

**AGENDA**

Board of Supervisors  
County of Prince George, Virginia  
Regular Meeting: February 13, 2018  
County Administration Bldg. Boardroom, Third Floor  
6602 Courts Drive, Prince George, Virginia

**Regular Meeting**

**Business Meeting**

**7:00 p.m.**

**\*Public Hearings Will Be Heard at 7:30 p.m.**

**CALL TO ORDER**

Roll Call

**INVOCATION**

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

**PUBLIC COMMENTS**

**ADOPTION OF AGENDA**

**ORDER OF CONSENSUS**

C-1. Draft Minutes – January 23, 2018 Regular Meeting.

C-2. Resolution; Proclamation of February, 2018 as "Black History Month."

**PRESENTATIONS**

Re-Accreditation Presentation to the Police Department

**SUPERVISORS' COMMENTS**

**COUNTY ADMINISTRATOR'S COMMENTS**

**REPORTS**

**VDOT** – Crystal Smith

**TABLED ITEMS**

**ORDER OF BUSINESS**

A-1. Discussion of Department Head Annual Reports.

A-2. Discussion of Verizon Lease Agreement for Courthouse Water Tank.

A-3. Discussion of General Fund Balance.

### **PUBLIC HEARINGS**

### **ADJOURNMENT**

**Board meeting format:** Executive Meeting at 5:00 p.m., followed by a Business Meeting at 7:00 p.m. with Public Hearings being heard at 7:30 p.m. **Visit Prince George County website for information [www.princegeorgeva.org](http://www.princegeorgeva.org).**

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

February 13, 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 7:00 p.m. on Tuesday, February 13, 2018 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Alan R. Carmichael, 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.

**Invocation.** Mr. Hunter gave an invocation.

**Pledge of Allegiance to U.S. Flag.** Mr. Webb led the Pledge of Allegiance to the United States Flag.

**PUBLIC COMMENTS.** Chairman 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.

Mr. Lee Phillingane (12928 Wood Drive). Mr. Phillingane expressed a concern about the current speed limit on Golf Course Drive. He would like to see the speed limit reduced to 45 mph. The road is narrow and the bridge is extremely dangerous when passing another vehicle, especially school buses and trucks. The site distance coming out of Pump House Road onto Golf Course Drive is also a concern. There are also numerous potholes, the edges of the road are crumbling away, and the ditches need cleaning out.

There was no one else to speak and the public comments period was closed at 7:06 p.m.

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

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

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

C-1. Draft Minutes – January 23, 2018 Regular Meeting was approved as presented.

R-18-020

C-2.

**RESOLUTION; PROCLAMATION OF FEBRUARY, 2018 AS  
"BLACK HISTORY MONTH."**

WHEREAS, African Americans have played a decisive role in the development of the United States from the Colonial Period to modern times; and

WHEREAS, The contributions and roles played by African Americans in our Nation's history have contributed to the versatility and strength of this Country; and

WHEREAS, Traditional accounts of U. S. history have not always described African Americans' participation in the historical evolution of this Nation; and

WHEREAS, Greater understanding of the historical roots of all major ethnic groups that settled in this County is necessary.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of February, 2018 hereby proclaims February, 2018 as "Black History Month" in Prince George County; and

BE IT FURTHER RESOLVED By this Board that it requests the County schools to observe "Black History Month" through educational activities and programs that will depict the history of African Americans.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

### **PRESENTATIONS**

**Re-Accreditation Presentation to the Police Department.** The Board of Supervisors recognized the Police Department for achieving reaccreditation status for the first time. It was three years ago the department earned its first accreditation from a statewide review panel. In December, the panel visited Prince George again to measure the progress of the department and to see if it sustained its quality first earned in 2015. The panel's review gave the department an unblemished review as it found all 195 items in compliance. Derek Mays represented the review panel and presented Chief Keith Early with a reaccreditation plaque. Also in attendance was former Chief Ed Frankenstein, who was inspirational in leading the department to its first accreditation in 2015.

### **SUPERVISORS' COMMENTS**

Mr. Webb congratulated the Police Department on a job well done. They deserve this honor for all of their hard work.

Mr. Brown stated that sometimes it looks like we take the Police Department for granted. He stated that he is extremely proud of this Department.

Mrs. Waymack expressed her pride in the Police Department as well and told them to keep up the good work. She also expressed her concerns for people that are still suffering from the flu.

Mr. Hunter spoke from experience and stated that an accreditation is not easy and is a lot of hard work. Job well done!

Chairman Carmichael congratulated Chief Early and the entire Police Department on a job well done.

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

Mr. Ashcraft recognized former Chief Ed Frankenstein for having the vision for the Police Department to reach accreditation and to Chris Douglas for seeing it through the first time. He stated that it is great to be surrounded by men and women that take pride in their work. He also stated that there is no tougher time in America to be a police officer. The Fort Lee African American/Black History Observance will be on February 15 at 12:20 p.m. at the Lee Theatre. County Government Offices will be closed on President's Day – February 19. There will be a Solar Facility Community Meeting on February 20 at 6:30 p.m. in the Board Room. There will be a Military Job Fair on February 21 from 8 a.m. to 2 p.m. at the Fort Lee Regimental Club. There will be a Business Roundtable Meeting on February 21 at 12:00 Noon in the Prince

George Library. The Prince George Planning Commission will meet on February 22 at 6:30 p.m. in the Board Room. The Fire & EMS Awards Ceremony will be on February 22 at 7 p.m. at the Prince George High School. There will be a Black History Month Celebration on February 22 at 7 p.m. in the Burrowsville Community Center. Prince George County employees raise over \$12,000 for Special Olympics by participating in Polar Plunge February 2-3. The Police Department has received a grant for \$152,000 to improve operations at the Emergency Communications Center. The Love's Travel Center has scheduled a 'soft opening' for 7 a.m. Thursday, February 22. This date is subject to change. There will be a formal dedication in March.

## **REPORTS**

**VDOT** – Ms. Crystal Smith of the Virginia Department of Transportation stated that the crews have been focusing on pothole patching, drainage, and tree removal. A lot of those efforts have been a little bit crippled by the recent snow and rain events. She gave project updates on Route 460 and Bull Hill Road and Route 106 at Route 630 and the rumblestrips on Route 10. There was guardrail installed on Mt. Sinai. There have been a lot of complaints regarding truck noise on Route 460 and on Route 10 between Tar Bay and Merchants Hope. They are checking into both of those problems. Mr. Webb stated that there is a dip in that area she is speaking of on Route 10, which may be causing the noise. Ms. Smith reminded the Board that they currently have numerous outstanding traffic requests, therefore the Board needs to make decisions on getting their Transportation Commission in order if that is how they choose to move forward. There was some discussion regarding the requirements of a Transportation Commission. Ms. Smith stated that other localities are typically appointing a State Police representative, Local Police representative, Fire Chief, a Planning Commission member, one or multiple Board members, a Planning Department employee, and either the County Administrator, Deputy County Administrator, or some Department Head. These positions are for a three-year term. All meetings are open to the public. The Board agreed by consensus that they do want to move forward with a Transportation Commission and will work on getting that together at the next work session.

## **ORDER OF BUSINESS**

**A-1. Discussion of Department Head Annual Reports.** Mr. Percy Ashcraft, County Administrator, presented the Department Head Annual Reports for 2017. He stated that this gives everyone an opportunity to reflect on the work accomplished by each department. He added that 2017 was a very productive year for the County. This document can be easily read by the public and will be available on line.

**A-2. Discussion of Verizon Lease Agreement for Courthouse Water Tank.** Mr. Dickie Thompson, Interim Utilities Director, stated that for a number of years, AT&T and NTELOS have co-located telecommunications equipment and antennae on the Courthouse Water Tank. The County Utilities Department over the years has received compensation and rent payments for allowing use of the water tank for telecommunications equipment. NTELOS has abandoned their existing lease to use the Courthouse water tank and Verizon has requested that the County

grant a lease so that Verizon can install and maintain their telecommunications equipment on the tower to replace NTELOS. Cell phone coverage in the Courthouse area can be poor at times and the expectation is that the new Verizon equipment will significantly improve coverage and quality of service in the Courthouse area. In negotiating the lease, Verizon has now requested that the County sell a portion of the water tank parcel to Verizon in the area where the maintenance shed exists. Since NTELOS operated their equipment through a lease agreement, the Utilities Department opposes sale of any portion of the County parcel because it would hamper the County's flexibility in using the site and repairing the water tank. Unless the Board directs otherwise, Staff will inform Verizon that the County will not sell land to them but will continue to grant a similar lease arrangement that was used for NTELOS for use by Verizon. The Board agreed by consensus that Staff should only offer a lease arrangement.

**A-3. Discussion of General Fund Balance.** In May of 2014 the Prince George County Board of Supervisors voted to revise the County's financial policy related to required fund balance as a percentage of General Fund, School and Debt expenditures. The required percentage threshold was lowered from 15% to 12.5%. This action was taken to allow for the completion of certain capital projects through fund balance appropriation. A Fund Balance Update was provided to Board members at the February 6, 2018 pre-budget work session. The Fund Balance as of June 30, 2017 was \$24,972,020 and represented 25.88% of FY2017 expenditures. The estimated Fund Balance at June 30, 2018 is \$18,100,000 or 16.6% of budgeted FY18 expenditures *if there are no more obligations/appropriations for use of Fund Balance*. An additional appropriation for CSA local match is currently an unknown. A revised policy with a blank percentage has been presented to the Board in the event Board members would like to change the policy to a higher percent. A resolution has also been presented for approval if action is taken. Chairman Carmichael asked if any Board member would like to discuss this matter further. Mr. Brown expressed that he does not wish to change the policy to a higher percent at this time. He believes 12.5% is fine. Mr. Webb stated that since there is no interest in pursuing this, he will make a motion to bring this up for a vote so this item will not need to be brought forward again. The motion died due to lack of a second.

**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: (5) Webb, Carmichael, Hunter, Brown, Waymack

Opposed: (0)

Absent: (0)

The meeting adjourned at 7:59 p.m.

[Draft Minutes prepared February 21, 2018, for consideration on February 27, 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