

**MINUTES**  
Board of Supervisors  
County of Prince George, Virginia

August 9, 2016

5:00 p.m.

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

**MEETING CONVENED.** A regular meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 5:00 p.m. on Tuesday, August 9, 2016 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by William A. Robertson, Jr., Chairman.

**ATTENDANCE.** The following members responded to Roll Call:

William A. Robertson, Jr., Chairman Present

Jerry J. Skalsky, Vice-Chairman Present

Alan R. Carmichael Present

Donald R. Hunter Present

T. J. Webb Present

Also present was: Percy C. Ashcraft, County Administrator; Jeff Stoke, Deputy County Administrator; and Steve Micas, County Attorney.

**CLOSED SESSION**

**E-1. Resolution; Closed Session for: (1) discussion of the assignment of a specific County employee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (2) discussion of the performance of a specific Board appointee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (3) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (4) consultation with legal counsel regarding specific legal matters requiring the provision of legal advice related to the expenditure of public funds pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended.** Mr. Carmichael made a motion, seconded by Mr. Hunter that the Board convene closed session for: (1) discussion of the assignment of a specific County employee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (2) discussion of the performance of a specific Board appointee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (3) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (4) consultation with legal counsel regarding specific legal matters requiring the provision of legal advice related to the expenditure of public funds pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended.

R-16-066

E-1.

RESOLUTION; CLOSED SESSION FOR: (1) DISCUSSION OF THE ASSIGNMENT OF A SPECIFIC COUNTY EMPLOYEE PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; (2) DISCUSSION OF THE PERFORMANCE OF A SPECIFIC BOARD APPOINTEE PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; (3) DISCUSSION OF PROSPECTIVE CANDIDATES FOR BOARD APPOINTMENTS TO VARIOUS COMMITTEES PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; (4) CONSULTATION WITH LEGAL COUNSEL REGARDING SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE RELATED TO THE EXPENDITURE OF PUBLIC FUNDS PURSUANT TO § 2.2-3711 (A)(7), CODE OF VIRGINIA, 1950, AS AMENDED

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby vote to enter closed session for (1) discussion of the assignment of a specific County employee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (2) discussion of the performance of a specific Board appointee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (3) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (4) consultation with legal counsel regarding specific legal matters requiring the provision of legal advice related to the expenditure of public funds pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended.

On roll call the vote was:

In favor: (5) Robertson, Skalsky, Hunter, Webb, Carmichael

Opposed: (0)

**E-2. Resolution; Certification of Closed Session.** At 6:00 p.m., Mr. Webb made a motion, seconded by Mr. Skalsky, that the Board adjourn the closed session and enter open session, certifying that to the best of each Board Members' knowledge (1) only public business lawfully exempted from open meeting requirements were discussed and (2) only matters identified in the convening motion were discussed. Chairman Robertson asked if any Board member knew of any matter discussed during the closed session that was not announced in its convening legislation. Hearing no comment from the Board, the Chairman asked that the roll be called on the motion.

R-16-066A

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 9<sup>th</sup> day of August, 2016 does hereby certify that, to the best of each Board Member's knowledge, (1) only public business lawfully exempted from open meeting requirements were discussed, and (2) only matters identified in the convening motion were discussed.

On roll call the vote was:

In favor: (5) Skalsky, Webb, Robertson, Hunter, Carmichael

Opposed: (0)

**WORK SESSION**

Mr. Julie Walton, Director of Community Development, and Steve Micas, County Attorney, talked about a revised ordinance to provide subdivided lots in existence as of January 1, 1988 in the Planning Area of less than five acres to build one single-family detached home if utilities are not available by using on-site options for water and sewer if a waiver is granted by the Planning Commission. The Board agreed to take the revised ordinance before the Planning Commission.

Mr. Percy Ashcraft, County Administrator stated that Staff is looking for clarification from the Board as to whether they want to move forward with the Redflex Program. Captain Eric Young explained that the program was previously ceased on the advice of the County Attorney and the General Assembly. The Board agreed to move forward.

Mr. George Poulson, Director of General Services, gave an overview of the Courthouse Energy Savings Project, including boiler upgrades, system controls, HVAC upgrades, lighting upgrades, and hot water loop upgrade.

Chairman Robertson called for a recess at 6:47 p.m. The Board reconvened at 7:00 p.m.

**Invocation.** Mr. Skalsky gave an invocation.

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

**PUBLIC COMMENTS.** Chairman Robertson 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 7:06 p.m.

Ms. Lela Holmes (4260 Cedar Creek Lane). Ms. Holmes thanked Mr. Webb and the Virginia Department of Transportation for making improvements at Middle Road and Jefferson Park and Route 156 and Ruffin Road.

Chairman Robertson closed the public comments period at 7:08 p.m.

**APPROVAL OF AGENDA.** Items C-3, C-11 and A-5A were deleted by the Chairman. Mr. Webb made a motion, seconded by Mr. Hunter, to adopt the agenda as amended. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Skalsky, Webb, Hunter

Opposed: (0)

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

C-1. Draft Minutes – June 12, 2016 Regular Meeting was approved as presented.

R-16-067

C-2.

**RESOLUTION; APPROPRIATION (\$69,452 FY2017 RSAF GRANT AWARD)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby authorize the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0100-03-200-0614-48249	RSAF Grant	\$69,452.00
<u>Revenue:</u>		
0100-40-900-8208-399999	General Fund: Fund Balance	\$34,726.00
0100-20-601-8201-326012	General Fund: RSAF Grant	\$34,726.00

R-16-067A

C-4.

**RESOLUTION; FY 2016 APPROPRIATION INCREASE (\$97,519 SCHOOL TITLE I FUNDS)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby authorize the following increase of

funds within the 2015-2016 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0510	<i>Various</i> School Title I Expenditure Accounts	\$97,519

<u>Revenue:</u>		
0510-30-000-0000-00000-000-000-802-333802	School Title I Revenues	\$97,519

R-16-067B

C-5.

**RESOLUTION; APPROPRIATION INCREASE (\$48,504 VICTIM WITNESS GRANT – INCREASED AWARD)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby authorize the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0100-03-010-0906-41100	Victim Witness – Salaries & Wages	\$ 4,063
0100-03-010-0906-41300	Victim Witness – Part-Time Salaries & Wages	\$19,968
0100-03-010-0906-42100	Victim Witness – FICA	\$ 1,839
0100-03-010-0906-42210	Victim Witness – Retirement	\$ 588
0100-03-010-0906-42300	Victim Witness – Health Insurance	\$ 7,101
0100-03-010-0906-42400	Victim Witness – Group Life Insurance	\$ 53
0100-03-010-0906-42700	Victim Witness – Worker’s Compensation	\$ 23
0100-03-010-0906-45210	Victim Witness – Postal Service	\$ 50
0100-03-010-0906-45510	Victim Witness – Mileage	\$ 108
0100-03-010-0906-45540	Victim Witness – Convention & Education	\$ 1,075
0100-03-010-0906-45810	Victim Witness – Dues & Memberships	\$( 50)
0100-03-010-0906-46001	Victim Witness – Office Supplies	\$( 695)
0100-03-010-0906-46014	Victim Witness – Other Operating Supplies	\$ 200
0100-03-010-0906-46042	Victim Witness – Other Grant Supplies	\$12,401
0100-03-010-0906-48102	Victim Witness – Furniture & Fixtures	\$ 900
0100-03-010-0906-48107	Victim Witness – Info Technology Equipment	\$ 880
	<b>TOTAL</b>	<b>\$48,504</b>

**Revenue:**

0100-20-601-8203-326047	Victim Witness State	\$(26,503)
0100-30-601-8305-326048	Victim Witness Federal	\$ 75,007
	<b><u>TOTAL</u></b>	<b><u>\$ 48,504</u></b>

R-16-067C

C-6.

**RESOLUTION; APPROPRIATION INCREASE (\$10,155 COMMUNITY CORRECTIONS CCA/PSA GRANT – INCREASED AWARD)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby authorize the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>Expenditure:</u>	
0217-03-300-2179-43101 Community Corrections – Professional Services	\$ 101
0217-03-300-2179-46024 Community Corrections – Data Proc Supplies	\$ 101
0217-03-300-2179-41100 Community Corrections – Salaries/Wages	\$10,569
0217-03-300-2178-41100 Comm Corrections Local – Salaries/Wages	(\$ 616)
<b><u>TOTAL</u></b>	<b><u>\$10,155</u></b>

**Revenue:**

0217-20-601-8203-326210	Community Corrections/Pretrial State	\$10,155
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R-16-067D

C-7.

**RESOLUTION; APPROPRIATION (\$100,000 SCHOOL RESOURCE OFFICER GRANTS)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby authorize the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>Expenditure:</u>	
0100-03-100-0601-4XXXXX	Various Personnel Codes

Salaries & Benefits \$100,000

Revenue:

0100-20-601-8203-324104	SRO Grant	\$ 75,461
0100-40-900-8208-399999	<u>Fund Balance</u>	<u>\$ 24,539</u>
	<b>TOTAL</b>	<b><u>\$100,000</u></b>

R-16-067E

C-8.

RESOLUTION; PROCLAMATION; DESIGNATING  
SEPTEMBER AS HYDROCEPHALUS AWARENESS MONTH IN  
PRINCE GEORGE COUNTY

WHEREAS, Hydrocephalus is a condition that has no cure with the primary characteristic being an accumulation of cerebrospinal fluid in the brain resulting in abnormal widening of ventricles in the brain, causing harmful pressure which can be fatal if untreated; and

WHEREAS, There are two primary types of hydrocephalus, congenital, appearing at birth, and acquired, which develops at birth or some point afterward; and

WHEREAS, The exact number of people who develop hydrocephalus or who are currently living with it is difficult to determine because there is no national registry of the individuals who have the condition; experts estimate that it affects more than one million Americans; and

WHEREAS, Currently the only treatment for hydrocephalus is the surgical insertion of a shunt system that diverts the flow of cerebrospinal fluid to another area of the body where it can join the normal circulatory process; and

WHEREAS, In 2009, the United States Congress passed a Resolution designating the month of September as National Hydrocephalus Awareness Month; and

WHEREAS, Prince George County joins the Virginia community of the Hydrocephalus Association, and the National Hydrocephalus Association in conjunction with leaders from professional, community, and medical-based organizations, in increasing public awareness of hydrocephalus and the needs of families, resulting in better health for all individuals;

NOW, THEREFORE, BE IT RESOLVED by the Prince George County Board of Supervisors that Prince George County designates September 2016 as Hydrocephalus Awareness Month in Prince George County.

C-9.

RESOLUTION; APPROPRIATION (\$20,495 HOPEWELL PAYMENT – BUILDING OFFICIAL SERVICES)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby authorize the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0100-03-400-0300-41100	CDCC – Salaries/Wages	\$ 5,000
0100-03-400-0300-42100	CDCC – FICA	\$ 383
0100-09-401-0917-49199	<u>General Fund Contingency</u>	<u>\$15,112</u>
	<b><u>TOTAL</u></b>	<b><u>\$20,495</u></b>
<u>Revenue:</u>		
0100-10-507-8115-318953	Miscellaneous Revenues	\$20,495

R-16-067G

C-10.

RESOLUTION; APPROPRIATION (\$11,323 FIRE PROGRAM FUNDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby authorize the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0100-03-200-0604-48248	Prince George VFD – Fire Program Funds	\$ 2,264.60
0100-03-200-0605-48248	Disputanta VFD – Fire Program Funds	\$ 2,264.60
0100-03-200-0606-48248	Carson VFD – Fire Program Funds	\$ 2,264.60
0100-03-200-0607-48248	Burrowsville VFD – Fire Program Funds	\$ 2,264.60
0100-03-200-0608-48248	Jefferson Park VFD – Fire Program Funds	\$ 2,264.60
	<b><u>TOTAL</u></b>	<b><u>\$11,323.00</u></b>



Revenue:

0100-20-601-8201-324201    General Fund – Fire Program Funds                    \$11,323.00

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Webb, Skalsky, Hunter

Opposed: (0)

**PRESENTATIONS**

**S-1. Resolution; Proclamation; Designating September as Hydrocephalus Awareness Month in Prince George County.** Mr. Donald Hunter presented the proclamation to Sara Lynn Prefontaine.

**SUPERVISORS' COMMENTS**

Mr. Hunter stated that he appreciates the opportunity to present the proclamation for hydrocephalus awareness.

Mr. Skalsky brought awareness to National Health Center Week. He encouraged the public to visiting the Central Wellness Center for their health services. He also mentioned the success of a recent softball tournament here in Prince George County.

Mr. Carmichael stated that National Night Out was a huge success and thanked all of the public service employees and County Administration for all of their efforts and hard work.

Mr. Webb echoed Mr. Carmichael's comments regarding National Night Out. He stated that he also enjoyed helping the Police Department feed the Prince George High School football players.

Chairman Robertson also stated that National Night Out was a huge success and appreciated everyone involved. Mr. Robertson stated that there was a three-time Olympic gold medalist at the softball tournament that Mr. Skalsky mentioned earlier. Mr. Robertson also mentioned the Covenant Signing on Fort Lee coming up on August 18. There will be a meeting on September 13 held by a Commission of Local Government Committee on Annexation. He also mentioned 17 churches from 9 states that recently came to Prince George County for a work camp.

**COUNTY ADMINISTRATOR COMMENTS**

Mr. Ashcraft stated the Prince George Farmers Market will continue on August 13, 20 & 27 from 8 a.m. to 12:00 Noon at Scott Park. The Prince George Citizens Academy will be August 11 from 6 to 9 p.m. at the Human Services Building. The Fire & EMS Basic Fire Academy Graduation will be on August 12 at 7 p.m. at the Prince George High School Auditorium. The Dinwiddie Farm Bureau 18<sup>th</sup> Annual Appreciation Cook-Out will be on August 18 at 4 p.m. at the Blaha Farm. The VACo Summer Meetings will be on August 19 from 9 a.m. to 4 p.m. at the Richmond Marriott. There

will be a Law Enforcement Appreciation Celebration on August 26 at 6 p.m. at the First Baptist Church of Disputanta. Fire & EMS Director Brad Owens was honored August 6 by the Old Dominion Emergency Medical Services Alliance (ODEMSA) as the top administrator. Benjamin Harrison Bridge will remain under construction next week with alternate lane closures throughout the day. Suspects who broke into a house on August 4 and were allegedly running loose along Courtland Road in Prince George County have been apprehended. The contractor has been hired for the infrastructure improvements at Exit 45 that will begin immediately.

## **REPORTS**

**Virginia Department of Transportation** – Ms. Crystal Smith of VDOT gave a brief update on the road maintenance in Prince George County. She stated that they are currently under 30 outstanding requests. The survey behind the Prince George Barbeque has been completed and they are planning to some improvement to the drainage there. They have plans in the works to connect two different ditches along Quaker Road, one of which was established with Rolls Royce, and the other will have to be abandoned. The willingness has been advertised for Temple and Puddledock and that will close tomorrow. The closures on the Benjamin Harrison Bridge will continue. In addition, that is some work planned at Middle and Jefferson Park Roads. They also plan to do some milling on Bull Hill Road.

**Back to School Fair** – Ms. Shel Douglas, Director of Social Services, stated that Prince George County will be hosting its 5<sup>th</sup> Annual Back to School Fair on Thursday, August 25. The fair will be held at Scott Park from 4:00 p.m. to 7:00 p.m. It will be open to all Prince George County students and their families. The student must be present at the fair to receive school supplies. Information will be available from the public school staff on student services, nutrition services, and transportation. There will be a school bus on site for the new kindergartners' to explore. There are 40 community partners that will be participating this year. There will be refreshments, fire trucks, emergency and public services vehicles. Animal Services will also be on hand for an opportunity for pet adoption. In conjunction with the fair, there will be an open house at the library. The High School Marching Band and youth from the faith community will be providing entertainment. Ms. Douglas thanked all of the area businesses, churches, civic organizations, and citizens who have donated funds and school supplies.

**Mobile Home Park Rehabilitation Project** – Mr. Steve Micas, County Attorney, gave a report on the Mobile Home Park Rehabilitation Committee. Members of the Committee include Mr. Percy Ashcraft, County Administrator, Ms. Valerie Brockett, General Services, Mr. Jeff Brown, Building Code Official, Ms. Lorie DiDomenico, Resident, Ms. Shel Bolyard-Douglas, Director, Department of Social Services, Mr. Stewart Garland, Bexley Mobile Home Park Owner, Ms. Nikki Hansen, Resident, Mr. Steven L. Micas, County Attorney, Mr. Jeff Stoke, Director, Economic Development, Off. John Vasquez, Police Department, Mrs. Julie Walton, Director, Community Development & Code Compliance, and Sgt. Jodie Warren, Police Department. Mr. Micas provided slides of the mobile home parks in Prince George County. The main focus of the

mobile home rehabilitation project is the quality of life enhancements, physical improvements, and enforcement of community standards. Some of those improvements include expansion of Parks & Recreation summer children's programs to recruit and transport children living in mobile home parks to summer activities; creation and distribution of "toilet flushing" warnings to residents to reduce sewer line stoppages; improvement in access to dumpsters for disposal of large household items; creation of a Spanish translation team for Hispanic residents; development of Spanish language publications identifying public services available to tenants; partnership with City of Richmond and Chesterfield County in reviewing their initiatives to improve safety and quality of life for tenants; on-site VEC job fair; improved engagement between residents and County officials improving trust levels; mixed responses from operators of mobile homes to County requests; and development of new park standards related to quality of life to be used in future zoning cases. Mr. Ashcraft, County Administrator, stated that often there is a stigma where mobile home parks are concerned and feels that this Committee has worked really hard to remove that stigma in Prince George County. There is a great deal of pleasure in improving the quality of lives of people in mobile home parks.

#### **ORDER OF BUSINESS**

**A-1. Discussion and Possible Approval of Agreement with Dinwiddie County Regarding Carson Volunteer Fire Station.** Mr. Brad Owens, Director of Fire and EMS, stated that for many years, the volunteers of Carson Volunteer Fire Department, Company 3, have provided emergency fire and EMS services to a portion of Dinwiddie County. In recognition of those services, Dinwiddie has been making an annual contribution to the operating expenses of Company 3 of approximately \$13,500. In addition, in exchange for a formal fifteen-year agreement to continue these services, Dinwiddie has agreed to make a one-time capital contribution of \$250,000 to defray the costs of the new Carson Station. The capital contribution represents the approximate percentage of Dinwiddie calls to all calls responded to by Carson times the total cost of the new station. During the term of the Agreement, Dinwiddie will also continue their annual operating cost contribution adjusted by the CPI. The Dinwiddie Board of Supervisors approved the Agreement at their July 19, 2016 meeting. The County Administrator recommends approval of the attached Agreement. Mr. Webb made a motion, seconded by Mr. Skalsky, to approve the agreement as presented. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Robertson, Webb, Skalsky

Opposed: (0)

#### **A-2. Resolution; Appropriation (\$400,000 Police/Sheriff Vehicle Purchase).**

Ms. Betsy Drewry stated that as part of the fiscal year 2017 adopted budget, the County included \$400,000 of debt issuance for the purchase of Police/Sheriff vehicles. Vehicle replacements purchases have been recommended at a rate of 10 vehicles each year over the course of the next four years (year 1 complete FY2016). This will refresh the entire fleet over the course of five years and if repeated every year

thereafter, will continuously keep the fleet in a five year replacement cycle. The purchase of the 10 Police vehicles (9 Police; 1 Sheriff) is estimated to cost \$400,000. The vehicles will be purchased from the state contract. Ms. Drewry showed slides of which vehicles are recommended for replacement and recommendations of what vehicles to purchase for Police Department and Sheriff. She also gave price comparisons. The recommendations for the Police Department are five Ford Interceptor Utilities and four Ford Interceptor Sedans. The recommendation for the Sheriff's Office is a Chevrolet Tahoe. An appropriation of the funds and a reimbursement resolution are presented for the Board's consideration and approval. The reimbursement resolution is needed in order for the County to issue the debt in the spring and reimburse the County for the purchase being made. Chairman Robertson asked the Sheriff why his office needs a Chevrolet Tahoe which is \$8,000 more than the other vehicles. Sheriff Allin stated that the purpose of the Tahoe is for more room to work with in a vehicle for prisoner transports. Chairman Robertson stated that \$45,000 is a lot of money and that it is easy to spend other people's money. Sheriff Allin verified for Chairman Robertson that the department currently has two other Tahoes; one for transport and one that he drives. The last one was purchased in 2013 and it does not have a bar light on top of it. Sheriff Allin stated that it was the intent to allow more room for transports. If this is a problem, they can make the Interceptor work. Mr. Skalsky stated that there is clearly a difference of room in the Interceptor and the Tahoe. Chairman Robertson stated that what people may want and have to have are two different things. Mr. Carmichael stated that he believes Sheriff Allin does not order on wants. He believes he orders on needs. He stated that implying that the Sheriff just wants something without doing his research is speaking out of turn. He believes it is inappropriate for this Board to tell the Sheriff what he does and does not need. Mr. Carmichael made a motion, seconded by Mr. Hunter, to approve the resolution as presented. Roll was called on the motion.

R-16-068

A-2.

**RESOLUTION; APPROPRIATION (\$400,000 POLICE/SHERIFF VEHICLE PURCHASE)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby authorize the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0311-03-100-3103-48105-3103	Police Vehicle Replacement	\$400,000
<u>Revenue:</u>		
0311-40-900-8115-341401	Debt Proceeds	\$400,000

On roll call the vote was:

In favor: (4) Carmichael, Hunter, Skalsky  
Opposed: (2) Robertson, Webb

Mr. Skalsky made a motion, seconded by Mr. Hunter, to approve the reimbursement resolution as presented. Roll was called on the motion.

R-16-068A

**RESOLUTION OF OFFICIAL INTENT TO REIMBURSE  
EXPENDITURES WITH PROCEEDS OF BONDS  
OR OTHER INDEBTEDNESS**

**WHEREAS**, the Board of Supervisors (the "Board") of the County of Prince George, Virginia (the "County") has previously determined to undertake the Purchase of 10 Public Safety (Police and Sheriff) Vehicles (the "Purchase");

**WHEREAS**, the Board currently expects that the cost of the Purchase, excluding the costs of the financing thereof, will be approximately \$400,000;

**WHEREAS**, the Board currently expects to incur long-term indebtedness in an amount now estimated at \$400,000 to pay a portion of the costs of the Purchase, which indebtedness may take the form of tax-exempt bonds or other types of debt; the proceeds of such indebtedness may be used either for paying costs of the Purchase directly or for repaying other indebtedness previously incurred for the Purchase or for a combination of such purposes; and

**WHEREAS**, the County may also advance its own funds to pay expenditures relating to the Purchase (collectively, the "Expenditures") prior to receiving reimbursement for such Expenditures from the proceeds of tax-exempt bonds or taxable debt, or both;

**THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of the County as follows:

1. The County intends to utilize the proceeds of tax-exempt bonds or notes (the "Bonds") or to incur other debt to pay Purchase costs in an amount not currently expected to exceed \$400,000.

2. The County intends that the proceeds of the Bonds be used to pay or reimburse the County for the payment of Expenditures made after the date of this Resolution or made within 60 days prior to the date of this Resolution or Expenditures which are incurred for certain preliminary costs such as architectural, engineering, surveying, soil testing, bond issuance expenses and the like. The County reasonably expects on the date hereof that it will pay or reimburse the Expenditures with the proceeds of the Bonds or other debt.

3. Each Expenditure will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, or (c) a nonrecurring item that is not customarily payable from current revenues.

4. The County intends to make a reimbursement allocation, which is a written allocation by the County that evidences the County's use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Purchase is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The County recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, and certain de minimis amounts.

5. The Board intends that the adoption of this Resolution confirms the "official intent" of the County within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.

6. The County Administrator and other officers of the County are hereby authorized and directed to take such actions, in consultation with the County's counsel, as may be necessary or desirable to implement the planning and structuring of the Bonds, including but not limited to negotiations with lenders or investment bankers for the Bonds, the selection of bond counsel to supervise the issuance of such Bonds and the engagement of such other professionals as may be necessary or desirable to assist the County in this process, but such officers shall not obligate the County on such Bonds without further approval by the Board.

7. This Resolution shall take effect immediately upon its passage.

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Robertson, Webb, Skalsky

Opposed: (0)

**A-3. Resolution; Appropriation (\$174,435 Public Safety Radio Consultant).** Ms. Drewry stated that on July 12, 2016 the Prince George County Board of Supervisors authorized the County Administrator to execute a contract with AECOM for Phase I – Infrastructure Assessment / Coverage Analysis and Phase II – System Design / Vendor Procurement of a new Public Safety Radio System in the amount of \$174,435. An appropriation of the funds and a reimbursement resolution are presented for the Board's consideration and approval. The reimbursement resolution is needed in order for the County to issue the debt in the spring and reimburse ourselves for services purchased. Mr. Webb made a motion, seconded by Mr. Hunter to approve the appropriation as presented. Roll was called on the motion.

A-3.

**RESOLUTION; APPROPRIATION (\$174,435 PUBLIC SAFETY RADIO CONSULTANT)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby authorize the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>Expenditure:</u>	
0311-03-100-3145-43101      Public Safety Radio Consultant	\$174,435
<u>Revenue:</u>	
0311-40-900-8115-341401      Debt Proceeds	\$174,435

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Robertson, Webb, Skalsky

Opposed: (0)

Mr. Hunter made a motion, seconded by Mr. Skalsky, to approve the reimbursement resolution as presented. Roll was called on the motion.

R-16-069A

**RESOLUTION OF OFFICIAL INTENT TO REIMBURSE  
EXPENDITURES WITH PROCEEDS OF BONDS  
OR OTHER INDEBTEDNESS**

**WHEREAS**, the Board of Supervisors (the "Board") of the County of Prince George, Virginia (the "County") has previously determined to undertake the Purchase of Services for a Public Safety Radio Consultant (Phase I - Infrastructure Assessment / Coverage Analysis and Phase II – System Design / Vendor Procurement) (the "Purchase");

**WHEREAS**, the Board currently expects that the cost of the Purchase, excluding the costs of the financing thereof, will be approximately \$174,435;

**WHEREAS**, the Board currently expects to incur long-term indebtedness in an amount now estimated at \$174,435 to pay a portion of the costs of the Purchase, which indebtedness may take the form of tax-exempt bonds or other types of debt; the proceeds of such indebtedness may be used either for paying costs of the Purchase directly or for repaying other indebtedness previously incurred for the Purchase or for a combination of such purposes; and

**WHEREAS**, the County may also advance its own funds to pay expenditures relating to the Purchase (collectively, the “Expenditures”) prior to receiving reimbursement for such Expenditures from the proceeds of tax-exempt bonds or taxable debt, or both;

**THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of the County as follows:

1. The County intends to utilize the proceeds of tax-exempt bonds or notes (the “Bonds”) or to incur other debt to pay Purchase costs in an amount not currently expected to exceed \$174,435.

2. The County intends that the proceeds of the Bonds be used to pay or reimburse the County for the payment of Expenditures made after the date of this Resolution or made within 60 days prior to the date of this Resolution or Expenditures which are incurred for certain preliminary costs such as architectural, engineering, surveying, soil testing, bond issuance expenses and the like. The County reasonably expects on the date hereof that it will pay or reimburse the Expenditures with the proceeds of the Bonds or other debt.

3. Each Expenditure will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, or (c) a nonrecurring item that is not customarily payable from current revenues.

4. The County intends to make a reimbursement allocation, which is a written allocation by the County that evidences the County’s use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Purchase is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The County recognizes that exceptions are available for certain “preliminary expenditures,” costs of issuance, and certain de minimis amounts.

5. The Board intends that the adoption of this Resolution confirms the “official intent” of the County within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.

6. The County Administrator and other officers of the County are hereby authorized and directed to take such actions, in consultation with the County’s counsel, as may be necessary or desirable to implement the planning and structuring of the Bonds, including but not limited to negotiations with lenders or investment bankers for the Bonds, the selection of bond counsel to supervise the issuance of such Bonds and the engagement of such other professionals as may be necessary or desirable to assist the County in this process, but such officers shall not obligate the County on such Bonds without further approval by the Board.



7. This Resolution shall take effect immediately upon its passage.

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Robertson, Webb, Skalsky

Opposed: (0)

**A-4. Resolution; Re-Appropriation of Obligated FY2015-2016 Funds to FY 2016-2017.** Ms. Drewry stated that with the end of fiscal year 2016 and the beginning of fiscal year 2017, there are several open obligated purchase orders from the FY2015-16 budget that need to be re-appropriated from FY2016 to FY2017 to ensure proper accounting and meet statutory requirements. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-16-070

A-4.

**RESOLUTION; RE-APPROPRIATION (\$1,316,509.54 OUSTANDING  
JUNE 30, 2016 ENCUMBRANCES / PURCHASE ORDERS)**

**BE IT RESOLVED** That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August, 2016, does hereby authorize the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<b>EXPENDITURES</b>		
0100-01-001-0100-00000-000-000-000-48107	BOS INFO TECH EQUIPMENT REPLACEM	8,422.00
0100-01-002-0403-00000-000-000-000-48101	INFO TECHNOLOGY MACH & EQUIP REP	5,460.27
0100-03-100-0601-00000-000-000-000-46010	POLICE DEPARTMENT SUPPLIES	6,686.25
0100-03-200-0604-00000-000-000-000-46011	PG FIRE UNIFORM/APPAREL	2,392.75
0100-03-200-0605-00000-000-000-000-48248	DISPUTANTA FIRE PROGRAM FUNDS	14,746.50
0100-03-200-0607-00000-000-000-000-46011	BURROWSVILLE FIRE UNIFORM/APPARE	2,392.75
0100-03-200-0608-00000-000-000-000-46011	JEFFERSON PARK FIRE UNIFORM/APPAR	12,730.50
0100-03-200-0608-00000-000-000-000-48248	JEFFERSON PARK FIRE PROGRAM FUNDS	8,804.25
0220-04-104-2122-00000-000-000-000-43101	STRM WATER BIRCHETT EST PROF SERV	67,518.00
0220-04-104-2123-00000-000-000-000-43101	STRM WATER CEDAR CREEK PROF SERVI	106,065.28
0311-01-002-3101-00000-000-000-000-43101-3101	CAPITAL BROADBAND IMPLEMENTATIO	20,712.90
0311-03-200-3143-00000-000-000-000-48130	CAPITAL BURROWSVILLE IMPR TO SITE	23,171.00
0311-07-211-3136-00000-000-000-000-48240	CAPITAL P&R COMM CTR PARKING LOT	11,637.38
0600-04-104-7000-00000-000-000-000-43101	UTILITIES MAINT PROF SERVICES	8,103.00
0600-04-104-7010-00000-000-000-000-43311	WTR CEDR CONTRACT FEES/ADMIN	3,850.00
0620-04-104-7003-00000-000-000-000-43101	UTIL CAPITAL PROFESSIONAL SERVICES	17,790.00
0620-04-104-7014-00000-000-000-000-48201	UTIL CAPITAL MACH & EQUIPMENT	52,823.05
0620-04-104-7014-00000-000-000-000-48401	UTIL CAPITAL SEWER REHAB/PTRSBURG	943,203.66
		<b>1,316,509.54</b>
<b>REVENUES</b>		
0100-40-900-8208-00000-000-000-000-399999	GENERAL FUND USE OF FUND BALANCE	61,635.27
0220-40-900-8208-00000-000-000-000-399999	STORM WATER FUND USE OF FUND BAL	173,583.28
0311-40-900-8208-00000-000-000-000-399999	CAPITAL FUND USE OF FUND BALANCE	55,521.28
0600-40-900-8208-00000-000-000-000-399999	UTILITY FUND USE OF FUND BALANCE	1,025,769.71
		<b>1,316,509.54</b>

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Robertson, Webb, Skalsky

Opposed: (0)

**A-5. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):**

**B. Resolution; Appointment of One Member to the Central Virginia Waste Management Authority (Interim Term).** Since Mr. Hamby's retirement as Director of General Services, his appointment needs to be filled until it expires on December 31, 2017. Mr. Hunter made a motion, seconded by Mr. Webb, to appoint Mr. George Poulson. Roll was called on the motion.

R-16-071

A-5B.

RESOLUTION; APPOINTMENT OF ONE MEMBER TO THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY (FOUR-YEAR TERM).

WHEREAS, The term of Mr. Bill Hamby expires on December 31, 2017; and

WHEREAS, Mr. Bill Hamby has retired as Director of General Services of Prince George County;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9<sup>th</sup> day of August 2016 does hereby appoint Mr. George Poulson, Director of General Services, to the Central Virginia Waste Management Authority to serve an interim term, effective immediately and ending on December 31, 2017.

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Robertson, Webb, Skalsky

Opposed: (0)

**ADJOURNMENT.** Mr. Hunter moved, seconded by Mr. Skalsky, that the meeting be adjourned. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Webb, Skalsky, Robertson, Carmichael, Hunter

Opposed: (0)

The meeting adjourned at 8:20 p.m.

[Draft Minutes prepared September 6, 2016, for consideration on September 13, 2016; adopted by unanimous vote.]

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William A. Robertson, Jr.  
Chairman, Board of Supervisors

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Percy C. Ashcraft  
County Administrator