

MINUTES
Board of Supervisors
County of Prince George, Virginia

November 27, 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, November 27, 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.	Absent
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) consultation with legal counsel pertaining to probable litigation involving the acquisition of property interests relating to stormwater improvement projects where consultation in an open meeting would adversely affect the negotiating and litigating posture of the County pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; and (2) discussion concerning a prospective business or industry where no previous announcement has been made of the business' interest in locating in Prince George County pursuant to § 2.2-3711, (A)(5), Code of Virginia, 1950, as amended. Mrs. Waymack made a motion, seconded by Mr. Hunter, that the Board convene closed session for: (1) consultation with legal counsel pertaining to probable litigation involving the acquisition of property interests relating to stormwater improvement projects where consultation in an open meeting would adversely affect the negotiating and litigating posture of the County pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; and (2) discussion concerning a prospective business or industry where no previous announcement has been made of the business' interest in locating in Prince George County pursuant to § 2.2-3711, (A)(5), Code of Virginia, 1950, as amended.

R-18-134

E-1.

RESOLUTION; CLOSED SESSION FOR (1) CONSULTATION WITH LEGAL COUNSEL PERTAINING TO PROBABLE LITIGATION INVOLVING THE ACQUISITION OF PROPERTY INTERESTS RELATING TO STORMWATER IMPROVEMENT PROJECTS WHERE CONSULTATION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE NEGOTIATING AND LITIGATING POSTURE OF THE COUNTY PURSUANT TO § 2.2-3711, (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; AND (2) DISCUSSION CONCERNING A PROSPECTIVE BUSINESS OR INDUSTRY WHERE NO PREVIOUS ANNOUNCEMENT HAS BEEN MADE OF THE BUSINESS' INTEREST IN LOCATING IN PRINCE GEORGE COUNTY PURSUANT TO § 2.2-3711, (A)(5), CODE OF VIRGINIA, 1950, AS AMENDED

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 27th day of November, 2018, does hereby vote to enter closed session for (1) consultation with legal counsel pertaining to probable litigation involving the acquisition of property interests relating to stormwater improvement projects where consultation in an open meeting would adversely affect the negotiating and litigating posture of the County pursuant to § 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; and (2) discussion concerning a prospective business or industry where no previous announcement has been made of the business' interest in locating in Prince George County pursuant to § 2.2-3711, (A)(5), Code of Virginia, 1950, as amended.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Brown

E-2. Resolution; Certification of Closed Session. At 7:02 p.m., Mr. Hunter 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-18-134A

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 27th day of November, 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: (4) Waymack, Webb, Carmichael, Hunter
Opposed: (0)
Absent: (1) Brown

Invocation. Mr. Hunter gave an invocation.

Pledge of Allegiance to U.S. Flag. Mr. Webb 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 7:04 p.m. There being no one speak, Chairman Carmichael closed the public comment period.

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

On roll call the vote was:
In favor: (4) Waymack, Carmichael, Hunter, Webb
Opposed: (0)
Absent: (1) Brown

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 – November 14, 2018 Regular Meeting minutes were approved as presented.

R-18-135

C-2.

RESOLUTION; APPROPRIATION (\$10,707.90 INSURANCE RECOVERIES – FIRE/EMS AUTOMOTIVE SUPPLIES)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 27th day of November, 2018, does hereby authorize the following increase of funds within the 2018-2019 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>Expenditure:</u>	
0100-03-200-0610-46009	General Fund: Fire/EMS

Vehicle Equipment & Supplies \$10,707.90

Revenue:

0100-40-507-8206-341111 General Fund; Insurance Proceeds \$10,707.90

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Brown

SUPERVISORS' COMMENTS

Mr. Webb stated that he hopes everyone had a safe Thanksgiving and will have a happy and safe Christmas. He also stated that the family of the little boy killed in the car accident were in his thoughts.

Mrs. Waymack urged everyone to get their flu shot.

Mr. Hunter asked that everyone keep Chris Underhill in their thoughts.

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Ashcraft stated that the Prince George County Tree Lighting Ceremony will be on November 28 at 7 p.m. at the Old Courthouse Lawn. The Rolls-Royce UK Trade Envoy Working Lunch Meeting will be on November 30 at 12:45 p.m. at the Crosspointe Location. The Prince George County Christmas Parade will be on December 1 at 3 p.m. at the Courthouse Complex. The Police Department Wreath Laying Ceremony will be on December 7 at 9 & 11 a.m. at Merchant's Hope & Southlawn. The Hopewell VFW recognized Police Officer Charlie Santilli & Volunteer Firefighter Reid Foster in a ceremony November 17. Crews will be working on the elevators at the Benjamin Harrison Bridge every night this week. There will be ongoing intermittent flagging operations throughout the period. Director of Information Technology Kirsten Cherry graduated from LEAD Virginia on November 16. She now joins current department directors Jeff Stoke, Rod Compton, Julie Walton, and Keith Rotzoll who have graduated from the prestigious leadership program.

REPORTS

Video Recording of Board Meetings - Ms. Kirsten Cherry, IT Director, stated that she and Ms. Knott have looked at three different companies, Swag-It, Granicus and iCompass. The requirements are to have a three-camera system with a turn-key solution requiring the least amount of staff time as far as recording. Swag-It Productions met all of the criteria. The Board meetings would be streamed live time. They would be archived on line and available at any given time. In addition, it would be formatted for TV to be aired at a later date. This project is currently not budgeted. The Finance Director is recommending Fund Balance at this time. The initial upfront cost, which includes the equipment and installation, is \$41,194. The yearly cost to have 25 board meetings livestreamed, edited and indexed is \$11,940. Swag-It has received rave reviews from some localities in Virginia. This will be brought before the Board at the December 11 meeting for approval and appropriation.

2018 Skalsky Soccer Tournament – Mr. Keith Rotzoll, Director of Parks and Recreation, gave a brief report on the 2018 Skalsky Soccer Tournament. The first annual event took place on Saturday, November 17 after two previous postponements due to inclement weather. There were 8 registered teams from Prince George, Dinwiddie, Colonial Heights, and Hopewell. There were two different divisions; U14 and U18. Two fields were utilized for the tournament. Mrs. Brenda Skalsky threw out the first game ball. Mr. Rotzoll stated that they have room to grow and plan to add more divisions and more localities next year. The 14U Division was won by Dinwiddie and the 18U Division was won by Colonial Heights. Everyone was very complimentary of the facilities. The second tournament will be next September.

Commercial Projects Update – Ms. Julie Walton, Director of Community Development and Code Compliance, gave an update on current and future commercial projects in the County. Projects currently under construction include, Courthouse Basement Renovation, Fire Station #7, MetlSpan Expansion, Bobby Vaughan, Pine Ridge Club House, ANCOS, Work Zone, Eagle Preserve Subdivision, Brickhouse Landing, The Meadows, and Pine Ridge Expansion. There are a couple of cell towers on the horizon on Prince George Drive and Sunnybrook Road for Crown Castle and a couple of churches that will be making renovations, Pleasant Grove Baptist Church and Destination Church. Other projects that are under permit review are Service Center Metals, Sheetz, and Virginia Physicians for Women. Some projects that are still in the design stage are NEV Solar, Fort Powhatan Solar, Jefferson Center, Monticello Village, PG Fire & EMS Burn Building, Circle D Redevelopment, and Jefferson Pointe Apartments. Other applicants that are in the conceptual stage are Rolls Royce, Apprenticeship Academy, Waymack Auctions, Dozier & Associates, and Summit Design & Engineering.

ORDER OF BUSINESS

A-1. Resolution; Proposed Revisions Prince George County Financial Policy Guidelines – “Budget Policies.” Ms. Betsy Drewry, Finance Director, went over the recommended revisions to the County’s financial policies that were discussed with the Board on November 14, 2018 during its work session. The recommended revisions were in the Budget area. The County currently only has one policy related to budget development. Several new policies were recommended by the Finance Director. These recommendations were based on comparisons of our policies to some neighboring municipalities and on currently existing budgeting procedures and practices. Mr. Hunter made a motion, seconded by Mr. Webb, to adopt the resolution as presented. Roll was called on the motion.

R-18-136

A-1

RESOLUTION; PROPOSED REVISIONS PRINCE GEORGE COUNTY FINANCIAL POLICY GUIDELINES – “BUDGET POLICIES”

WHEREAS the Prince George County Financial Policy Guidelines have been reviewed by staff and it has been recommended that the Budget Policies section be modified and expanded;

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 27th day of November, 2018, does hereby amend the Prince George County Financial Policy Guidelines, "Budget Policies" as recommended.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Brown

A-2. Adoption of 2018 General Assembly Legislative Program. Mr. Steve Micas, County Attorney, stated that each year in the fall, the Board communicates any legislative requests for the upcoming General Assembly session to the County's General Assembly delegation. The Board will meet with the delegation at a dinner meeting on December 4. In addition to the VACo Legislative Program, Mr. Micas presented to the Board local priorities, including the DMV "Block" system for collection of delinquent personal property taxes, additional funding for broadband infrastructure grants, State requirement to pay full daily rate of local jails, guaranteed State funding for salary increases for teachers and constitutional officers, protection of local grants relating to local emergency planning, regional burn buildings, and EMT personnel, requirement for Dominion Power to participate in broadband expansion, requirements for VDOT to construct and maintain drainage facilities necessitated by road construction, and grant opportunities for regional wastewater treatment upgrade. Mr. Webb made a motion, seconded by Mrs. Waymack, to adopt the Virginia Association of County's (VACo) 2019 General Assembly Legislative Program. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Brown

A-3. Discussion of Possible December 19, 2018 Budget Work Session. The County Administrator has requested a Pre-Budget Work Session on December 19 at 6:00 p.m. in the Boardroom. The Board consented.

ADJOURNMENT. Mr. Hunter moved, seconded by Mr. Webb, that the meeting adjourn to December 4 at 6:00 p.m. at the Prince George Library for its annual Legislative Dinner Meeting. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Brown

The meeting adjourned at 7:52 p.m.

[Draft Minutes prepared December 4, 2018 for consideration on December 11, 2018; adopted by unanimous vote.]

Alan R. Carmichael
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator