

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

Budget Work Session  
March 7, 2018  
6:00 p.m.  
County Administration Bldg. Boardroom, Third Floor  
6602 Courts Drive, Prince George, Virginia

**MEETING CONVENED.** A budget work session of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 6:00 p.m. on Wednesday, March 7, 2018 in the Boardroom, County Administration Building, Third Floor, 6602 Courts Drive, Prince George, Virginia by Chairman Alan R. Carmichael for a work session to discuss the budget.

**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

County Staff present was: Percy C. Ashcraft, County Administrator and Jeff Stoke, Deputy County Administrator; Steve Micas, County Attorney; Betsy Drewry, Finance Director; Lori Robertson, Accounting Supervisor; Police Chief Keith Early, and Dickie Thompson, Interim County Engineer;

**WORK SESSION**

Chairman Carmichael asked for a motion to accept agenda. Vice-Chairman Hunter so motioned and Mr. Brown seconded the motion.

Chairman Carmichael then turned the meeting over to Mr. Ashcraft who stated Ms. Drewry will present Powerpoint and that the school will be asked to comment when needed.

Chairman Carmichael then welcomed the School Board Members and staff that were in attendance.

First item addressed in Powerpoint by Ms. Drewry was the school carry over request for \$2,725,326. She stated there was impact aid excess of \$1,562,778, but State collections were short by \$837,960 due to ADM and State pay raise reimbursement that was not done. She also reported that the school expenditures were underspent by \$2,177,740. The school has requested reappropriations of \$1,415,326 for school operations, \$700,000 for school textbook and \$610,000 for school capital projects. Mr. Stevenson addressed a question from Board Member

Mr. Brown in reference to the Textbook fund. Mr. Brown asked if textbook funds could be spent on devices (i.e. ipads/laptops) and digital content. Mr. Stevenson stated yes it could.

School Vice-Chairman Stevenson reviewed the detail school request. He stated the textbook fund request would change their 8 year replacement cycle to a 5 year replacement cycle. In reference to capital projects \$230,000 for the track, \$100,000 was for field house addition and field hockey fence and \$300,000 was needed for windows as there was money in CIP for window but the amount was not enough. He also addressed the Bonus request of \$400,000. It is for all employees, \$500 for each full-time employee and \$250 for each permanent part-time employee.

Mr. Stevenson said there was a request of \$700,000 for security and that some of this request was for schools that currently do not have SRO officers. He could not go into all detail for security request because it was in reference to “security” items that they felt were not open to public discussion. Chairman Carmichael stated that if any Board Members had questions in reference to this please contact Mr. Stevenson. Board Member Mr. Webb asked about security detail and Mr. Stevenson said he could explain it to him in a private meeting as it was a “security” matter.

Board Member Mrs. Waymack asked if the security upgrade/requests were for all schools and Mr. Stevenson stated it was.

Vice-Chairman Hunter asked if the school had talked with Police Chief Early in reference to the SRO officers. Superintendent Williams came forward and stated they had spoken with Chief Early in reference to the three schools that do not have SRO officers. She said the school would pay for officers for three days a week. These would be off duty times for officers and be paid by the school at an OT rate.

Mr. Carmichael stated but the Police Chief would continue to put in for SRO grants. Mr. Hunter asked what training is needed for an SRO officer as a regular patrol officer cannot just fill the position of an SRO officer. Ms. Williams stated there is not going to be a regular SRO officer just police security at the needed schools. Mr. Webb asked if this was going to be voluntary for officers and Chief Early stated yes. Chief Early said they would bill the schools at the off duty set rate for police officers.

There were two items on school request for SPED testing and for one vision machine that Mr. Stevenson said were mandatory requirements by the State. Mr. Brown stated these mandates are unfunded by the State and Mr. Stevenson said that was correct.

Mr. Carmichael asked the schools if a site analysis had been discussed in reference to County owned property of Yancy Tract, Middle Road and Buren property and how much dialog has occurred. Mr. Stevenson stated that discussion was done with Doug Westmorland of Mosby. It would take three months for analysis to be done due to information needed for DEQ and VDOT.

Mr. Carmichael then asked if the detail list provided by the schools was in order of preference and is one item more important than any other. Mr. Stevenson stated that yes there are items that are more important to the schools to have funded than others, but that this priority had not been discussed by the School Board. Mr. Carmichael requested that the school prioritize the list, which was supported by Mr. Webb. Mr. Stevenson said the School Board and staff would complete this request and submit by e-mail to the county. Mr. Carmichael asked if County Board members had any further questions. Mr. Webb stated he will have one on one meeting with School Board member to discuss his security questions as had been directed by Mr. Stevenson.

Ms. Drewry stated that since the carry forward request is over 1% (\$1,140,000) there will have to be public hearing.

The next slides reviewed by Ms. Drewry were in reference to a new Elementary School recommended by the County Administrator. This would require a debt devoted tax increase of \$.05. Ms. Drewry introduced R. T. Taylor of Davenport Financial who was in attendance. She then reviewed the current debt and proposed FY2019 debt. Ms. Drewry stated that County Attorney Mr. Micas has proposed revised language to the MOU for this debt devoted tax increase, as shown on slide 14 and he would be available to answer any questions the Board may have. Mr. Webb asked if the \$.05 tax increase was for the schools and nothing else and Ms. Drewry stated yes that is correct.

Ms. Drewry then addressed education funding. She stated that the school had presented level funding in their FY19 budget, but actually the County would be funding \$241,677 more than level funding which is in accordance with the MOU. The MOU calculation actually increased to 43.19% from prior years 43.1%, this calculation percentage is based upon a five year rolling average.

Mr. Webb asked if the schools had a place holder in their FY19 budgets for salary increases. Ms. Drewry stated that the schools did as shown in the School Budget Powerpoint presentation and that a copy of this was in the Board Members' budget binder.

Mr. Carmichael asked if there were any questions for the School Board or Administration. Mr. Brown stated that the school would cost \$29.1M and \$.05 tax increase would be needed for this debt. He asked how comfortable is the School Board and staff with this estimate. Ms. Williams stated they are comfortable with the \$29.1M estimate as it includes a 5% buffer.

Mr. Brown asked if any consideration was given to building a new high school instead and renovating the two elementary schools. Mr. Carmichael asked what if the county would build a new high school and renovate the current high school as a large elementary school, what is the willingness/opinion of the School Board.

Ms. Williams stated that due to the costs associated with that scenario it would not be feasible. The renovations would be more costly than two new elementary schools due to state requirements for elementary schools having to have a bathroom in each class. Mr. Brown is concerned with the multiple tax increases needed for other schools down the road.

Mr. Stevenson stated that the cost of a new high school is \$125M- \$150M which is more than building two new elementary schools and renovating the current high school. A new high school is a nice idea but the cost to citizens makes it not feasible. Mr. Brown asked if construction for school would be around middle to end of 2019 and would take 12 months to build. School stated that architect has money in for "unknowns" i.e. road access to school and utilities. Ms. Williams said there should be a meeting at end of March to discuss site analysis and that Mr. Westmoreland had said that current County properties are foreseeably good sites. Mr. Webb stated that the Middle Road property can only be used for a school.

Ms. Drewry then reviewed the proposed FY2019 budgeted capital projects. Police vehicles \$400,000/ Route 156 water main extension \$2,640,000/ Food Lion water system upgrades \$2,100,000/ Admin, CC, CWC security and door systems \$125,000/ Fire & Crew building security system \$75,000/ Self-contained breathing apparatus \$1,482,000/ real estate assessment software \$495,125/ police boat (local match grant) \$65,000/ Scott Park restroom and concession (includes well & septic) \$450,000.

Mr. Webb asked how many bottles are affected in the self-contained breathing apparatus. Ms. Drewry stated she will get answer from Director Owens.

Ms. Drewry stated that the scenarios provided by Davenport show no tax increase needed for general CIP requests, but once the school is added it requires a \$.05 debt dedicated tax increase.

Ms. Drewry then addressed the "Vehicle & Equipment Slide". She said that more detail on vehicles can be provided if needed. Mr. Carmichael stated if any of the extra vehicles in the county parking lot could be utilized for other departments or in place of requests.

Equipment is for Burrowsville Playground \$29,229 and Scott Park Fencing Field 6 \$21,715. Mr. Webb stated that Burrowsville doesn't have a playground, correct?

Equipment/Maintenance is budgeted at \$300,000. Ms. Drewry stated that Mr. Purvis with General Properties is still getting pricing and prioritizing needs. Ms. Drewry then reviewed the IT equipment slides. Mr. Hunter asked what the cost was for a card reader. He stated that some offices could not accept cards for payments.

Ms. Drewry then reviewed Revenues. Assessed values have increased over 1%. With this being said the County must either reduce tax rates due to equalization or advertise and hold public hearing. Mr. Webb asked why we are not reducing the tax rate increase that has been discussed from \$.05 by \$.01 to net increase to \$.04.

Ms. Drewry stated that a decision was needed to advertise notice of proposed real property tax increase as must be 30 day notice and public hearing is scheduled for April 10<sup>th</sup> so ad must run by March 10<sup>th</sup>. Mr. Hunter stated then Board approval must be given immediately. Mr. Carmichael asked if a consensus or vote was needed. Mr. Micas stated that a consensus is needed whether they do or don't run the ad. Yes consensus was given by all Board Members to run the ad.

Ms. Drewry stated that stated communication taxes have been trending lower the past couple of years and that the state could not give an explanation as to why and that this reduction is being seen at surrounding localities. Personal property tax revenues are flat due to Ace Hardware leaving.

Mr. Brown asked why only \$100,000 was projected for delinquent tax collections as the amount outstanding is much greater. Ms. Drewry stated that conservative projections are done for delinquent taxes. It was also asked about the outside agency that is being contracted to collect delinquent taxes and how that fee is paid. The amount charged by the agency is billed directly to the delinquent customer so there is no cost to the County. Mr. Hunter stated if the taxpayer would pay us they would end up paying 20% less than to the contracted agency. Ms. Drewry asked if there were any further questions, there were none.

Health insurance slide was reviewed. Budget proposed is 16% increase but Ms. Drewry stated that we hope the renewal will be less.

Ms. Drewry then reviewed the salary study slide. Mr. Hunter asked if the company doing the salary study will be sharing who they compared the County too? Ms. Drewry stated that this information will be provided to the County. Mr. Webb asked if this study was for all County employees, Ms. Drewry responded yes.

Career development budget reviewed. Mr. Hunter asked if the current budgets were maxed out for this year.

Review of utilities. Ms. Drewry stated that Dickie Thompson will be requesting authority to advertise for rate increases. Mr. Hunter asked if waste water charges are based on water use. Mr. Thompson stated yes, but some sewer is metered such as RV dump stations. Mr. Thompson also stated that for those that have wells and only pay for sewer a meter is on the customers well to base the sewer charge from the water used from well. Mr. Webb asked what savings are going to do to the budget with putting in automatic meter reading equipment, what does this do to reduce labor. Mr. Brown wanted to know what the rate increases would cover. Mr. Thompson stated that this covers increased operating costs (i.e. charges for water from outside sources). Mr. Webb also requested to have some graph charts for public hearing.

Ms. Drewry reviewed the session schedule. Mr. Carmichael stated that there is a Board Meeting on March 13<sup>th</sup>. Our Budget Work Session scheduled for March 14<sup>th</sup> was cancelled, does this need to be rescheduled in that same week? Consensus from Board Members was no. Mr. Carmichael asked if there were any questions for Ms. Drewry, School or Administration. No further questions.

Mr. Carmichael asked for motion to adjourn. Mr. Webb so motioned and Mr. Hunter seconded the motion.

**ADJOURNMENT.** The Board agreed by consensus to adjourn at 7:50 p.m.

[Draft Minutes prepared March 21, 2018 for consideration on March 27, 2018; adopted by unanimous vote.]

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Alan R. Carmichael, Chairman  
Chairman, Board of Supervisors

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Percy C. Ashcraft  
County Administrator

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

March 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 6:00 p.m. on Tuesday, March 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.

**WORK SESSION**

Mr. Percy Ashcraft, County Administrator, reviewed the Staff report to name the Second Floor Breakroom for former County Administrator, Mr. John Kines. Staff will prepare a resolution for consideration at the March 27<sup>th</sup> meeting. The consensus of the Board of Supervisors is to move forward with this request.

Mr. Ashcraft reviewed the letter from LTC Alvin Chandler to name the Fort Lee A Gate roundabout for fallen Captain Jesse A. Ozbat. The request is under consideration. Mr. Scott Thornton of VDOT explained that Fort Lee approval is necessary. Mr. Micas stated that resolutions from Fort Lee and the County are required. VDOT require that the County pay for all associated costs of the naming. It was the consensus of the Board to move forward with this process.

Mr. Scott Thornton of VDOT presented options on how to handle Traffic Study requests. VDOT studies pull SSYP County allocated funds to prepare studies. There was discussion on which process to use for study evaluation. There was consensus of the Board to handles each case themselves without a committee. Mr. Thornton began an individual request review of seven items. For Work Order No. 3296976 regarding Robin Road, the Board voted no. For Work Order No. 3280420 regarding Templeton Road, the Board voted yes. For work order No. 3256278 regarding Cottonwood Lane, the Board

voted yes. For work order No. 3252141 regarding Ruffin Road, the Board voted no. For Work Order No. 3252013 regarding Laurel Spring, the Board voted yes. For Work Order No. 3175029 regarding Pleasant Grove Drive, the Board voted yes. For Work Order No. 3158914 regarding Ruffin Road and Sandy Ridge Road, the Board voted yes.

Ms. Kirsten Cherry, IT Director, gave an overview of the 2018 Farmer's Market starting May 5. The Market will be open every Saturday from 8:00 a.m. until Noon except for Labor Day Weekend, September 1. Farm Bureau members can sell for free. All others will pay a \$10 fee per Saturday. Anyone interested can call 804-722-8777.

Chairman Carmichael called a recess at 6:59 p.m. The Board reconvened at 7:05 p.m.

**Invocation.** After a moment of silence for the late Sheriff Perry Lewis, Mr. Brown gave an invocation.

**Pledge of Allegiance to U.S. Flag.** Eagle Scout at Reginald Reynolds 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 7:08 p.m. There was no one to speak and the public comments period was closed.

**APPROVAL OF AGENDA.** After Mr. Hunter requested that Item A-7 be deleted, Mrs. Waymack made a motion, seconded by Mr. Brown, to adopt the agenda as amended. 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.** Mr. Hunter made a motion, seconded by Mrs. Waymack, that the consensus agenda be approved as presented. Roll was called on the motion.

C-1. Draft Minutes – February 27, 2018 Regular Meeting was approved as presented.

R-18-029

C-2. RESOLUTION; COMMENDATION; REGINALD B. REYNOLDS II; ATTAINMENT OF EAGLE SCOUT AWARD

WHEREAS, Reginald B. Reynolds II completed his Board of Review on December 21, 2017 and is being pinned the 118<sup>th</sup> Eagle Scout of Heart of Virginia Council, Boy Scout Troop 912; and



WHEREAS, As an Eagle project, Reginald Reynolds bricked the marquee outside Lebanon Baptist Church located at 13800 Lebanon Road in Disputanta, Virginia. The project also included painting 11 parking posts, 47 parking ground barriers, top of a well along with two large flowerpots; and

WHEREAS, The Church appreciated his hard work to ensure the longevity of their marquee and to make the parking area more visible to the congregation as well as spruce up their outside aesthetics; and

WHEREAS, Reginald is currently a junior at Prince George High School in Prince George, Virginia. He is also on the school's football and outdoor track team; and

WHEREAS, Reginald B. Reynold II'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 13<sup>th</sup> day of March, 2018, hereby commends and congratulates Reginald B. Reynolds II on attainment of the rank of Eagle Scout in the Boy Scouts of America; and

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

R-18-029A

C-3.

**RESOLUTION; ACCEPTANCE OF ROUTE 1337 CROSSINGS  
BOULEVARD INTO VIRGINIA DEPARTMENT OF TRANSPORTATION/  
SECONDARY SYSTEM OF ROADS MAINTENANCE**

WHEREAS, the street(s) described on the attached Additions Form AM-4.3, fully herein by reference, are shown on plats recorded in the Clerk's Office of the Circuit Court of Prince George County, and

WHEREAS, the Petersburg Residency Office of the Virginia Department of Transportation recommends that the street(s) referenced in the attached Additions Form AM4.3, be added to the secondary system of state highways as a no cost rural addition pursuant to Section 33.2-705 and Commonwealth Transportation Board policy, because the street(s) meets current minimum standards and serve a public need.

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the street(s) described on the attached additions form AM-4.3 to the secondary system of state highways, pursuant to Section 33.2-705,

Code of Virginia and the Rural Addition Policy of the Commonwealth Transportation Board of the Virginia Department of Transportation.

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right of way, as described on the attached form AM-4.3, and any necessary easements for cuts, fills and drainage, and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Resident Engineer of the Virginia Department of Transportation.

R-18-029B

C-4.

RESOLUTION; APPROPRIATION ADULT EDUCATION SPACE GRANT FUNDS \$12,672.68

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of March, 2018, does hereby authorize and appropriate the following increase of funds within the 2017-2018 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<b>Adult Education Expenditures:</b>		
0218-06-501-2183-46051	Adult Ed - SPACE Supplies	\$12,672.68
<b>Revenues:</b>		
0218-30-601-0000-333801	Federal SPACE Grant	\$12,672.68

R-18-029C

C-5.

RESOLUTION; APPROPRIATION SCHOOL TITLE IV BULLYING GRANT FUNDS \$18,509.09

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of March, 2018, does hereby authorize and appropriate the following increase of funds within the 2017-2018 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<b>School Expenditures:</b>		

0510-NEW EXP CODE(S)	Title IV Grant Exp	\$18,509.09
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**Revenues:**

0510-NEW REVENUE CODE	Federal Title IV Grant	\$18,509.09
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R-18-029D

C-6.

RESOLUTION; MEMORANDUM OF UNDERSTANDING BETWEEN THE  
PRINCE GEORGE POLICE DEPARTMENT AND CENTRAL VIRGINIA  
REGIONAL NARCOTICS TASK FORCE

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of March, 2018 does hereby authorize the Chief of Police to execute Memorandum of Understanding between Central Virginia Regional Narcotics Task Force and the Prince George Police Department.

R-18-029E

C-7.

RESOLUTION; MEMORANDUM OF UNDERSTANDING BETWEEN THE  
PRINCE GEORGE POLICE DEPARTMENT AND ICAC TASK FORCE  
REGARDING CRIMES AGAINST CHILDREN

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of March, 2018 does hereby authorize the Chief of Police to execute Memorandum of Understanding between ICAS Task Force and the Prince George Police Department.

R-18-029F

C-8.

RESOLUTION; MEMORANDUM OF UNDERSTANDING BETWEEN THE  
PRINCE GEORGE POLICE DEPARTMENT AND THE FORT LEE PROVOST  
MARSHALL OFFICE

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of March, 2018 does hereby authorize the Chief of

Police to execute Memorandum of Understanding between the Fort Lee Provost Marshall Office and the Prince George Police Department.

R-18-029G

C-9.

**RESOLUTION; MEMORANDUM OF UNDERSTANDING BETWEEN THE PRINCE GEORGE COUNTY POLICE DEPARTMENT AND THE FEDERAL BUREAU OF INVESTIGATION (FBI) RELATED TO THE RICHMOND CHILD EXPLOITATION TASK FORCE**

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of March, 2018 does hereby authorize the Chief of Police to execute Memorandum of Understanding between the Prince George County Police Department and the Federal Bureau of Investigation (FBI) Related to the Richmond Child Exploitation Task Force.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

**SUPERVISORS' COMMENTS**

Mr. Brown stated that there was a very good recent article regarding the increase in County road litter and trash. He stated that this is not the place to do it and everyone needs to work together on this endeavor.

Mrs. Waymack stated that the Flu of 2018 is finally coming to an end and reminded everyone to look in on their neighbors and take care of each other.

Mr. Hunter concurred with Mr. Brown's comments on road litter and suggested that anyone interested contact VDOT to Adopt-A-Highway. Mr. Hunter reminisced about Sheriff Perry Lewis and sent out his thoughts and prayers to his family.

Chairman Carmichael also stated that Sheriff Perry Lewis will be missed. Chairman Carmichael also stated that Item A-7 was only deleted to allow the Board time to go over the matter in a more extended time before voting to move forward.

**COUNTY ADMINISTRATOR'S COMMENTS**

Mr. Ashcraft stated that the Recreation Advisory Committee will meet on March 14 at 12:00 Noon at the Parks & Recreation Community Center. The Perdue Farms Community Relations Luncheon will be on March 15 at 11 a.m. at the Prince George Library. ARWA & SCWWA Board of Directors Meetings will be on March 15 at 2 p.m. at the Petersburg offices. Swader's Sports Park 'Over the Rainbow' Special Event will be on March 17 from 10 a.m. to 10 p.m. The St. Patrick's Day 'Slugfest' Travel Baseball

Tournament will be on March 17-18 at 8 a.m. daily at the Prince George County baseball fields. Governor Northam has signed HB 1159, which designates the bridge on Middle Road above I-295 as the 'Sergeant Lawrence G. Sprader, Jr. Memorial Bridge.' Payments of Utilities Bill online now available. The Burn Ban remains in effect until April 30 - 'No Burning before 4 p.m. daily.' Parks & Recreation sets Opening Day of Baseball/Softball for April 14. The Prince George Electric-Coop receives \$1.25 million to expand broadband into Sussex County.

**REPORTS** – Mr. Scott Thornton of the Virginia Department of Transportation gave a brief maintenance report update. Crews have been working on debris cleanup, tree trimming, pothole repairs, weak pavement repair, and pipework. There was some discussion between Mr. Thornton and Mr. Hunter regarding a beaver dam issue on Heritage Road bridge.

**Legislative Update** - Regional Legislative Liaison Martha Burton from the Crater District Planning Commission presented a report summarizing the actions of the 2018 General Assembly. Ms. Burton stated that the Governor had announced earlier today that February was a terrific month financial for the State of Virginia and revenue is coming in ahead of projections in all categories. Both the House and Senate commended and celebrated the wonderful Czech-Slovak Folklife Festival in Prince George County. The House introduced 2,396 pieces of legislation this session and the Senate introduced 1,326 pieces of legislation; 3,722 bills and resolutions in a 60-day session. She talked about a few of the bills passed, including HB1367 (VA Department of Emergency Management), HB1427 and SB823 (Wireless Service-Rights-of Way Use Fees), BH729 (Volunteer Firefighter Training), HB220 (Local Parks), SB983 (Redistricting of Local Election Districts), HB1096 (Dredged Material Siting), HB1452 (Regional Industrial Facility Authority), SB883 and HB222 (Incentives for Companies Locating in Distressed Communities), HB1583 (Commonwealth Broadband Chief Advisor), HB1179 and SB448 (School Revitalization Zones), SB229 (Mandatory Training for School Bus Personnel Autism Spectrum Disorders), HB129 (Manufacturing Instruction for Students), HB211 (Groundwater Withdrawal Permits), HB494 (Chesapeake Bay Watershed), SB340 (Water Quality Improvement Fund), SB179 and HB509 (Comprehensive Plans – Solar Facilities), HB1258 and SB405 (Zoning for Wireless Communications Infrastructure), HB640 (Comprehensive Plans), HB796 (Zoning), SB106 and HB1598 (Redistricting after 2020 Census), HB1388 and SB513 (Enhanced Public Safety Telephone Services Act), SB314 and HB1022 (Tangible Personal Property), HB871 (Real Estate Taxes, Use Value Assessment), and HB73 and SB466 (Speed Limits). Ms. Burton stated that they will be looking a school safety. She talked about a few Bills carried over, including HB966 (Tax Restructuring), SB714 (Local Government Expenditures for Economic Development), and HB372 (School Calendar). Bills that were carried over must be acted upon by the committees that have them by midnight on November 29 or they die. The Governor has until midnight on April 9 to make his decisions regarding legislation that passed. The General Assembly will return on April 18 to address the Governor's recommended amendments and vetoes. The General Assembly has not yet completed work on HB29 (amendments to the 2016-2018 Budget)

and HB 30, the budget for July 1, 2018-June 30, 2020. The Governor has called the Assembly back into session April 11 to finish that work.

**ORDER OF BUSINESS**

**A-1. Acceptance of a Deed of Quitclaim and Partial Release of Land and Easements Adjacent to the Pine Ridge Pump Station.** Mr. Steve Micas, County Attorney, stated that in 1977 the County accepted a parcel of land to construct a sewer pump station to serve the residents of Bennie’s Mobile Home Park (now known as Pine Ridge Mobile Home Park). In order for the County to continue to maintain the sewer line extending from Route 156 which serves the mobile home park, the County must acquire ownership of the easement. The adjacent landowner deeded easements to the County last fall. The attached deed “quit claims” any interest that the mobile home park might still have in the property to the County and releases any encumbrances that may exist on the easement. Upon acceptance of the Deed, the County will accept the existing sewer line as part of the County system and the County will be financially responsible for maintaining the sewer line. In accordance with § 15.2-1803, Code of Virginia, 1950, as amended, the Board must authorize the County Administrator to accept the dedication to the County of these interests in the sewer easement. Mr. Hunter made a motion, seconded by Mrs. Waymack to accept the Deed of Quitclaim. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

**A-2. Resolution; Recommendation of Appointment – Building Official.** Ms. Julie Walton, Director of Community Development, stated that Mr. Dean Simmons has been hired by the County to fill the vacancy of Deputy Director, Department of Community Development & Code Compliance. This position also serves as the County’s Building Official. The Virginia Uniform Statewide Building Code requires that the governing body of a locality appoint the position of Building Official. Mrs. Webb made a motion, seconded by Mr. Brown, to approve the resolution presented. Roll was called on the motion.

R-18-030

A-2.

**RESOLUTION; RECOMMENDATION OF APPOINTMENT–  
BUILDING OFFICIAL.**

WHEREAS, Mrs. Julie Walton was appointed Building Official for Prince George County during the position’s recent vacancy;

AND WHEREAS, Mr. Dean Simmons has been hired as the Deputy Director of Community Development / Building Official;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of March, 2018 does hereby appoint Mr. Dean Simmons as Building Official for Prince George County, VA.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

**A-3. Resolution; Authority to Advertise a Public Hearing Authorizing the Issuance of General Obligation Bonds in the Maximum Principal Amount of up to \$9,500,000.** Ms. Betsy Drewry, Finance Director, stated that multiple capital projects with planned debt issuance were recommended as part of the adopted FY2018 budget. To date, \$1,215,775 in projects have been approved with appropriation and reimbursement resolutions completed. Two additional FY2018 projects and projected closing costs\* are planned for inclusion in the FY2018 borrowing and only project estimates are available at this time. They are Part II of the public safety radio project and the Central Wellness Center building use code compliance changes. Those along with projected closing costs total \$8,284,225 with a grand total of \$9,500,000 including appropriated projected to date. A public hearing is required and Staff is recommending April 10. Mr. Webb asked for more clarification on the Central Wellness Center changes. Mr. Brown made a motion, seconded by Mrs. Waymack, to approve the advertisement of the public hearing as presented. Roll was called on the motion.

R-18-031

A-3.

**RESOLUTION; AUTHORITY TO ADVERTISE A PUBLIC HEARING AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF UP TO \$9,500,000**

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of March, 2018, does hereby authorize the advertisement of a public hearing authorizing the issuance of General Obligation Bonds in the maximum principal amount of up to \$9,500,000.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

**A-4. Resolution; Authority to Advertise a Public Hearing for the Appropriation of Up to \$8,284,225 in Debt Proceeds to the Capital Projects Fund (Budget Amendment).** Ms. Drewry stated that multiple capital projects with planned debt issuance were recommended as part of the adopted FY2018 budget. To date, \$1,215,775 in projects have been approved with appropriation and reimbursement resolutions completed. Two additional FY2018 projects and projected closing costs\*

are planned for inclusion in the FY2018 borrowing and only project estimates are available at this time. The Other Project Costs and estimated closing costs have not been appropriated as a budget amendment to the adopted FY2018 budget. A public hearing is required for this budget amendment because this appropriation totals an estimated \$8,284,225 which exceeds 1% of the adopted FY2019 budget (Adopted FY2018 budget = \$114,018,234; 1% = \$1,140,182). Mr. Hunter made a motion, seconded by Mr. Webb, to approve the advertisement as presented. Roll was called on the motion.

R-18-032

A-4.

**RESOLUTION; AUTHORITY TO ADVERTISE A PUBLIC HEARING FOR THE APPROPRIATION OF UP TO \$8,284,225 IN DEBT PROCEEDS TO THE CAPITAL PROJECTS FUND (BUDGET AMENDMENT).**

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of March, 2018, does hereby authorize the advertisement of a public hearing for the appropriation of up to \$8,284,225 in debt proceeds to the Capital Projects Fund.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

**A-5. Resolution; Authority to Advertise a Public Hearing for Setting a Tax Rate for Real Property, Personal Property Machinery and Tools and Mobile Homes.** Ms. Drewry stated that the County Administrator proposed the Fiscal Year 2018-2019 budget at the February 27, 2018 board meeting and recommended a 5 cent increase in the Real Property Tax Rate for school capital projects. No other increase or change in established tax rates was recommended. If any tax rate increases are desired, Code of Virginia § 58.1-3007 states that the public hearing must be published in a paper of general circulation at least seven days before the hearing. The recommended public hearing date is April 10, 2018. The Personal Property tax rates are required to be adopted by April 15th in order for the Commissioner of Revenue and the Treasurer's Office to print the tax bills and have them mailed by April 25th for the June 5th collection date. The tax rate proposed for Personal Property is \$4.25, the same as FY18. The rates advertised will be altered as recommended and approved by the board. The County Administrator's Proposed budget recommends an increase in the Real Property tax rate of 5 cents per \$100 of assessed value to fund school capital projects. The overall General Fund budget, considering all revenue changes, is expected to increase by \$2,491,376, or 4.65%. Mr. Hunter made a motion, seconded by Mr. Brown, to authorize an advertisement of a public hearing to set the tax rate not to exceed \$.91. Roll was called on the motion.



A-5.

**RESOLUTION; AUTHORITY TO ADVERTISE A PUBLIC HEARING FOR SETTING A TAX RATE FOR REAL PROPERTY, PERSONAL PROPERTY MACHINERY AND TOOLS AND MOBILE HOMES.**

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of March, 2018, does hereby authorize the advertisement of a public hearing for the following tax rates:

Real Property:	<b><u>\$0.91</u></b> per \$100.00 of assessed value
Personal Property:	\$4.25 per \$100.00 of assessed value
Machinery & Tools:	\$1.50 per \$100.00 of assessed value
Mobile Homes:	<b><u>\$0.91</u></b> per \$100.00 of assessed value

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

**A-6. Authority to Advertise Public Hearing on Utility Rates/Ordinance**

**Change.** Mr. Dickie Thompson, Interim Director of Utilities, requested an authorization to advertise for and hold a public hearing on April 10, 2018 to consider adoption of Ordinances to amend the Code of the County of Prince George, Virginia, 2005, as amended, to revise water and sewer and user charges by amending sections 82-262 and 82-537. The Department of Engineering and Utilities with the help of [GettingGreatRates.com](http://GettingGreatRates.com), LLC completed a Water and Sewer Rate Analysis in January 2017. The goals of the Rate Analysis were to ensure rates that: are adequate to cover current costs and those that can be predicted for about ten years, will enable the building of responsible reserves to hedge against future costs, and will be fair and equitable to all ratepayers. Several rate scenarios were modeled during the rate analysis, and it was recommended to establish annual rate increases after the initial increase (recommended 20% water and 30% sewer, adopted April 2017 - 10% and 20% respectively). The proposed increases to be effective July 1, 2018 are 5% water and 7.5% sewer. Mr. Webb made a motion, seconded by Mr. Hunter, to approve the advertisement as presented. Roll was called on the motion.

R-18-034

A-6.

**RESOLUTION; AUTHORITY TO ADVERTISE A PUBLIC HEARING FOR AN APPROPRIATION OF \$2,725,326 FOR FY17 SCHOOL DIVISION CARRY-OVER FUNDS.**

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 7<sup>th</sup> day of March, 2018, does hereby authorize the

advertisement of a public hearing for an appropriation of \$2,725,326 for FY17 School Division Carry-Over Funds.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

**ADJOURNMENT.** Mr. Hunter moved, seconded by Mrs. Waymack, 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 8:15 p.m.

[Draft Minutes prepared March 21, 2018, for consideration on March 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