

MINUTES
Board of Supervisors
County of Prince George, Virginia

May 12, 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 5:00 p.m. on Tuesday, May 12, 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	Present
Floyd M. Brown, Jr.	Present
Marlene J. Waymack	Present (Electronically from 7110 Laurel Spring Road, Prince George, VA due to COVID-19 self-quarantine)
T. J. Webb	Present

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

CLOSED SESSION

E-1. Resolution; Closed Session for (i) Section 2.2-3711.A.1 for discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; such discussion shall be limited to Riverside Criminal Justice Agency, and; (ii) Section 2.2-3711.A.3 for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; such discussion shall be limited to utility easements, and; (iii) Section 2.2-3711.A.5 for discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding facilities in the County; such discussion shall be limited to Southpoint Business Park, and; (iv) Section 2.2-3711.A.29 for discussion of the award of public contract involving the expenditure of public funds, including interviews of bidders of offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, such discussion shall be limited to consulting services for Fire/EMS Department. Mr. Carmichael made a motion, seconded by Mr. Webb, that the Board convene closed session

for (i) Section 2.2-3711.A.1 for discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; such discussion shall be limited to Riverside Criminal Justice Agency, and; (ii) Section 2.2-3711.A.3 for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; such discussion shall be limited to utility easements, and; (iii) Section 2.2-3711.A.5 for discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding facilities in the County; such discussion shall be limited to Southpoint Business Park, and; (iv) Section 2.2-3711.A.29 for discussion of the award of public contract involving the expenditure of public funds, including interviews of bidders of offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, such discussion shall be limited to consulting services for Fire/EMS Department.

R-20-051

E-1.

RESOLUTION; CLOSED SESSION FOR (I) SECTION 2.2-3711.A.1 FOR DISCUSSION, CONSIDERATION, OR INTERVIEWS OF PROSPECTIVE CANDIDATES FOR EMPLOYMENT; ASSIGNMENT, APPOINTMENT, PROMOTION, PERFORMANCE, DEMOTION, SALARIES, DISCIPLINING, OR RESIGNATION OF SPECIFIC PUBLIC OFFICERS, APPOINTEES, OR EMPLOYEES OF ANY PUBLIC BODY; SUCH DISCUSSION SHALL BE LIMITED TO RIVERSIDE CRIMINAL JUSTICE AGENCY, AND; (II) SECTION 2.2-3711.A.3 FOR DISCUSSION OR CONSIDERATION OF THE ACQUISITION OF REAL PROPERTY FOR A PUBLIC PURPOSE, OR OF THE DISPOSITION OF PUBLICLY HELD REAL PROPERTY, WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE PUBLIC BODY; SUCH DISCUSSION SHALL BE LIMITED TO UTILITY EASEMENTS, AND; (III) SECTION 2.2-3711.A.5 FOR DISCUSSION CONCERNING A PROSPECTIVE BUSINESS OR INDUSTRY OR THE EXPANSION OF AN EXISTING BUSINESS OR INDUSTRY WHERE NO PREVIOUS ANNOUNCEMENT HAS BEEN MADE OF THE BUSINESS' OR INDUSTRY'S INTEREST IN LOCATING OR EXPANDING FACILITIES IN THE COUNTY; SUCH DISCUSSION SHALL BE LIMITED TO SOUTHPOINT BUSINESS PARK, AND; (IV) SECTION 2.2-3711.A.29 FOR DISCUSSION OF THE AWARD OF PUBLIC CONTRACT INVOLVING THE EXPENDITURE OF PUBLIC FUNDS, INCLUDING INTERVIEWS OF BIDDERS OF OFFERORS, AND DISCUSSION OF THE TERMS OR SCOPE OF SUCH CONTRACT, WHERE DISCUSSION IN AN OPEN SESSION WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE PUBLIC BODY, SUCH DISCUSSION SHALL BE LIMITED TO CONSULTING SERVICES FOR FIRE/EMS DEPARTMENT

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of May, 2020, does hereby vote to enter closed session for (i) Section 2.2-3711.A.1 for discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; such discussion shall be limited to Riverside Criminal Justice Agency, and; (ii) Section 2.2-3711.A.3 for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; such discussion shall be limited to utility easements, and; (iii) Section 2.2-3711.A.5 for discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding facilities in the County; such discussion shall be limited to Southpoint Business Park, and; (iv) Section 2.2-3711.A.29 for discussion of the award of public contract involving the expenditure of public funds, including interviews of bidders of offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, such discussion shall be limited to consulting services for Fire/EMS Department.

On roll call the vote was:

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

Opposed: (0)

Abstained: (0)

E-2. Resolution; Certification of Closed Session. At 6:03 p.m., Mr. Brown made a motion, seconded by Mr. Carmichael, 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-20-051A

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 12th day of May, 2020 does hereby certify that, to the best of each Board Member's knowledge, (1) only public business lawfully exempted from open meeting requirements where discussed, and (2) only matters identified in the convening motion were discussed.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

WORK SESSION

Captain Jason Koren and Lieutenant Daniel Thompson gave a report on the Zoll-X Series Monitor replacements. Currently, the X-Series monitors are staffed 24/7 on Medics 5, 6, 7, and 8. The X-Series are currently staffed on Medic 82 Monday through Friday 9am to 5 pm. The E-Series monitors that are up for replacement by the FDA by February, 2021 are currently staffed on Medic 3 (Unstaffed Medic), EMS1 (Staffed Shift Captain Vehicle), Responders 1,5,6 and EMS8 (Unstaffed Quick Response SUVs), Engine 8 (Staffed M-F from 9-5), Engine 7 (Cross-staffed 24/7) and one spare in stock. As of Feb 3, 2021 the FDA will require that all E-series monitors be taken out of service. This information was received in October 2019, and immediately a request was placed with the CIP committee to replace five of the aging E-series monitors. Zoll is offering a \$3,000 dollar credit to trade in the old monitors, much like an aged cell phone trade in they may be able to use them in other countries, or for parts. The CIP request was placed to replace five units. This request was based on the fact that the county anticipated applying for two separate grants for two monitors each. The five replacements would allow guaranteed replacement of the final transport unit in the county, the shift supervisor vehicle, and the three Responder vehicles in the county. The remaining 4 that would be sought after by grants would replace the two engines, the last EMS responder unit, and if possibly add a monitor to one of the other staffed engines in the county. Vehicles, as far as replacement of monitors are concerned, would be prioritized in the following order: Staffed Transport (Ambulances), Staffed non-transport EMS (EMS1), Non-staffed transport EMS (Ambulances), Non-staffed first response/staffed engines (Responders/Engines). Zoll monitors are usable by any EMS personnel from the level of Basic to Paramedic, though certain skills are only performable by an ALS provider (Intermediate or Paramedic). Regardless of skill level, a patient's vitals are able to be assessed, a 12 lead EKG can be performed, and during a cardiac arrest the monitor will allow for pads to be applied and will notify the provider of when a shock is needed. ALS providers have the ability to manually interpret EKGs, to pace slow heart rates, and to shock fast heart rates in order to "reset" them. There is no skill that an Intermediate cannot perform with the monitor that a Paramedic is able to. The X series allows for many expanded abilities, including but not limited to, wireless connection to the already existent Cradlepoint WiFi systems in each of our ambulances. The function of WIFI is utilized by the transferring of data at one of two times, either relaying an EKG taken in the field to a hospital, allowing the hospital to prepare for the incoming heart attack where seconds truly count, or the uploading of call data such as EKGs, vitals, medications, and procedures into our reporting software allowing for accurate time stamps. X series allows Staff to work in adult, pediatric, & neonatal modes while the E series is only certified for adult modes. Zoll states "The X Series has only reached about 40-50% capacity on the processor and continue to add new features with simple software updates that are free and done via the USB port on the X Series." The yearly incidence of EMS-assessed Out-of-Hospital Cardiac Arrest (OHCA) in the U.S. is 326,200; 70% of all out of hospital cardiac arrests occur at home. From Jan 1, 2018 to Jun 30, 2019 Prince George County was dispatched for 102 Cardiac Arrests. Currently the Cameron Foundation and John Randolph Foundation have submitted applications for two monitors each. If awarded they would be for a 50/50 where funds

for one of the two would have to be secured prior to the award. At the expense of roughly \$32,000 each these monitors are not cheap, but it cannot be stressed enough that outside of the provider on Board, they are the most critical piece of equipment. On 99% of the county's transports a Zoll X-Series monitor is utilized, there is no other piece of equipment that is utilized at that rate within Prince George Fire and EMS. There was discussion between the Board and Staff regarding the one-year warranty versus the five-year warranty. Captain Koren clarified for Mr. Carmichael that the E-Series are 13 years old and the X-Series are four years old. Mr. Webb stated that he has never questioned whether they needed the equipment, it was the process of how they got to this point and how they would be paid for. Ms. Betsy Drewry, Deputy County Administrator and Finance Director, asked for direction on how they want to move forward to fund the monitors and if they want to remove the Zoll Monitors from the CIP listing. Mr. Brown stated that he would like to see the process be consistent. Normally, departments get approval from the Board before they apply for a grant. Ms. Drewry stated that she was not aware those grants had already been applied for. Chairman Hunter stated that he believes it was out of urgency. Mr. Webb stated that he is okay with funding the monitors because they are needed, but he is opposed to it being part of the Public Safety Capital Carve Out. Mr. Carmichael stated that if it remains part of the Carve Out then the School will not have to pay anything towards it. Mr. Webb stated that they won't get anything from it either. Ms. Drewry stated that she received consensus from the Board at a prior work session to keep the Zoll Monitors in the Carve Out among other things. Mr. Webb stated that he is still not in favor of the laundry list that was added to the Carve Out because they have not had time to discuss them. The Zoll Monitors are needed and the funds can be found elsewhere. Ms. Drewry stated that if the Zoll Monitors are removed from the Carve Out, it would result in approximately \$22,000 going back to the Schools. Mr. Webb stated that the Schools are hurting just as bad as the County, and he is not going to support the Zoll Monitors in the Carve Out. They need to make this work and fund it elsewhere. Ms. Drewry stated that she can consult with the auditors and see what the result would be to fund it elsewhere prior to adopting the budget. Mr. Carmichael stated that he respects Mr. Brown and Mr. Webb's opinions, but they had already agreed by consensus to leave it in the Carve Outs. He remains in favor of that and if Mr. Hunter and Mrs. Waymack agree to leave it there as well, they can settle this tonight. Chairman Hunter stated that this decision does not need to be made this evening. It can be made on May 26 prior to the approval of the budget. Mr. Webb stated that no disrespect, but he will vote no to the budget if those items remain on the Carve Outs without further discussion.

Mr. Dan Whitten, County Attorney, talked about the 2020 Virginia General Assembly Legislation Affecting the County. Some of the Optional or Discretionary Powers Granted to Counties were HB106 regarding numbering on buildings, HB 284 regarding removal of dangerous roadside conditions, HB 316 regarding refunds of local taxes (Mr. Whitten recommends the Board amend the County Code for this one), HB 343 regarding donation by locality of in-kin resources to certain volunteer or nonprofit organization, HB 421 regarding control of firearms of localities, HB 452 regarding the Virginia Public Procurement Act, HB 534 regarding local disposable plastic bag tax, HB 558 regarding enhancement of micro-business participation in local procurement, HB 582 regarding labor and employment collective bargaining (not recommended by Administration), HB 655 regarding special exception for solar projects, HB 656 regarding national standards for solar projects, HB 742 regarding local regulation of unmanned aircraft, HB 785 regarding local tax authority, HB 998 regarding

adoption of flood plain ordinances, HB 1021 regarding personal property tax, HB1147 regarding Epinephrine permitted in certain public places, HB 1201 regarding Virginia Public Procurement Act, HB 1442 regarding photo speed monitoring devices, SB 149 regarding Courthouse and Courtroom security, SB 360 regarding installation of certain facilities by developer, SB 198 regarding Children's Services Act, SB 941 regarding Meetings and weather.

Mr. Whitten talked about legislation requiring mandatory Board action. Those bills included HB 1 regarding absentee voting; no excuse required, HB 24 regarding voter identification, HB 108 regarding legal holidays replacing Lee Jackson Day with Election Day. HB 342 regarding meals tax and County food and beverage tax, HB 406 regarding comparative report of local government revenues and expenditures, HB 438 regarding workers' compensation, HB 465 regarding local regulation of certain transportation companies, HB 505 regarding Board of Zoning Appeals, HB 543 regarding electric power-assisted bicycles, BH 726 regarding Comprehensive Plan, HB 757 regarding public employment, HB 760 regarding annual local audit, HB 783 regarding workers' compensation, HB 874 regarding holding handheld personal communications devices while driving a motor vehicle, HB 881 regarding illegal gambling, HB 929 regarding subdivision plats, HB 1131 regarding solar energy projects revenue sharing assessment, HB 1250 regarding Community Policing Act, HB 1424 regarding local tax exemption on solar energy equipment, HB 1675 regarding siting of solar facilities in economically disadvantaged localities, HB 1705 regarding yielding the right-of-way to pedestrians, SB 7 regarding minimum wage, SB 139 regarding the Virginia Freedom of Information Advisory Act training, SB 153 regarding Virginia Freedom of Information Act cost estimates, SB 589 regarding Zoning Administrators, SB 658 regarding contract with design professionals, SB 735 regarding peer-to-peer vehicle sharing platforms, SB 740 regarding County precincts, SB 758 regarding electric personal delivery devices, SB 968 regarding maintenance and repairs of relocated billboard signs, and HJ 103 regarding constitutional amendment for a personal property tax exception of a motor vehicle owned by a veteran who is disabled. Mr. Whitten talked about legislative authority specific to Prince George County which is SB 255 authorizing Prince George County to impose an additional transient occupancy tax at a rate of up to two percent, for a total maximum rate of seven percent. The revenue from the additional tax shall be used solely for tourism purposes. Mr. Whitten will present the Board with an ordinance for discussion at the next work session.

Chairman Hunter called a recess at 6:58 p.m. The meeting reconvened at 7:03 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 7:05 p.m.

Mr. William Steele (9921 County Line Road). Mr. Steele asked the Board to follow-up with VDOT on the road maintenance plans for Arwood Road as there have been two accidents at a

serious curve within five days of each other. In addition, a pothole that was recently repaired is a problem again.

There being no one else to speak, Chairman Hunter closed the public comments period at 7:07 pm.

SUPERVISORS COMMENTS

Chairman Hunter announced that the Crater Health District in conjunction with the National Guard is going to have a testing site at Moore Middle School on May 24 from 9:00 am to 5:00 pm. It is by appointment only and you must call ahead to see if you meet the criteria for testing.

Mrs. Waymack that she is very thankful that Prince George has not been affected like other areas in the COVID-19 pandemic.

APPROVAL OF AGENDA. Mr. Percy Ashcraft, County Administrator, requested that item C-2 be removed. Mr. Brown requested that item A-10 be added as a resolution accepting a consulting services agreement with Mauger & Associates, LLC. Mr. Webb made a motion, seconded by Mr. Carmichael, to adopt the agenda as amended. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

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

C-1. Draft Minutes – April 22 Budget Work Session; April 28, 2020 Regular Meeting; and April 29 Budget Work Session were approved as presented.

R-20-052

C-3.

RESOLUTION; PROCLAMATION; MAY 2020; MENTAL HEALTH AWARENESS MONTH

WHEREAS, mental health is part of overall health; and

WHEREAS, mental health sustains individual's thought processes, relationships, productivity, and ability to adapt to change; and

WHEREAS, one in five adults experience a mental illness, and one in twenty-five adults live with a serious mental illness; and

WHEREAS, roughly one in five youth ages 13 to 18 live with a mental health condition – half develop the condition by age 14; and

WHEREAS, early identification and treatment can make a difference in successful management of mental illness and recovery; and

WHEREAS, it is important to maintain mental health and to recognize the symptoms of mental illness and seek help when it is needed; and

WHEREAS, every citizen and community can help end the silence and stigma surrounding mental illness; and

WHEREAS, through public education and civic activities, Virginia remains engaged in the promise to address the challenges facing people with mental illness; and

WHEREAS, Mental Health Awareness Month is an opportunity to increase public understanding of the importance of mental health and to promote the identification and treatment of mental illness;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County Prince George do hereby proclaim May 2020, Mental Health Awareness Month and May 7, 2020 be Children's Mental Health Awareness Day; and

BE IT FURTHER RESOLVED That the Board of Supervisors calls upon the citizens, government agencies, public and private institutions, businesses and schools to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

COUNTY ADMINISTRATOR COMMENTS

Mr. Percy Ashcraft stated that County Government Offices will be closed to the public until June 7. Courts will have a graduate re-opening beginning May 18. County Staff will finalize a plan to re-open earlier should state and national directives change and/or if coronavirus cases flatten in the County. There have been 50 confirmed cases in Prince George County according to Crater Health District statistics through May 12 and still no deaths. As of May 8, there have been 1,359 Prince George residents who have filed new unemployment claims; Over 1 in 10 Prince George workers have filed for unemployment. As of May 8, 410 new applications have been received for SNAP, Medicaid & TANIF benefits in Social Services. Prince George Food Bank representatives continue to see an increase in visitors since non-essential businesses have closed. Donations are necessary to keep up with the increasing demand for services. Business owners are urged to contact the Small Business Development Corporation (SBDC) at (804) 518-2003 for information on the second round of the loan/grant application assistance. Rite Aid in Colonial Heights (Boulevard) will now start providing self-swab testing for coronavirus to people without symptoms. Prince George County Social Services received \$15,000 grant from the Cameron Foundation to help families in need during the pandemic. Department of Motor Vehicles

extends its closure period. Prince George County restaurants reported an uptick in sales during 'Restaurant Take-Out Day' held May 1. Public School Division receives \$534,000 from Cares Act. Rowanty Technical School receives \$110,000 grant from GO Virginia. Virginia State Parks set goal to reopen campgrounds May 22.

REPORTS

VDOT– Ms. Crystal Smith of the Virginia Department of Transportation gave a road maintenance report. Ms. Smith stated that the mowing and litter operations began yesterday and will continue until the first cycle is complete. The mumblestrips on Route 10 have been installed and markers are expected to be complete by next week. Crews are currently doing ditch work and have been on Route 460 for several days. Tree trimming in Jordan on the James is complete. There was a study done on Arwood Road and there is a recommendation for a warning sign at the previously mentioned curve and for some ditch and pipe work done at the railroad tracks. As far as a full reconstruction of the roadway, it would need to go through County funding. There will be a detour on May 17 through May 22 from 7pm to 6am on the Benjamin Harrison Bridge for aerial cable replacement. The intersection of Bull Hill and Rives Road is on schedule. Chairman Hunter asked if a traffic count has been done on Arwood Road. Ms. Smith stated that she will research that. Mr. Carmichael expressed his concerned about the curve on Arwood and asked about possible flashing warning signs. Ms. Smith stated that she will check to see if there are any additional alternative signing options. Mr. Brown stated that he believes there was an initial speed study request and inquired about the results. He also expressed a concern about the rumblestrips going into Disputanta being worn down due to snow plowing. Lastly, he addressed the aforementioned pothole on Arwood and why it needs to keep being repaired due to standing water. Ms. Smith stated that they are working on that with the ditch work and pipe work she mentioned earlier. Mr. Brown stated that he believes this is a different issue and Mr. Hawthorne from the District Office has looked at it.

PUBLIC HEARINGS

P-1. Public Hearing; Resolution; Establishment of 2020 Tax Levies for Real Property, Tangible Personal Property, Mobile Homes, and Machinery and Tools. Ms. Betsy Drewry, Deputy County Administrator and Finance Director, stated that the County Administrator proposed the Fiscal Year 2020-2021 budget at the February 25, 2020 Board meeting and recommended no increase in the Real Property tax rate, Personal Property tax rate, or the Machinery and Tools tax rate. If any tax rate increases are desired, Code of Virginia § 58.1-3007 states that the public hearing must be published in a paper of general circulation at least seven days before the hearing. Prince George County as a practice, advertises tax rates, holds a public hearing and adopts rates by resolution regardless of whether there is an increase in the tax rates. The Board authorized the advertisement of a May 12, 2020 public hearing on tax rates on April 28, 2020. The tax rates proposed for Personal Property is \$4.25, Real Estate and Mobile Homes is \$.86, and Machinery and Tools is \$1.50, the same as FY20. The Board approved a delayed June 26 due date for Personal Property and Real Estate Taxes at its April 14 regular meeting. The County Administrator's Proposed budget recommended no increase in the Real Property, Personal Property, Machinery & Tools or the Mobile Home tax rates for FY2020-21. However, there is an increase in the assessed real property values of 7.3% net of new construction and improvements. A public hearing was held on April 14, 2020 on an effective tax increase resulting from the increase in assessed values with no Board action following the public hearing. The overall FY2021 General Fund budget as proposed by the County Administrator, considering

all revenue changes, increased by \$3,959,405, or 6.9%. However, reductions to the proposed budget totaling \$1,396,657 were discussed with the Board on April 22 and 29, 2020 during budget work sessions. The updated FY2021 budget is \$2,562,749, or 4.44% over the adopted FY2020 budget. Estimated General Fund reductions of \$1,079,532 are anticipated due to projected COVID-19 impacts. The proposed BPOL and Permit Fee increases were also withdrawn and result in reductions of \$189,499 and \$74,363 respectively. Additionally, a reduction of \$53,263 in School Resource Officer grant revenue is needed. General Fund reductions total \$1,396,657. The Proposed FY2021 General Fund Budget is \$61,720,893. If the Real Estate Tax Rate is reduced, the budget will *decrease by \$280,000 for each 1¢ reduction*. Any reduction will impact the local transfer to schools by \$118,944 and the County's General Fund by \$161,056. If the tax rate is equalized to 80¢, the total reduction would be \$1,680,000; with a County reduction share of \$966,336 and a school reduction share of \$713,664. Tax Revenue Sources shared with the school division are Real Estate Tax Revenue, Personal Property Tax Revenue + State PPTRA, Local Sales Tax, Consumer Utility Taxes, and Motor Vehicle License Fees. Despite reductions to the proposed budget, there are prior operating and capital commitments that must be honored and some mandated increases. Those increases are Capital/Debt Reserve transfer, an increase to debt fund transfer, FY2020 mid-year positions, School Resource Officers, VRS and Group Life increases, workers; compensation and Line of Duty Act increases, Riverside Regional Jail increase, Crater Detention research, e-mail exchange online, virtual server replacement, E-911 maintenance contract increases, CSA increase, expected utility cost increases, increase in cleaning and lawn care contracts, increase in auditing contract, expanded cyber coverage, and a contingency increase. Chairman Hunter opened the public hearing at 7:44 p.m. There was no one to speak and the public hearing was closed. Mr. Brown stated that he wanted to see the tax rate come down under \$.86 and for that reason, he will probably vote no this evening. Chairman Hunter stated that Staff has worked really hard on this and he does not know how they can support the proposed budget if they go below \$.86. They have a new school to build and they have been very fortunate to keep all of their employees. Mr. Carmichael made a motion, seconded by Mrs. Waymack, to keep all of the rates as is and approve the resolution as presented. Roll was called on the motion.

R-20-053

P-1.

RESOLUTION; ESTABLISHMENT OF 2020 TAX
LEVIES FOR REAL PROPERTY, TANGIBLE
PERSONAL PROPERTY, MOBILE HOMES, AND
MACHINERY AND TOOLS

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of May, 2020 hereby establishes the following levies for the Real Property Tax for Fiscal Year 2021 beginning July 1, 2020 and ending June 30, 2021 pursuant to Section 58.1-3001 of the Code of Virginia (1950, as amended).

<u>Class of Property</u>	<u>Rate per \$100 of Assessed Valuation</u>
1. Real Property	\$0.86

BE IT FURTHER RESOLVED, That the Board of Supervisors of the County of Prince George this 12th May, 2020 hereby establishes the following levies for the Tax Year 2020 beginning January 1, 2020 and ending December 31, 2020 pursuant to Section 58.1-3001 of the Code of Virginia (1950, as amended).

- | | |
|---|--------|
| 1. All tangible personal property
not identified below (Section 58.1-3500) | \$4.25 |
| 2. Mobile homes, an industrial building unit
constructed on a chassis for towing
to the point of use and designed to be used,
without a permanent foundation; for a
continuous year-round occupancy as a
dwelling; of two or more such units separately
towable, but designed to be joined together at
the point of use to form a single dwelling, and
which is designed for removal to, and installation
of erection on other sites (Section 58.1-3503.6) | \$0.86 |
| 3. Machinery and tools used in a manufacturing,
mining, processing or reprocessing, radio or
television broadcasting, or dairy business
(Section 58.1-3507) | \$1.50 |
| 4. Farm machinery and implements, farm tools,
farm livestock including all horses, poultry, grains
and feed used for the nurture of farm livestock and
poultry (Section 58.1-3505) | -0- |

On roll call the vote was:

In favor: (3) Hunter, Carmichael, Waymack

Opposed: (2) Webb, Brown

Absent: (0)

P-2. Public Hearing; FY2021 Budget. Ms. Drewry stated that the County Administrator's budget was proposed to the Board of Supervisors on February 25, 2020. The budget called for no increase in the real estate tax rate, machinery and tools rate, or in the personal property tax rate. The Real Estate Tax rate was proposed to remain at 86¢ of \$100 in assessed value, the same as in FY 19-20. The Personal Property and Machinery and Tools Tax Rates remained unchanged from FY 19-20 at \$4.25 and \$1.50 per \$100 of assessed valuation respectively. Increases were proposed in business license taxes (BPOL), permit fees and the water rate (3%) and the sewer rate (1%) for FY2021 and were subsequently withdrawn because of economic impacts of the COVID-19 pandemic. A Public Hearings was held for the equalization rate on April 14, 2020 with no Board action following that public hearing. A Public Hearing on the tax rates was previously held this evening and remain unchanged. The FY2021 General Fund Budget

proposed on February 25, 2020 totaled \$61,720,893 and was a \$3,959,405, 6.85% increase over the adopted FY2020 General Fund Budget. The total FY2021 budget proposed on February 25, 2020 totaled \$129,748,493 (net of transfers) and was a \$6,679,535, 5.43% increase over the FY2020 adopted total budget. Since February 25, 2020 reductions have been discussed with the Board due to COVID-19 impacts, withdrawal of the proposed BPOL tax, permit fee and utility rate increases and to make a correction in the School Resource Officer grant revenues. Reductions to the General Fund Budget of \$1,396,657 and to the total Budget of \$3,507,898 were approved by consensus on April 29, 2020. The revised budget for adoption is: General Fund - \$60,324,236; \$2,562,749 or 4.44% increase over FY2020; and Total Budget - \$126,240,596; \$3,171,596 or 2.58% increase over FY2020. Despite reductions to the proposed budget, there are prior operating and capital commitments that must be honored and some mandated increases. The capital reserve transfer of \$1,262,500 will fund in FY2021 the capital projects proposed. The Board will evaluate postponing Fire Station 1 renovations until FY2022 and will also discuss inclusion of the Zoll Monitors / defibrillators in public safety carve outs upon budget adoption. The School Board adopted its proposed FY2021 budget on March 2, 2020 and requested \$324,122 in additional local funding to fund a larger pay increase for teachers (5%). The school budget adopted total is \$74,028,451 and is \$824,122 higher than the budget proposed by the County Administrator on February 25 due to increased state revenue projections (\$500,000) and an increase in local funding request (\$324,122). The School Superintendent and staff have also updated revenue projections due to the projected COVID-19 pandemic impacts, and the budget as revised for inclusion in the County's total adopted budget will be \$71,714,978. Staff is evaluating details of possible changes to Compensation Board revenues and is working with the Director of Social Services to evaluate updated DSS State Revenue information. Budget adoption is targeted for May 26, 2020.

The Board complimented Staff on the work on the budget. Mr. Brown clarified that the Line of Duty Act length of service award is a pension that the County pays into rather than a "employee appreciation award." Ms. Drewry stated that she can look into changing that line item. Chairman Hunter opened the public hearing at 8:05.

Mr. William Steele (9921 County Line Road). Mr. Steele stated that he can't believe the Board adopted the tax rate and are now going to worry about the budget. He believes it is backwards. He accused the Board of sneaking in a tax increase due to the assessment values and should have been reduced.

Ms. Susan Shockley and Ms. Diane Varner (Hopewell-Prince George Healthy Families). Ms. Shockley and Ms. Varner requested that the Board include \$20,000 in the County budget to Hopewell-Prince George Healthy Families in order to support the growing need in Prince George County. This organization was developed over 25 years and based on extensive and ongoing research. Its approach is relationship-based, culturally respectful, family centered, and grounded in the parallel process. Sixteen families in Prince George were served in the last twelve months. Their cost per family averages \$4,800 with a savings to Prince George County last year in the amount of \$403,000.

There being no one else to speak, Chairman Hunter closed the public hearing at 8:14 p.m. Budget adoption will be considered on May 26, 2020.

REPORTS

Smart Scale Project Submissions – Ms. Julie Walton, Deputy County Administrator and Director of Community Development reported on Round 4 Smart Scale project submissions in 2020. Pre-applications were submitted on April 17th. Those projects submitted include the roundabout at Middle Road and Prince George Drive, re-alignment of Hines Road at 460, and the roundabout at Jefferson Park Road and Middle Road. Final Applications, including Board resolutions, are due August 3rd. In regard to the re-alignment of Hines Road at Route 460, the estimated construction start, if approved for funding, will be in 2025. The re-alignment will reduce the amount of expected crashes by up to 43%. In regard to the roundabout at Jefferson Park Road and Middle Road, there are three options for consideration, including a single lane (previous Round 3 submission), a southbound bypass lane and northbound right turn lane, and a northbound right turn lane only. Staff will continue to work with VDOT on refining applications and providing supporting documentation. A consensus on the options for the Jefferson Park Road/Middle Road roundabout design are due in June. Board resolutions will need to be done in July as the final applications are due August 3rd. Mr. Brown stressed the sense of urgency on the roundabout at Middle Road and Jefferson Park due to the new school. Mrs. Waymack added that it needs to be designed to accommodate the school buses. Mr. Brown also inquired about the funding for the Smart Scale project regarding the turn lane on Queen Street. Ms. Walton stated that she will have to reach out to VDOT as she has not heard anything back on that.

TABLED ITEMS

T-1. Resolution; Proposed Revisions; Prince George County Personnel Policy; Section 5.1 Through 5.20 Entitled *Hiring*. This item was tabled at the April 28th Board of Supervisors meeting in order for Staff to research an MOU with Constitutional Officers. The item was specifically tabled to May 12, 2020. Staff is working on an MOU with the Constitutional Officers and asked the Board to table this item until June 9. Mr. Webb made a motion, seconded by Mr. Brown, to postpone this item to June 9. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

ORDER OF BUSINESS

A-10. Resolution Accepting Consulting Services Agreement with Mauger & Associates, LLC. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve the resolution accepting the consulting services agreement as presented. Roll was called on the motion.

R-20-054

A-1.

RESOLUTION ACCEPTING CONSULTING SERVICES AGREEMENT WITH MAUGER & ASSOCIATES, LLC

WHEREAS, Prince George County has reached out to Mauger & Associates, LLC (Contractor) for consulting services in regard to the Fire/EMS Department; and

WHEREAS, the Contractor will act as Interim Fire/EMS Director, and will be bound to fulfill the requirements of the County's adopted job description and policies and carry out duties and responsibilities as outlined by the Code of Virginia; and

WHEREAS, the County Administrator, or in his absence, the Director of Human Resources, shall be the County's representative with respect to the work to be performed under this agreement; and

WHEREAS, the Contractor will begin his duties with the County on May 14, 2020 and will continue these duties until July 14, 2020, after which time, continued Services shall be considered by the County, if necessary; and

WHEREAS, the Contractor will be compensated \$110.00 per hour; working an average of 24-32 hours per week. Contractor will not receive benefits or compensation for travel. Contractor will be available after hours to respond to calls and emergencies by phone or other electronic means. Contractor is an independent contractor and not an employee of the County.

NOW, THEREFORE, BE IT RESOLVED, that the Prince George County Board of Supervisors accepts the Consulting Services Agreement with Mauger & Associates, LLC on May 12, 2020 and that the County Administrator is empowered and directed to execute an Agreement for Consulting Services.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-1. Resolution; Awards of Contracts for General Contractors On-Demand Services. Mr. Mike Purvis, Director of General Services, stated that a "Request for Proposals" (RFP) was solicited publicly with the closing date for proposals on March 24, 2020. This RFP was issued to streamline the procurement process for contractor/construction services for need repairs and small projects throughout the year. This on-demand concept will allow General Services to pull from a qualified vendor pool of contractors who has on file the necessary licenses, SCC filings and certificates of insurance. Seven responses were received and were from J.W. Enochs, Inc., Causey Contracting Inc., Canterbury Enterprises West View Companies, Centennial Contractors Enterprise, Inc., Contracting Solutions, Inc., and Montgomery Consulting, LLC. The proposals were evaluated by County Staff including department directors from Community Development, Engineering and Utilities and General Services. Individual team members evaluated and scored each of the proposals based on the criteria outlined in the RFP, and compiled the scores. One candidate removed themselves from consideration prior to interviews being conducted: J. W. Enochs; and one candidate missed the scheduled interview: West View Companies. Based on proposal scoring and interview outcomes, staff recommends awards of the General Contractors On-Demand

Services to four highest scoring contractors: Causey Contracting, Hampton, VA; Centennial Contractors, Richmond, VA; Contracting Solutions, Chesapeake, VA; and Montgomery Consulting, Richmond, VA. These contractors will provide comprehensive general contracting services county-wide in accordance with the terms and conditions provided for in RFP #20-0504-19. The term, if approved, is for a one-year period. This contract may be renewed by the County for four (4) years at successive one-year periods under the terms and conditions of the original contract. These services are for the County to use for projects less than \$200,000 in accordance with the Code of Virginia. For larger projects, pricing will be obtained from all four contractors to ensure competitive pricing. Any individual awards for specific projects in excess of \$50,000 will be provided to the Board for approval. Mr. Webb made a motion, seconded by Mr. Carmichael to approve the resolution as presented. Roll was called on the motion.

R-20-055

A-1.

**RESOLUTION; AWARDS OF CONTRACTS FOR GENERAL CONTRACTORS
ON-DEMAND SERVICES**

WHEREAS, A “Request for Proposals” (RFP) was solicited publicly with the closing date for proposals on March 24, 2020 and seven responses were received; and

WHEREAS, The proposals were evaluated by County Staff including department directors from Community Development, Engineering and Utilities and General Services. Individual team members evaluated and scored each of the proposals based on the criteria outlined in the RFP, and interviewed the responding contractors; and

WHEREAS, The initial term is for a one-year period and may be renewed by the County for four (4) years at successive one-year periods under the terms and conditions of the original contract. These services are for the County to use for projects less than \$200,000. Individual awards for specific projects in excess of \$50,000 will be provided to the Board for approval; and

WHEREAS, Staff recommends an award of the General Contractors On-Demand Services to Causey Contracting, Hampton, VA; Centennial Contractors, Richmond, VA; Contracting Solutions, Chesapeake, VA and Montgomery Consulting, Richmond, VA for providing comprehensive general contracting services county-wide in accordance with the terms and conditions provided for in RFP #20-0504-19.

NOW THEREFORE, IT BE RESOLVED That the Board of Supervisor of the County of Prince George, this 12th day of May, 2020, hereby awards the General Contractors On-Demand Services to Causey Contracting, Hampton, VA; Centennial Contractors, Richmond, VA; Contracting Solutions, Chesapeake, VA and Montgomery Consulting, Richmond, VA for providing comprehensive general contracting services county-wide in accordance with the terms and conditions provided for in RFP #20-0504-19.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-2. Resolution; Award of Contract for Route 156 Water Line Extension Construction Administration Services. Mr. Frank Haltom, County Engineer, stated that Dewberry Engineers, Inc. has completed the design of the Route 156 Water Line Extension project and the plans are scheduled to be advertised for bid on May 13th. Construction is anticipated to begin in July 2020 and construction duration is anticipated to be eighteen (18) months to substantial completion and twenty (20) months to final completion. Construction administration services for the project is required to provide engineering consultation during construction and proper documentation. \$2,640,000 for the Route 156 Water Line Extension was included as part of the General Obligation borrowings, Bond Series Spring 2019. The County has received a proposal from Dewberry Engineers Inc. to perform construction administration services associated with this project. This project will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval. Staff recommends an award of the contract for Route 156 Water Line Extension Construction Administration services to Dewberry Engineers, Inc. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-20-056

A-2.

RESOLUTION: AWARD OF CONTRACT FOR ROUTE 156 WATER LINE EXTENSION CONSTRUCTION ADMINISTRATION SERVICES.

WHEREAS, Dewberry Engineers, Inc. has completed the design of the Route 156 Water Line Extension project and the plans are scheduled to be advertised for bid on May 13th; and

WHEREAS, construction is anticipated to begin in July 2020 and construction duration is anticipated to be eighteen (18) months to substantial completion and twenty (20) months to final completion. Construction administration services for the project is required to provide engineering consultation during construction and proper documentation; and

WHEREAS, \$2,640,000 for the Route 156 Water Line Extension was included as part of the General Obligation borrowings, Bond Series Spring 2019. The County has received a proposal from Dewberry Engineers Inc. to perform construction administration services associated with this project; and

WHEREAS, this project will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval. Staff recommends an award of the contract for Route 156 Water Line Extension Construction Administration services to Dewberry Engineers, Inc.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Prince George this 12th day of May, 2020, hereby awards the contract for the for Route 156 Water Line Extension Construction Administration services to Dewberry Engineers, Inc. for \$67,890.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-3. Resolution; Award of Contract for Food Lion Water Booster Station Upgrades Construction Administration Services. Mr. Haltom stated that Dewberry Engineers, Inc has completed the design of the Food Lion Water Booster Station Upgrades and the plans are scheduled to be advertised for bid in September 2020. Construction is anticipated to begin in December 2020 and construction duration is anticipated to be eight (8) months to substantial completion and nine (9) months to final completion. Construction administration services for the project is required to provide engineering consultation during construction and proper documentation. \$2,100,000 for the Food Lion Water System Upgrades was included as part of the General Obligation borrowings, Bond Series Spring 2019. The County has received a proposal from Dewberry Engineers Inc. to perform construction administration services associated with this project. This project will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval. Staff recommends an award of the contract for Food Lion Booster Station Upgrade Construction Administration services to Dewberry Engineers, Inc. Mr. Brown made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-20-057

A-3.

RESOLUTION: AWARD OF CONTRACT FOR FOOD LION WATER BOOSTER STATION UPGRADES CONSTRUCTION ADMINISTRATION SERVICES.

WHEREAS, Dewberry Engineers, Inc. has completed the design of the Food Lion Water Booster Station Upgrades and the plans are scheduled to be advertised for bid in September 2020; and

WHEREAS, construction is anticipated to begin in December 2020 and construction duration is anticipated to be eight (8) months to substantial completion and nine (9) months to final completion. Construction administration services for the project is required to provide engineering consultation during construction and proper documentation; and

WHEREAS, \$2,100,000 for the Food Lion Water System Upgrades was included as part of the General Obligation borrowings, Bond Series Spring 2019. The County has received a proposal from Dewberry Engineers Inc. to perform construction administration services associated with this project; and

WHEREAS, this project will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval. Staff recommends an award of the contract for Food Lion Water Booster Station Upgrades Construction Administration services to Dewberry Engineers, Inc.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Prince George this 12th day of May, 2020, hereby awards the contract for the for Food Lion Water Booster Station Upgrades Construction Administration services to Dewberry Engineers, Inc. for \$70,760.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-4. Resolution; Award of Contract for Route 460 and Route 156 Water Main Extensions and Food Lion Booster Station Upgrades Construction Inspection Services. Mr. Haltom stated that Prince George County requires construction inspection services for the Route 460 Water Main Extension project, Route 156 Water Main Extension project, and the Food Lion Water Booster Station Upgrade project. Construction Notice to Proceed (NTP) is anticipated in May 2020 for the Route 460 Water Main Extension project, followed thereafter by the NTP for Route 156 Water Main Extension and the Food Lion Booster Station Upgrade projects. Construction is anticipated to take six (6) months for the Route 460 Water Main project, eighteen (18) months for Route 156 Water Main project, and eight (8) months for Food Lion Booster Station project. There will be portions of these timelines that will overlap and one inspector can observe multiple projects as required. This proposal will cover inspection services through an initial Not-To-Exceed amount of \$150,000. As construction progresses and continued construction inspection is required, the need to issue additional Not-To-Exceed amounts will be evaluated. \$2,100,000 for the Food Lion Water System Upgrades and \$2,640,000 for the Route 156 Water Line Extension was included as part of the General Obligation borrowings, Bond Series Spring 2019. The County has received a proposal from Dewberry Engineers Inc. to perform the inspection services associated with these projects. This project will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval. Staff recommends an award of the contract for Route 460 and Route 156 Water Main Extensions and Food Lion Booster Station Upgrades Construction Inspection services to Dewberry Engineers, Inc. Mr. Webb made a motion, seconded by Mr. Carmichael to approve the resolution as presented. Roll was called on the motion.

R-20-058

A-4.

RESOLUTION: AWARD OF CONTRACT FOR ROUTE 460 AND ROUTE 156 WATER MAIN EXTENSIONS AND FOOD LION BOOSTER STATION UPGRADES CONSTRUCTION INSPECTION SERVICES.

WHEREAS, Prince George County requires construction inspection services for the Route 460 Water Main Extension project, Route 156 Water Main Extension project, and the Food Lion Water Booster Station Upgrade project; and

WHEREAS, construction is anticipated to take six (6) months for the Route 460 Water Main project, eighteen (18) months for Route 156 Water Main project, and eight (8) months for Food Lion Booster Station project. There will be portions of these timelines that will overlap and one inspector can observe multiple projects as required; and

WHEREAS, this proposal will cover inspection services through an initial Not-To-Exceed amount of \$150,000. As construction progresses and continued construction inspection is required, the need to issue additional Not-To-Exceed amounts will be evaluated; and

WHEREAS, \$2,100,000 for the Food Lion Water System Upgrades and \$2,640,000 for the Route 156 Water Line Extension was included as part of the General Obligation borrowings, Bond Series Spring 2019. The County has received a proposal from Dewberry Engineers Inc. to perform the inspection services associated with these projects; and

WHEREAS, this project will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval. Staff recommends an award of the contract for Route 460 and Route 156 Water Main Extensions and Food Lion Booster Station Upgrades Construction Inspection services to Dewberry Engineers, Inc.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Prince George this 12th day of May, 2020, hereby awards the contract for the for Route 460 and Route 156 Water Main Extensions and Food Lion Booster Station Upgrades Construction Inspection services to Dewberry Engineers, Inc. for \$150,000.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-5. Resolution; Award of Contract County Administration Building Phone and Voice Mail. Mr. Clifton Young, Director of IT, stated that the Admin Building's voicemail system crashed; hardware failure. The voicemail component of the physical NEC system is not repairable because it is past its end-of-life, and the product is no longer supported by the manufacturer. Two options are available to restore voicemail in the Admin Building: (1) upgrade the entire physical NEC system to a newer model - \$8,236; or (2) transition the phone service to a Voice-Over-IP (VOIP) provider. The IT Department recommends transitioning to VOIP Unified Communications solution. Moving to VOIP requires a lower up-front cost, will produce long-term savings, and provide additional capabilities to County staff. This purchase will be considered an emergency procurement to restore voicemail functionality in the Admin Building. The IT Department worked with vendors to establish test environments with four

potential VOIP providers (Epitome Networks – Nextiva, Vonage, Optech - Intermedia, & Richmond Telecom). Staff examined the products from both a user and administrator perspective. Factors taken into consideration were costs for service and equipment, reliability and reputation, features and capabilities, user experience/ease of use, administrative functions (IT management of the system), product/vendor support, and transition/implementation support. Based on these evaluations, the IT Department recommends authorizing the County Administrator to enter into a 3-year agreement with Epitome Networks (Glen Allen, VA) for Nextiva VOIP service. The initial investment is \$5,765.20, broken down as \$3,231.20 for first month's charges and fees and \$2,534 for professional services and additional phones. The recurring monthly cost is \$2,181.20 (which is projected to be lower than current monthly phone services through Verizon). Mr. Brown talked about the advantages of Voice-Over-IP and stated that he supports this. Mr. Brown made a motion, seconded by Mr. Carmichael to award the contract as presented. Roll was called on the motion.

R-20-059

A-5.

RESOLUTION; AWARD OF CONTRACT PHONE AND VOICEMAIL SYSTEM COUNTY ADMINISTRATION BUILDING

WHEREAS, The voicemail system in the County Administration Building failed and is not repairable; and

WHEREAS, The replacement is being considered an emergency procurement / purchase to restore voicemail functionality as soon as possible; and; and

WHEREAS, The Department of Information and Technology received and reviewed proposals from four potential vendors and evaluated the proposals considering:

- (1) Costs for service and equipment
- (2) Reliability and reputation
- (3) Features and capabilities
- (4) User experience/ease of use
- (5) Administrative functions (IT management of the system)
- (6) Product/Vendor support
- (7) Transition/implementation support; and

WHEREAS, Epitome Networks using Nextiva Voice-Over-IP was determined to offer the best product at the best value; and

WHEREAS, Staff recommends an award of contract to Epitome Networks using Nextiva Voice-Over-IP for a three-year term with an initial investment of \$5,765.20 and a monthly recurring cost of \$2,181.20 which is lower than our current monthly cost.

NOW THEREFORE, IT BE RESOLVED That the Board of Supervisor of the County of Prince George, this 12th day of May, 2020, hereby awards the contract for County Administration Building phone and voicemail system replacement to Epitome Networks using Nextiva Voice-

Over-IP for an initial investment of \$5,765.20 and a monthly recurring cost of \$2,181.20 which is lower than our current monthly cost.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-6. Discussion and Possible Action on VA ABC License Application Notice from New Dixie Oil Corporation (dba New Dixie Mart 218). Mr. Dan Whitten, County Attorney, stated that on April 20, 2020, Prince George County received notification from the VA ABC of the New Dixie Mart 218 ABC license application. Per state code, local governing bodies shall submit objections to the granting of a license within 30 days of the filing of the application. The Prince George County Board of Supervisors may recommend to the VA ABC: 1) approval, 2) denial, 3) approval with conditions, or 4) take no action on the notice. The Prince George County Board of Supervisors may submit any comments before May 14, 2020 to the Virginia Alcoholic Beverage Control Authority. VA ABC has final authority on this matter. After confirmation from the County Attorney that taking no action would not reflect negatively, Mr. Brown made a motion, seconded by Mr. Webb, to take no action and not interfere with the VA ABC License Application.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-7. Discussion and Possible Action on VA ABC License Application Notice from Dolgen, LLC (dba Dollar General Store 20456). Mr. Whitten stated that on April 20, 2020, Prince George County received notification from the VA ABC of the Dollar General Store 20456 ABC license application. Per state code, local governing bodies shall submit objections to the granting of a license within 30 days of the filing of the application. The Prince George County Board of Supervisors may recommend to the VA ABC: 1) approval, 2) denial, 3) approval with conditions, or 4) take no action on the notice. The Prince George County Board of Supervisors may submit any comments before May 17, 2020 to the Virginia Alcoholic Beverage Control Authority. VA ABC has final authority on this matter. Mr. Webb made a motion, seconded by Mr. Brown, to take no action and not interfere with the VA ABC License Application.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-8. Resolution; Award of Contract (Scott Park Restroom & Concession Stand Construction \$227,500.00). Mr. Purvis stated that a restroom and concession stand at Scott Park was approved as a FY2019 CIP project, and bonds were issued in the spring of 2019 in the amount of \$450,000 for this project. The Board approved the purchase of a pre-engineered,

packaged building kit through Romtec Inc. using a cooperative BuyBoard on January 28, 2020. WW Associates prepared a construction manual for site-work and building assembly, using Romtec's plans, and an Invitation for Bids (IFB #20-0504-28) was issued on April 9, 2020 with a closing date of April 23, 2020 at 2PM. The solicitation included necessary site-work, concrete pad, assembly of the pre-engineered kit, and building finishing items not provided by Romtec. The County received three (3) bids for the project. The lowest responsive and responsible bid was received from Centennial Contractors Enterprises, Inc. and totaled \$227,500.00. Staff is requesting that the Board authorize the County Administrator to execute a contract with Centennial Contractors Enterprises, Inc. for a cost of \$227,500. Mr. Carmichael made a motion, seconded by Mrs. Waymack, to award the contract as presented. Roll was called on the motion.

R-20-060

A-8.

RESOLUTION; AWARD OF CONTRACT (SCOTT PARK RESTROOM & CONCESSION STAND CONSTRUCTION \$227,500.00)

WHEREAS, \$450,000 for a new Scott Park Restroom and Concession Stand was included as part of the General Obligation borrowings, Bond Series spring 2019; and

WHEREAS, An Invitation for Bids (IFB # 20-0504-28) for site-work, pad preparation, specified finishing items and assembly of the pre-engineered restroom and concession stand building kit at Scott Park was issued on April 9, 2020 with responses due on April 23, 2020; and

WHEREAS, three bids were received with the lowest bid received from Centennial Contractors Enterprises, Inc. in the amount of \$227,500; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with Centennial Contractors Enterprises, Inc. for \$227,500.00 to move forward with the site-work, pad preparation, specified finishing items and assembly of the pre-engineered restroom and concession stand building kit at Scott Park.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 12th day of May, 2020, hereby awards the contract for site-work, pad preparation, specified finishing items and assembly of the pre-engineered restroom and concession stand building kit at Scott Park, to Centennial Contractors Enterprises, Inc. for \$227,500.00 and authorizes the County Administrator to execute a contract with Centennial Contractors Enterprises, Inc.

On roll call the vote was:

In favor: (3) Hunter, Waymack, Carmichael

Opposed: (2) Brown, Webb

Absent: (0)

A-9. Resolution; Authority to Execute a Broadband Performance Agreement between PGECE, Prince George County IDA and the County of Prince George – Phase II. Mr. Jeff Stoke, Deputy County Administrator and Economic Development Director, stated that after the success of the June 2017 public/private partnership agreement between the County, Prince George County Industrial Development Authority and PGECE, LLC, there is a proposal to enter into a second agreement with similar parameters to provide fiber to the home to rural Prince George County. Staff is presenting an agreement that has been created to meet the needs of the second phase of the project. Since the funding has already been attained through a taxable bond (fall closing 2019), the County path is to pass a resolution to enter into the agreement and then transfer the \$1 million to the Prince George County Industrial Development Authority. If approved by the Board, staff would present to the Prince George County Industrial Development Authority on May 20 for consideration. The Board agreed that this has been a very successful project. Mr. Webb made a motion, seconded by Mr. Brown, to approve the resolution as presented. Roll was called on the motion.

R-20-061

A-9.

RESOLUTION; AUTHORITY TO EXECUTE A BROADBAND PERFORMANCE AGREEMENT BETWEEN PGECE, PRINCE GEORGE COUNTY IDA AND THE COUNTY OF PRINCE GEORGE – PHASE II

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of May, 2020, does hereby authorize the County Administrator to execute a broadband performance agreement between PGECE, Prince George County IDA and the County of Prince George for expansion of fiber broadband in the County – Phase II.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

ADJOURNMENT. Mr. Brown moved, seconded by Mr. Webb, to 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 9:07 p.m.

[Draft Minutes prepared May 14, 2020 for consideration on May 26, 2020; adopted by unanimous vote.]

Donald R. Hunter
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator

DRAFT