

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

Adjourned Work Session  
December 12, 2016  
6:00 p.m.  
Utilities Conference Room  
Administration Building  
6602 Courts Drive  
Prince George, VA 23875

**MEETING CONVENED.** An adjourned meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 6:00 p.m. on Monday, December 12, 2016 in the Utilities Conference Room, 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

County Staff present was: Percy C. Ashcraft, County Administrator; Jeff Stoke, Deputy County Administrator; Steve Micas, County Attorney, Betsy Drewry, Finance Director; Chip England, County Engineer

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

**Pledge of Allegiance to U.S. Flag.** Chairman Robertson led the Pledge of Allegiance to the United States Flag.

**WORK SESSION**

Mr. Chip England gave a presentation with the consulting team on current utility challenges in the County and presented possible solutions.

Mr. Brad Rodgers gave an overview of various financial modeling for water/sewer owner expenses and user costs.

There was general discussion between the Board of Supervisors, staff and the consulting team.

**ADJOURNMENT.** Mr. Carmichael made a motion, seconded by Mr. Hunter, to adjourn. The meeting adjourned at 7:41 p.m.

[Draft Minutes prepared December 30, 2016 for consideration on January 10, 2017; 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

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

December 13, 2016

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

**MEETING CONVENED.** A regular meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 5:00 p.m. on Tuesday, December 13, 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 prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (2) consultation with legal counsel and briefings by staff pertaining to probable litigation involving a tax dispute with a multi-national corporation pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended; and (3) discussion of the assignment of a specific employee pursuant to § 2.2-3711 (A)(1), 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 prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (2) consultation with legal counsel and briefings by staff pertaining to probable litigation involving a tax dispute with a multi-national corporation pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended; and (3) discussion of the assignment of a specific employee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended.

R-16-100

E-1.

RESOLUTION; CLOSED SESSION FOR (1) DISCUSSION OF PROSPECTIVE CANDIDATES FOR BOARD APPOINTMENTS TO VARIOUS COMMITTEES PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; (2) CONSULTATION WITH LEGAL COUNSEL AND BRIEFINGS BY STAFF PERTAINING TO PROBABLE LITIGATION INVOLVING A TAX DISPUTE WITH A MULTI-NATIONAL CORPORATION PURSUANT TO § 2.2-3711 (A)(7), CODE OF VIRGINIA, 1950, AS AMENDED; AND (3) DISCUSSION OF THE ASSIGNMENT OF A SPECIFIC EMPLOYEE PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of December, 2016, does hereby vote to enter closed session for (1) discussion of prospective candidates for Board appointments to various committees pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; (2) consultation with legal counsel and briefings by staff pertaining to probable litigation involving a tax dispute with a multi-national corporation pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended; and (3) discussion of the assignment of a specific employee pursuant to § 2.2-3711 (A)(1), 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. Hunter, that the Board adjourn the closed session and enter open session, certifying that to the best of each Board Members' knowledge (1) only public business lawfully exempted from open meeting requirements were discussed and (2) only matters identified in the convening motion were discussed. Chairman Robertson asked if any Board member knew of any matter discussed during the closed session that was not announced in its convening legislation. Hearing no comment from the Board, the Chairman asked that the roll be called on the motion.

R-16-100A

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 13<sup>th</sup> day of December, 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. Chip England, County Engineer, discussed the 1.6 acre parcel on the River's Edge Lagoon site and potential uses for it. The Utilities Department has been maintaining this property. This parcel is not being used by the department and they are looking for direction from the Board for ideas for usage. Some options discussed were to sell the property, plant trees to reforest it to its natural state, recreational use, or possibly a community garden. The Board agreed to have staff to research to see if the property is buildable. Once the information is provided, they will discuss plans for the property further.

Mr. George Poulson, Director of General Services, discussed a walkway view from the Courthouse to the Post Office and a walkway view from the Administration Building to the Scott Park Pavilion. The Board agreed to have Buildings and Grounds move forward with both projects.

Chief Keith Early and Officer Alexis Grochmal discussed the current Taxi Cab Program in the County. The expenses outweigh the benefit to the Community. The Police Department and the Commissioner of Revenue is requesting to work together with the County Attorney to revise or repeal the Ordinance. The Board agreed for them to move forward and come back with a solution.

**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.

Ms. Shel Douglas, Director of Social Services, presented the Board with two awards that she received on the County's behalf at the VML Conference. One was the HEAL Award in recognition of the HEAL policy adoption, implementation and completion of the Healthy Eating Active Living campaign activities in 2016. The other was the VML Stairway to Success Gold Level Award for services offered to the youngest citizens of Prince George County.

**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 7:05 p.m.

Mr. Rick Haynie (Art and Architecture). Mr. Haynie thanked the Board and the citizens for the opportunity given to him and his firm this past year.

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

**APPROVAL OF AGENDA.** Mr. Hunter made a motion, seconded by Mr. Webb, to adopt the agenda as presented. 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. Skalsky made a motion, seconded by Mr. Carmichael, that the consensus agenda be approved as presented. Roll was called on the motion.

C-1. Draft Minutes – September 27, 2016 Regular Meeting was approved as presented.

R-16-101

C-2.

**RESOLUTION; FY 2017 APPROPRIATION INCREASE (\$130,610 SCHOOL TITLE I GRANT FUNDS)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of December, 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>	
0510 <i>Various</i> School Federal Grant Expenditure Accounts	\$130,610
 <u>Revenue:</u>	
0510-30-802-333802 School Title I Grant <b>(Increase)</b>	\$130,610

R-16-101A

C-3.

**RESOLUTION; MEMORANDUM OF UNDERSTANDING BETWEEN THE FORT LEE FAMILY ADVOCACY PROGRAM AND THE PRINCE GEORGE COUNTY DEPARTMENT OF SOCIAL SERVICES**

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of December, 2016 does hereby authorize the Director of Social Services to execute Memorandum of Understanding between The Fort Lee Family Advocacy Program and the Prince George County Department of Social Services.

R-16-101B

C-4.

RESOLUTION; AMENDMENT TO PRINCE GEORGE COUNTY  
PERSONNEL POLICY SECTION 21.1 *HOLIDAYS* FOR ADOPTION  
OF 2017 HOLIDAY SCHEDULE

By order of the Prince George County Board of Supervisors, the following days are paid holidays for eligible full-time employees of Prince George County government for Calendar Year 2016:

New Year's Day	January 2, 2017	(New Year's Day is on a Sunday)
Lee-Jackson Day	January 13, 2017	(Friday preceding third Monday)
Martin Luther King Day	January 16, 2017	(Third Monday)
Washington's Birthday	February 20, 2017	(Third Monday)
Memorial Day	May 29, 2017	(Last Monday)
Day Before Independence Day	July 3, 2017	
Independence Day	July 4, 2017	
Labor Day	September 4, 2017	(First Monday)
Columbus Day	October 9, 2017	(Second Monday)
Veteran's Day	November 10, 2017	(Veteran's Day is on a Saturday)
½ Day Before Thanksgiving	November 22, 2017	
Thanksgiving Day	November 23, 2017	(Fourth Thursday)
Day After Thanksgiving	November 24, 2017	
½ Day Before Christmas	December 22, 2017	
Christmas Day	December 25, 2017	
Day After Christmas	December 26, 2017	(In Lieu of Christmas Eve)

On roll call the vote was:

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

Opposed: (0)

**SUPERVISORS' COMMENTS**

Mr. Hunter wished everyone a safe and healthy Merry Christmas.

Mr. Skalsky wished everyone a Merry Christmas and asked everyone to remember the true meaning of the season. He reminded the public of the Hopewell/Prince George Community Health Service available to all.

Mr. Carmichael wished everyone a Merry Christmas and Happy New Year. He stated that this County is blessed to have such great citizens and staff.

Mr. Webb wished everyone a Merry Christmas.

**COUNTY ADMINISTRATOR COMMENTS**

Mr. Ashcraft stated that that Planning Commission will meet on December 15 at 7:30 p.m. in the Board Room. The Wreaths Across America Veteran's Ceremony will be on December 17 at 11 a.m. at the City Point Cemetery. There will be an Animal Services

Center Pet Adoption on December 17 from 9 a.m. to 2 p.m. at the Boulevard Flowers in Colonial Heights. There will be a Jackie Bradley, Jr. Day on December 17 from 10 a.m. to 2 p.m. at Swader's Sports Park. The Prince George TRIAD Christmas Luncheon will be on December 19 at 12:00 Noon at the Parks & Recreation Community Center. The County Offices will be closed for Christmas Break December 23 – 26. The Prince George Ruritan Club is selling live Christmas trees at its location off Ruffin Road. 'No Shave November' by Prince George Public Safety personnel raised approximately \$2,000 for St. Jude's Cancer Research. The State Corporation Commission reduces Virginia American Water rate increase that will save Prince George utility customers \$200,000. Beazley Elementary School students decorate Christmas tree in Administration Building using ornaments from recycled materials. The Benjamin Harrison Bridge Repair Dates are as follows: Wednesday, 12/14/16 - Overnight - Bridge Closed; Detours in Place. Thursday, 12/15/16 – 9:00 AM to 4:00 PM – Single Lane Closure/Install Elevator. The Prince George County 2016 Christmas Ornament now available for purchase.

## **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 the I295 project is moving forward and on schedule with a completion date of May, 2017. All pavement schedules are now complete. The major work on Temple Avenue where they are replaced the pipe structure is almost finished. There are several traffic engineer requests still out. There are signs ordered to install no littering and no outlet and Chudoba. There is a speed study underway on Route 10 from Jordan Point to Tar Bay Road. The maintenance crews are now complete with the tree trimming on Hall Farm Road and Moody Road. They are continuing to patch on various routes. They have completed shoulders on Route 460 and Route 156. There is a meeting scheduled to do some major erosion repairs on James River Drive around the 12800 block. In addition to that, the crews are prepping their equipment for snow removal. Ms. Smith thanked the Board for being so wonderful to work with.

**Fire and EMS Museum**. Mr. Brad Owens, Director of Fire and EMS, introduced Ms. Carol Bowman of the Prince George Regional Heritage Center to talk about the Fire and EMS Museum project. Ms. Bowman stated that the Committee has met and an architect has looked inside the old Food Bank building to see what needs to be done. She stated that what they need to do at this time is to bring a crew to do a gentle demolition to maintain the integrity of the building. This will need to be done before they can move forward with seeking grant money. She asked the Board to grant them \$5,000 to be able to go in and complete this demolition. This money would come out of the Tourism Fund. The estimate for the demolition job is \$6,900. The Heritage Center will pay the remaining \$1900. The Chairman stated that they can make a motion to suspend the rules and add it to the end of the agenda.

## **PUBLIC HEARINGS**

**P-1. Public Hearing: Ordinance to amend the Code of the County of Prince George, Virginia, 2005, as amended, by amending sections 82-233**



**and 82-541 to revise allowances for adjustments to customer water and sewer charges related to leaks.** Mr. Chip England, County Engineer, stated that there are a handful of customers each month that experience water or sewer leaks on their property and get resulting higher than normal charges on their Utility bill. Even when there is a leak on a customer's property, Utilities still has incurred the cost of providing the water service to the property. Current rules established by Code sections 82-233 and 82-541 allow Utilities to give some relief in the form of credits when customers can prove they have taken prompt action to fix the on-site leaks. The calculation of these credits under the current rules is very different for water versus sewer charge and can be very confusing to customers. Utilities is requesting consideration to revise two sections to make the allowed credit calculations for water and sewer charges consistent with one another, making them more straightforward to explain to customers and to implement. Under the revised rules, when a customer proves they have taken action to repair an on-site leak, Utilities would be allowed to reduce both water and sewer charges once in a 12 month period to the average amount charged on the customer's three previous bills. Chairman Robertson opened the public hearing at 7:32 p.m. There was no one to speak and the public hearing was closed. Mr. Carmichael made a motion, seconded by Mr. Hunter, to approve the ordinance amendment as presented. Roll was called on the motion.

O-16-16

P-1.

**ORDINANCE TO AMEND THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA, 2005, AS AMENDED, BY AMENDING SECTIONS 82-233 AND 82-541 TO REVISE ALLOWANCES FOR ADJUSTMENTS TO CUSTOMER WATER AND SEWER CHARGES RELATED TO LEAKS**

BE IT ORDAINED by the Board of Supervisors of Prince George County:

(1) That the Code of the County of Prince George, Virginia, 2005, is amended by amending sections 82-233 AND 82-541 as follows:

**Sec. 82-233. - All water chargeable; leaks.**

- (a) All water passing through and being recorded on a water meter shall be charged to the user of record, from the time service is started ~~the meter is set~~ until the time service is terminated. ~~it is removed on written notice of the user, whether the water is used or wasted, as a result of a leak.~~
- (b) When a water ~~Where an underground~~ leak is discovered, and the customer ~~or a leak occurs in the building plumbing, and where the owner, agent, or tenant~~ does not take action within five days to repair the leak, the director may cause to have

the water service terminated until such time as written notification is given to the director that the leak has been repaired.

- (c) ~~When a water If an underground leak occurs that was not due to the acts or negligence of the customer in water pipes or metered services and the owner, tenant or customer can prove action was taken to repair the leak within five days of when the leak was discovered or should have been discovered, has promptly made all necessary repairs, the director shall reduce may cause any charges to the average of the total charges for the three previous bills. in excess of the amount of the average bimonthly bill for the premises to be billed at \$2.00 per 1,000 gallons. Adjustment for a water an underground leak will not be allowed again during the next only be made on one bimonthly bill per 12-month period. The director may give the same rebate where an unexplained problem or internal plumbing leak causes metered water consumption to exceed double the average bimonthly bill and the director believes the water was not beneficially used. Adjustments for an unexplained problem or internal leak may only be made once every 24 months except in cases of extreme hardship. Average bimonthly bills are to be determined by averaging bimonthly water consumption for three previous equivalent billing periods.~~

**Sec. 82-541. - All wastewater chargeable; leaks exception.**

- (a) All water passing through and being recorded on a water meter or wastewater directly measured by a wastewater meter shall be charged at the rate of 100 percent for wastewater service, such charges being made to the user of record, from the time service is started the meter is set until the time service is terminated. it is removed on written notice of the user, whether the water is used or wasted as a result of a leak.
- (b) When a water leak or a wastewater leak is discovered, and the customer does not take action within five days to repair the leak, the director shall terminate water service until such time as written notification is given to the director that the leak has been repaired.
- (bc) ~~When a water Where an underground leak is discovered that was not due to the acts or negligence of the customer and the customer owner, agent, or tenant can prove prompt action was taken to repair the leak within five days of when the leak was discovered or should have been discovered to repair the leak, the director shall reduce any charges to the average of the total charges for the three previous bills. department may allow credit against the current wastewater bill. Such credit shall be allowed to reduce the current wastewater bill to an amount equal to not less than two times the highest consumption in the previous 12 months. If a credit is given a premises for a leak on the wastewater bill, the same premises will not be allowed a credit for another leak during Adjustment for a water leak will not be allowed again during the next 12-month period.~~
- (d) When a wastewater leak is discovered that was not due to the acts or negligence of the customer and the customer can prove action was taken to repair the leak within five days of when the leak was discovered or should have been discovered, the director shall reduce any charges to the average of the total

charges for the three previous bills. Adjustment for a leak will not be allowed again during the next 12-month period.

(e) No adjustment for a water leak or a wastewater leak shall be made for charges based on wastewater directly measured by a wastewater meter.

(2) With the Board's approval, this ordinance shall be effective immediately.

On roll call the vote was:

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

Opposed: (0)

### **ORDER OF BUSINESS**

**A-1. Resolution; Authorize the Fire & EMS Department to Complete and Submit a Grant Application to Virginia Office of EMS for Remount for Ambulance Fleet Number 110.** Mr. Brad Owens, Director of Fire and EMS, stated that the Board of Supervisors changed its process earlier this year and required all grant applications requiring a match to come before the Board of Supervisors. This is a rescue squad assistance fund grant that they have applied for numerous times in the past and have been awarded. They applied for a new ambulance last year and were denied. They were told they may have a better chance for a remount. They are now requesting permission to move forward with the necessary data gathering and resources needed to apply for the grant to do a remount for one of their medic units that was recently moved down to the Carson station. The vehicle is a 2003 with approximately 160,000 miles on it which is too much for a first response vehicle. The funds would be coming from the Apparatus Replacement Fund, not the General Fund. Mr. Webb made a motion, seconded by Mr. Carmichael, to approve the resolution as presented. Roll was called on the motion.

R-16-102

A-1.

**AUTHORIZE THE FIRE & EMS DEPARTMENT TO COMPLETE AND SUBMIT A GRANT APPLICATION TO VIRGINIA OFFICE OF EMS FOR REMOUNT FOR AMBULANCE FLEET NUMBER 110.**

WHEREAS, the Fire & EMS Department is requesting approval of the Prince George County Board of Supervisors to apply for a grant of \$92,500 through The Virginia Office of EMS, due March 15, 2017; and

WHEREAS, the total award of \$92,500 and 50% local match of \$92,500 (total \$185,000) will be utilized for remount for ambulance fleet number 110; and

WHEREAS, the grant requires a fifty percent (50%) cash match of \$92,500, which requires a local general fund appropriation.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of December, 2016, does hereby authorize the submission of a grant application for \$92,500, which requires a 50% local cash match of \$92,500 which will require a local general fund appropriation, for remount for ambulance fleet number 110.

BE IT FURTHER RESOLVED, That a copy of this Resolution shall be retained as support authorizing the grant application to The Virginia Office of EMS.

On roll call the vote was:

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

Opposed: (0)

**A-2. Resolution; Authorize the Community Corrections Department to Complete and Submit a Grant Application to the Supreme Court of Virginia for Wages, Benefits, Travel Costs and Supplies for Adult Drug Treatment Court.** Ms. Betsy Drewry, Finance Director, stated that Community Corrections was recently made aware of a funding opportunity to assist with costs associated with the Virginia Drug Court Treatment. Ms. Coghill, Director, is asking for permission to apply for the grant. It is expected to be \$95,000 which does require a 25% in-kind/cash match. This match is satisfied within the Community Corrections Fund with monies already appropriated. The grant will be used for staff costs and supplies. Mr. Hunter made a motion, seconded by Mr. Skalsky, to approve that resolution as presented. Roll was called on the motion.

R-16-103

A-2.

**AUTHORIZE THE COMMUNITY CORRECTIONS DEPARTMENT TO COMPLETE AND SUBMIT A GRANT APPLICATION TO THE SUPREME COURT OF VIRGINIA FOR WAGES, BENEFITS, TRAVEL COSTS AND SUPPLIES FOR ADULT DRUG TREATMENT COURT**

WHEREAS, the Community Corrections Department is requesting approval of the Prince George County Board of Supervisors to apply for a grant of \$95,000 through The Supreme Court of Virginia, due for submission immediately; and

WHEREAS, the total award of \$95,000 will be utilized for wages, benefits, travel costs and supplies for Adult Drug Treatment Court; and

WHEREAS, the grant requires a twenty-five percent (25%) in-kind/cash match of \$23,750, which requires no additional local appropriation and is satisfied with existing

services and/or already appropriated in the FY2017 adopted budget in the Community Corrections Fund 0217.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of December, 2016, does hereby authorize the submission of a grant application for \$95,000, which requires a 25% local in-kind/cash match of \$23,750 which requires no additional local appropriation and is satisfied within the adopted FY2017 budget, for wages, benefits, travel costs and supplies related to Adult Drug Treatment Court.

BE IT FURTHER RESOLVED, That a copy of this Resolution shall be retained as support authorizing the grant application to The Supreme Court of Virginia.

On roll call the vote was:

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

Opposed: (0)

**A-3. Discussion of FY18 Budget Work Session.** The County Administrator and Finance Director are requesting a budget work session for FY18. The proposed date is January 11. The Board agreed to meet on January 12 at 5:30 p.m. in the Boardroom.

**A-4. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):**

**A. Resolution; Recommendation of One Appointment (Three-Year Term) – Board of Equalization of Assessments.** Mr. Carmichael made a motion, seconded by Mr. Webb, to recommend Mr. Charles Story for appointment. Roll was called on the motion.

R-16-104

A-4A.

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

WHEREAS, The term of Mr. Charles D. Story will expire on December 31, 2016;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of December, 2016 does hereby recommend to the Circuit Court Mr. Charles Story for appointment to the Board of Equalization of Assessment to serve a three-year term, beginning January 1, 2017 and ending on December 31, 2020.

On roll call the vote was:

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

Opposed: (0)

**B. Resolution; Appointment of Two Members to Prince George Planning Commission (Four-Year Term).** Mr. Hunter made a motion, seconded by Mr. Webb, to appoint Ms. Imogene Elder and Mr. Willie Bresko. Roll was called on the motion.

R-16-104A

A-4B.

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

WHEREAS, The terms of Imogene Elder and A. Willie Bresko, Jr. will expire on December 31, 2016; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of December, 2016 does hereby appoint Ms. Imogene Elder and Mr. A. Willie Bresko, Jr. to the Planning Commission to serve a four-year term, beginning January 1, 2017 and ending on December 31, 2020.

On roll call the vote was:

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

Opposed: (0)

**C. Resolution; One Appointment – South Centre Corridors Research & Development Council.** Mr. Skalsky made a motion, seconded by Mr. Hunter, to appoint Mr. Andy Petik. Roll was called on the motion.

R-16-104B

A-4C.

**RESOLUTION; APPOINTMENT THREE-YEAR TERM) – SOUTH CENTRE CORRIDORS RESEARCH AND DEVELOPMENT COUNCIL**

WHEREAS, Mr. Otis Bryant's term on the South Centre Corridors Research and Development Council expired on September 9, 2016;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13<sup>th</sup> day of December, 2016 does hereby appoint Mr. Andy Petik to the South Centre Corridors Research and Development Council, effective September 9, 2016 and ending on September 9, 2019.

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Robertson, Webb, Skalsky  
Opposed: (0)

Mr. Skalsky made a motion, seconded by Mr. Webb, to suspend the rules to add Item A-5 to consider appropriating \$5,000 from the Tourism Fund for the Fire and EMS Museum.

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Robertson, Webb, Skalsky  
Opposed: (0)

**A-5. Resolution; Public Designation of \$5,000 in Tourism Funds to the Prince George Regional Heritage Center toward Demolition Costs for Fire & EMS Museum.** Mr. Carmichael made a motion, seconded by Mr. Hunter, to approve the resolution as presented. Roll was called on the motion.

R-16-105

A-5.

**RESOLUTION; PUBLIC DESIGNATION OF \$5,000 IN TOURISM FUNDS TO THE PRINCE GEORGE REGIONAL HERITAGE CENTER TOWARD DEMOLITION COSTS FOR FIRE & EMS MUSEUM**

WHEREAS, The Prince George Regional Heritage Center has obtained a \$6,500 estimate for demolition costs for the proposed Fire & EMS Museum (old Food Bank Building) and is seeking \$5,000 in County support for this project; and

WHEREAS, Prince George County is supportive of the Fire & EMS Museum project, and recognizes the potential positive impact on tourism that this museum could bring to the County.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 13th day of December, 2016, does hereby authorize the following public designation of funds to pay for part of the demolition costs of the Fire & EMS Museum (old Food Bank Building), within the 2016-2017 Budget:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
0213-08-301-2131-49199      Tourism Fund Contingencies	\$5,000

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Robertson, Webb, Skalsky  
Opposed: (0)

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

On roll call the vote was:

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

Opposed: (0)

The meeting adjourned at 7:51 p.m.

[Draft Minutes prepared December 30, 2016, for consideration on January 10, 2017;  
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