

MINUTES
Board of Supervisors
County of Prince George, Virginia

April 12, 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, April 12, 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) consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended; and (2) discussion of prospective candidates for a Board appointment to a specific committee 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 a closed session for (1) consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the negotiating strategy of the County pursuant to § 2.2-3711 (A)(3), Code of Virginia, 1950, as amended; and (2) discussion of prospective candidates for a Board appointment to a specific committee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended.

R-16-033

E-1.

RESOLUTION; CLOSED SESSION FOR (1) DISCUSSION OF PROSPECTIVE CANDIDATES FOR A BOARD APPOINTMENT TO A SPECIFIC COMMITTEE PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; AND (2) DISCUSSION OF THE APPOINTMENT 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 8th day of March, 2016, does hereby vote to enter closed session for: (1) discussion of prospective candidates for a Board appointment to a specific committee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; and (2) discussion of the appointment 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-16-033A

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 April, 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

Ms. Crystal Smith of the Virginia Department of Transportation presented project and financial options regarding the Pole Run Road project. The project would be funded in 2021 for \$1.3 million if moving forward. Preliminary drawings can be made available for the different option. The Board would like VDOT to provide drawings to Julie Walton for consideration on April 26th.

Mr. Brad Owens, Director of Fire and EMS, presented the Company 1 Volunteer Fire Department request to extend a concrete slab off the back of the building. Daniel Thompson reviewed the specifics of the request. Funds will come 100% from Company 1 account. Consensus by the Board to allow the project to move forward.

Ms. Betsy Drewry, Finance Director, gave an overview of the current status of OpenGov, an open financial transparency software platform. The system is set to go live on the website by June 30, 2016.

Chairman Robertson called a recess at 6:32 p.m. The meeting 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.

Mr. Justin Noblin (11516 Yorkdale Drive). Mr. Noblin gave an update on the Youth Wrestling Program. There had 48 youth participate with tremendous parent involvement. They have had several fundraisers which they split with the Varsity program. They have purchased a new mat and new uniforms. They have opened up the wrestling room for varsity wrestlers to come help coach. There will be a summer program for olympic style wrestling. They are looking to expand and progress even more. Mr. Noblin also made the Board aware that he has thrown his name in the hat for the Varsity Wrestling coach position since the current coach is retiring.

There bring no one else to speak, Chairman Robertson closed the public comment period at 7:10 p.m.

APPROVAL OF AGENDA. Chairman Robertson added Item A-4 as an authorization to purchase a 5.751 acre parcel of land at James River Drive and Moody Road and Item A-5 as a discussion of a date for a mini retreat. Mr. Carmichael made a motion, seconded by Mr. Webb, 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. Hunter requested that Item C-3 be extracted. Mr. Skalsky made a motion, seconded by Mr. Hunter, that the consensus agenda be approved as amended. Roll was called on the motion.

R-16-034

C-2.

**RESOLUTION; PROCLAMATION; SEXUAL ASSAULT
AWARENESS MONTH – APRIL 2016**

WHEREAS, Sexual Assault Awareness Month is intended to draw attention to the fact that sexual violence is widespread and has public health implications for every community member of Prince George County; and

WHEREAS, Rape, sexual assault, and sexual harassment impact our community as seen by national statistics indicating that an act of sexual violence occurs every two minutes and that one in six women and one in 33 men will experience sexual assault at some point in their lifetime, many before the age of 18; and

WHEREAS, We must work together to educate our community about what can be done to prevent sexual violence and how to support survivors; and

WHEREAS, Staff and volunteers of James House encourage every citizen of Prince George to speak out when witnessing acts of violence however small; and

WHEREAS, the leadership of the County of Prince George strongly supports the efforts of national, state, and local partners, and of every citizen to actively engage in public and private efforts, including conversations about what sexual violence is, how to prevent it, how to help survivors connect with services, and how every segment of our society can work together to better address sexual violence.

NOW THEREFORE BE IT RESOLVED, That the Board of Supervisors of Prince George County join the staff, and volunteers of The James House in the belief that all community members must be part of the solution to end sexual violence and hereby proclaim April 2016 as “Sexual Assault Awareness Month.”

R-16-034A

C-4.

**RESOLUTION; PROCLAMATION; SEXUAL ASSAULT
AWARENESS MONTH – APRIL 2016**

WHEREAS, Sexual Assault Awareness Month is intended to draw attention to the fact that sexual violence is widespread and has public health implications for every community member of Prince George County; and

WHEREAS, Rape, sexual assault, and sexual harassment impact our community as seen by national statistics indicating that an act of sexual violence occurs every two minutes and that one in six women and one in 33 men will experience sexual assault at some point in their lifetime, many before the age of 18; and

WHEREAS, We must work together to educate our community about what can be done to prevent sexual violence and how to support survivors; and

WHEREAS, Staff and volunteers of James House encourage every citizen of Prince George to speak out when witnessing acts of violence however small; and

WHEREAS, the leadership of the County of Prince George strongly supports the efforts of national, state, and local partners, and of every citizen to actively engage in public and private efforts, including conversations about what sexual violence is, how to prevent it, how to help survivors connect with services, and how every segment of our society can work together to better address sexual violence.

NOW THEREFORE BE IT RESOLVED, That the Board of Supervisors of Prince George County join the staff, and volunteers of The James House in the belief that all community members must be part of the solution to end sexual violence and hereby proclaim April 2016 as "Sexual Assault Awareness Month."

R-16-034B

C-5.

RESOLUTION; PROCLAMATION; NATIONAL VOLUNTEER WEEK –
APRIL 10-16, 2016

WHEREAS, the entire community can inspire, equip and mobilize people to take action that changes the world; and

WHEREAS, volunteers can connect with local community service opportunities through hundreds of community service organizations like civic organizations, youth activity organizations, Volunteer Fire and EMS, Parks and Recreation, the Auxiliary Police Officer program; and

WHEREAS, individuals and communities are at the center of social change, discovering their power to make a difference; and

WHEREAS, during this week all over the nation, service projects will be performed and volunteers recognized for their commitment to service; and

WHEREAS, the giving of oneself in service to another empowers the giver and the recipient; and

WHEREAS, experience teaches us that government by itself cannot solve all of our nation's social problems; and

WHEREAS, our country's volunteer force of more than 63 million is a great treasure; and

WHEREAS, volunteers are vital to our future as a caring and productive nation; and

NOW, THEREFORE BE IT RESOLVED, That the Prince George County Board of Supervisors does hereby proclaim April 10-16, 2016 National Volunteer Week in Prince George County, and urges its fellow citizens to volunteer in their respective communities. By volunteering and recognizing those who serve, we can come together to make a difference.

R-16-034C

C-6.

RESOLUTION; APPROPRIATION (\$12,483 INSURANCE PROCEEDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of April, 2016, does hereby authorize the following increase of funds within the Fiscal Year 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>Revenue</u>		
0100-40-507-8206-341111	General Fund; Insurance Proceeds	\$12,483.00
<u>Expenditure</u>		
0100-04-103-0504-43310	General Properties – Repairs & Maintenance	\$12,483.00

R-16-034D

C-7.

RESOLUTION; COMMENDATION; CITY OF HOPEWELL; 100th YEAR ANNIVERSARY

WHEREAS, In 2016, the City of Hopewell is celebrating its 100th Anniversary;
and

WHEREAS, The City of Hopewell looks forward to receiving visitors and friends from Virginia and around the country that share in the heritage and history of its beginnings; and

WHEREAS, Hopewell and Prince George share roots that date to the founding of America, extending through the founding of the first governmental unit of Charles City Shire, the founding of Prince George County in 1703, and eventually the carving out of seventeen counties and five cities from Prince George, including the newly chartered town of Hopewell in 1916. Throughout it all we have shared statesmen, celebrations of new opportunities, and hardship, including wars that forever changed the lives of our citizens; and

WHEREAS, Prince George County takes this opportunity to recognize the significant role that the City of Hopewell had in the manufacturing industry; and

WHEREAS, Prince George County acknowledges the growth that has transpired in the City of Hopewell over these years past and embraces its diversity of cultures; and

WHEREAS, in 2016, the City of Hopewell will recognize a century of the life of Hopewell, its generations, and local industries that are a legacy of history;

NOW THEREFORE BE IT RESOLVED THAT, the Board of Supervisors of Prince George County, this 12th day of April, 2016, commends and joins the City of Hopewell in recognizing this beautiful City as we embrace its legacy and history.

R-16-034E

C-8.

RESOLUTION; APPROPRIATION (\$29,700 STATE HOMELAND SECURITY PROGRAM GRANTS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of April, 2016, does hereby authorize the following increase of funds within the Fiscal Year 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>
Expenditures:	
0100-03-200-0614-45643-7069 Homeland Security Grant Award 7069	\$14,400

0100-03-200-0614-45643-7070 Homeland Security Grant Award 7070 \$11,200
 0100-03-200-0614-45643-7071 Homeland Security Grant Award 7071 \$ 4,100

Revenues:

0100-30-601-8205-330178 General Fund: Homeland Security Grant \$29,700

R-16-034F

C-9.

RESOLUTION; APPROPRIATION (\$8,117 VICTIM WITNESS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of April, 2016, does hereby authorize the following increase of funds within the Fiscal Year 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>
Expenditures:		
0100-02-010-0906	General Fund: Victim Witness Supplies	\$8,117

Revenues:

0100-20-601-8203-326047 General Fund: Victim Witness Protection Grant \$8,117

R-16-034G

C-10.

RESOLUTION; APPROVAL OF DONATION OF SURPLUS VEHICLE TO JARRATT VOLUNTEER FIRE DEPARTMENT

WHEREAS, The Jarratt Volunteer Fire Department is requesting consideration to acquire a 2007 Ford Crown Victoria; and

WHEREAS, This vehicle has been declared surplus;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of April, 2016, does hereby approve the donation of the 2007 Ford Crown Victoria currently in surplus; and

BE IT FURTHER RESOLVED That Jarratt Volunteer Fire Department will be responsible for all insurance, maintenance, equipment, and staffing.

C-11.

**RESOLUTION; PROCLAMATION; VIRGINIA PUBLIC SAFETY
TELECOMMUNICATIONS WEEK; APRIL 10-16, 2016**

WHEREAS, the health, safety and well-being of all Virginians are important to the prosperity and livelihood of our Commonwealth's families and communities; and

WHEREAS, the presence of 9-1-1 assistance enhances the safety of Virginia's communities by enabling public safety response teams to quickly attend to emergency situations; and

WHEREAS, hundreds of dedicated public safety telecommunications personnel serve Virginia's communities every day by responding to requests for law enforcement, fire and emergency medical services and by dispatching the appropriate public safety provider teams as quickly as possible; and

WHEREAS, professional public safety telecommunicators provide the vital link between public safety providers and those in need; and

WHEREAS, public safety telecommunicators throughout Virginia participate in over three million 9-1-1 emergency calls each year; and

WHEREAS, it is important for all Virginians to use 9-1-1 services responsibly by calling only during legitimate emergency situations, and by doing so we may increase the efficiency of public safety systems and improve the likelihood of saving lives and prevailing in emergency situations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Prince George County this 12th day of April, 2016, does hereby proclaim April 10-16, 2016 Virginia Public Safety Telecommunications Week; and

BE IT FURTHER RESOLVED, that this Board recognizes its outstanding telecommunications personnel and encourages all County Departments and Offices to acknowledge Virginia Public Safety Telecommunications Week.

C-12.

**RESOLUTION; PROCLAMATION; VIRGINIA PUBLIC SAFETY
TELECOMMUNICATIONS WEEK; APRIL 10-16, 2016**

WHEREAS, the health, safety and well-being of all Virginians are important to the prosperity and livelihood of our Commonwealth's families and communities; and

WHEREAS, the presence of 9-1-1 assistance enhances the safety of Virginia's communities by enabling public safety response teams to quickly attend to emergency situations; and

WHEREAS, hundreds of dedicated public safety telecommunications personnel serve Virginia's communities every day by responding to requests for law enforcement, fire and emergency medical services and by dispatching the appropriate public safety provider teams as quickly as possible; and

WHEREAS, professional public safety telecommunicators provide the vital link between public safety providers and those in need; and

WHEREAS, public safety telecommunicators throughout Virginia participate in over three million 9-1-1 emergency calls each year; and

WHEREAS, it is important for all Virginians to use 9-1-1 services responsibly by calling only during legitimate emergency situations, and by doing so we may increase the efficiency of public safety systems and improve the likelihood of saving lives and prevailing in emergency situations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Prince George County this 12th day of April, 2016, does hereby proclaim April 10-16, 2016 Virginia Public Safety Telecommunications Week; and

BE IT FURTHER RESOLVED, that this Board recognizes its outstanding telecommunications personnel and encourages all County Departments and Offices to acknowledge Virginia Public Safety Telecommunications Week.

On roll call the vote was:

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

Opposed: (0)

PRESENTATIONS

S-1. Resolution; Proclamation; Sexual Assault Awareness Month – April. Mr. Skalsky presented the proclamation to the staff of The James House.

C-3. Resolution; Revision to Personnel Policy; Political Activity. Mr. Hunter extracted this item from the Consent Agenda because he said that he could not support it since it is a restriction for County employees to serve on the Board of Supervisors while employed by the County. Mr. Hunter is currently employed by the County and serves on the Board. Chairman Robertson stated that he asked for this item because he does not think it is a good idea and it places the County Administrator in a bad situation.

Mr. Webb made a motion, seconded by Mr. Carmichael, that the resolution be approved as presented. Roll was called on the motion.

R-16-035

C-3.

RESOLUTION; PROPOSED REVISION; PRINCE GEORGE
COUNTY PERSONNEL POLICY; SECTION 38.1 ENTITLED
POLITICAL ACTIVITY

WHEREAS the Prince George County Personnel Policy Manual has been reviewed by staff and it has been determined that existing policy entitled *Political Activity* Section 38.1 requires modification; and,

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George, this 12th day of April, 2016 does hereby amend the Prince George County Personnel Policy by revising the policy entitled *Political Activity* as requested.

On roll call the vote was:

In favor: (4) Robertson, Carmichael, Webb, Skalsky

Opposed: (1) Hunter

SUPERVISORS' COMMENTS

Mr. Carmichael thanked The James House for all that they do. Skalsky stated that he is grateful that the tornadoes did not do any real damage in Prince George County. He added that his thoughts and prayers go out to the people in Waverly.

Mr. Webb also thanked The James House for their work in the community.

Mr. Hunter recognized the volunteers and the animal control officers which proclamations were passed for earlier. He also mentioned the 100th Anniversary of the City of Hopewell.

Mr. Skalsky commented on the success of the Toddler Fair. He expressed his appreciation for the availability of this event. He also mention that Richard Bland College is growing by leaps and bounds and Prince George County is very fortunate to have Richard Bland and John Tyler Community College at its disposal. Lastly, he mention that the Central Virginia Health Services Program is working well and he encouraged the public to take advantage of the facility.

Chairman Robertson reminded everyone that it is National Volunteer Week and that he appreciates all that the volunteers do. He also mentioned the 100th Anniversary of the City of Hopewell. He announced that there will be another welcome reception

for Chief Early at the Disputanta Community Center tomorrow night at 7:00 p.m. Also, this coming Saturday is opening day for baseball and softball.

COUNTY ADMINISTRATOR COMMENTS

Mr. Ashcraft stated that the Gateway Region Annual Meeting will be on April 14 at 5:30 p.m at the Petersburg Country Club. The Super Kids Craft Show will be on April 16 from 9 a.m. to 3 p.m. at the Parks & Recreation Community Center. 'Pet Adoption Day' will be on April 16 from 1 to 3 p.m. at Temple Park. The Baxter Road Sewer Rehabilitation Project will begin April 18. Public notice has been issued to the residents along the effected route. Bethany Woosley of Prince George County is the 5,000th follower on the Prince George County Facebook page. Lieutenant Chris Taylor and Acting Lieutenant Ashley Frazier have been enrolled in the 2016 Virginia Fire Officers Academy held in June. Regional officials met April 11 to discuss seatbelt safety, sponsored by the Department of Motor Vehicles. Appomattox Regional Library Director Scott Firestine has resigned to take a similar position in the City of Richmond. Over 100 runners participated in the 5K Trail Run held April 2 at the Appomattox River Regional Park. Chairman Robertson, Supervisor Hunter and County Administrator Ashcraft presented books April 4-6 on local government to the County elementary schools and Moore Middle School as part of Local Government Education Week. Registrar's Office announced April 6 that Dual Primary Elections for the 4th Congressional District seat will be June 14. Louise Thornton recognized April 5 for 50 years of service to the Public School Division.

REPORTS

Virginia Department of Transportation – Ms. Crystal Smith of the Virginia Department of Transportation stated that they received 99 work requests last month with 50 of them now complete. Crews are focusing on ditching on Arwood and West Quaker Road, culvert cleanout on Nobles, a pipelining on Cedar Creek, adjusting manholes on Rolling Meadows, pavement repairs on Bull Hill and Temple Road, and reestablishing the ditchline grade in front of Manning Park. Crews have started to pick up trash at specific locations. Next week is spring cleanup week. Southbound I-295 paving project is underway and will continue through the summer. Route 460 at Enterprise Drive is still on schedule and it is planned to be advertised in August. The study is still underway for some improvements at Bull Hill and Courthouse Roads. Patching operations are underway on various routes.

Clean Community Day – Mr. Scott Reiter, Extension Agent, gave a brief report on the upcoming Community Day on April 16 from 8:30 a.m. to 1:00 p.m. At the Courthouse Complex, they will be collecting household hazardous waste, tires and there will be a document shredding service. At the convenience center, they will be taking white goods, yard debris and electronics free of charge. Mr. Reiter thanked Valerie Mann, Master Gardners, Prince George Explorers, and Adopt-a-Highway volunteers for their help and support. He also recognized Care Environmental Corporation, Shred-IT document management, and Container First Services for their support and involvement. Mr. Reiter shared some of the 2015 statistics for Clean Community Day. There will be lunch provided for all volunteers and staff.

PUBLIC HEARINGS

P-1. Public Hearing; Ordinance to Amend The Code of the County of Prince George, Virginia, 2015, as Amended, by Amending Sections 82-265 and 82-540 to Revise Utility Penalties for Late Payment. Mr. Chip England, County Engineer, stated that this is a request to adopt ordinances to revise utility penalties to be consistent with section 2-732 revised in 2015. Chairman Robertson opened the public hearing at 7:46 p.m. There was no one to speak and the public hearing was closed. Mr. Webb made a motion, seconded by Mr. Hunter to approve the ordinance amendment as presented. Roll was called on the motion.

O-16-002

P-1.

ORDINANCE TO AMEND THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA, 2015, AS AMENDED, BY AMENDING SECTIONS 82-265 AND 82-540 TO REVISE UTILITY PENALTIES FOR LATE PAYMENT.

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 82-265 and 82-540 as follows:

Sec. 82-265. - Other charges.

The department shall make the following charges for the respective water services to utility customers:

- (1) Turn-on water, account charge (payable in advance); new service, new account: \$20.00.
- (2) Meters shall be read every two months by the properly authorized personnel, and utility bills shall be prepared therefrom by the utility department and rendered by deposit in the U.S. mail no later than the 20th working day of the month after the meters are read. Such bills so rendered shall be due and payable by cash, check, charge card or money order in the office of the county treasurer on or before 5:00 p.m. of the 15th calendar day of the month ~~in which so~~ following the month the bill was rendered, and, if not so paid, ~~an eight~~ a ten percent penalty or \$10.00 whichever is greater shall be added thereon and the department shall mail the customer a delinquent notice. The bill may be exempted from this penalty once in a 12 month period if a good faith effort can be shown that the customer attempted to pay the bill and the customer has had no payments late in the previous 12 months.

If such bill is not so paid on or before 5:00 p.m. ten days subsequent to the mailing of the delinquent notice, the utility service to such delinquent

customer shall be discontinued. Any utility service discontinued under this subsection shall only be reconnected after all delinquent amounts and penalties have been paid by cash or money order along with a reconnection fee of \$40.00.

- (3) Change of meter size: cost plus ten percent.
- (4) Change service connection size, location: cost plus ten percent.
- (5) Raise or lower meter box: cost plus ten percent.
- (6) Remove obstruction with easement: cost plus ten percent.
- (7) Inspection of utility extensions, developer-installed systems: cost plus ten percent.
- (8) Repair utility line or appurtenances damaged by known person: cost plus ten percent.

Sec. 82-540. - Other charges.

Under this division, meters shall be read every two months by the properly authorized personnel, and utility bills shall be prepared therefrom by the utility department and rendered by deposit in the U.S. mail no later than the 20th working day of the month after the meters are read. Such bills so rendered shall be due and payable by cash, check, charge card or money order in the office of the county treasurer on or before 5:00 p.m. of the 15th calendar day of the month ~~in which~~ following the month the bill was rendered. If not so paid, ~~an eight-a~~ ten percent penalty or \$10 whichever is greater shall be added thereon and the department shall mail the customer a delinquent notice. The bill may be exempted from this penalty once in a 12 month period if a good faith effort can be shown that the customer attempted to pay the bill and the customer has had no payments late in the previous 12 months. If such bill is not so paid on or before 5:00 p.m. ten days subsequent to the mailing of the notice, the utility service to such delinquent customer shall be discontinued. Any utility service discontinued under this subsection shall only be reconnected after all delinquent amounts and penalties have been paid by cash or money order along with a reconnection fee of \$40.00.

(2) With the Board's approval, these ordinances shall be effective July 1, 2016.

On roll call the vote was:

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

Opposed: (0)

P-2. Public Hearing; 2016-2017 Tax Rates. Chairman Robertson stated that this is a public hearing to consider the following proposed tax rates for 2016-2017:

Real Property: \$.86 per \$100.00 of assessed value

Personal Property: \$4.25 per \$100.00 of assessed value

Machinery & Tools: \$1.50 per \$100.00 of assessed value

Mobile Home treated as personal property: \$4.25 per \$100.00 of assessed value

Real property taxes are due December 5, 2016 and June 5, 2017 and Personal property taxes are due June 5, 2016.

Chairman Robertson opened the public hearing at 7:51 p.m.

Mr. Heinrich Radant (10908 Burleigh Drive, South Prince George). Mr. Radant spoke against the proposed tax rate. He stated that he is against a higher tax rate. Prince George County is moving forward with new businesses and new homes. There is no sense in raising taxes.

Mr. Reeve Ashcraft (Prince George County School Board). Mr. Ashcraft spoke on behalf of Chairman Kevin Foster of the Prince George County School Board, who could not be present. Mr. Ashcraft stated that the Prince George County School Board is in favor of the \$.86 tax rate. He stated that the Board has been very receptive of the School Board's concerns for a quality education in the County as well as the critical needs within the system. The School Board has been able to successfully numerous initiatives that were in the works. Those funds, along with capital improvement funding, has allowed the School System to maintain its current infrastructure. The School Board supports a four cents tax increase which would mean approximately \$1 million in new revenue for the County. The School Board is equally supportive of the current MOU allocation that shows additional revenues from the increased personal property tax collection to the schools. The Board increased the local Prince George share of education monies by \$1.487 million over the calculated MOU last year. These funds helped with increased health insurance costs and new instructional positions. The Board's commitment to maintaining the local transfer to the level of last year is applauded by the School Board. Their proposed budget contains provisions for new teaching positions, increased emphasis on instructional development, and enhancements to salaries and benefits. The School Board recognizes the importance of a superb school system that attracts new residents and economic prospects. Mr. Ashcraft asked the Board to change the line item entitled "Transfer to Schools" to "Investment in Schools."

Mr. Daniel Puryear (15197 Lindberg Drive). Mr. Puryear is a Senior at Prince George High School. He spoke in favor of the tax increase. He thanked the Board for its continued dedication to the public education system and its desire to make his future as a student stronger and better. The pressures of being a student or a teacher are greater today. Above all, the cost is greater. He understands that the teachers deserve a raise and they need more money for health insurance. He understands that the class sizes of his history classes have been more than they are designed for. He also understands that the School Board was forced to cut a class that he had been looking forward to – AP European History. Most importantly, he understands that the extra money will not benefit him since he is graduating. However, it will benefit his friends below him and his

younger siblings. He asked the Board to continue to put education first and vote on the tax increase.

Chairman Robertson closed the public hearing 8:00 p.m. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve the proposed tax rates as presented. Roll was called on the motion.

R-16-036

P-2.

RESOLUTION; ESTABLISHMENT OF 2016 TAX
LEVIES FOR REAL PROPERTY, TANGIBLE
PERSONAL PROPERTY, MOBILE HOMES, AND
MACHINERY AND TOOLS

BE IT FURTHER RESOLVED, That the Board of Supervisors of the County of Prince George this 12th day of April, 2016 hereby establishes the following levies for the Real Property Tax for Fiscal Year 2017 beginning July 1, 2016 and ending June 30, 2017 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 day of April, 2016 hereby establishes the following levies for the Tax Year 2016 beginning January 1, 2016 and ending December 31, 2016 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	\$1.50

television broadcasting, or dairy business
(Section 58.1-3507)

4. Farm machinery and implements, farm tools, -0-
farm livestock including all horses, poultry, grains
and feed used for the nurture of farm livestock and
poultry (Section 58.1-3505).

On roll call the vote was:

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

Opposed: (0)

ORDER OF BUSINESS

A-1. Resolution; Award of Contracts (Three); Stormwater Program. Ms. Julie Walton, Director of Community Development, stated that one of the identified goals of the Stormwater Utility Fund program is to restore stream corridors and channels, particularly in the areas of the County showing failing stormwater infrastructure. Two of the top five priority areas in the County are the Cedar Creek subdivision and Birchett Estates subdivision. Staff has worked with one of the County's engineering firms, retained on annual contract, to provide proposals for design services, bid documents, construction documents and grant consulting to assist with completing three critical projects identified in these subdivisions. Recently the County applied for grants for both of these subdivisions, and was awarded a \$178,750 grant for work in Cedar Creek. Contract A is for the design and bid documents for the grant project, labeled as "Reach 2 Cedar Creek". The design and construction documents costs will be reimbursed to the County by DEQ. The grant is a 50% matching grant, with the County's portion expended from the Stormwater Utility Fund. Contract "B" is for "Reach 5, Cedar Creek" design and construction drawings. Reach 5 is at a critical erosion stage as well, and having the design and construction drawings done at the same time as Reach 2 will help reduce overall expenditures for design, and provide greater opportunities for grant awards for this project. "Shovel ready" projects typically score higher on grant applications, and this will allow the County to have the next project ready for grant opportunities and for construction. Contract "C" is for the design and construction/bid documents for "Reach 1, Birchett Estates". The estimated costs for design and construction of this stream channel restoration project are over \$1.1 million, and grant opportunities are being actively pursued for this work. Having the project designed and construction documents ready for bid will increase the County's ability to receive assistance. The design proposed will also allow the County to proceed with repairs and restoration at the upper end of Reach 1 without delay (Phase 1), while working for grant funding on the lower ends of Reach 1 and its tributaries (Phase 2). Staff is recommending approval of the three proposals received from Timmons Engineering for these projects. Funding is available through the grant award and the Stormwater Utility Fund. Mr. Hunter made a motion, seconded by Mr. Webb to approve Contract A for Reach 2. Roll was called on the motion.

R-16-037

A-1.

AUTHORITY TO EXECUTE CONTRACT FOR ENGINEERING SERVICES FOR DESIGN AND CONSTRUCTION DOCUMENTS, REACH 2, CEDAR CREEK SUBDIVISION;

WHEREAS, a request was developed to accept proposals for design and construction documents for the Cedar Creek Reach 2 stream restoration and repair project; and

WHEREAS, the County has been awarded a SWLAF grant in the amount of \$178,750 for the design and construction of Reach 2, Cedar Creek; and

WHEREAS, after a review by staff of the response received from Timmons Engineering, a current firm under annual contract with County; and

WHEREAS, after careful consideration, review and negotiations, staff has recommended that Timmons Engineering be retained by the County to provide the services outlined in their proposal;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of April, 2016 does hereby authorize the County Administrator to execute a contract with Timmons Engineering for provision of services as outlined in the proposal entitled Cedar Creek Design Proposal (Reach 2) in the amount of \$68,960.00.

On roll call the vote was:

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

Opposed: (0)

Mr. Carmichael made a motion, seconded by Mr. Skalsky, to approve Contract B for Reach 5. Roll was called on the motion.

R-16-038

A-1.

AUTHORITY TO EXECUTE CONTRACT FOR ENGINEERING SERVICES FOR DESIGN AND CONSTRUCTION DOCUMENTS, REACH 5, CEDAR CREEK SUBDIVISION;

WHEREAS, a request was developed to accept proposals for design and construction documents for the Cedar Creek Reach 5 stream restoration and repair project; and

WHEREAS, after a review by staff of the response received from Timmons Engineering, a current firm under annual contract with County; and

WHEREAS, after careful consideration, review and negotiations, staff has recommended that Timmons Engineering be retained by the County to provide the services outlined in their proposal;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of April, 2016 does hereby authorize the County Administrator to execute a contract with Timmons Engineering for provision of services

as outlined in the proposal entitled Cedar Creek Design Proposal (Reach 5) in the amount of \$71,680.00.

On roll call the vote was:

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

Opposed: (0)

Mr. Webb made a motion, seconded by Mr. Skalsky, to approve Contract C for Reach 1. Roll was called on the motion.

R-16-039

A-1.

AUTHORITY TO EXECUTE CONTRACT FOR ENGINEERING SERVICES FOR DESIGN AND CONSTRUCTION DOCUMENTS, REACH 1, BIRCHETT ESTATES SUBDIVISION;

WHEREAS, a request was developed to accept proposals for design and construction documents for the Birchett Estates Reach 1 stream restoration and repair project; and

WHEREAS, after a review by staff of the response received from Timmons Engineering, a current firm under annual contract with County; and

WHEREAS, after careful consideration, review and negotiations, staff has recommended that Timmons Engineering be retained by the County to provide the services outlined in their proposal;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of April, 2016 does hereby authorize the County Administrator to execute a contract with Timmons Engineering for provision of services as outlined in the proposal entitled Birchett Estates Reach 1 in the amount of \$96,018.00.

On roll call the vote was:

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

Opposed: (0)

A-2. Resolution; Award of Contract; Additional Turn-Out Gear. Mr. Brad Owens, Director of Fire and EMS, stated that a workgroup comprised of Volunteers for the Fire Companies and staff from Fire and EMS established a workgroup to review the specifications for structural firefighting turnout gear. The workgroup has committed considerable time and effort in to researching structural firefighting turnout gear currently on the market. After discussing the specification with the Prince George Fire and EMS Advisory Board the workgroup reconvened to finalize the specifications. The total price for each set of gear is \$2325.75. Each Volunteer Fire Company budgets for turnout gear in their operating budget. Additionally, ATL (Fire Programs) money from the state is used to purchase gear as well. The total number of sets ordered will exceed \$50,000.00 per calendar year therefore requiring the Board of Supervisors to approve the contract. Staff recommends the authorization of the County Administrator to initiate a contract with Blue Ridge Rescue Suppliers for Morning Pride/Honeywell gear as specified in the

attached documentation. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-16-040

A-2.

AUTHORITY TO EXECUTE CONTRACT FOR TURNOUT GEAR

WHEREAS, A workgroup comprised of Volunteers for the Fire Companies and staff from Fire and EMS established a workgroup to review the specifications for structural firefighting turnout gear; and

WHEREAS, The total price for each set of gear is \$2325.75. Each Volunteer Fire Company budgets for turnout gear in their operating budget. Additionally, ATL (Fire Programs) money from the state is used to purchase gear as well. The total number of sets ordered will exceed \$50,000.00 per calendar year therefore requiring the Board of Supervisors to approve the contract; and

WHEREAS, Staff recommends the authorization of the County Administrator to initiate a contract with Blue Ridge Rescue Suppliers for Morning Pride/Honeywell gear.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of April, 2016 does hereby authorize the County Administrator to execute a contract with Blue Ridge Rescue Suppliers for Morning Pride/Honeywell gear.

On roll call the vote was:

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

Opposed: (0)

A-3. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):

A. Resolution; Appointment (Three-Year Term) – Board of Grievance Appeals. Mr. Carmichael nominated Mr. Stephen Brockwell. Mr. Webb nominated Mr. Melvin Jones, Sr. Roll was called on the nomination of Mr. Brockwell.

R-16-041

A-3A.

RESOLUTION; APPOINTMENT (THREE-YEAR TERM - BOARD OF GRIEVANCE APPEALS.

WHEREAS, Mr. Stephen Brockwell's term on the Board of Grievance Appeals expired on March 8, 2016; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12th day of April, 2016 does hereby reappoint Mr. Stephen Brockwell to the Board of Grievance Appeals to serve a three-year term beginning March 8, 2016 and ending on March 8, 2019.

On roll call the vote was:

In favor: (3) Skalsky, Hunter, Carmichael

Opposed: (2) Robertson, Webb

A-4. Authorization to Purchase a 5.751 Acre Parcel of Land at James River Drive and Moody Road. At the January 12, 2016 meeting, the Board authorized entry into a purchase agreement to purchase a 5.751 acre parcel at James River Drive and Moody Road subject to a favorable review of the results of soils and environmental testing. Soils and environmental testing have now been completed and the property can be developed for future public purposes such as a fire station. If the Board chooses to purchase the parcel for the negotiated price of \$49,700, they must vote. The exact cost of development can only be determined after a design, location and size of a County facility have been agreed upon. The cost of the purchase will be paid from an existing \$500,000 appropriation. Mr. Carmichael made a motion, seconded by Mr. Hunter, that they purchase the property. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

A-5. Discussion of Date for a Board Mini Retreat to Follow-Up with County Staff on Certain Matters. After brief discussion, the Board agreed on May 23rd at 6:00 p.m.

REPORTS (cont'd)

School Resource Officer Grant – Chief Keith Early gave a brief report on an opportunity for a School Resource Officer Grant through the Virginia Department of Criminal Justice Services. There are currently four school resource officers, three assigned to the secondary schools and only one on the elementary level at Harrison Elementary. That leaves four elementary schools where they do not provide that service, including, North, South, Walton and Beazley. In collaboration with the School Superintendent Ms. Renee Williams, they have identified a location for this resource officer which is North Elementary School. The geographic location of North Elementary schools places the students attending the school at risk as the school is far away from public safety. In addition, North also has a large transient population of students, 30% comes from military families that are based on Fort Lee and 40% of the students at North are on free or reduced lunch. The Prince George County School

Resource Officer program will be sustained on an annual basis through a County appropriation of funds to the Police Department for operating and maintaining the program for the benefit of students and community. Prince George County's itemized School Resource Officer Budget includes the annual salary of one School Resource Officer working 2080 hours a year. The Resource Officer's base salary without fringe benefits is \$41,468. The County's composite is .2454. The cash match for salary is \$10,176. The actual fringe benefits for a new officer are \$9,720.00 The County submitted in the budget request \$8,532.00 due to the total amount being \$1,188 over the grant allowable amount. The difference was taken out in the retirement line item. The County did not submit the cost of health insurance. The amount of health insurance is unknown due to the different plans that are available. The total salary with fringe benefits will exceed the allowable amount. Prince George County will cover the difference. The Board agreed by consensus for the department to move forward with the application of the grant.

ADJOURNMENT. Mr. Carmichael moved, seconded by Mr. Hunter, 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 8:30 p.m.

[Draft Minutes prepared April 21, 2016, for consideration on April 26, 2016; adopted by unanimous vote.]

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

Percy C. Ashcraft
County Administrator