

MINUTES
Board of Supervisors
County of Prince George, Virginia

December 11, 2018

County Administration Bldg. Boardroom, Third Floor
6602 Courts Drive, Prince George, Virginia

MEETING CONVENED. A regular meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 5:00 p.m. on Tuesday, December 11, 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.

CLOSED SESSION

E-1. Resolution; Closed Session for (1) consideration of the disposition of publicly-held real property where discussion in an open meeting would adversely affect the bargaining position and negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended; and (2) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended. Mrs. Waymack made a motion, seconded by Mr. Webb, that the Board convene closed session for: (1) consideration of the disposition of publicly-held real property where discussion in an open meeting would adversely affect the bargaining position and negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended; and (2) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended.

R-18-137

E-1.

RESOLUTION; CLOSED SESSION FOR (1) CONSIDERATION OF THE DISPOSITION OF PUBLICLY-HELD REAL PROPERTY WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION AND NEGOTIATING

STRATEGY OF THE COUNTY PURSUANT TO § 2.2-3711 (A)(3), CODE OF VIRGINIA, 1950, AS AMENDED; AND (2) DISCUSSION OF PROSPECTIVE CANDIDATES FOR BOARD APPOINTMENTS TO VARIOUS COMMITTEES PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December, 2018, does hereby vote to enter closed session for (1) consideration of the disposition of publicly-held real property where discussion in an open meeting would adversely affect the bargaining position and negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended; and (2) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), 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 6:00 p.m., Mr. Webb made a motion, seconded by Mr. Hunter, 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-18-137A

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 11th day of December, 2018 does hereby certify that, to the best of each Board Member's knowledge, (1) only public business lawfully exempted from open meeting requirements where discussed, and (2) only matters identified in the convening motion were discussed.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

WORK SESSION

Mr. Tim Graves of the Planning Department presented to the Board possible County-owned locations in District Two for an additional convenience and recycling center. Possible sites include Scott Park, Water Tower Site on Sawmill Road, Middle Road, and the Burrowsville Library Site. The next steps in this project will be to decide what facilities will be on the site, how to maintain and operate the site, and an evaluation of the four possible sites. There was some discussion that raised questions regarding safety concerns. The Board is not comfortable with these sites being unmanned and would like to look into this further.

Ms. Betsy Drewry, Finance Director, gave a stormwater fee collections update. She gave a history of fee collections since first incepted in March of 2014. The County is using fees to repay a five-year bond obligation. The bonds were issued for local water resource improvement projects and replacing and repairing aging stormwater infrastructure. Looking ahead, the County can likely increase the budget for fee revenues to \$465,000 and will make a final 2014D bond payment on August 1, 2019. There is another borrowing planned in the fall of 2019 for additional projects with repayments beginning in FY21. The Board stated that they would like to see a stormwater project update soon so that citizens can see where their money is going from the stormwater fees.

Mr. Frank Haltom, County Engineer, stated that in 2015, Virginia American Water requested a 25.35% rate increase that ultimately was reduced to 9.82% for their Prince George customers and was made effective in May 2018. On November 2, 2018, Virginia American Water filed another general rate application with the State Corporation Commission (SCC) to request an annual water service rate increase of 15.84% to take effect on May 1, 2019, transitioning over a three-year period to a uniform statewide rate for all their water service districts, to expand to all service districts an infrastructure replacement service charge of approximately 7.5% added to the monthly service charges, and to increase their profit from approximately 9% to 10.8%. Staff is recommending to the Board that the County intervene on behalf of the County residents that are customers of Virginia American Water to limit the impacts to their monthly service charges. Staff continues to review the application and will provide comments to the SCC for consideration.

Chairman Carmichael called a recess at 6:54 p.m. The meeting reconvened at 7:03 p.m.

Invocation. Mr. Brown gave an invocation.

Pledge of Allegiance to U.S. Flag. Mrs. Waymack 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.

Mr. Joseph Waymack (7110 Laurel Spring Road). Mr. Waymack stating that maintaining relationships with State legislators are very important. It is essential for funding and all of the major issues and needs such as broadband that we need to address. However, he does not believe that this Board is the appropriate governing body to act on matters such as the equal

rights amendment. This is a national political matter playing out at the State level. This Board has more important local matters such as taxes, land use, and broadband. He urged the Board not to set the precedent by getting involved in national political matters.

Mr. Reid Foster (7031 Laurel Spring Road). Mr. Foster, a volunteer firefighter from Company One, stated that about 90 days ago, he discovered that two brand new zoll batteries were removed from his auto pulse. Secondly, about three weeks ago, while responding to a call for respiratory arrest, his CPAP would not transfer and he had to disconnect the patient while transporting her into the hospital. Mr. Foster requested permission to purchase two new zoll batteries and an oxygen regulator for Medic 6 that will function properly with the equipment on Medic 6 out of the Fire and EMS budget.

Cheryl Brooks Brown (6993 Hearthside Drive). On behalf of Petersburg Alumni Chapter of Delta Sigma Theta, Ms. Brooks spoke in favor of the ratification of the equal rights amendment. They plan to participate in the Day of Advocacy on January 28, where they will join fellow members, Senator Rosalyn Dance and Delegate Lacharisce Aird. The sisters of Delta Sigma Theta asked the Board to make history in Virginia by supporting this ratification.

Timothy Barbour (1105 Eagle Place). Mr. Barbour feels that 25 mph is way too fast for a small development such as Eagle Preserve and would like it dropped to 15 mph. They have a lot of children in their development and he stated that he would hate to see a child injured or killed.

Arlene Raines Barkley (4501 Tatum Road). Ms. Raines stated that she was born and raised in Prince George County. She was enrolled in Providence Elementary School. She stated that there is documentation at the Regional Heritage Center that shows in 1955 that the Prince George School Board voted to start a new school for African Americans called JEJ Moore High School. She stated that she suspects there are hundreds of examples of Prince George officials voting to do the right thing for the greater good of everyone in the County. She stated that she is eternally grateful for the education afforded her in Prince George. She also stated that Virginia is poised to be the 38th State to ratify the equal rights amendment and Prince George County was on the right side of the history then and can be on the right side now. She asked for the Board's support of the ratification of the Equal Rights Amendment. In closing, she quoted from the book of Esther in the Bible.

Tammy Miller Jennings (9639 Sandy Ridge Road). Mrs. Jennings stated that she does not know whether Mr. Waymack realizes he has different rights from Mrs. Waymack when they woke up this morning. She stated that there are certain critical questions that need to be answered. Only 37 states have ratified the Equal Rights Amendment. One more state is necessary. Until that time a decision has to be made. It is either going to be Virginia, Arizona, or North Carolina. Ms. Jennings stated that she is proud to be affiliated with the Virginia ERA campaign. She headed the bus tour and has travelled 1500 miles and visited 20 schools. She stated that the people of the Commonwealth want this. She stressed the importance of the topic and asked for the Board's support.

There being no one else to speak, Chairman Carmichael closed the public comment period at 7:26 pm.

APPROVAL OF AGENDA. Mr. Webb requested that Item A-3 be deleted and moved to the December 19 budget worksession. Mr. Brown made a motion, seconded by Mr. Hunter, to adopt the agenda as amended. 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. Mr. Hunter made a motion, seconded by Mr. Webb, that the consensus agenda be approved as presented. Roll was called on the motion.

R-18-138

C-2.

RESOLUTION; APPROPRIATION (\$44,107.53 SCHOOL STUDENT SUPPORT AND ACADEMIC ENRICHMENT GRANT FUNDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December, 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>		
0510-4XXXX	School Grant Fund	
	Various Grant Expenditures	\$44,107.53
 <u>Revenue:</u>		
0510-3XXXX	School Grant Fund; Student Support & Academic Enrichment Grant	\$44,107.53

R-18-138A

C-3.

RESOLUTION; APPROPRIATION (\$35,696 SCHOOL STATE SECURITY EQUIPMENT GRANT FUNDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December, 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>	
0500-06-208-6010-66200-000-900-000-48135	School Operating Fund

School Security Grant Expenditures \$35,696.00

Revenue:

0500-20-000-0000-324086 School Fund; Security Equipment Grant \$35,696.00

R-18-138B

C-4.

RESOLUTION; APPROPRIATION (\$50,000 DISTRICT 19 ADULT EDUCATION STATE PLUGGEDIN VA GRANT FUNDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December, 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>		
0218-06-201-2187-VARIOUS	Adult Education Fund	
	Various Expenditure Accounts	\$50,000.00

Revenue:

0218-20-601-324095 Adult Ed Fund; PluggedIn VA Grant \$50,000.00

R-18-138C

C-5.

RESOLUTION; ACCEPTANCE OF THE DEDICATION OF VARIOUS EASEMENTS IN BIRCHETT ESTATES AND CEDAR CREEK FOR STORMWATER IMPROVEMENTS

WHEREAS, the County of Prince George, VA, has, under its Stormwater Utility Fee Program, developed plans for stream restoration projects in the Birchett Estates and Cedar Creek subdivisions; and,

WHEREAS, contracts have been awarded for construction of each of the projects and temporary construction and drainage easements have been identified and dedicated to the County by the property owners; and,

NOW THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December accept the dedication of the various easements in Birchett Estates and Cedar Creek subdivisions.

R-18-138D

C-6.

A RESOLUTION TO CONFIRM AND CONSENT TO THE DECLARATION OF A LOCAL DISASTER

WHEREAS, the Board of Supervisors of Prince George does hereby find that due to the impending impact of severe weather damage, caused by the snow storm on December 9, 2018, Prince George County has faced an emergency as defined by § 44-146.16 causing a major disaster which necessitated the County Administrator, Director of Emergency Management, to declare a local emergency on December 9, 2018, in order to provide preparedness, response, recovery and other activities to protect life and property; and

WHEREAS, pursuant to the authority granted by § 44-146.21 (a) of the Code of Virginia, 1950, as amended, I, Percy C. Ashcraft, County Administrator/Director of Emergency Management for Prince George, declared the existence of a local disaster on the 9th day of December, 2018.

NOW THEREFORE, BE IT RESOLVED by the Prince George County Board of Supervisors this 11th day of December, 2018, (1) that the action of the County Administrator, as the Director of Emergency Management, in declaring a local disaster is hereby consented to and confirmed, as are all actions pursuant to that declaration; (2) that all actions, powers, functions and duties of the Director of Emergency Management and the emergency management organization have been and shall be those prescribed by State law and the ordinances, resolutions, and approved plans of the County of Prince George so as to mitigate the effects of the disaster; and (3) that once all emergency actions pursuant to the declaration of a local disaster have been taken, as determined by the Director of Emergency Management, the declared emergency shall be ended without further action of this Board.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

SUPERVISORS' COMMENTS

Mr. Webb asked everyone to be safe in the ice and snow this holiday season.

Mrs. Waymack wished everyone a safe and healthy holiday season. It is not too late to get your flu vaccine.

Mr. Hunter complimented the Fire and EMS, Police, and Communications employees for their great work during the snow storm.

Mr. Carmichael concurred with Mr. Hunter's comments.

PUBLIC HEARINGS

P-1. Public Hearing; REZONING CASE RZ-18-03 Request of Breez-In Associates LC to conditionally rezone one (1) acre from R-A, Residential-Agricultural to B-1, General

Business Zoning District to permit certain uses. The Comprehensive Plan indicates that the subject property is appropriate for residential uses. The subject property is part of Tax Map 140(05)00-001-B and is located east of the Miller Mart at 10101 James River Drive that is currently zoned B-1, General Business. Mr. Douglas Miles, Planning Manager, stated that the applicant is requesting to allow for the construction of a 3,000 square foot office building for the applicant's corporate headquarters. The one (1) acre site will be accessed by a connection to the adjacent commercial properties owned by the applicant with no access to State Route 10. The 2018 Comprehensive Plan identifies this general area for residential land uses. The applicant owns the adjoining commercial uses and would like to locate his corporate office building next to his business uses. VDOT has reviewed this request and the proposed office building use will require a commercial entrance. The application indicates that access to the proposed use will be from the adjacent site. The adjacent commercial property owned by the applicant contains three full access entrances that meet VDOT's requirements for a commercial entrance. No modifications to the existing commercial entrances are anticipated to be required to serve the proposed B-1 uses. If an additional entrance is proposed for the office building to SR 10, the entrance spacing would be required to meet VDOT's Access Management spacing standards. There is not sufficient road frontage along SR 10 to meet VDOT Access Management spacing standards from the existing commercial entrance to the west. If an entrance is proposed to connect to SR 10, an Access Management Exception would be needed. The applicant, David M. Bogese of Breez-In Associates, LC, has proffered that certain B-1, General Business by Right and Special Exception land uses not be permitted on the property. The Planning Commission and Planning Manager recommend Approval of this conditional rezoning case request along with the applicant's textual statement and proffered conditions that are dated September 26, 2018 along with further compliance with the Subdivision and Zoning Ordinance requirements for site development. Chairman Carmichael opened the public hearing at 7:39 p.m.

Mr. David Bogese (Owner of the Property). Mr. Bogese stated they have outgrown their current office building in Hopewell and would like to relocate it in Prince George. It will not be commercial and will not create any further traffic. He stated that this will help him to expand his business.

There being no one else to speak, the public hearing was closed at 7:41 p.m. Mr. Hunter made a motion, seconded by Mr. Brown, to approve the rezoning as presented. Roll was called on the motion.

R-18-18

P-1.

REZONING CASE RZ-18-03 Request of Breez-In Associates LC to conditionally rezone one (1) acre from R-A, Residential-Agricultural to B-1, General Business Zoning District to permit certain uses. The Comprehensive Plan indicates that the subject property is appropriate for residential uses. The subject property is part of Tax Map 140(05)00-001-B and it is located east of the Miller Mart at 10101 James River Drive that is currently zoned B-1, General Business.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Conditional Rezoning Application identified as RZ-18-03 is granted as an amendment to the official zoning map with the following conditions:

Pursuant to section 15.2-2296 of the Code of Virginia, 1950, as amended, and Article XVII of the Prince George County Zoning Ordinance, Breez In Associates LC, by and through agent, Timmons Group, does hereby voluntarily proffer, as the applicant and contract purchaser of the property, respectively, which is the subject of this rezoning request, that the development of the property shall be in strict accordance with the following conditions set forth in the submission and I represent the following proffers for the development of tax parcel 140(05)00-001-B:

1. The following permitted land uses shall be excluded from the property under B-1, Section 90-392:

13. Funeral Homes

14. Service Stations with major repair facilities under cover

17. Lumber and building supply with storage facilities under cover

20. Waterfront business activities

24. General Advertising signs

37. Cemeteries

38. Circuses, carnivals or similar temporary activities

39. Noncommercial fairgrounds

45. Mobile home and recreational vehicle sales, service and repair

The following land uses shall be excluded from the property under B-1, Section 90-393:

6. Outdoor theatre, outdoor motion picture theatre

10. Dancehall

11. Auto repair garage, wrecking service

16. Motor freight terminal, transshipment facility

17. Automotive service station with major repair under cover

18. Bulk gasoline and petroleum storage

19. Commercial amusement park

21. Turkey shoot

25. Circuses, carnivals or similar temporary activities when organized or sponsored by commercial enterprise.

29. Tree stump landfills

31. Outdoor flea markets

33. Family day care (large) in existing dwelling

36. Vehicle impound facility

2. Storm water quantity and quality shall be provided for this site through development of on-site best management practices.
3. All storm water easements and basins shall be maintained by the property owner.

The development of the property shall be in strict accordance with the conditions set forth as proffered. These proffers shall be enforceable in the event of transfer of the property to other parties.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

P-2. Public Hearing; REZONING CASE RZ-18-04 Request of Mitchell Homes Inc. to rezone 21+/- acres from R-E, Residential Estate to R-2, Limited Residential Zoning District. This request will permit the reduction of the front yard setbacks on twelve (12) existing lots from (R-E) 75 feet to (R-2) 35 feet. The R-E front yard setback creates a hardship for buildable lots due to steep slopes and environmental features. The Comprehensive Plan indicates that the subject properties are appropriate for residential uses. The subject properties are known as lots 27-32 and 35-40 of The Meadows Section 2 subdivision and are known as Tax Maps 13J(02)00-027-0,028-0,029-0,030-0,031-0,032-0,035-0,036-0,037-0,038-0,039-0 and 040-0. Mr. Miles stated that the applicant proposes to rezone 21 +/- acres from R-E, Residential Estate to the R-2, Limited Residential District to decrease the required front yard setback amount from 75 feet to 35 feet. The applicant has filed "The Meadows Section 2, Lots 27 through 41, Subdivision Plat" dated September 18, 2018 showing potential house sites on these lots using a 35 foot front setback. The applicant proposes to build on these recorded lots once the building envelope is changed on the front and will match the Meadows subdivision sections relative to single family dwellings. The 2018 Comprehensive

Plan identifies this general area for residential uses and the proposed rezoning would be in compliance with the County's established land use plan and its policies. The Planning Manager worked with both the applicant, Mitchell Homes, Inc. and with their consultant, Timmons Group to walk through the various options to make these R-E recorded lots to be buildable given the steep slopes and extensive environmental features such as the RPA and Floodplain areas. Front yard setback Variance requests were ruled out as all of the lots would need a forty (40) foot Variance to the R-E seventy-five (75) foot front yard setback. The Board of Zoning Appeals (BZA) cannot issue Variances to all of the recorded lots under the State Code of Virginia requirements. The Code states that an applicant shall first seek all other administrative and/or local legislative action relief prior to requesting a Variance as State relief. Therefore, the applicant is requesting a rezoning from R-E to R-2 on all of these lots to reduce the front yard setback and then, if needed, they will administratively perform a Boundary Line Adjustment (BLA) Plat to consolidate the unbuildable lots into Meadows Section 2 open space. The Planning Commission and Planning Staff recommends Approval of this rezoning request from R-E to R-2 to allow for the front yard setback to be adjusted so that these recorded lots can become buildable allowing for the lots to have single family dwellings constructed and the subdivision section to be completed in The Meadows Section 2. Mr. Vincent of Mitchell Homes stated that their goal has always been to build affordable housing. With the 75 ft. setback, the cost would be astronomical. It would be much more affordable with the 35 ft. setback. Chairman Carmichael opened the public hearing at 7:57 p.m.

Mr. Larry Barnett (3320 High Peak Lane). Mr. Barnett stated that there is a reason these lots have not been developed. They drop back to a ravine, which is a red flag. This is going to eventually cause a stormwater fee increase and a tax rate increase.

There being no one else to speak, the public hearing was closed at 7:59 p.m. Mr. Brown made a motion, seconded by Mr. Webb to approve the rezoning as presented. Roll was called on the motion.

O-18-19

P-2.

REZONING CASE RZ-18-04 Request of Mitchell Homes Inc. to rezone 21+/- acres from R-E, Residential Estate to R-2, Limited Residential Zoning District. This request will permit the reduction of the front yard setbacks on twelve (12) existing lots from (R-E) 75 feet to (R-2) 35 feet. The R-E front yard setback creates a hardship for buildable lots due to steep slopes and environmental features. The Comprehensive Plan indicates that the subject properties are appropriate for residential uses. The subject properties are known as lots 27-32 and 35-40 of The Meadows Section 2 subdivision and are known as Tax Maps 13J(02)00-027-0,028-0,029-0,030-0,031-0,032-0,035-0,036-0,037-0,038-0,039-0 and 040-0.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Rezoning Application identified as RZ-18-04 is granted as an amendment to the official zoning map.

On roll call the vote was:

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

Opposed: (1) Carmichael

Absent: (0)

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Ashcraft stated that the Business Roundtable Meeting & Graduation Ceremony will be on December 12 at 12:00 Noon at Luca Restaurant. The Prince George TRIAD Holiday Luncheon will be on December 17 at 12:00 Noon at the Parks & Recreation Community Center. The Planning Commission Meeting will be on December 20 at 6:30 p.m. in the Boardroom. County Offices will be closed for the Christmas Holiday December 24-25 and December 31. Christmas Tree Recycling will be December 26 through January 12 at the County Convenience Center. Big kudos to all County employees who had to work outside during the snowstorm, particularly Police, Fire & EMS and General Services. VDOT also did an exceptional job in getting the roads cleared quickly. The Bank of Southside Virginia makes adjustments to daily hours. There are Prince George County items displayed in the lobby for sale. Please see the County Administration Office if you are interested.

REPORTS

VDOT - Ms. Crystal Smith of the Virginia Department of Transportation talked about the four Smartscale projects, roundabout at Middle Road and Prince George Drive, roundabout at Middle and Jefferson, intersection improvements at Route 460 and Queen Street, and Lower Appomattox River Trail. All are expected to get a final score with the Commonwealth Transportation Board and funding. Due to the snow plowing, please refer down mailboxes to the main office. They will be replaced. Ms. Smith commended the local Police Department and Fire and EMS Staff for their quick response during the dangerous snow conditions. Due to the storm, they are behind schedule on ditches and paving.

Auditor's Report – Mr. Josh Roller of Robinson, Farmer, Cox presented the 2018 Auditor's Report. He gave a brief overview of the opinions on the financial statements in the auditor's report. There are three sections within the report, including the basic financial statements, internal controls over financial reporting, and the Federal compliance requirements. Mr. Roller brought a few things within the report to the Board's attention, focusing mainly on the implementation of GASB 75. He pointed out the management letter from Robinson, Farmer, Cox which reported no difficulties and no disagreements with management. He stated that this was a very clean audit for the County.

James River Soil and Water Conservation District Annual Report – Mr. Joseph Waymack, Chairman of James River Soil and Water Conservation District presented its Annual Report. He was accompanied by Mr. Don Bagshaw, Mr. Bill Kreider, Brianna Moring, and Mr. Joseph Gerdes. James River SWCD held its local Envirothon on March 28 at Pocohontas State Park and hosted the event on the State level on April 18 at Virginia State University. This Year James River SWCD was able to provide two scholarships to the Youth Conservation Camp. On April 17, James River SWCD participated in Prince George County's Farm Day. They partnered with Chesterfield Environmental Engineering to provide two Rain Barrel Workshops this year. Two key Farmer's Events this year were the Farmer's Cookout on August 17 and the Farmer's Breakfast in December, which had to be postponed due the to the weather conditions.

This year James River SWCD allocated \$194,228.22 in Agricultural Cost Share money and \$47,588.69 towards Urban Conservation Assistance. In closing, Mr. Waymack thanked the Board and County Administration for their continued support.

Rolls-Royce Presentation – Mr. Lorin Sodell and Mr. Brian Elson of Rolls-Royce gave a presentation on where Rolls-Royce is to date and their future plans to continue to expand in Prince George County. There are currently two manufacturing facilities in place in Prince George County. Technology Development is very important to Rolls-Royce. They invest \$1.4 billion annually in research and development globally. Through its Commonwealth Center for Advanced Manufacturing, they partner with Virginia Tech and the University of Virginia. Rolls-Royce has sponsored new programs and grown existing curricula at regional community colleges. Crosspointe has established an Apprentice Program accredited by the Commonwealth of Virginia. They work hard at creating stable, engaging careers in Engineering and Manufacturing. The Rotatives Facility currently has 130 jobs growing to 150. The Turbines Facility currently has 237 jobs and growing. Mr. Sodell talked about some of the products and applications they manufacture, including jet engines, fan discs, turbine coverplates, turbine discs, and HP turbine blades. Moving forward, Rolls-Royce is working to attract suppliers, partners, and other tech companies to locate with them in Prince George County.

ORDER OF BUSINESS

A-1. Authorization to Sign and Submit Notarized Statement Certifying Presentation of FY 2017-2018 Financial Report to the Local Governing Body. Ms. Betsy Drewry, Finance Director, stated that localities are required to submit their audited financial statements to the Auditor of Public Accounts on or before November 30 annually in accordance with Section 15.2-2510 of the Code of Virginia. The certification is to be signed by the chief elected official and the chief administrative officer. Staff is requesting the Board to authorize the Board Chairman and the County Administrator to sign the certification. The Board agreed by consensus.

A-2. Discussion of Recommendation from the Recreation Advisory Committee. Mr. Keith Rotzoll, Director of Parks and Recreation, stated that the Prince George Parks and Recreation Advisory Commission unanimously agreed at their regularly scheduled November 14th meeting naming the Central Wellness Center Gym after the late Harvey Reginald Jones, Sr., better known as “Coach Reggie,” who coached over thirty-five years for the Prince George Parks and Recreation Department and was a founding member of the Prince George Parks and Recreation Advisory Commission. Staff is asking for consideration of this matter from the Board of Supervisors. This request was made to the Commission by Mr. Brown. Mr. Hunter made a motion, seconded by Mr. Brown, to approve the recommendation. 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-4. Resolution; Authority to Execute Agreement for Service Center Metals \$200,000 COF Grant. Mr. Jeff Stoke, Deputy County Administrator, stated that on January 10, 2018,

Chairman Alan Carmichael joined Chip Dollins, SCM, for Gov. Terry McAuliffe's State of the State speech which formally announced Service Center Metals (SCM) expansion in Prince George County - \$45.2 million in new private investment and 58 new jobs. Since that time, SCM has been implementing this growth in Prince George County. The Commonwealth Opportunity Fund (COF) \$200,000 grant was included as a part of the offer to SCM. Requesting that the Board of Supervisors approve the COF document for signature. If approved by the Board of Supervisors, the document would go to the Industrial Development Authority (IDA) for approval on January 16, 2019. Funding would flow: State - County - IDA - SCM. If SCM fails per the parameters of the contract and is no longer operating as a business, the County would be responsible to pay back the State COF grant. Mr. Brown stated that he has a problem with the County being held responsible to pay back the State should SCM fail. Mr. Webb made a motion, seconded by Mrs. Waymack, to approve the resolution as presented. Roll was called on the motion.

R-18-139

A-4.

RESOLUTION; AUTHORITY TO EXECUTE AGREEMENT FOR SERVICE CENTER METALS \$200,000 COF GRANT

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December 2018, does hereby authorize the execution of a Commonwealth Opportunity Fund (COF) grant agreement in the amount of \$200,000 for Service Center Metals.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-5. Resolution; Award of Contract and Budget Amendment and Appropriation (\$53,134 Recording and Streaming of Board Meetings). Ms. Kirsten Cherry, IT Director, stated that Mrs. Waymack requested that staff investigate the ability to live-stream board meetings, have a video archive, and be able to have it air on television after each meeting. Besides Swagit Productions LLC, staff has researched Granicus and iCompass, but did not find another source who has full-service options for recording during the meeting itself. By purchasing a full-service solution, there will be no need for additional staff or staff time with this solution. The system is a three-camera system, capturing both the Board of Supervisors and the person speaking from the podium. It will also focus on the Board Member speaking on an issue. This solution is a hands-free solution. Swagit will record the meetings and run the cameras. Swagit server hosts the streaming and archived content, so neither additional bandwidth nor server storage will be needed by the County. Swagit's network has redundant servers for reliable service. Staff is requesting the board to authorize the live streaming of Board of Supervisors meetings and the County Administrator to sign a contract with Swagit Productions LLC. This was not budgeted, therefore the appropriation would come from Fund Balance in the amount of \$53,134. Mr. Webb asked what the downfall would be to wait until the budgeting process. Ms.

Cherry stated that she does not see a downfall. Mr. Webb stated this is not an emergency and is not comfortable pulling from the General Fund. Mr. Webb made a motion, seconded by Mr. Hunter, to take this matter up during the budget season. 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-6. Resolution; FY2018-2019 Position Control Chart Revision and Budget Transfer. Mr. Brad Owens, Director of Fire and EMS, stated that information related to Fire/EMS staffing needs at Burrowsville was furnished to the Board of Supervisors on October 29, 2018 at a special meeting. Staff is requesting the addition of four positions to address response times and to minimize the overtime costs currently being incurred to staff that area with part-time and existing full-time staff. There is no proposed added funding to the FY2019 budget. Staff proposes shifting budgeted part-time wages to salaries and benefits for a half-year impact (effective January 1, 2019). A draft of the updated position Control Chart with these changes is provided for board member review and consideration. Staff is requesting the Board to approve change to FY2018-19 Position Control Chart and approve a budget transfer from Part-Time Wages to Full-Time Salaries and Benefits. Mr. Webb made a motion, seconded by Mr. Brown, to approve the resolution as presented. Roll was called on the motion.

R-18-140

A-6.

RESOLUTION; FY2018-2019 POSITION CONTROL CHART REVISION AND BUDGET TRANSFER

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December, 2018, does hereby approve 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.

BE IT FURTHER RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December, 2018, does hereby authorize the following transfer of funds within the 2018-2019 Budget, such line items increased and decreased 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>
General Fund	
<u>Expenditure Increases:</u>	
0100-03-200-0610-41100 Fire/EMS Salaries	\$94,302.00
0100-03-200-0610-42100 Fire/EMS FICA	\$ 7,214.00
0100-03-200-0610-42210 Fire/EMS Retirement	\$13,721.00

0100-03-200-0610-4230	Fire/EMS Health Insurance	\$18,600.00
0100-03-200-0610-42400	Fire/EMS Group Life Insurance	<u>\$ 1,235.00</u>
	TOTAL	\$135,072.00
<u>Expenditure Decreases:</u>		
0100-03-200-0610-41300	Fire/EMS Part-Time Wages	(\$125,473.00)
0100-03-200-0610-42100	Fire/EMS FICA	<u>(\$ 9,599.00)</u>
	TOTAL	(\$135,072.00)

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

A-7. Resolution in Support of Ratification by Virginia of the Equal Rights Amendment to the United States Constitution. Mr. Steve Micas, County Attorney, stated that on November 27, 2018, the Board adopted its 2019 General Assembly legislative program that included 9 requests and support items. Mr. Brown has requested that the Board consider adding an additional item expressing the Board’s support for the equal rights amendment to the United States Constitution which is scheduled to be considered at the 2019 General Assembly session. Mr. Brown stated that he understands all of the comments previously made and he does not see any harm in this Board taking action to show Prince George County’s support for equal rights for women. Mr. Webb stated that this is an important matter and it is the right thing to do. However, it will be up to the State. Mr. Carmichael stated that he personally agrees. He will make calls in support as well, but this is a State matter. Mr. Webb made a motion, seconded by Mr. Brown, to add the ratification by Virginia of the Equal Rights Amendment to the United States Constitution to the Prince George County Board of Supervisors Legislative Priorities list for the 2019 General Assembly Session. 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-8. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):

A. Resolution; Recommendation of One Appointment (Three-Year Term); Board of Equalization of Assessments. Mr. Hunter made a motion, seconded by Mr. Brown, to recommend Ms. Mary Ann White for reappointment to the Board of Equalization of Assessments. Roll was called on the motion.

R-18-141

A-8A.

RESOLUTION; RECOMMENDATION OF ONE APPOINTMENT (THREE-YEAR TERM) – BOARD OF EQUALIZATION OF ASSESSMENTS.

WHEREAS, The term of Ms. Mary Ann White will expire on December 31, 2018;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December, 2018 does hereby recommend to the Circuit Court Ms. Mary Ann White for appointment to the Board of Equalization of Assessment to serve a three-year term, beginning January 1, 2019 and ending on December 31, 2022.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

B. Resolution; Appointment of Two Members to Prince George Planning Commission (Four-Year Term). Mr. Webb made a motion, seconded by Mrs. Waymack, to reappoint Mr. Floyd M. Brown, Sr. and Mr. Joseph Simmons to the Prince George Planning Commission. Roll was called on the motion.

R-18-142

A-8B.

RESOLUTION; APPOINTMENT OF TWO MEMBERS TO PRINCE GEORGE PLANNING COMMISSION (FOUR-YEAR TERM)

WHEREAS, The terms of Floyd M. Brown, Sr. and Joseph Simmons will expire on December 31, 2018; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December, 2018 does hereby reappoint Mr. Floyd M. Brown, Sr. and Mr. Joseph Simmons to the Planning Commission to serve a four-year term, beginning January 1, 2019 and ending on December 31, 2022.

On roll call the vote was:

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

Opposed: (0)

Abstained: (1) Brown

C. Resolution; Appointment of One Member to Virginia Gateway Region (One-Year Term). Mr. Brown made a motion, seconded by Mr. Hunter to reappoint Mr. J. Peter Clements to the Virginia Gateway Region. Roll was called on the motion.

R-18-143

A-8C.

RESOLUTION; APPOINTMENT OF (ONE-YEAR TERM) – CITIZEN MEMBER TO VIRGINIA GATEWAY REGION BOARD OF DIRECTORS

WHEREAS, the Articles of Incorporation of the Virginia Gateway Region (formerly “Appomattox Basin Industrial Development Corporation”) provide that participating localities may appoint a representative from the governing body and also a business-affiliated representative to serve on the Virginia Gateway Region Board of Directors for a term of one year;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 11th day of December, 2018 that it hereby reappoints Mr. J. Peter Clements as the business-affiliated representative on the Virginia Gateway Region Board of Directors for a one-year term beginning on January 1, 2019 and ending on December 31, 2019.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

D. Resolution; Appointment – Riverside Community Criminal Justice Board. Mrs. Waymack made a motion, seconded by Mr. Webb, to appoint Mr. Donald Hunter to the Riverside Community Criminal Justice Board. Roll was called on the motion.

R-18-144

A-8D.

RESOLUTION; APPOINTMENT – RIVERSIDE COMMUNITY CRIMINAL JUSTICE BOARD

WHEREAS, The Riverside Community Criminal Justice Board (RCCJB), has an affirmative recorded vote in accordance with the provisions of the RCCJB By-Laws; and

WHEREAS, Sections 9.1-178 of the Code of Virginia prescribes CCJB membership and requires membership to be filled by each local governing body; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of December, 2018 does hereby appoints Mr. Donald Hunter to the RCCJB as a citizen member for a two-year term beginning January 1, 2019 and ending on December 31, 2020.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-9. Draft Minutes – November 27, 2018 Regular Meeting. Mr. Hunter made a motion, seconded by Mrs. Waymack to approve the minutes as presented. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Abstained: (1) Brown

ADJOURNMENT. Mrs. Waymack moved, seconded by Mr. Hunter, that the meeting adjourn to December 19 at 6:00 p.m. for the purpose of a pre-budget worksession. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

The meeting adjourned at 9:28 p.m.

[Draft Minutes prepared December 31, 2018 for consideration on January 8, 2019; adopted by unanimous vote.]

Alan R. Carmichael
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator