

MINUTES
Board of Supervisors
County of Prince George, Virginia

August 7, 2019

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

MEETING CONVENED. An adjourned meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 4:00 p.m. on Wednesday, August 7, 2019 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Donald R. Hunter, Chairman.

ATTENDANCE. The following members responded to Roll Call:

Donald R. Hunter, Chairman	Present
Floyd M. Brown, Jr., Vice-Chairman	Present
Alan R. Carmichael	Present
Marlene J. Waymack	Present
T. J. Webb	Present

Also present was: Percy Ashcraft, County Administrator.

Invocation. Mr. Brown gave the Board's invocation.

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

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

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

CLOSED SESSION

E-1. Resolution; Closed Session for: (1) pursuant to Va. Code section 2.2-3711(A)(1) for the discussion of the hiring of a County Attorney as well as the terms of a proposed contract; (2) pursuant to Va. Code section 2.2-3711(A)(8) for consultation with legal counsel regarding a specific legal matter – workplace incident; and (3) pursuant to Va. Code section 2.2-3711(A)(5) & (29) for discussion concerning two different prospective businesses or industries, or the expansion of existing businesses or industries, because no previous announcement has been made of these business' or industry's interest in locating or expanding facilities in the county, and for the discussion of the possible award of two separate public contracts involving the expenditure of public funds, and discussion of the terms or scope of such contracts

because discussion in an open session would adversely affect the bargaining position or negotiating strategy of the board of supervisors regarding these potential agreements. Mrs. Waymack made a motion, seconded by Mr. Brown, that the Board convene closed session for: (1) pursuant to Va. Code section 2.2-3711(A)(1) for the discussion of the hiring of a County Attorney as well as the terms of a proposed contract; (2) pursuant to Va. Code section 2.2-3711(A)(8) for consultation with legal counsel regarding a specific legal matter – workplace incident; and (3) pursuant to Va. Code section 2.2-3711(A)(5) & (29) for discussion concerning two different prospective businesses or industries, or the expansion of existing businesses or industries, because no previous announcement has been made of these business' or industry's interest in locating or expanding facilities in the county, and for the discussion of the possible award of two separate public contracts involving the expenditure of public funds, and discussion of the terms or scope of such contracts because discussion in an open session would adversely affect the bargaining position or negotiating strategy of the board of supervisors regarding these potential agreements.

R-19-088

E-1.

RESOLUTION; CLOSED SESSION FOR (1) PURSUANT TO VA. CODE SECTION 2.2-3711(A)(1) FOR THE DISCUSSION OF THE HIRING OF A COUNTY ATTORNEY AS WELL AS THE TERMS OF A PROPOSED CONTRACT; (2) PURSUANT TO VA. CODE SECTION 2.2-3711(A)(8) FOR CONSULTATION WITH LEGAL COUNSEL REGARDING A SPECIFIC LEGAL MATTER – WORKPLACE INCIDENT; AND (3) PURSUANT TO VA. CODE SECTION 2.2-3711(A)(5) & (29) FOR DISCUSSION CONCERNING TWO DIFFERENT PROSPECTIVE BUSINESSES OR INDUSTRIES, OR THE EXPANSION OF EXISTING BUSINESSES OR INDUSTRIES, BECAUSE NO PREVIOUS ANNOUNCEMENT HAS BEEN MADE OF THESE BUSINESS' OR INDUSTRY'S INTEREST IN LOCATING OR EXPANDING FACILITIES IN THE COUNTY, AND FOR THE DISCUSSION OF THE POSSIBLE AWARD OF TWO SEPARATE PUBLIC CONTRACTS INVOLVING THE EXPENDITURE OF PUBLIC FUNDS, AND DISCUSSION OF THE TERMS OR SCOPE OF SUCH CONTRACTS BECAUSE DISCUSSION IN AN OPEN SESSION WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE BOARD OF SUPERVISORS REGARDING THESE POTENTIAL AGREEMENTS

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 7th day of August, 2019, does hereby vote to enter closed session for (1) pursuant to Va. Code section 2.2-3711(A)(1) for the discussion of the hiring of a County Attorney as well as the terms of a proposed contract; (2) pursuant to Va. Code section 2.2-3711(A)(8) for consultation with legal counsel regarding a specific legal matter – workplace incident; and (3) pursuant to Va. Code section 2.2-3711(A)(5) & (29) for discussion concerning two different prospective businesses or industries, or the expansion

of existing businesses or industries, because no previous announcement has been made of these business' or industry's interest in locating or expanding facilities in the county, and for the discussion of the possible award of two separate public contracts involving the expenditure of public funds, and discussion of the terms or scope of such contracts because discussion in an open session would adversely affect the bargaining position or negotiating strategy of the board of supervisors regarding these potential agreements.

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 5:30 p.m., Mr. Brown made a motion, seconded by Mr. Webb, that the Board adjourn the closed session and enter open session, certifying that to the best of each Board Members' knowledge (1) only public business lawfully exempted from open meeting requirements were discussed and (2) only matters identified in the convening motion were discussed. Chairman Hunter 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-19-088A

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 7th day of August, 2019 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, Hunter, Carmichael

Opposed: (0)

Absent: (0)

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

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

The meeting adjourned at 5:30 p.m.

[Draft Minutes prepared August 29, 2019 for consideration on September 10, 2019; adopted by unanimous vote.]

Donald R. Hunter
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator

MINUTES
Board of Supervisors
County of Prince George, Virginia

August 13, 2019

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, August 13, 2019 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Donald R. Hunter, Chairman.

ATTENDANCE. The following members responded to Roll Call:

Donald R. Hunter, Chairman	Present
Floyd M. Brown, Jr., Vice-Chairman	Present
Alan R. Carmichael	Absent
Marlene J. Waymack	Present
T. J. Webb	Present

Also present was: Percy Ashcraft, County Administrator; and Steve Micas, County Attorney.

CLOSED SESSION

E-1. Resolution; Closed Session for (1) discussion of the acquisition of real property for the public purpose of public education where discussions in an open meeting would adversely affect the bargaining position or negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended. Mrs. Waymack made a motion, seconded by Mr. Webb, that the Board convene closed session for: (1) discussion of the acquisition of real property for the public purpose of public education where discussions in an open meeting would adversely affect the bargaining position or negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended.

R-19-089

E-1.

RESOLUTION; CLOSED SESSION FOR (1) DISCUSSION OF THE ACQUISITION OF REAL PROPERTY FOR THE PUBLIC PURPOSE OF PUBLIC EDUCATION WHERE DISCUSSIONS IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE COUNTY PURSUANT TO § 2.2-3711 (A)(3), CODE OF VIRGINIA, 1950, AS AMENDED

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13th day of August, 2019, does hereby vote to enter closed session for (1) discussion of the acquisition of real property for the public purpose of public education where discussions in an open meeting would adversely affect the bargaining position or negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

E-2. Resolution; Certification of Closed Session. At 6:02 p.m., Mr. Brown made a motion, seconded by Mr. Webb, that the Board adjourn the closed session and enter open session, certifying that to the best of each Board Members' knowledge (1) only public business lawfully exempted from open meeting requirements were discussed and (2) only matters identified in the convening motion were discussed. Chairman Hunter 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-19-089A

E-2.

**RESOLUTION; CERTIFICATION OF CONTENTS OF CLOSED SESSION
PURSUANT TO SEC. 2.2-3711, ET SEQ., CODE OF VIRGINIA (1950, AS
AMENDED)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of July, 2019 does hereby certify that, to the best of each Board Member's knowledge, (1) only public business lawfully exempted from open meeting requirements were discussed, and (2) only matters identified in the convening motion were discussed.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

WORK SESSION

Ms. Tina Dixon, Benefit Program Supervisor, and Ms. Shel Douglas, Social Services Director, gave an update on the Medicaid Expansion Program. Ms. Dixon stated that prior to January 2019, few adults could qualify for Medicaid coverage because of the strict criteria and income limits. As an adult, you had to have a child under the age of 18, be a pregnant woman, or be declared disabled or blind. Then you must meet strict income and resource guidelines. Fortunately, the guidelines changed in January opening the door for over 300,000 Virginia adults to receive Medicaid. This includes people who work in a placed that does not include health benefits and also includes adults with health issues that hindrance them front getting and

maintaining employment. The individual must be between the ages of 19 and 64. Under the new program, an adult without a child may be eligible with an annual income of \$17,237. A household with three or more may be eligible with an annual income of \$29,436. Under the new program, Medicaid covers the same services, which include doctor, hospital, emergency room visits, primary, specialty care, prescription drugs, laboratory, X-ray services, maternity, home health services, behavioral health services including addiction and recovery services, family planning, medical supplies, and preventive and wellness services. Citizens can apply for Medicaid by contacting Cover Virginia Call Center at 855-242-8282, online at www.commonhelp.virginia.gov or at the Health Insurance Marketplace. In addition, applications can be dropped off at the local Social Services Department Office. Ms. Douglas added that while there are many ways to apply, it is processed in the Social Services Department. She stated that as of the end of July, they have approved 1,221 new Medicaid enrollees. They currently have seven benefit specialists.

Ms. Douglas gave a status report on the Adult Services Center. They occupy a suite on the first floor of the Human Services Building. They are renovating the lobby area to make it a resource room for adult services and information. They want to give agencies and organizations an opportunity to post their information. The Adult Team is small staffed with about four people. They are beginning to make contact with all of the area providers for information, both health and fun activities. Their goal is to support the individuals and families in their grown-up years. She asked that the Board encourage area community and civic groups to send them information. When they are ready to open, the Board will be invited to help kick-off the new center.

Mr. Brad Owens, Director of Fire and EMS, talked about a recent situation where a series of fire apparatus went down on a particular day due to mechanical issues while there was a whole other series already down for minor repairs. During that time, the shift supervisor worked with various volunteer Chiefs to move apparatus around. Jefferson Park and Disputanta stepped up in a big way to make sure the entire County was covered in the case of an event. Mr. Owens stated that the County Garage did an outstanding job managing it all at one time. The Shift Supervisor did incur some difficulty with two other companies in regards to using their apparatus. As a result, Fire and EMS is in the process of updating its fleet management policy and procedures allowing the Director of Fire and EMS or his designee temporarily reassign fire apparatus in the case of an emergency to ensure adequate coverage. Mr. Chris Talmage, Garage Manager, stated that Truck 1 was taken out of service for repairs. During that time, they received a work order for Engine 3, Engine 8, Engine 5, Quint 3, a Medic unit and Rescue 2. Mr. Michael Purvis, Director of General Services, stated that 20 years ago the fleet consisted of 100 vehicles and they had four mechanics. Today the fleet consists of 265 vehicles and they have three mechanics. There are three fire apparatus that will not fit into the County Garage and cannot be worked on outside of the Garage because the asphalt will not support the lift for these three apparatus. He added that it is very important that they be able to provide a good service to the public vehicles for the safety of the County. Mr. Webb asked Mr. Purvis to send the Board those numbers. Mr. Ashcraft asked Mr. Purvis, Mr. Owens, and Mr. Talmage their viewpoint on the long range repair of fire apparatus in the current facility. Mr. Purvis stated that if they are going to continue to do more volume, the current Garage is not adequate. They need bays that can accommodate the apparatus and they need more mechanics.

Ms. Andrea Erard, Assistant County Attorney, stated that at the Board's July 23 retreat, the Board requested information on ways to regulate disposal of animal waste near the property of others. Ms. Erard stated that there is an ordinance already that requires the removal of dog waste from County Parks and private property owned by others. She presented a new proposed Section for removal of any waste deposited by a dog on or within a certain number of feet of the private property of another. Mr. Webb stated that we live in a rural area and wanted to know where this came from. Ms. Erard stated that a citizen complained that they could not utilize their deck because their neighbor's dog deposits waste right at the property line. Mr. Webb and Mr. Brown stated that they don't know how they would enforce this by distance unless it is monitored. The board agreed by consensus to take no action at this time.

Chairman Hunter called a recess at 6:43 p.m. The meeting reconvened at 7:00 p.m.

Invocation. Mr. Brown gave the Board's invocation.

Pledge of Allegiance to U.S. Flag. Mr. Waymack led the Pledge of Allegiance to the U.S. Flag.

APPROVAL OF AGENDA. Mr. Brown asked that Item A-5 be removed. Mr. Webb made a motion, seconded by Mrs. Waymack, to adopt the agenda as amended. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Absent

PUBLIC COMMENTS. Chairman Hunter 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 7:03 p.m.

Mr. Reid Foster (Laurel Spring Road). Mr. Foster expressed a concern about the hiring process at Prince George County. He stated that it is a waste of time to get an interview panel together when the decision has already been made. Secondly, he stated that he understands the County is at odds on the public radio system that they are about to spend a lot of money on. Mr. Foster stated that he would be happy to show anyone interested the current radio system being used in Sussex County and spoke against it on how inadequate it is.

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

ORDER OF CONSENSUS. Mr. Brown 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 – July 2, 2019 Special Called Meeting, July 9, 2019 Regular Meeting Minutes, July 23 Retreat Minutes; and July 24, 2019 Adjourned Meeting Minutes were approved as presented.

C-2.

RESOLUTION; COMMENDATION; BRENDA JOYCE JOHNSON; SERVICE TO PRINCE GEORGE COUNTY

WHEREAS, on January 10, 1994, Brenda Joyce Johnson was employed by Prince George County as a part time temporary Eligibility Worker and became full time on April 1, 1994;

WHEREAS, Mrs. Johnson was reclassified as a Benefits Program Specialist III in July, 2018 and continued in this capacity until she retired on August 1, 2019; and

WHEREAS, Mrs. Johnson has proven to be a dedicated and reliable employee to the Prince George Department of Social Services and the County of Prince George; and

WHEREAS, Mrs. Johnson provided exceptional services as a SNAP, TANF and Medicaid Case Manager; and

WHEREAS, Mrs. Johnson has worked tirelessly for 25 years serving the children and families of Prince George County; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George on this 13th day of August, 2019, does hereby commend Mrs. Brenda Joyce Johnson, for her commitment and dedication to the welfare of children and adults needing her assistance; and

BE IT STILL FURTHER RESOLVED That this Board extends its appreciation to Brenda Joyce Johnson for her years of service to the citizens of Prince George County and extends to Ms. Johnson best wishes for success, happiness and prosperity as she enters the next phase of her life.

R-19-090A

C-3.

WHEREAS, On May 7, 2019 Yoti Jabri, a Prince George County employee, while having his morning jog, found a small kitten in the middle of the road in his neighborhood; and

WHEREAS, Yoti knew right away that this kitten was just a couple of days old as its eyes were not even open yet; and

WHEREAS, After checking with surrounding neighbors, Yoti took the kitten home, got ready for work, and immediately took him to the Prince George County Animal Services Center. Unfortunately, they did not have a nursing mother cat at that time. They told him that the kitten needed to nurse or be fed with a dropper every two hours; and

WHEREAS, Yoti brought the kitten to work and took care of him while he worked and fed him around the clock for two days until he found a woman that worked at Disputanta Animal Hospital that had a nursing mother cat at home. On the evening of May 8 he took the kitten to the mother cat and fortunately the cat took the kitten as one of her own and nursed and protected the kitten for over a month; and

WHEREAS, On June 13 Yoti was able to pick the kitten up and bring him home. He named him Kairos, which is an Ancient Greek word meaning the right, critical, or opportune moment. He thought this was perfect since he was jogging at the right time to save this kitten from getting hit by a car.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13th day of August, 2019, does hereby salute and commend Mr. Yoti Jabri for going above and beyond to save this lost kitten and nurse him to health and give him a home.

BE IT FURTHER RESOLVED that Yoti Jabri is applauded for his commitment to public service; and

BE IT STILL FURTHER RESOLVED that this Board congratulates and offers its heartfelt thanks to Joti Jabri for earning the honor and distinction of being designated “YOU ARE THE ONE” for Prince George County.

R-19-090B

C-4.

RESOLUTION; COMMENDATION; TRISTAN T. MCMILLAN; YOU ARE THE ONE EMPLOYEE RECOGNITION AWARD

WHEREAS, Tristan McMillan, a Prince George County employee, while waiting on a friend at their house heard screaming and commotion from the neighbors; and

WHEREAS, Tristan determined it wasn't a “normal” argument and looked over to see two females kneeling over a male trying to get him to wake up; and

WHEREAS, Tristan Walked over to see if he could help and noticed 2 narcan wrappers were next to him. They were not doing CPR and were just punching him to get him to snap out of it; and

WHEREAS, Tristan got down and began compressions while the two females were then punching him. So to calm them down, Tristan showed one of the females how to give him

compressions. Almost immediately the victim let out a loud snore and started breathing. Tristan then told the ladies to turn him on his side; and

WHEREAS, When the Police arrived Tristan told them they had done compressions and informed the Police that it looked like Narcan had been administered before he arrived to the scene. This incident was just a matter of days after Tristan had taken a CPR Training Class at work.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13th day of August, 2019, does hereby salute and commend Mr. Tristan McMillan for going above and beyond by using the skills he had just learned to save a human life; and

BE IT FURTHER RESOLVED that Tristan McMillan is applauded for his heroic life saving efforts in this incident; and

BE IT STILL FURTHER RESOLVED that this Board congratulates and offers its heartfelt thanks to Tristan McMillan for earning the honor and distinction of being designated "YOU ARE THE ONE" for Prince George County.

R-19-090C

C-5.

RESOLUTION: COMMENDATION; CHIEF DEPUTY MARK T. PAYNE;
SERVICE TO PRINCE GEORGE COUNTY

WHEREAS, on January 16, 1992, Mark T. Payne began his employment with the County of Prince George as a Police Officer in the Police Department; and

WHEREAS, Mr. Payne transferred from the Police Department to the Sheriff's Department as Deputy Sheriff on September 16, 1998; and

WHEREAS, Mr. Payne was promoted from Deputy Sheriff to Chief Deputy Sheriff on May 16, 2005 and continued in this capacity until he retired on July 1, 2019.

WHEREAS, Mark T. Payne has served as a General Detective, General instructor at the Crater Criminal Justice Training Academy, Served on District 19 Advisory Board, proxy for the Sheriff on Riverside Regional Jail Authority Board and Crater Criminal Justice Training Academy Board of Directors; and

WHEREAS, Mr. Payne played a big role in the first Auxiliary Police Academy that Prince George Police Department hosted. Mr. Payne was the lead instructor and took an active role in training twelve new Auxiliary officers; and

WHEREAS, Mr. Payne was instrumental in the development of the Sheriff's Department Personnel Policy Manual and the Emergency Action Plan for the Courthouse and has trained employees on that Emergency Action Plan; and

WHEREAS, Mr. Payne assisted in the development of the new Juvenile Domestic Relations Courtroom and prisoner holding area and has also served as a Courthouse Security Assessor and performed many evaluations of Courthouse Complexes around the State; and

WHEREAS, Mr. Payne is known for his passion and thoroughness in both the Police and Sheriff's Department; and

WHEREAS, throughout his remarkable career in Law Enforcement, spanning more than 27 years, Mark T. Payne has served the citizens of the County and the Commonwealth to the utmost of his ability, and devotion to Law Enforcement and Public Safety in a manner bespeaking the dedication of a true public servant. Mr. Payne's institutional knowledge will be irreplaceable and will be sorely missed by the Sheriff's Department, the County and its citizens;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors and the County of Prince George this 13th day of August, 2019, does hereby commend Mark T. Payne for a total of 27 years and 5 months of dedicated service to the County; and

BE IT FURTHER RESOLVED That the Board wishes to express their sincere gratitude for his commitment to the County and its citizens and extends to Mark T. Payne much happiness as he enters the next phase of his life.

R-19-090D

C-6.

RESOLUTION; COMMENDATION; COMMUNICATION OFFICER SHERITA A. WINFIELD AND OFFICER THOMAS J. MILAZZO; YOU ARE THE ONE EMPLOYEE RECOGNITION AWARD

WHEREAS, On Sunday, July 16, 2017, at approximately 2:00 p.m., the Emergency Communication Center received a call in reference to a Prince George citizen who was experiencing irregular activity with her heart rate monitor; and

WHEREAS, The monitoring company had attempted several times to reach, the citizen; however, they were not successful; and

WHEREAS, Prince George Communication Officer Sherita Winfield and Officer Thomas Milazzo were able to work together to locate the women after several failed attempts; and

WHEREAS, The Officer's persistence finally paid off when he was able to reach her just in time for the citizen to obtain medical attention.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13th day of August, 2019, does hereby salute and commend Communication Officer Sherita Winfield and Officer Thomas Milazzo for going above and beyond by not giving up to save a human life; and

BE IT FURTHER RESOLVED that Ms. Winfield and Officer Milazzo are applauded for their heroic life-saving efforts in this incident; and

BE IT STILL FURTHER RESOLVED that this Board congratulates and offers its heartfelt thanks to Communication Officer Sherita A. Winfield and Officer Thomas J. Milazzo for earning the honor and distinction of being designated "YOU ARE THE ONE" for Prince George County.

R-19-090E

C-7.

RESOLUTION; COMMENDATION; STEVEN L. MICAS; SERVICE TO PRINCE GEORGE COUNTY

WHEREAS, Steven L. Micas was appointed County Attorney for Prince George County on July 19, 2010; and

Whereas, Mr. Micas has served as county attorney for chesterfield county for 34 years and Prince George County for more than 10 years; and

Whereas, Steve has been a respected legal advisor, counselor and friend to board members and staff in Prince George County demonstrating the integrity of a true public servant; and

Whereas, Steve has negotiated contracts, agreements and legal documents that have been the backbone allowing the county to administer its business throughout the years; and

Whereas, Steve micas has represented Prince George County before boards, commission, and courts at the local, state, and federal levels; and

Whereas, Steve's lengthy career as a county attorney has created a legendary reputation for him statewide; and

Whereas, Steve micas has been a community asset contributing public and private time and talents to the well-being of citizens throughout Prince George;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13th day of August, 2019 sincerely thanks and commends Steven L. Micas for his lifetime of public service spanning 44 years; and

BE IT FURTHER RESOLVED that this Board recognizes and applauds the hundreds of significant and worthy contributions that Steve Micas has made to the great success that Prince George County has enjoyed throughout the years; and

BE IT STILL FURTHER RESOLVED that the Board wishes our friend, Steve Micas, much satisfaction and enjoyable contentment and blessings after a public career so richly served.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

PRESENTATIONS

S-1. Resolution; Commendation; Steven L. Micas; Service to Prince George County. Mr. Ashcraft presented the commendation to Mr. Micas in the presence of his family and co-workers.

S-2. Resolution; Commendation; Brenda Joyce Johnson; Service to Prince George County. Mrs. Waymack presented the commendation to Ms. Johnson in the presence of her family.

S-3. Resolution; Commendation; Panayiotis I. Jabri; You Are The One Employee Recognition Award. Mrs. Waymack presented the commendation to Mr. Jabri and his kitten.

S-4. Resolution; Commendation; Tristan T. McMillan; You Are The One Employee Recognition Award. Mr. Brown presented the commendation to Ms. McMillan.

S-5. Resolution; Commendation; Communications Officer Sherita A. Winfield and Officer Thomas J. Milazzo; You Are The One Employee Recognition Award. Mr. Brown presented the commendation to Communication Officer Winfield and Officer Milazzo in the presence of the woman they saved.

REPORTS

VDOT – Mr. Scott Thornton of the Virginia Department of Transportation stated that crews have been really busy working on debris cleanup, including tree trimming, site distance mowing, patching and ditching. The ongoing bridge repairs on Lebanon Road are nearly complete. The goal is to have it done before school starts. Crews have also been working on Route 460 shoulder repairs. There is an upcoming project on Johnson Road. There will be tree trimming on Moody Road and surveying on Bull Hill and Courthouse. Mr. Thornton clarified for Mr. Hunter that the mumblestrips will start after the Federal fiscal year, which looks like October. Mr. Brown asked that VDOT do a better job notifying residents when it comes to lane closures.

Rural Broadband Project Update – Mr. Casey Logan of Prince George Electric Coop stated that all of the goals that were set with the grant funding have been completed. There have been 517 new subscribers, bringing the total to over 650 homes connected with high-speed broadband internet service. It was made available to over 1300 residents. Because of the funding provided by Prince George County, they were able to apply for Federal aid, which has supplied an additional \$1.56 million to continue the expansion of broadband services for an additional 783 homes. They are also looking to pursue some State funding.

Back to School Fair – Ms. Shel Douglas, Director of Social Services, stated that Prince George County will be hosting its award-winning Annual Back to School Fair on Thursday, August 22. The fair will be held at Scott Park from 4:00 p.m. to 7:00 p.m. It will be open to all Prince George County students and their families. The student must be present at the fair to receive school supplies. Information will be available from the public school staff on student services, nutrition services, and transportation. There will be a school bus on site for the new kindergartners' to explore. There are 45 community partners that will be participating this year. There will be refreshments, fire trucks, emergency and public services vehicles. Animal Services will also be on hand for an opportunity for pet adoption. In conjunction with the fair, there will be an open house at the library. The High School Marching Band and youth from the faith community will be providing entertainment. Ms. Douglas thanked all of the area businesses, churches, civic organizations, and citizens who have donated funds and school supplies.

PUBLIC HEARINGS

P-1. Public Hearing to Consider the Conveyance of an Easement to Dominion Energy to Extend Electrical Service in Scott Park. Ms. Andrea Erard, Assistant County Attorney, stated that Dominion Energy has requested that the County convey an easement to them in Scott Park in order to extend electrical service to the leased area being developed by Tree Time Adventures. Chairman Hunter opened the public hearing at 7:52 p.m. There was no one to speak and the public hearing was closed. Mr. Webb made a motion, seconded by Mrs. Waymack, to approve the conveyance of an easement to Dominion Energy to extend electrical services in Scott Park. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

P-2. Public Hearing; SPECIAL EXCEPTION SE-19-03 Request of Beacon Towers (d/b/a AT&T) to construct a 199-foot monopole communication tower pursuant to § 90-103(15) within the R-A, Residential- Agricultural Zoning District. The request property is located on the north line of West Quaker Road and on the west line of Prince George Drive, and is identified as Tax Map 350(0A)00-044-0. The Comprehensive Plan calls for residential use. Mr. Horace Wade of the Planning Department, stated that Beacon Towers (d/b/a AT&T) is requesting a Special Exception to permit the construction, operation, and maintenance of a monopole communications tower up to one hundred ninety-nine (199)

feet within an R-A, Residential – Agricultural District located on the north line of West Quaker Road and on the west line of Prince George Drive.. The monopole tower will be enclosed within a secure 100' x 100' fenced compound area containing the associated radio equipment, electric and fiber optic connections and an emergency backup power generator. Access to this communications facility will be provided by constructing a 12' gravel access road from Prince George Drive to serve this land use. The Comprehensive Plan states that this area is suitable for residential uses. The construction and operation of the proposed tower will provide additional data and voice capacity and coverage for the surrounding county residents and business owners, public safety officers, and the general travelling public in Prince George County along Prince George Drive and on the surrounding interstate roads. Chairman Hunter opened the public hearing at 7:58 p.m. There was no one to speak and the public hearing was closed. Mr. Brown made a motion, seconded by Mr. Webb, that the special exception be approved as presented subject to the conditions as outlined in the Staff report. Roll was called on the motion.

O-19-13

P-2.

SPECIAL EXCEPTION SE-19-03 Request of Beacon Towers (d/b/a AT&T) to construct a 199-foot monopole communication tower pursuant to § 90-103(15) within the R-A, Residential-Agricultural Zoning District. The request property is located on the north line of West Quaker Road and on the west line of Prince George Drive, and is identified as Tax Map 350(0A)00-044-0. The Comprehensive Plan calls for residential use.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-19-03 is granted as an amendment to the official zoning map with the following conditions:

1. The Special Exception is granted for a tower and it shall not exceed 199 feet and it shall be designed to accommodate co-location opportunities onto the tower.
2. The applicant shall provide, prior to issuance of a building permit, a statement from a registered engineer certifying that non-ionizing electromagnetic radiation (“NIER”) emitted from communication towers, like the applicant’s tower, does not result in ground level exposure at any point outside such facility that exceeds the maximum permissible NIER exposure as set by the Federal Communication Commission (“FCC”). In addition, when equipment on the tower is altered in such a way to increase the amount of radiation emitted from the facility, the applicant or its designee shall submit a statement from a registered engineer certifying that the ground level exposure does not exceed the maximum permissible NIER exposure as set by the FCC.
3. The tower shall have a non-reflective galvanized finish that is gray or another color that is acceptable to Prince George County Planning. The tower shall not contain any advertising or any signage other than small warning, identification or safety signs on the

tower compound fencing and as otherwise required by law or applicable regulation. The tower shall be designed and constructed as a monopole structure.

4. The base of the tower shall be enclosed by a minimum six (6) foot high fence and be designed to preclude trespassing. The base of the tower shall be landscaped using one (1) small evergreen tree or shrub planted for each ten (10) linear feet in two offset rows with the result being a small evergreen tree or shrub being planted for each five (5) linear feet. Each small evergreen tree or shrub shall have a height of at least six (6) feet at the time of planting and an ultimate height of fifteen (15) feet or greater within five (5) years or less.
5. No communications equipment or tower structure shall be installed which will in any way interfere with the County's Emergency Communication System. The applicant shall be responsible for the elimination of said interference within twenty-four (24) hours of receipt of notice from Prince George County should any equipment associated with this facility or the tower structure itself be found to have such an impact.
6. The applicant, within one hundred eighty (180) days after the tower ceases to be used for communications purposes for a period of twelve (12) consecutive months, shall dismantle and then remove the tower and all associated equipment from the property, except the footers.
7. This permit may be revoked by the Prince George County Board of Supervisors or its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of Federal, State or Local regulations.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

P-3. Public Hearing; REZONING CASE RZ-19-01 Request of Blair E. Gilliam to rezone 0.6 acres from B-1, General Business to R-1, Limited Residential Zoning District. The subject property is located at 19805 Halifax Road and is identified as Tax Map 620(0A)00-012-0. The Comprehensive Plan indicates that the subject property is appropriate for commercial uses. Mr. Wade stated that the applicant proposes to rezone 0.6 acres of Tax Map 620(0A)00-012-0 from B-1, General Business to R-1, Limited Residential in order to add an additional 884 square feet to the original single family detached home on the subject property. The applicant submitted a building permit application for an 884 ft² addition to the original single family detached home (909 ft²). After reviewing the application, the application could not proceed due to the square footage and zoning of the property. The current zoning of the property is B-1, which per Section 90-745(c) limits the expansion to 50% of the original nonconforming structure (house). The applicant is left with the decision to revise the building permit application by reducing the addition to 454.5 ft², or to remove the nonconforming status by submitting an application for rezoning to have the 884 ft² addition reviewed. Although the Comprehensive Plan identifies this area for commercial land uses, this parcel is not likely to be used for

commercial in the foreseeable future. The parcels adjacent to the parcel are also zoned R-1 and used for single family residential. Chairman Hunter opened the public hearing at 8:02 p.m. There was no one to speak. Mrs. Waymack made a motion, seconded by Mr. Webb, to approve the rezoning as presented. Roll was called on the motion.

O-19-14

P-3.

REZONING CASE RZ-19-01 Request of Blair E. Gilliam to rezone 0.6 acres from B-1, General Business to R-1, Limited Residential Zoning District. The subject property is located at 19805 Halifax Road and is identified as Tax Map 620(0A)00-012-0. The Comprehensive Plan indicates that the subject property is appropriate for commercial uses.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Rezoning Application identified as RZ-19-01 is granted as an amendment to the official zoning map.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

SUPERVISORS' COMMENTS

Mrs. Waymack expressed her appreciation to all involved for the success of National Night Out.

Mr. Webb thanked everyone who participated in National Night Out.

Chairman Hunter reminded everyone of National Preparedness Day (formerly known as Survivor Day) on September 7 at Prince George High School. He also thanked everyone for their thoughts and prayers after his accident.

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Ashcraft stated that the Farmers' Cookout will be on August 15 at 5:30 p.m. at Scott Park. Prince George Farmers Market will be on August 17 & 24 from 8 a.m. to 12:00 Noon at Scott Park. Prince George County Business Roundtable will be on August 21 at 12:00 Noon at the Southside Regional Medical Center. Youth Workforce Academy Commencement Ceremony will be on August 28 at 7 p.m. at Clements Junior High School Cafeteria. Prince George County Offices will be closed on Labor Day, September 2. Prince George County Public Schools will open on September 3. The US Fish & Wildlife Service is seeking to acquire 300 additional acres of land outside the James River National Wildlife Refuge. The property is adjacent to the southeast corner of the refuge, along Flowerdew Hundred Road (Route 639) and James River Drive (Route 10). US Fish & Wildlife is seeking public comment on the possible acquisition. Prince George County Schools make gains in math and science in SOL testing in 2018-2019.

TABLED ITEMS

T-1. Ordinance to Amend The Code of The County of Prince George, Virginia, 2005, as Amended, by Adding § 90-1.1 and Art. XII, “Signs,” which Contains §§ 90-591 Through 90-599; and Repeals §§ 90-12, 90-52, 90-53, 90-56, 90-102, 90-103, 90-106, 90-202, 90-242, 90-292, 90-295, 90-342, 90-392, 90-395, 90-442, 90-446, 90-492, 90-496, 90-546, 90-1036, and 90-1039; Relating to Regulating Signs in Various Zoning Districts. Mr. Ashcraft stated that Staff is requesting that this item be sent back to the Planning Commission for further review. Mr. Webb made a motion, seconded by Mr. Brown, to return the item to the Planning Commission for further review. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

ORDER OF BUSINESS

A-1. Resolution; Award of Contract for the Blackwater Swamp Wastewater Treatment Plant Permitting and Analysis. Mr. Frank Haltom, County Engineer, stated that a request for proposals (RFP #19-0103-1) was solicited on July 18 with an August 1, 2019 closing date. The solicitation was limited to the engineering firms that are currently servicing the County’s Annual Engineering Services Contract. The solicitation tasks the engineer to: prepare and submit the permit application and necessary supporting documentation as required to obtain a Virginia Pollutant Discharge Elimination System (VPDES) permit for a wastewater treatment facility and prepare a cost estimate of the wastewater treatment plant. An optional task would be to determine the impact of heavy metals effluent generated by industrial wastewater will have on the permit requirements. This task will be completed only after discussions with the Virginia Department of Environmental Quality (VDEQ) determine if this will be required as a condition of the permit. This task may also be required by the County to project the current speculative limits and to estimate capacity available for future industries. Staff recommends award of these services to the lowest responsive and responsible bidder to complete Tasks 1 & 2. Task 3 is optional and will be completed only at the County’s discretion. Mr. Webb made a motion, seconded by Mr. Brown, to approve the resolution as presented. Roll was called on the motion.

R-19-091

A-1.

**RESOLUTION; AWARD OF CONTRACT FOR THE BLACKWATER SWAMP
WASTEWATER TREATMENT PLANT PERMITTING AND ANALYSIS**

WHEREAS, A request for proposals was solicited on July 18 with an August 1, 2019 closing date and the solicitation was limited to the engineering firms that are currently servicing the County’s Annual Engineering Services Contract; and

WHEREAS, The solicitation tasks the engineer to prepare and submit the permit application, prepare a cost estimate of the wastewater treatment plant, and determine the impact

of heavy metals effluent generated by industrial wastewater will have on the permit requirements; and

WHEREAS, Staff recommends award of these services to WW Associates, the lowest responsive and responsible bidder for \$26,000.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 13th day of August, 2019, hereby awards the contract for the Blackwater Swamp Wastewater Treatment Plan Permitting and Analysis to WW Associates for \$26,000.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

A-2. Resolution; Re-appropriation (\$1,118,394.28 Outstanding June 30, 2019 Encumbrances/Purchase Orders). Ms. Betsy Drewry, Finance Director, stated that with the end of fiscal year 2018-2019 and the beginning of fiscal year 2019-2020, there are several open obligated purchase orders from the FY2018-19 budget that need to be re-appropriated from FY2018-19 to FY2019-20 to insure proper accounting and honor outstanding obligations. There are several encumbrances / purchase orders that were outstanding as of June 30, 2019. Open year-end purchase orders typically result from vendors performing project work over multiple months, projects that span two (or more) fiscal years, or lengthy delivery times for ordered items. Three school purchase orders are included in this year's request. School Purchase Orders total \$147,689 and are contained within the School Operating Fund (0500). Staff is requesting that the Board approve a re-appropriation of Fund Balance to FY2019-20 for purchase order obligations outstanding at June 30, 2019. The total re-appropriation is \$1,118,394.28. The General Fund portion is \$179,818.19. Mr. Brown, made a motion, seconded by Mrs. Waymack, to approve the resolution as presented. Roll was called on the motion.

R-19-092

A-2.

RESOLUTION; RE-APPROPRIATION (\$1,118,394.28 OUSTANDING JUNE 30, 2019 ENCUMBRANCES / PURCHASE ORDERS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13th day of August, 2019, does hereby authorize the following increase of funds within the 2019-2020 Budget, such line items increased as follows, which monies to be expended in accordance with purposes authorized and approved by the Board of Supervisors of the County of Prince George:

FUND/ORGANIZATION

AMOUNT

EXPENDITURES		
0100-01-002-0405-00000-000-000-000-43101	INFO TECH PROFESSIONAL SER	6,050.00
0100-01-002-0405-00000-000-000-000-43320	INFO TECH MAINTENANCE SVS CON	100.00
0100-01-002-0405-00000-000-000-000-46115	FORT LEE 911 SYTEM	5,425.00
0100-01-002-0405-00000-000-000-000-48104	INFO TECSOFTWARE & AGREE - REP	2,560.00
0100-01-002-0502-00000-000-000-000-46043	GARAGE TOOLS & EQUIPMENT	2,549.53
0100-01-002-0502-00000-000-000-000-48101	GARAGE MACH & EQUIP - REPLACEM	15,298.63
0100-02-010-0202-00000-000-000-000-48102	CLRK OF CRT FURNITURE & FIXTUR	10,620.00
0100-03-100-0601-00000-000-000-000-46009	POLICE DEPT VEHICLE & EQUIP. S	5,995.00
0100-03-100-0601-00000-000-000-000-48101	POLICE DEPT MACH & EQUIP - REP	40,737.00
0100-03-100-0601-00000-000-000-000-48104	POLICE DEPTSOFTWARE & AGREEMNT	3,820.00
0100-03-100-0601-00000-000-000-000-48105	POLICE DEPT VEHICLES-REPLACE	9,980.46
0100-03-100-0603-00000-000-000-000-48103	ECC COMMUNICATION EQUIP	10,825.00
0100-03-100-0603-00000-000-000-000-48107	ECC INFO TECH EQUIPMENT	31,204.00
0100-03-200-0607-00000-000-000-000-46066	BVFD FIRE TURNOUT GEAR	11,770.08
0100-03-200-0608-00000-000-000-000-46066	JPVFD FIRE TURNOUT GEAR	10,250.08
0100-03-200-0614-00000-000-000-000-45641	LOCAL FOUR FOR LIFE	3,598.41
0100-03-200-0617-00000-000-000-000-48102	CO7 FURN & FIXTURES - REPLACE	3,680.00
0100-05-113-0701-00000-000-000-000-48107	SS ADMIN INFO TECH EQUIPMENT	5,355.00
0220-04-104-2122-00000-000-000-000-43101	BIRCHETT ESTATES PROF SERVICES	19,912.00
0220-04-104-2124-00000-000-000-000-43101	SW CDRCRK R2 PROF SVCS	3,980.00
0220-04-104-2125-00000-000-000-000-43101	SW CDRCRK REACH 5 PROF SVCS	13,540.00
0311-01-001-3181-00000-000-000-000-48130	CO BLDG ENTRANCE UPGRADES	38,338.80
0311-01-002-3182-00000-000-000-000-48204	ASSESSOR SOFTWARE REPL	88,296.41
0311-03-400-3173-00000-000-000-000-48204	CDCC SOFTWARE REPLACEMENT	45,516.59
0311-03-500-3135-00000-000-000-000-48201	CAPITAL IN-CAR CAMERAS (BODY W	56,500.00
0311-04-104-3179-00000-000-000-000-48405	CIP UTIL RT 156 WATER EXTENSIO	40,507.50
0311-04-104-3180-00000-000-000-000-48406	CIP UTIL FOOD LION WATER UPGRD	60,539.75
0500-06-208-6010-66200-000-900-000-48105	C/O VEHICLE REPLACEMENT	147,689.00
0620-04-104-7016-00000-000-000-000-48406	UTIL WATER FACILITY IMPR	57,545.00
0620-04-104-7016-00000-000-000-000-48407	UTIL SEWR PUMP STAT REHAB/REPL	336,697.04
0620-04-104-7016-00000-000-000-000-48408	WATER TREATMENT PLANT ANALYSIS	29,514.00
	TOTAL	1,118,394.28
REVENUES		
0100-40-900-8208-00000-000-000-000-399999	GENERAL FUND FUND BALANCE	179,818.19
0220-40-900-8208-00000-000-000-000-399999	STORMWATER FUND BALANCE	37,432.00
0311-40-900-8208-00000-000-000-000-399999	CIP FUND BALANCE	329,699.05
0100-40-900-8208-00000-000-000-000-399999	GENERAL FUND FUND BALANCE [FOR SCHOOLS]*	147,689.00
0620-40-900-8208-00000-000-000-000-399999	UTILITY CAPITAL FUND BALANCE	423,756.04
	TOTAL	1,118,394.28
*SCHOOL FUNDS REVERT TO GENERAL FUND AT YEAR-END		

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

Abstained: (1) Carmichael

A-3. Resolution; Acceptance of the Dedication of a Utility Easement at Oak Shades Mobile Home Park. Mr. Haltom stated that Oak Shades mobile home park, located on tax parcel 440(0A)00-088-0, contains approximately 60 mobile homes. The owner has submitted plans to connect to the park to the public water system. The plans meet the requirements of the department to serve this residential neighborhood. This mobile home park will be served by one public meter. The meter will be placed on the applicant's property adjacent to the County-owned parcel that houses the booster station and storage tank. A 10' x 10' easement is required to allow the utility to enter the property to access and maintain the water meter. All costs for to make the connection will be paid by the developer. Mr. Webb made a motion, seconded by Mrs. Waymack, to approve the resolution as presented. Roll was called on the motion.

R-19-093

A-3.

RESOLUTION; ACCEPTANCE OF THE DEDICATION OF A UTILITY EASEMENT
AT OAK SHADES MOBILE HOME PARK

WHEREAS, Whispering Winds, LLC agrees to convey a public water easement to the County of Prince George; and

WHEREAS, the County of Prince George wishes to accept the conveyance of the easement.

NOW THEREFORE BE IT RESOLVED by the Prince George County Board of Supervisors at its regularly scheduled meeting on August 13, 2019 that, in accordance with Virginia Code § 15.2-1803, the Prince George County Board of Supervisors accepts the water easement as shown on the attached plat prepared by MSA, P.C. dated July 3, 2019 entitled "Exhibit A" and authorizes the County Administrator to execute any and all documents necessary for, or related to, the conveyance; and

BE IT FURTHER RESOLVED by the Prince George County Board of Supervisors that this Resolution shall be recorded in the land records of the Prince George County Circuit Court.

On roll call the vote was:

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

Opposed: (0)

Abstained: (1) Carmichael

A-4. Resolution; Award of Contract (\$227,793 Architectural and Engineering Services New Jefferson Park Fire Station). Ms. Drewry stated that the Board of Supervisors approved a replacement Jefferson Park Fire Station (Station 5) as a FY2019 capital project. The Board authorized Series 2019 bond issuance in the spring of 2019, and \$3,200,000 was borrowed for the Jefferson Park Fire Station. RFP #19-0501-1 "A/E Services for Design of New Fire Station Facility" was issued on May 1 with a June 4 closing date. Ten (10) proposals were received and

a staff panel ranked the proposals based on criteria established in the RFP, and interviewed the top 3 firms. Staff is recommending award of contract to HBA Architecture & Interior for a total of \$227,793. Mrs. Waymack made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-19-094

A-4.

RESOLUTION; AWARD OF CONTRACT (\$227,793 ARCHITECTURAL AND ENGINEERING SERVICES NEW JEFFERSON PARK FIRE STATION)

WHEREAS, On May 1, 2019 a Request for Proposals was advertised by Fire/EMS, General Services and the Finance Department to obtain proposals for Architectural and Engineering Services for a new Jefferson Park Fire Station (RFP 19-0501-1). The RFP closed on June 4, 2018 with ten (10) responses. The most qualified and highest scoring firm was HBA Architecture & Interior. Staff and HBA negotiated pricing not to exceed \$227,793; and

WHEREAS, \$227,793 is available in the Capital Improvement Project fund from Series 2019 bonds issued in April of 2019; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with HBA Architecture & Interior in the amount of \$227,793 to move forward with the design of a new Jefferson Park Fire Station (Station 5).

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 13th day of August, 2019, hereby awards the contract for Architectural and Engineering Services for a new Jefferson Park Fire Station (Station 5) to HBA Architecture & Interior in the amount of \$227,793 and authorizes the County Administrator to execute a contract with HBA Architecture & Interior.

On roll call the vote was:

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

Opposed: (0)

Abstained: (1) Carmichael

A-6. Resolution; Increasing the Size of the Parks and Recreation Commission. Mr. Ashcraft stated that this item was discussed at the July 23 Retreat. The Board directed Staff to include an agenda item to consider a resolution increase the size of the Parks and Recreation Commission. There are currently seven very dedicated members. Staff is suggesting an odd number, so if the Board chooses to increase the Commission, it should be to at least nine. Chairman Hunter added that as a Board representative on this Commission, he understands why Mr. Brown would desire to increase that Board to allow others a chance to serve since its existing members are so committed. Mr. Brown made a motion, seconded by Mrs. Waymack to increase the membership to nine (9). Roll was called on the motion.

A-6.

RESOLUTION: INCREASING THE SIZE OF THE PARKS AND RECREATION COMMISSION

WHEREAS the Parks and Recreation Commission was created by the Board of Supervisors for the purpose of advising the Board of Supervisors and Parks and Recreation Director on matters relating to recreation policies and programs and long range planning; and

WHEREAS the Commission currently consists of seven (7) members in accordance with Article 3, Section 2 of the By Laws of the Parks and Recreation Commission; and

WHEREAS the Board of Supervisors believes greater participation by citizens in the activities of the Parks and Recreation Department will enable additional support for parks and recreation activities as well as providing a wider range of opinions;

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors hereby expands the size of the Parks and Recreation Commission to nine (9) appointees and that all current members will continue to serve for the remainder of their terms. New members shall be appointed for three (3) year terms.

On roll call the vote was:

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

Opposed: (0)

Abstained: (1) Carmichael

A-7. Resolution; FY2019-2020 Increases in Pay for Communication Officers to Address Pay Compression. Ms. Drewry stated that on July 23, 2019 the Board of Supervisors received information related to pay compression that currently impacts 88 county employees. Additionally, the Chief of Police and Deputy County Administrator for Finance communicated that 7 Communication Officers (CO) are currently impacted by pay compression. N i n e o f t e n filled CO positions are at the same salary and have 0 to 6 years of Prince George County experience. This has resulted largely because Communication Officers received an increase of 2 Pay Grades for FY2020. If pay is adjusted for the seven impacted Communication Officers effective August 1, 2019, the cost, including benefit is \$17,618. Funding exists within the current FY2020 ECC budget to address compression and no additional appropriation is required. The Board asked that this matter be brought to them at their next business meeting for consideration and possible approval. Staff is requesting the Board to authorize increases in pay for seven (7) Communication Officers to place them on the pay range in accordance with completed Prince George County experience using the Phase II methodology. Mr. Webb made a motion, seconded by Mrs. Waymack, to approve the resolution as presented. Roll was called on the motion.

A-7.

RESOLUTION; FY2019-2020 INCREASES IN PAY FOR COMMUNICATION OFFICERS TO ADDRESS PAY COMPRESSION

WHEREAS, On July 23, 2019 the Board received information communicating that seven (7) Communication Officers are currently impacted by pay compression; and

WHEREAS, Sufficient funding exists within the adopted FY2020 Emergency Communication Center budget, due to anticipated partial year staffing vacancies, to provide a pay increase effective August 1, 2019 without an additional appropriation of funds; and

WHEREAS, Staff is requesting authorization of a pay increase in keeping with Phase II methodology for seven (7) Communication Officers effective August 1, 2019.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 13th day of August, 2019, hereby authorizes a pay increase to address compression using Phase II methodology for seven (7) Communication Officers effective August 1, 2019.

On roll call the vote was:

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

Opposed: (0)

Abstained: (1) Carmichael

A-8. Resolution; Approval of Revisions to School Revenue Sharing Memorandum of Understanding. Ms. Drewry stated that on July 23, 2019, the Board of Supervisors received staff recommendations for School Board requested updates to the School Revenue Sharing MOU. The Prince George County Board of Supervisors made modifications to the Revenue Sharing MOU with the School Division in July of 2018. Those revisions were provided to the School Superintendent in August 2018. The School Board met and made several revision requests in January of 2019. Those revisions were provided directly to Board of Supervisor members, and were received by the County Administrator and staff on January 29, 2019. Due to the timing of the receipt of requested changes, the Board of Supervisors did not review and consider those changes during the FY2020 budget preparation and adoption. Those changes were reviewed by the County Attorney and County Finance Director, and staff recommendations were provided to the Board of Supervisors on July 23, 2019. Board Members requested one modification in Section 8 and that change has been made. Staff is requesting the Board to authorize the revisions to the School Revenue Sharing MOU as recommended by Staff and modified by the Board on July 23 and transmission to the School Superintendent and School Finance Director following the August 13 meeting with a requested response deadline of October 1, 2019. Mr. Webb made a motion, seconded by Mr. Brown, to authorize the revisions to the School Revenue Sharing MOU as recommended by Staff. Roll was called on the motion.

A-8.

RESOLUTION; APPROVAL OF REVISIONS TO SCHOOL REVENUE SHARING MEMORANDUM OF UNDERSTANDING (MOU)

WHEREAS, On July 23, 2019 the Board received staff recommendations related to School Board requested revisions to the School Revenue Sharing Memorandum of Understanding (MOU); and

WHEREAS, the Board of Supervisors discussed and made suggestions for revisions to the School Revenue Sharing MOU on July 23, 2019 which staff incorporated; and

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 13th day of August, 2019, hereby approves revisions to the School Revenue Sharing Memorandum of Understanding (MOU) [Version 03] and directs staff to transmit the revised document to the School Board through the Superintendent and School Finance Director with a request that a School Board response be received by October 1, 2019.

On roll call the vote was:

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

Opposed: (0)

Abstained: (1) Carmichael

A-9. Resolution; Award of Contract and Appropriation from Tourism Fund Balance (\$48,404 County Welcome Signs). Mr. Jeff Stoke, Deputy County Administrator, stated that the Board of Supervisors received information regarding the purchase of replacement County Welcome Signs during the July 23, 2019 Board retreat meeting. Board consensus was to bring this item to the Board at the August 13 meeting for approval consideration using Tourism Fund balance for the purchase. RFP #19-0603-1 "Welcome Signs" was issued on June 3 with a June 20 closing date. The RFP solicited design and pricing to reface nine existing County Welcome Signs and two signs for the Prince George Industrial Park. Three (3) proposals were received and a staff panel ranked the proposals based on criteria established in the RFP, and interviewed the top two firms. A contract with Westview Companies, Inc. is being recommended for approval for a base contract price of \$48,404. Additionally, Staff recommends an appropriation of Tourism fund balance for the purchase. Mr. Webb made a motion, seconded by Mrs. Waymack, to approve the award of contract to Westview Companies in the amount of \$48,404 appropriated as presented. Roll was called on the motion.

R-19-098

A-9.

WHEREAS, On June 3, 2019 a Request for Proposals was advertised by County Administration, General Services and the Finance Department to obtain proposals for designing and installing

nine replacement County Welcome Signs and two signs for the Industrial Park (RFP 19-0603-1). The RFP closed on June 20, 2019 with three (3) responses. The most qualified and highest scoring firm was Westview Companies, Incorporated. Westview’s base price for these eleven replacement signs is \$48,404, and staff is recommending an award of contract to Westview for this amount; and

WHEREAS, \$48,404 is available from Tourism Fund Balance; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with Westview Companies, Inc. in the amount of \$48,404 (base price) to move forward with the County Welcome and Industrial Park Sign replacements/installations.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 13th day of August, 2019, hereby awards the contract for County Welcome and Industrial Park Sign replacements/installations to Westview Companies, Inc. in the amount of \$48,404 and authorizes the County Administrator to execute a contract with Westview Companies, Inc.

NOW, THEREFORE BE IT FURTHER RESOLVED That the Board of Supervisors of the County of Prince George this 13th day of August, 2019, does hereby authorize and appropriate the following increase of funds within the 2019-2020 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>
Tourism Fund		
Expenditures:		
0213-08-301-2131-49199	Tourism Contingencies	\$48,404
Revenues:		
0213-40-900-8208-399999	Tourism Fund Balance	\$48,404

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

The Board agreed by consensus to go with the forest green signs with white lettering and aluminum finials.

A-10. Resolution; Approval of County Attorney Contract. Mr. Webb made a motion, seconded by Mr. Brown, to approve the employment contract for the County Attorney as presented. Roll was called on the motion.

A-10.

RESOLUTION; AUTHORIZATION FOR THE CHAIRMAN TO EXECUTE AN EMPLOYMENT CONTRACT FOR THE COUNTY ATTORNEY

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of Prince George County, this 13th day of August, 2019 does hereby authorize the Chairman to offer an employment contract for the County Attorney for a one-year term effective September 16, 2019.

On roll call the vote was:

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

Opposed: (0)

Abstained: (1) Carmichael

A-11. Consideration of Appointments – Board, Commissions, Committees, Authorities:
Resolution of Appointment(s):

A. Resolution; Appointment of One Board Member and Three Citizen Appointments (CIP Committee). Mr. Brown made a motion, seconded by Mrs. Waymack, to appoint Mr. T. J. Webb and reappoint Mr. Donald Vtipil, Mr. Andy Petik, and Mr. Larry Barnett to the CIP Committee. Roll was called on the motion.

R-19-100

A-11A

RESOLUTION; RECOMMENDATION OF ONE BOARD MEMBER AND THREE CITIZEN APPOINTMENTS (CIP COMMITTEE)

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 13th day of August, 2019 that it hereby appoints Mr. T. J. Webb to represent the Board of Supervisors on the CIP Committee; and

BE IT FURTHER RESOLVED, that the Board appoints Mr. Donald Vtipil, Mr. Andy Petik, and Mr. Larry Barnett to serve as a citizen representative on the CIP Committee for a one-year term effective immediately.

On roll call the vote was:

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

Opposed: (0)

Abstained: (1) Carmichael

B. Resolution; Two Appointments; Social Services Advisory Board. Mr. Brown made a motion, seconded by Mrs. Waymack, to reappoint Ms. Charlotte Siebert and Mr. Jim Schillinger to the Social Services Advisory Board. Roll was called on the motion.

A-11B

RESOLUTION; TWO APPOINTMENTS; SOCIAL SERVICES ADVISORY BOARD

WHEREAS, Ms. Charlottes Siebert's and Mr. Jim Schillinger's terms expire on August 13, 2019;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13th day of August, 2019 does hereby reappoint Ms. Charlotte Siebert and Mr. Jim Schillinger to the Social Services Advisory Board for a term beginning August 14, 2019 and ending on August 13, 2023.

On roll call the vote was:

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

Opposed: (0)

Abstained: (1) Carmichael

C. Resolution; Approval of Appointment of Comprehensive Services Community Policy and Management Team Members. Mr. Webb made a motion, seconded by Mrs. Waymack, to approve the appointments as presented. Roll was called on the motion.

R-19-102

A-11C

RESOLUTION; APPROVAL OF APPOINTMENT OF COMPREHENSIVE SERVICES COMMUNITY POLICY AND MANAGEMENT TEAM MEMBER

NOW THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13th day of August, 2019 hereby approves the appointments of the Prince George County Community Policy and Management Team and the Prince George County Family Assessment and Planning Team for the term July 1, 2019 to June 30, 2020 as follows:

Prince George County Community Policy and Management Team (CPMT)

Term: July 1, 2018 to June 30, 2019

Cynthia Hancock, RN, Chair
Designee of Medical Director
Crater Health District

Timothy Beard
Designee of CSU Director
6th District Juvenile Court Services Unit

Regina Smith

Designee of Executive Director
District 19 Community Services Board

Zetta Ethington

Designee of Superintendent of Schools
Prince George Public Schools

Lori Robertson

Designee of Fiscal Agent
Finance Department, Prince George County

Donald Hunter

Prince George County Board of Supervisor

Shel Bolyard-Douglas

Director, Prince George Social Services

Kristen Eichert

Poplar Springs Hospital
Private Provider Representative

Ellen Chiasson

Parent Representative

Prince George County Family Assessment and Planning Team (FAPT)

Term: July 1, 2019 to June 30, 2020

Noel Brown, Chair

Terrell Hobson, Designee

6th District Juvenile Court Services Unit

Ronda Tate

District 19 Community Services Board

Chanda Hannah

Matthew Hall, Designee

Prince George Public Schools

Zina Gaines

Prince George Social Services

Pastor Chris Jenkins

Parent Representative

Shardae Washington

Therapeutic Interventions, LLC
Private Provider Representative

Chaundra Taswell

Military Liaison
Fort Lee Designee of Garrison Commander

- Agencies shall provide an alternate when the above individuals are unable to participate in Team meetings. All alternate representatives must have a signed Confidentiality Form on file with the Prince George CSA Coordinator.
- Representatives and alternates for Private Provider representatives, Parent Representatives, and Fort Lee Representatives must complete the Statement of Economic Interest form which must also be on file with the Prince George CSA Program Coordinator before January 1 of each year.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

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

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

The meeting adjourned at 8:53 p.m.

[Draft Minutes prepared August 30, 2019 for consideration on September 10, 2019; adopted by unanimous vote.]

Donald R. Hunter
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator