends or family; and

Whereas, the most reported reason for consumers aware of the day to shop and dine at small, independently-owned businesses was to support their community (64%); and

Whereas, Prince George County supports our local businesses that create jobs, boost our local economy and preserve our communities; and

Whereas, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Prince George, this 14th day of November, 2018, does hereby proclaim, Saturday, November 24, 2018, as:

SMALL BUSINESS SATURDAY

And urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

R-18-130A

C-3.

RESOLUTION; APPROPRIATION AND BUDGET TRANSFER (\$50,000 SCHOOL RESOURCE OFFICER GRANT)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 14th day of November, 2018, does hereby authorize the following increase of funds and transfers among accounts within the 2018-2019 Budget, such line items increased and changed 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>Appropriation:</u>		
<u>Revenue</u>		
0100-20-601-8201-324104	SRO Grant	\$38,045
<u>Expenditure</u>		
0100-03-100-0601-41100	Police Department Salary & Wages	\$38,045
 <u>Budget Transfer:</u>		
<i>Expenditure – Transfer From / Reduce:</i>		
0100-09-401-0917-49199	General Fund Contingency	\$11,955
 <i>Expenditure – Transfer To / Increase:</i>		
0100-03-100-0601-41100	Police Department Salary & Wages	\$2,438
0100-03-100-0601-42100	PD FICA SS/Medicare	\$3,097
0100-03-100-0601-42210	PD VRS Retirement	\$5,890
0100-03-100-0601-42400	PD Group Life Insurance	\$ 530

C-4.

**RESOLUTION; COMMENDATION; DRAKE WESTON HANNUKSELA;
ATTAINMENT OF EAGLE SCOUT AWARD**

WHEREAS, Drake Weston Hannuksela, a junior at Prince George High School, is a member of Boy Scout Troop 900; and

WHEREAS, Drake has held the positions of Patrol Leader, Assistant Patrol Leader, Quartermaster and Senior Patrol Leader for his troop. He is also a brotherhood member of the Order of the Arrow, Nawakwa Lodge #3. Drake also serves as the youth chairman of the Scouting Museum located at Camp T. Brady Saunders in Goochland County. Drake has also achieved 52 merit badges to date, 31 merit badges over the required 21 merit badges for Eagle Rank; and

WHEREAS, Drake was a 2017 graduate of Buckskin youth leadership training for scouts. He received the Gold Presidential Volunteer Award in 2018 for over 250 hours of volunteer service. Drake, along with several troop members received the 50 mile award, after hiking the Appalachian Trail over spring break week in 2017; and

WHEREAS, In 2017, Drake was afforded the opportunity to attend the 2017 National Jamboree in West Virginia. He was in one of four troops from Central Virginia, and was selected a patrol leader in Troop 4416. He had a wonderful time and rode ATV's, tried Scuba Diving and was able to see President Trump in person as he gave an inspiring message to all the scouts at the Jamboree; and

WHEREAS, Drake selected his faith as the recipient of his Eagle project and the beneficiary was the Petersburg Baptist Association. Drake sold engraved bricks to raise over \$7,000 to fund his project. The project was a 10 X 10 foot stone walled prayer garden with a 24 foot brick walk with recessed lighting. It was built on the shore of Carter Lake, at Camp Kehukee in Prince George County. This will benefit the member churches of the Petersburg Baptist Association and all those who utilize the camp.

WHEREAS, Drake Hannuksela's dedicated, conscientious participation and leadership in community and humanitarian activities are recognized and saluted.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 14th day of November, 2018, hereby commends and congratulates Drake Hannuksela on attainment of the rank of Eagle Scout in the Boy Scouts of America including his dedicated volunteer work achievements in the community.

BE IT FURTHER RESOLVED That this Board wishes Drake Hannuksela much success and happiness as he pursues his future goals.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

PRESENTATIONS

S-1. Resolution; Commendation; Attainment of Eagle Scout; Drake Weston Hannuksela. Mr. Hunter presented the commendation to Drake Hannuksela in the presence of his family and Troop members.

SUPERVISORS' COMMENTS

Mr. Webb stated that he is very sad for the people in California and the recent school bus accidents in Virginia.

Mr. Hunter reminded everyone that the Community Emergency Response Team has been having classes and will graduate at 7:30 pm this Thursday at Oakland Baptist Church. Mr. Hunter also presented the Go Green award that Prince George received at the VACO Conference. He asked that everyone keep the family of Emil Stech in their prayers.

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Ashcraft stated that there will be a Ribbon Cutting for Commerce Hall Student Residence on November 15 at 12:30 p.m. at Richard Bland College. The Appomattox River & South Central Wastewater Authorities Meetings will be on November 15 at 2 p.m. at Eastside Enhancement Center, Dinwiddie County. The VDOT Fall Transportation Meeting will be on November 15 at 4 p.m. at the Homewood Suites in Chester. The Planning Commission Meeting will be on November 15 at 6:30 p.m. in the Boardroom. The Jerry Skalsky Memorial Soccer Tournament will be on November 17-18 at 9 a.m. daily at New Scott Park. There will be a George Poulson 'Celebration of Life' Memorial Service on November 17 at 10 a.m. at Oakland Baptist Church. 'Tinsel Town Holiday Bazaar' will be on November 17 from 9 a.m. to 2 p.m. at the Parks & Recreation Community Center. The VFW Awards Banquet will be on November 17 at 5:30 p.m. at VFW Post 637 in Hopewell. County Office will be closed for the Thanksgiving Holiday Break November 21 at 12:30 p.m. and November 22-23. The Chaplains' Breakfast will be on November 27 at 8:30 a.m. at Luca Restaurant. Prince George County named 'Best Community in Which to Live' for the second year in a row by voters of the Progress-Index Newspaper. Prince George Rotary Club spruced up New Scott Park November 3 by planting trees. Prince George County had 55 percent turnout for this year's General Election. Riverside Regional Jail Superintendent Jeff Newton will step down December 1. Prince George County again receives 'Distinguished Budget Presentation Award' from the Government Finance Officers Association. 4-H Director Hermon Maclin has received the 'Meritorious Service Award' for 2018.

REPORTS

Update on Tax Billing - Ms. Susan Vargo, Treasurer, stated that the tax bills did go out a little late because they had to be "revamped" to separate the taxes and the stormwater fee. She stated that Mr. Micas, the County Attorney, was instrumental in helping them do that. They have been mailed out and received. They had a very busy day yesterday, collecting \$175,000, with a little over \$100,000 collected today. The first remittance from the collection firm was a little over \$11,000 with \$22,000 this week looking at well over \$40,000 in collections since September. They had some programming issues with the personal property. She has been working with the previous firm that did distress warrants for people that are five years or more delinquent and they collecting from those as well. The Treasurer's Office is finally up to staff which makes a huge difference.

PUBLIC HEARINGS

P-1. Public Hearing; Lease Agreement with Tree Time Adventures, Inc. Mr. Jeff Stoke, Deputy County Administrator, stated that Mr. John Bogue, of Tree Time Adventures, Inc., is requesting to lease County property at Scott Park for an outdoor adventure park. The park would require 130 acres identified within the Scott Park boundaries. The lease originally approved by the Board on July 10 has been revised and, as such, requires a new public hearing. Details of the new terms are contained within the lease for Board of Supervisor consideration. One major change is expanding the lease area from 30 acres to 130 acres. Chairman Carmichael opened the public hearing at 7:33 p.m.

Ms. Kaitlyn Payne (5513 Willow Oak Drive). Ms. Payne stated that this park would be 200 feet from her house. She has several concerns about the proposed park, including traffic to Courthouse Road, undesirable human traffic in the wooded area that serves as a buffer, a higher noise level, the potential for child molesters near Beazley School. She would like to see it moved closer to Scott Memorial Park and further away from Branchester Lakes, or to another location altogether, such as Temple Park. She made inquiries regarding the buffer, park security, and park clientele, emergency services, property value impacts, hours of operation, alternative locations, and road maintenance.

Ms. Becky McDonough (1315 Ruffin Road). Ms. McDonough spoke in favor of this project on behalf of the Hopewell/Prince George Chamber of Commerce. She stated that wholesome outdoor activities are in keeping with the interest that locals have. She stated this is a community that really values natural resources, outdoor activities, and wholesome athletic activities. She stated that this park fits within the authentic nature of Prince George County residents and their families. She stated that she trusts the County to look out for Branchester

Lakes citizens while finding a way for this activity to be located in an area that is going to bring revenue into the County and help the businesses in the area be successful.

There being no one else to speak, the public hearing was closed at 7:46 p.m. Mr. Brown made a motion, seconded by Mr. Webb, to rescind the July 10, 2018 prior approved lease and approve this lease with Tree Time as presented. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Waymack

TABLED ITEMS

T-1. SPECIAL EXCEPTION SE-18-04 Request of Tree Time Adventures Inc., pursuant to § 90-103(22) to permit the use of recreation structures and outdoor recreation uses at 6000 Scott Memorial Park Road and is known as Tax Map 240(0A)011-0 in a R-A, Residential – Agricultural District. The Comprehensive Plan calls for village center uses.

Mr. Horace Wade stated that some changes have been made to the conditions, including an employee identification system and buffer requirement of 300 feet from residential lot lines. In addition, this Special Exception was reviewed by VDOT and they did not see any additional changes required. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the Special Exception as presented with the modifications.

O-18-17

T-1.

SPECIAL EXCEPTION SE-18-04 REQUEST OF TREE TIME ADVENTURES INC., PURSUANT TO § 90-103 (22) TO PERMIT THE USE OF RECREATION STRUCTURES AND OUTDOOR RECREATION USES. THE REQUEST IS LOCATED AT 6000 SCOTT MEMORIAL PARK ROAD AND IS KNOWN AS TAX MAP 240(0A)00-011-A IN A R-A, RESIDENTIAL-AGRICULTURAL ZONING DISTRICT. THE COMPREHENSIVE PLAN CALLS FOR VILLAGE CENTER USES.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-18-04 is granted as an amendment to the official zoning map with the following conditions:

1. This Special Exception is granted for recreation structures and outdoor recreation uses to Tree Time Adventures Inc. located on Tax Map 240(0A)00-011-0. This Special Exception is not transferable.
2. The applicants will be required to provide staffing for private parking and proper traffic circulation purposes with event personnel clearly marked as “Event Staff” for safety reasons. The Prince George County Police Department shall be notified at least thirty (30) days prior to each public event.
3. **Tree Time Adventures Inc. shall have an employee identification system with the use of badges, and uniforms, shirts, or vests.**
4. All site activity required for the construction and expansion of the recreation structures and uses shall be limited to sunrise to sunset Monday through Saturday. Construction of the site shall not occur on Sunday.
5. Hours of operation shall be limited to sunrise to sunset 7 days a week.
6. A detailed site plan will be required to show all improvements.

7. One (1) internally illuminated, freestanding sign no greater than sixty (60) square feet may be placed for directional purposes near the main entrance located outside of the VDOT right-of-way and meeting a twenty (20) foot setback. The sign shall have a monument style base or include lattice, and shall include plantings as approved by Planning during the sign permit review process. All other temporary signs shall be removed from the premises once the permanent freestanding sign has been erected on the premises.
8. Portable signs, to include flashing arrow signs, shall not be permitted on the premises once the permanent freestanding signage has been approved and erected on the premises for this land use.
9. **Buffers required:**
 - a. **100-foot buffer from all adjacent residential lot lines for walking trails.**
 - b. **300-foot buffer from all residential lot lines for tree top adventure.**
10. As accessory to the proposed use, a Concession stand will be permitted to sell related merchandise, equipment, and food and drinks to guests.
11. This Special Exception shall become null and void if the use of the subject property is abandoned for a period of twenty-four (24) consecutive months.
12. This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant or operator 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: (4) Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (1) Waymack

ORDER OF BUSINESS

A-1. Resolution; Proposed Revisions; Prince George County Administrative (Personnel) Policy: Sections 33.1 Through 33.2 Entitled *Appearance*. Ms. Corrie Hurt, Director of Human Resources, stated that some changes were made to include that Public Safety Career staff will follow their department dress codes. Language was added to have an appearance of a conservative work environment. Language was also added regarding political clothing and accessories. The Department Directors will be responsible for ensuring that employees are appropriately dressed for work. Mr. Brown made a motion, seconded by Mr. Webb, to adopt the resolution as presented. Roll was called on the motion.

R-18-131

A-1

RESOLUTION; PROPOSED REVISIONS; PRINCE GEORGE COUNTY PERSONNEL POLICY; SECTIONS 33.1 THROUGH 33.2 ENTITLED *APPEARANCE*

WHEREAS the Prince George County Personnel Policy Manual has been reviewed by staff and it has been recommended that the existing Personnel Policy entitled *Appearance* be reviewed and considered for modification;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George, this 14th day of November, 2018 does hereby amend the Prince George County Personnel Manual by revising the Personnel Policy entitled *Appearance* as requested.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Waymack

A-2. Resolution; FY2018-2019 Position Control Chart. Ms. Hurt stated that the County is requesting for consideration that the Board be added as a department to the control chart as there is now a Clerk to the Board of Supervisors position that reports directly the Board. The Director of Finance title is changing to Deputy County Administrator, Finance. The Manager III, Fleet position was reviewed before posting the job advertisement. With revisions made to the job description, the position was classified to exempt status and was upgraded from a III to a IV. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-18-132

A-2.

RESOLUTION; FY2018-2019 POSITION CONTROL CHART

NOW, THEREFORE, BE IT RESOLVED that this Board of Supervisors of the County of Prince George this 14th day of November, 2018 hereby approves the requested changes to the 2018-2019 Position Control Chart and that no changes be made to the chart without Board approval regardless of what other County policies may state.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Waymack

**A-3. Consideration of Appointments – Board, Commissions, Committees, Authorities:
Resolution of Appointment(s):**

B. Resolution; Appointments (Two Members) Industrial Development Authority. Mr. Brown made a motion, seconded by Mr. Webb, to reappoint Mr. James Cuddihy and Mr. J. Peter Clements to the Industrial Development Authority. Roll was called on the motion.

R-18-133

A-3A.

**RESOLUTION; TWO APPOINTMENTS (FOUR-YEAR TERM) –
PRINCE GEORGE COUNTY INDUSTRIAL DEVELOPMENT
AUTHORITY**

WHEREAS, The terms of Mr. James Cuddihy and Mr. J. Peter Clements on the Prince George County Industrial Development Authority will expire on November 10, 2018;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 14th day of November, 2018 does hereby reappoint Mr. James Cuddihy and Mr. J. Peter Clements to the Prince George County Industrial Development Authority to serve a term of four years commencing November 11, 2018 and ending on November 10, 2022.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Waymack

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

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Waymack

The meeting adjourned at 8:00 p.m.

[Draft Minutes prepared November 20, 2018 for consideration on November 17, 2018; adopted by unanimous vote.]

Alan R. Carmichael
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator