

MINUTES
Board of Supervisors
County of Prince George, Virginia

February 11, 2020

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

MEETING CONVENED. A regular meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 6:00 p.m. on Tuesday, February 11, 2020 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
Alan R. Carmichael, Vice-Chairman	Absent
Floyd M. Brown, Jr.	Present
Marlene J. Waymack	Absent
T. J. Webb	Present

Also present was: Percy Ashcraft, County Administrator; Jeff Stoke, Deputy County Administrator; Betsy Drewry, Deputy County Administrator; and Dan Whitten, County Attorney.

WORK SESSION

Dr. Lisa Pennycuff, Prince George County School Superintendent, stated that in April and May 2017, the Prince George Core Committee held advertised Public Forums to share the recommendation of the Committee's work. The elementary school recommendations were to replace Walton Elementary with a new school with program capacity of 700 students, replace Beazley Elementary with a new school with a program capacity of 700 students, and to consider strategies to reduce the student population at South Elementary to eliminate trailers. There was also a recommendation to hire an architect to provide planning services for a high school feasibility study in the Fall of 2017. This study would provide design options and project budgets for the potential additions and renovations to the existing Prince George High School to accommodate student enrollment capacity, identify current and future educational program needs, modernize the facility and provide a safe and secure educational environment. On July 10, 2017, the Prince George School Board modified and approved the Core Committee's recommendations by changing the program capacity for both elementary school to 750 students. Additionally, they recommended that an architect be hired to begin a feasibility study. Due to safety and security of campus style schools, the number of programs housed in trailers, and these schools being at the end of their useful lifespan, the Core Committee prioritized the replacement of Walton, then Beazley, and addressing the enrollment at South to eliminate the need for trailers to be addressed first. The School Division is now requesting an 850 student school to replace Walton Elementary. The current enrollment is at 570 students and the current design capacity of

the school is 600 students. This means the school is currently at 95% capacity. Walton currently has four trailers in use and three additional educational cottages with two classrooms each are in the process of being added. The recommendation is to build the new school at 85% capacity, so there will be room for growth. In addition, South Elementary is over capacity. An 850 student elementary school would have the capacity to relieve over-crowding of approximately 100 students from South. The cost to increase the capacity to 850 students is \$1,000,000. On February 3, 2020, the Prince George County School Board approved the location of Middle Road as the site for the new elementary school. As such, the Prince George County School Board respectfully requests that the new 850 student elementary school to replace Walton Elementary School be located on the County-owned property at Middle Road. The School Board asks the Board of Supervisors for the affirmation of the location and allocation of funds to support beginning the construction process immediately. The School Board would like to accelerate this process, move the children into a new school as quickly as possible, and save approximately \$2,142,000 in funds per year by moving forward now. The anticipated date of occupancy is September, 2022. The Board affirmed that they approved the Middle Road site a long time ago. The Board also stated that they will consider the allocation of funds during the budget process. Mr. Brown stated that everyone has the best interest of the students and teachers and they look forward to moving forward with the process.

Ms. Betsy Drewry, Finance Director, gave a health insurance renewal update. The preliminary combined County/School health insurance quote received from Anthem was very good. The renewal is not final until stop-loss insurance is quoted, typically around April. Based on County's and the School's claims and fixed/administrative costs proposed, there will be no increase in contributions is being recommended for the County by Mark III, Benefits Consultant. The County Administrator's proposed FY2021 budget presented on February 25 will contain no health insurance premium increase to employees or the County. In the past five years, all increases have been absorbed by the County. There have been no increases to employees since prior to July, 2012. Finance and Human Resources will bring the renewal to the Board after the stop-loss renewals is finalized. This will be tentatively around March unless there is a delay encountered with the stop-loss renewal.

Mr. Dan Whitten, County Attorney, proposed an ordinance to amend the County Code to allow the use of golf carts and utility vehicles on public highways. There is authority in the Virginia Code to allow this. No portion of the public highways may be designated for use by golf carts and utility vehicles unless the governing body of the County, City, or Town in which that portion of the highway is located has reviewed and approved such highway usage. Any individual, organization, or entity may apply to the Clerk of the Board of Supervisors to have a qualifying public highway in the County designated for golf cart or utility vehicle use. If the public highway is located within a neighborhood with a homeowners' association, such application shall be in the name of the homeowners' association and shall be signed by a duly-authorized representative of the homeowners' association. If the public highway is not located with a neighborhood with a homeowners' association, or is otherwise located outside of a neighborhood, such application shall be accompanied by a petition affirmatively seeking such designation. Such petition shall include signatures representing at least 51 percent of the parcels

adjacent to each of the public highways proposed for designation. Additional application requirements would include the full legal name of the individual, organization, or entity making the application; the name and route number of each public highway to be designated; a petition, if one is required by the County Code; and an application fee of \$250.00. Upon receipt and acceptance of the application by the Clerk of the Board of Supervisors, it shall be considered by the Police Chief, who shall make a recommendation to the Board of Supervisors. Following a public hearing, the Board of Supervisors shall consider the recommendations of the affected property owners and the Police Chief, the factors set forth in the County Code, and the general merits of the application before making a determination. The Board of Supervisors may by ordinance authorize the operation of golf carts and utility vehicles on designated public highways within the County after (i) considering the speed, volume, and character of motor vehicle traffic using such highways, and (ii) determining that golf cart and utility vehicle operation on particular highways is compatible with state and local transportation plans and consistent with the Commonwealth's Statewide Pedestrian Policy provided for in § 33.2-354 of the Code of Virginia. Signs alerting motorists that golf carts may be in operation shall be erected along all roads designated for golf cart and utility vehicle operation or in such locations as determined by the Police Chief and approved by VDOT. The organizations, individuals, homeowners' associations or other entities requesting the designations shall be responsible for the installation and continuing maintenance of any signs. All costs incurred by the County for any failure to erect or maintain such signs shall be assessed to and recovered from the organizations, individuals, homeowners' associations or other entities requesting the designations. A golf cart or utility vehicle may be operated only on designated public highways where the posted speed limit is 25 miles per hour or less. No golf cart or utility vehicle shall cross any highway at an intersection where the highway being crossed has a posted speed limit of more than 25 miles per hour. No person shall operate any golf cart or utility vehicle on any public highway without a valid driver's license. Every golf cart or utility vehicle, whenever operated on a public highway, shall display a slow-moving vehicle emblem in conformity with § 46.2-1081 of the Code of Virginia. Golf carts and utility vehicles shall be operated upon the public highways only between sunrise and sunset, unless equipped with such lights as are required in Virginia Code. Golf carts and utility vehicles operating on designated streets and highways pursuant to this article shall be insured by a recreational vehicle policy of insurance with coverage of not less than \$50,000.00 per accident. Proof of such insurance shall be maintained in such golf cart or utility vehicle at all times. The number of passengers shall be limited to the designed seating capacity of the golf cart or utility vehicle. A golf cart or utility vehicle may cross a highway from one portion of a golf course to another portion thereof or to another adjacent golf course; or to travel between a person's home and golf course if (i) the trip would not be longer than one-half mile in either direction, and (ii) the speed limit on the road is no more than 35 miles per hour. Local government employees may operate golf carts and utility vehicles on highways located within the locality, to fulfill a governmental purpose, provided the golf cart or utility vehicle is being operated on highways with speed limits of 35 miles per hour or less. Employees of public or private two-year or four-year institutions of higher education may operate golf carts and utility vehicles on highways within the property limits of such institutions, provided the golf cart or utility vehicle is being operated on highways with speed limits of 35 miles per hour or less. A civil penalty in the amount of \$100.00 shall be assessed for any violation of this article. A civil penalty in the amount of \$250.00 shall be assessed for a repeated violation of this article. The

imposition of civil penalties shall not preclude the use of injunctive relief. The Board of Supervisors may adopt an ordinance, at its sole discretion or upon recommendation of the Police Chief, to suspend the designation of any public highway for golf cart or utility vehicle use at any time. The Board can also make other considerations, including seatbelts, annual inspections, speed governors for gasoline powered carts and utility vehicles, and inclement weather restrictions. Mr. Brown stated that public hearings would be an additional cost to the County and enforcing these restrictions would be additional work for the Police Department. Chairman Hunter added that it should be looked into further before they move forward. Mr. Webb agreed that he had a lot of concerns about this.

Chairman Hunter called a recess at 6:28 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. Webb led the Pledge of Allegiance to the U.S. Flag.

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 7:02 p.m.

Larry Mitchell (16200 Arwood Road). Mr. Mitchell thanked the Board for supporting the Second Amendment sanctuary status. He stated that he continues to have safety concerns on Arwood, County Line, and Holdsworth Roads. Speed and aggressive driving are the main concerns. Mr. Mitchell gave the Board a police report from an incident that was reported on February 4 where he claimed he was almost hit by a Sheriff's vehicle from the Sussex County Jail. He stated that this is the third close call of Sheriff vehicles hitting pedestrians on Arwood Road. He asked that the Board support and protect the Police and make safety a high concern.

Darla Glazier (9593 East Quaker Road). Ms. Glazier expressed her objection to a wastewater treatment plant in Prince George County. She stated that the amount of treated water that will be poured into the Blackwater Swamp on a daily basis will drastically change the characteristics of those wetlands. The solution to pollution is dilution and those wetlands do not have the dilution power needed to carry that mess away. She is very concerned about the smell and spillage when sludge is hauled away in trucks. She does not want to see Prince George County become another Chesterfield County. She asked the Board why they are spending tax dollars on something slated far into the future when there are more pressing matters.

William Steele (County Line Road). Mr. Steele thanked Mr. Brown for coming out to speak with him. He stated that this Board is known as a "tax spend Board." He would like the Board to consider the taxpayers and reduce wasteful spending. He stated that the South of the County does not see the benefits.

There being no one else to speak, Chairman Hunter closed the public comments period at 7:13 pm.

APPROVAL OF AGENDA. Mr. Brown added a report regarding the CCAM Workforce Development Academy. Mr. Webb made a motion, seconded by Mr. Brown, to adopt the agenda as amended. Roll was called on the motion.

On roll call the vote was:

In favor: (3) Hunter, Webb, Brown

Opposed: (0)

Absent: (2) Waymack, Carmichael

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

C-1. Draft Minutes – January 28, 2020 Regular Minutes were approved as presented.

R-20-020

C-2.

**RESOLUTION; PROCLAMATION: AMERICA SAVES WEEK -
FEBRUARY 24-29, 2020**

WHEREAS, personal and household savings is fundamental to Prince George County's stability and vitality; and

WHEREAS, adequate emergency savings, retirement funds and safe debt-income ratios are critical components of personal financial security; and

WHEREAS, America Saves is a national campaign to persuade, encourage, and motivate Americans to take financial action in building wealth through saving money and reducing debt; and

WHEREAS, Prince George County is a partner in the America Saves campaign and is committed to helping its employees take immediate financial action to promote wealth, not debt;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George on this 11th day of February, 2020, does hereby proclaim the week of February 24-29, 2020 as AMERICA SAVES WEEK in Prince George County

BE IT STILL FURTHER RESOLVED that this Board calls upon all employees to increase their retirement contributions, start or increase an emergency fund, challenge employees to save or take a positive wealth-building action during AMERICA SAVES WEEK and pledge to sustain that action during the following year.

On roll call the vote was:

In favor: (3) Hunter, Webb, Brown

Opposed: (0)

Absent: (2) Carmichael, Waymack

SUPERVISORS COMMENTS

Mr. Brown asked Ms. Smith of VDOT to speak with Mr. Hawthorne regarding the water on Arwood Road between Route 460 and the railroad tracks.

COUNTY ADMINISTRATOR COMMENTS

Mr. Percy Ashcraft stated that there will be an E-Sports Tournament on February 15 from 12:00 Noon to 6 p.m. at the Central Wellness Center. Registration remains open for the tournament. Prince George County Government Offices will be closed on February 17 for President's Day. There will be a United States Congressional Hearing on Rural Broadband on February 20 at 2:00 pm at the Central Wellness Center. The James River Soil & Water Conservation District Board of Directors will meet on February 20 at 6 p.m. at the Prince George Library. Deepest sympathy to the family of former School Board member Roger Franklin who passed away. Prince George 4-H Camp registration is now underway. State Health Department officials make recommendations to the public following outbreaks of respiratory illness caused by a novel coronavirus. Prince George County unemployment rate dips to 2.9 percent for December. Prince George County employees raise \$11,000 for Special Olympics at last weekend's Polar Plunge.

REPORTS

VDOT – Ms. Crystal Smith of the Virginia Department of Transportation stated that the pipe replacement on Pole Run Road is complete but they do plan on overlaying the patch that is currently in place. The project at Bull Hill Road and Route 460 has been award to Curtis Contracting. They plan to begin construction in late March with a final completion date of November 5. The no through truck restriction on Templeton, Lampe, and Lansing is back in that process and will go back out for public comment. The Benjamin Harrison Bridge was shut down for high winds last week. Unfortunately, they do have to close bridges in emergency matters. Mr. Brown requested a speed study on Arwood Road. Ms. Smith stated that they can do a courtesy review and present that to the Board so that they may decide if they want to move forward. As Mr. Ashcraft's request, Ms. Smith briefed the Board on how VDOT plans to take on a larger role in partnering with the County on its Clean Community Day.

PUBLIC HEARINGS

P-1. Public Hearing; Resolution Authorizing the Allocation of Funds of the County's \$9,450,000 General Bond Obligation (Public Facilities Improvements Projects) Series 2019 for Improvement to the Walton Elementary School HVAC System in an Amount Not to Exceed \$170,767.87. Ms. Betsy Drewry, Finance Director, stated that the School Division needs to make HVAC improvements at the existing Walton Elementary School and has a funding deficit of \$170,767.87 for Phase I of those improvements. There are unallocated Spring 2019 bond proceeds in the amount of \$160,782. \$273,473 was originally allocated for bond issuance costs, and only \$112,691 was used. A public hearing is required for use of bond proceeds for a purpose not specified during the bond issuance public hearing. However, this does leave \$9,985.87 in unmet school needs by bond proceeds. Accumulated SNAP investment interest for

Series Spring 2019 as of December 31, 2019 was \$152,109.72. The \$9,985.87 in interest revenue could be appropriated to fully meet school system needs and, to date, no interest from Spring 2019 series has been appropriated for use. Chairman Hunter opened the public hearing at 7:33 p.m. There was no one to speak and the public hearing was closed. Mr. Webb made a motion, seconded by Mr. Brown, to approve the resolution as presented. Roll was called on the motion.

O-20-03

P-1.

**RESOLUTION AUTHORIZING THE
ALLOCATION OF FUNDS OF THE COUNTY'S \$9,450,000
GENERAL OBLIGATION BOND
(PUBLIC FACILITIES IMPROVEMENTS PROJECTS)
SERIES 2019
FOR IMPROVEMENTS TO THE WALTON ELEMENTARY SCHOOL HVAC
SYSTEM IN AN AMOUNT
NOT TO EXCEED \$170,767.87**

WHEREAS, the County of Prince George, Virginia (**the "County"**) is a political subdivision of the Commonwealth of Virginia, and pursuant to the Public Finance Act of 1991 (Chapter 26, Title 15.2, Code of Virginia of 1950, as amended) (**the "Act"**) the Board of Supervisors of the County (**the "Board of Supervisors"**) is authorized to contract debts on behalf of the County and to issue, as evidence thereof, notes, bonds or other obligations; and

WHEREAS, following the approval of the affirmative vote of the qualified voters of the County in an election on the question, the County elected on September 19, 1985 to be treated as a city for the purpose of issuing its bonds or notes under the Act, and to therefore be able to secure certain indebtedness on a general obligation basis whereby the full faith and credit of the County is pledged to secure payment of bonds or notes without a referendum; and

WHEREAS, pursuant to the Constitution and laws of the Commonwealth of Virginia, including the Act, the County is empowered to acquire, construct, reconstruct, improve, extend, enlarge, equip, maintain, repair and operate any project which is a public improvement or undertaking for which the County is authorized by law to appropriate money, and the County is authorized to contract debts and to issue, as evidence thereof, bonds, notes or other instruments of indebtedness payable from pledges of the full faith and credit of the County; and

WHEREAS, the County issued its \$9,450,000 General Obligation Bond (Public Facilities Improvements Projects) Series 2019 (**the "Spring Series 2019 Bond"**) on April 4, 2019 following a public hearing on March 12, 2019 and;

WHEREAS, the proposed capital improvement projects of the County to be financed, currently include, but are not limited to (i) the purchase of police vehicles and other law

enforcement related assets; (ii) utility improvements – upgrades to the Food Lion Water System; (iii) utility improvements - water main extension along Route 156; (iv) improvements to entrances and security systems of public County owned buildings, including the County Administration Building, Police Department, Emergency Communications Center, volunteer fire stations and emergency crew building; (v) the replacement of software for use by the Real Estate Assessor; (vi) construction of a new fire station to replace Jefferson Park Fire Station; and (vii) construction of a multi-purpose building at Scott Park; and (viii) costs of issuance and contingency expenditures (collectively, the “Projects”) and

WHEREAS, the County held a public hearing, duly noticed, on February 11, 2020, regarding the proposed allocation of proceeds from the issuance of the Spring Series 2019 Bond to finance improvements to the Walton Elementary School HVAC system for the County’s public school system in an amount not to exceed \$170,767.87 (the “School Project”) in accordance with the requirements of Section 15.2-2606 of the Act; and

WHEREAS, funds sufficient to finance the School Project are available in the unspent cost of issuance and contingency component of the Projects.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE GEORGE, VIRGINIA:

1. **Authorization of the Use of Spring Series 2019 Bond Proceeds for the School Project.** The Board of Supervisors hereby finds and determines that it is advisable and in the best interests of the County to allocate a portion of its Spring Series 2019 Bond proceeds in an amount not to exceed \$170,767.87 to finance all or a portion of the School Project.

2. **Original Intended Use of Spring Series 2019 Bond Proceeds.** The proceeds derived from the issuance of the Spring Series 2019 Bond were originally expected to be applied to the payment (or for the reimbursement to the County of costs previously paid) of all or a portion of the costs of the Projects identified below, in substantially the following estimated amounts:

<u>Project</u>	<u>Amount</u>
1. Scott Park Multi-Purpose Building	\$450,000
2. Police Vehicles	\$400,000
3. Food Lion Water System Upgrade	\$2,100,000
4. Route 156 Main Extension	\$2,640,000
5. Real Estate Assessment Software	\$247,629
6. Public Building Security Improvements	\$138,898
7. Jefferson Park Fire Station Relocation	\$3,200,000
8. Costs of Issuance and Contingency	\$273,473
Total Project Costs Initially Identified	<u>\$9,450,000</u>

3. **Expansion of Projects Financeable with Series 2019 Bond Proceeds.** The School Project is hereby incorporated by reference in the definition of Projects as described above for which Spring Series 2019 Bond proceeds may be allocated. If the actual costs for any of the Projects exceeds the anticipated costs, such excess may be paid from the proceeds of the Spring Series 2019 Bond originally anticipated to be allocated to any of the other components of the Projects, or any other lawful source of funds that will not impact the tax-exempt status of the Spring Series 2019 Bond, including other bond issues.

4. **Other Actions.** All other actions of officers of the County taken heretofore or hereafter conforming with the purposes and intent of this Resolution are approved, ratified and confirmed.

5. **Filing of Resolution.** The Clerk or any Deputy Clerk of the Board of Supervisors or other agent or employee of the County, is hereby authorized and directed to cause a certified copy of this Resolution to be filed with the Circuit Court of the County of Prince George, Virginia.

6. **Effective Date.** This Resolution and the provisions contained herein shall become effective immediately upon adoption.

On roll call the vote was:

In favor: (3) Hunter, Webb, Brown

Opposed: (0)

Absent: (2) Carmichael, Waymack

REPORTS (cont'd)

CCAM Workforce Development Academy – Mr. Lorin Sodell, Director of Industry Engagement of CCAM, Ms. Betsy O'Dell, and Mr. William Powers, President and CEO, gave an update on the CCAM Workforce Development Academy. CCAM's mission is to provide a resourceful and IP friendly collaborative environment to create solutions for complex advanced manufacturing challenges, play an active role in the development of the most talented manufacturing workforce providing real and diverse educational pathways, and be the center of an ecosystem where industry, academia, and government partner to create real economic value. CCAM is a catalyst to help bring educators and manufacturers together. CCAM and its industry partners will be working with Richard Bland College to develop an associate's degree in robotics automation. Richard Bland College has signed an MOU with CCAM. This will be an applied degree that will feature apprenticeships, internships, and job shadowing. Richard Bland College will focus on the soft skills side of it by making sure students are developing the work ethic and leadership skills that the companies are demanding. Mr. Sodell talked about other program partnerships including John Tyler Community College, Southside Virginia Community College, and Greenville Virginia Economic Development. Some of the cash support for this program has included \$430,000 for training apprentices and transitioning military in Mechatronics/automation and \$50,000 to create an updated business plan from GoVirginia and a \$250,000 grant to create a stackable automation and robotics curriculum from certificate to masters with ODU from Advanced Robotics for Manufacturing. CCAM is actively seeking federal workforce grants.

Invites for proposal include the Clean Energy Smart Manufacturing Innovation Institute Grant and the Department of Defense Grant for workforce. They can match federal grants with state funds. GoVirginia requires a 20% match. CCAM is asking Prince George for its support either in-kind support or dollars.

Property Maintenance – Lt. Paul Burroughs of the Prince George County Police gave an inoperable vehicle report. As used in this section, the term "inoperative motor vehicle" shall mean as defined in Code of Virginia, § 15.2-905: Any motor vehicle, trailer or semitrailer which is not in operating condition; or does not display valid license plates or does not display an inspection decal that is valid or does display an inspection decal that has been expired for more than 60 days. No person shall keep an inoperable motor vehicle, trailer or semi-trailer in the county except within a fully enclosed building or structure or otherwise shielded or screened from view. The county may remove any inoperable motor vehicle, trailer or semi-trailer that violates this section if, after 30 days' written notice by first class mail sent to the last known address of the owner of the property where the inoperable vehicle is located, that owner fails to remove such motor vehicle, trailer or semi-trailer. After removal, the county may dispose of the vehicle after giving 30 days' written notice by first class mail to the last known address of the owner of the property or owner of the vehicle. The cost of removal and disposal shall be charged to the owner of the property or vehicle. The cost of removal shall be collected as taxes and shall constitute a lien against the property until paid. The County's code prohibits the storage and parking of inoperable vehicles on neighborhood driveways, unpaved areas or any parking area visible from public view. This regulation is designed to improve the community image, facilitate emergency access to homes, eliminate sites where debris can gather, abandoned or stored vehicles can be hazardous to children, and rodents and other vermin may inhabit inoperable vehicles and may carry diseases that are harmful to the health of the community. The total inoperative vehicle cases from 2013 to 2019 were 1,317 total cases, 1,189 compliances, with 90% total compliance. In 2019 alone, 335 inoperable vehicle complaints were received (as of December 31), 317 cases were closed (vehicle removed, vehicle properly stored), and the compliance rate is currently at 95% with cases still pending from end of December 2019. The County Attorney's Office has sent out 46 certified letters to the property owners. Only 13 inoperative vehicle cases were required to be towed. Complaints can be submitted by email at: communitypolicing@princegeorgecountyva.gov. Complaints can also be submitted by calling the Community Services Unit at (804) 863-1847. All complainants will remain anonymous.

Mr. Charles Harrison, Property Maintenance Inspector, stated the Code Compliance Department investigates complaints and performs inspections to ensure compliance with the Virginia Maintenance Code and the Code of the County of Prince George related to property maintenance, tall grass and discarded materials. In 2019, there were 393 complaints, 306 total new cases, 108 tall grass complaints, 26 violations abated by County resources, 210 notices of violation, 5 unsafe notices, and 704 inspections. There were 306 enforcement cases with 283 brought to compliance, which equates 92%. Complaints taken include storage or disposal of trash and refuse, disposal of discarded materials, open burning, operating a business from a residence, zoning conditions, and maintenance of grass and weeds. Virginia Maintenance Code violations include general exterior building maintenance, accessory structure maintenance, rental

property maintenance, and vacant or damaged structures. Property maintenance complaints can be submitted online, by email, or by phone anonymously.

ORDER OF BUSINESS

A-1. Resolution; Award of Contract; Jordan on the James Filtering System. Mr. Frank Haltom, County Engineer, stated that information for bids was advertised on January 13 with a January 31, 2020 closing date. The solicitation tasks the contractor to furnish all plant, labor, equipment, materials and services to perform all operations necessary to execute and complete the replacement of the filtering system at the Jordan on the James well house. A total of five (5) bids were received. Waco, Inc. is the lowest responsive and responsible bidder at \$180,675. This project is funded by revenues from the Utility Enterprise Fund. Sufficient funding is available in the utility’s capital replacement budget to complete this project. Award of the contract will allow the installation of new filters to treat the water at the Jordan on the James subdivision with a water restriction. Mr. Webb made a motion, seconded by Mr. Brown to approve the resolution as presented. Roll was called on the motion.

R-20-021

A-1.

RESOLUTION: AWARD OF CONTRACT; JORDAN ON THE JAMES WATER FILTER REPLACEMENT

WHEREAS, Information for bids for the Jordan on the James Water Filter Replacement was advertised on January 13; and

WHEREAS, The solicitation tasks the contractor to furnish all plant, labor, equipment, materials and services to perform all operations necessary to execute and complete the replacement of the filtering system at the Jordan on the James well house; and

WHEREAS, A total of five bids were received with Waco, Inc. being the lowest responsive and responsible bidder at \$180,675.

NOW, THEREFORE BE IT RESOLVED: That the Board of Supervisors of the County of Prince George this 11th day of February, 2020, does hereby award the contract for the Jordan on the James Water Filter Replacement to Waco, Inc. in the amount of \$180,675.

On roll call the vote was:
In favor: (3) Hunter, Webb, Brown
Opposed: (0)
Absent: (2) Carmichael, Waymack

A-2. Discussion of Annual Reports. Mr. Percy Ashcraft, County Administrator, presented the Department Head Annual Reports for 2019. He stated that this gives everyone an opportunity to reflect on the work accomplished by each department. He added that 2019 was a very productive year for the County and the Department Heads have worked harder on these

reports than ever before. This document can be easily read by the public and will be available on line.

A-3. Resolution; Approval of Contract (Public Safety Radio System 20-Year Maintenance Contract Not to Exceed \$10,766,140). Chief Keith Early stated that the Board received information regarding the maintenance contract for the L3Harris public safety radio system at its January 14 work session. The maintenance contract would go into effect following the one-year warranty period that take effect at project acceptance. The total cost is proposed at \$10,755,140 payable over 19 years (\$566,638.95 per year). The maintenance contract covers 20 years of preventive maintenance, dedicated 24/7/365 on-call system technician residing in Prince George County, scheduled preventive maintenance and repair of infrastructure and user radios, system maintenance, coordination between County and third-party vendors, asset management and spares control, reports generation, hardware refreshes at years seven and 14, software updates, and anti-virus updated. The budgeted radio system maintenance cost for RCV for FY2021 will be \$152,820. The annual cost increase will be \$413,819. Staff is requesting that the Board authorize the County Administration to execute a maintenance contract with L3Harris not to exceed \$10,766,140. Mr. Brown made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-20-022

A-3.

RESOLUTION; APPROVAL OF CONTRACT (PUBLIC SAFETY RADIO SYSTEM 20-YEAR MAINTENANCE CONTRACT NOT TO EXCEED \$10,766,140)

WHEREAS, the Prince George County Board of Supervisors approved an award of contract to L3Harris for a new public radio system on November 13, 2019; and

WHEREAS, ongoing preventive maintenance, service maintenance, and routine hardware refreshes are critical to the continued effective operation of the system when acquired; and

WHEREAS, L3Harris has provided total pricing of \$10,766,140 for a 20-year maintenance agreement, including a one-year warranty period that takes effect immediately following system acceptance, with an available equal installment payment option of \$566,639 payable in years 2 through 19; and

WHEREAS, the maintenance contract will include:

- 20 years of preventive maintenance (first year is warranty)
- Dedicated 24/7/365 on-call system technician (residing in Prince George)
- Scheduled preventive maintenance and repair of infrastructure and user radios
- System administration
- Coordination between County and third-party vendors (vendors used if not in technician's scope)

- Asset management and spares control
- Reports generation
- Hardware refreshes – Years 7 and 14
- Software updates
- Anti-virus updates

WHEREAS, Staff is requesting authorization of a 20-year public radio system maintenance contract with L3Harris in an amount not to exceed \$10,766,140 to move forward with securing maintenance and scheduled hardware refreshes on the radio system once accepted.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 11th day of February, 2020, hereby approves execution of a 20-year public radio system maintenance contract with L3Harris in an amount not to exceed \$10,766,140 and authorizes the County Administrator to execute this contract with L3Harris.

On roll call the vote was:

In favor: (3) Hunter, Brown, Webb

Opposed: (0)

Absent: (2) Waymack, Carmichael

A-4. Resolution; Living Shoreline Landowner Agreement with the James River Association. Mr. Keith Rotzoll, Director of Parks and Recreation, stated that James River Association is installing a Living Shoreline along the lower James River. The General Assembly prefers living shorelines for shoreline stabilization. Benefits include native plants that provide habitat and prevent erosion and marshes that are more responsive to changing water levels and retain sediment and nutrients keeping pollutants from entering the James River. Prince George County Parks and Recreation owns the land located at 800 Folar Trail N, that would benefit from this project. James River Association will pay all costs associated with installing the living shoreline through December 2021. Prince George County Parks and Recreation will be responsible for retaining the living shoreline for a minimum of ten years beginning January 1, 2020. Staff is requesting that the Board authorize the County Administrator to sign the Living Shoreline Landowner Agreement. Mr. Webb asked Mr. Rotzoll if the County is responsible for maintenance. Mr. Rotzoll stated that the County will have to do a yearly report and inspect the growth. It would be all done in-house and not require much from the County. Mr. Webb asked that if the County fails to perform those duties, would it be responsible for funds for being in breach of contract. Mr. Rotzoll states that is correct if they remove or alter it. Mr. Webb stated that he has an issue with committing to a ten-year agreement not knowing the costs. Mr. Rotzoll stated that the grant is for \$65,000 and the County would only have to pay it if it were to remove or alter it. The County has no intention of doing that. Mr. Webb asked if the County has ever participated in something like this before. Mr. Rotzoll stated no. Mr. Webb stated again that he is not comfortable walking into an agreement without knowing what it may cost the County. It will still require man hours and he would like to see an estimate of what that may be for the County. Mr. Rotzoll stated that he could come back to the Board with estimated costs. Mr. Webb made a motion, seconded by Mr. Brown, to postpone this matter to February 25. Roll was called on the motion.

On roll call the vote was:

In favor: (3) Hunter, Brown, Webb

Opposed: (0)

Absent: (2) Waymack, Carmichael

A-5. Resolution: Authority to Advertise a Public Hearing for Ordinance Amendments to The Code of the County of Prince George, Sections 82-313 and 82-595 Continuation of Individual System; Fees. Mr. Haltom stated amendments to Chapter 82 are recommended to clarify requirements to pay water and sewer connections fees for existing uses along newly constructed water and sewer lined. The proposed amendments include not requiring availability fee and user fees until such a time the existing individual water supply system is no longer adequate to serve the premises, at which time the property owner must connect to the available public water supply. In addition, the applicable availability fee and user fees for wastewater are not required until such a time the existing on-site wastewater disposal system is no longer adequate to serve the premises, at which time the property owner must connect to the available public wastewater collection system. Mr. Haltom also discussed offering a discount to those who intend to connect and use the service. The Board requested that the language be modified to clarify residential, not business. Mr. Brown made a motion, seconded by Mr. Webb, to approve the resolution as amended to reflect residential only. Roll was called on the motion.

R-20-023

A-5.

RESOLUTION: AUTHORITY TO ADVERTISE A PUBLIC HEARING FOR ORDINANCE AMENDMENTS TO THE CODE OF THE COUNTY OF PRINCE GEORGE, SECTIONS 82-313 and 82-595 CONTINUATION OF INDIVIDUAL SYSTEM; FEES

NOW, THEREFORE BE IT RESOLVED: That the Board of Supervisors of the County of Prince George this 11th day of February, 2020, does hereby authorize the advertisement of a public hearing notice of ordinance amendments to The Code of the County of Prince George, Sections 82-313 and 82-595 Continuation of Individual System; Fees for residential.

On roll call the vote was:

In favor: (3) Hunter, Brown, Webb

Opposed: (0)

Absent: (2) Waymack, Carmichael

ADJOURNMENT. Mr. Brown moved, seconded by Mr. Webb, to adjourn to February 24, 2020 at 5:00 p.m. for a closed session meeting in the Community Room of the Human Services Building. Roll was called on the motion.

On roll call the vote was:

In favor: (3) Hunter, Brown, Webb

Opposed: (0)

Absent: (2) Waymack, Carmichael

The meeting adjourned at 8:34 p.m.

[Draft Minutes prepared February 18, 2020 for consideration on February 25, 2020; adopted by unanimous vote.]

Donald R. Hunter
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator