

MINUTES
Board of Supervisors
County of Prince George, Virginia

April 11, 2017

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

MEETING CONVENED. A regular meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 6:02 p.m. on Tuesday, April 11, 2017 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
Donald R. Hunter, Vice-Chairman Present
Alan R. Carmichael Present
Jerry J. Skalsky Present
T. J. Webb Present

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

WORK SESSION

Mr. Jeff Brown gave an overview of the open burning ordinance. The Board asked Staff to bring this item to a regular Board meeting for discussion and possible adoption.

Ms. Katherine Tyler, Registrar, gave an overview of a proposed new polling location within the Jefferson Park district. Faith Baptist Church on Middle Road is the proposed new location. Mrs. Tyler will work with the County Attorney on this process and plans to be at the new location for the November general election. Mr. Tyler Lincks of Printelect introduced the new voting machine that will be purchase in the future to comply with State Law.

Mr. Ralph Summerson presented a request for a carport at the Carson Volunteer Fire Department at no cost to the County. Carson Volunteer Fire Department will pay for the entire project. The Bard agreed by consensus to move forward with the project.

The Board recessed at 6:44 p.m. The meeting reconvened at 7:02 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 7:03 p.m.

Ms. Lela Holmes (4260 Cedar Creek Lane, Prince George). Ms. Holmes thanked VDOT for taking care of the STOP sign at Middle Road and Jefferson Park.

There was no one else to speak so Chairman Robertson closed the public comments period at 7:04 p.m.

APPROVAL OF AGENDA. Mr. Skalsky 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, Hunter, Webb

Opposed: (0)

Absent: (0)

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

R-17-052

C-1.

RESOLUTION; PROCLAMATION; SEXUAL ASSAULT
AWARENESS MONTH – APRIL 2017

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 2017 as “Sexual Assault Awareness Month.”

R-17-052A

C-2.

**RESOLUTION; PROCLAMATION; ANIMAL CONTROL OFFICER
APPRECIATION WEEK; APRIL 9-15, 2017**

WHEREAS, the National Animal Care & Control Association (NACA) is committed to setting the standard of professionalism in animal welfare and public safety through training, networking, and advocacy; and

WHEREAS, NACA has designated the second week of April each year as Animal Control Officer Appreciation Week; and

WHEREAS, animal care and control professionals dedicate their lives to the health and safety of at-risk, helpless animals; and

WHEREAS, they work to rescue and protect animals from injury, disease, abuse, and starvation; and

WHEREAS, federal, state, and local government officials throughout the country take this time of the year to recognize, thank, and commend all Animal Care and Control Professionals for the dedicated service they provide to the citizens of the Commonwealth; and

WHEREAS, the Commonwealth of Virginia recognizes and commends Animal Care and Control Professionals for the many dedicated and long hours of service they perform in serving Virginia, and for fulfilling the commitment to providing the highest and most efficient level of customer service;

NOW, THEREFORE BE IT RESOLVED, That the Board of Supervisors of Prince George County does hereby recognize April 9-15, 2017, as ANIMAL CARE AND CONTROL APPRECIATION WEEK in Prince George County, and it calls this observance to the attention of all our citizens.

C-3.

**RESOLUTION; PROCLAMATION; VIRGINIA PUBLIC SAFETY
TELECOMMUNICATIONS WEEK; APRIL 9-15, 2017**

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 11th day of April, 2017, does hereby proclaim April 9-15, 2017 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.

R-17-052C

C-4.

**RESOLUTION; BUDGET AMENDMENT AND APPROPRIATION
(\$104,339 FIRE PROGRAM FUNDS)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of April, 2017, does hereby authorize and appropriate the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended 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 \$20,867.80	
0100-03-200-0605-48248 Disputanta VFD: Fire Program Funds	\$20,867.80
0100-03-200-0606-48248 Carson VFD: Fire Program Funds \$20,867.80	
0100-03-200-0607-48248 Burrowsville VFD: Fire Program Funds \$20,867.80	
0100-03-200-0608-48248 Jefferson Park VFD: Fire Program Funds \$20,867.80	
 <u>Revenue:</u>	
0100-20-601-8201-324201 General Fund: Fire Program Funds	\$104,339.00

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

PRESENTATIONS

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

SUPERVISORS' COMMENTS

Mr. Webb thanked County employees and citizens, friends, ITAC and Philip Morris for all of the support he and his wife received during his recovery.

Mr. Carmichael, Mr. Hunter and Mr. Skalsky all agreed that it was good to have Mr. Webb back.

In addition, Mr. Skalsky mentioned that there was a Toddler screening at the Prince George Library last week and it was a success. They also recently had Farm Day at the Bresko Farm and it too was a total success. He thanked Farm Bureau and the James River Soil and Water Conservation.

Chairman Robertson once again reminded the public that Fort Lee will be celebrating its 100th Anniversary in July.

REPORTS

VDOT – Ms. Crystal Smith of the Virginia Department of Transportation stated that the detour on Route 156 is planned to be completed by tomorrow evening. The turn lane at Enterprise Drive on Route 460 is ongoing and on schedule with no issues at this time. Crews are patching in Berkshire and Willow Hill. The surface treatment is going on at Nobles Road. Pole Run Road is moving on schedule and will be open by May. The repairs on Gary's Church Road is expected to be complete by April 28. Mowing and trash removal will begin this month. The rumblestrips and markers for Route 10 have been approved.

LEPC Update – Mr. Tim Blumenschine and Ms. Debbie Blankenship gave an update on the activities of the Local Emergency Planning Committee. They have been reaching out to citizens and additional businesses in the County, trying to get them involved. They have given a few presentations to the Rotary Club, Union Branch Baptist Church, and some neighborhood watch groups. They recently had their Fourth Annual Survivor Day which was a total success with 141 attendees. They just finished the Pillowcase Project which is a partnership with the Red Cross and Disney to teach 429 children in the County how to prepare for an emergency. This was at no cost to the County. Prince George County is leading the charge with this program and now Colonial Heights and Chesterfield are interested in participating next year. Another program that they have is the Community Emergency Response Team (CERT). This is a FEMA sponsored program. The first class graduate in March. There are eight blocks of instruction, including fire safety, disaster preparedness, medical, disaster psychology, search and rescue, terrorism, and communication. The next class is scheduled for September 14. Anyone wishing to join the Local Emergency Planning Committee can just show up to a meeting. They meet on the third Thursday of the month at 4:00 p.m. at the Emergency Operations Center. The next meeting is May 18.

Farmers Market – Ms. Kirsten Cherry, IT Director, gave a brief report on the 2017 Farmers Market. The Market will open on May 6 at the Scott Park Pavilion and will be open every Saturday from 8:00 a.m. to 12:00 p.m. through October with the exception of Labor Day weekend. On Saturday, May 13, the Market will operate in conjunction with The Prince George Women's Club Community Day and Hometown Heroes 5K. The Market is open to farmers and growers, as well as crafters and artisans. One of the new items this year is children's programs, including the Prince George Seedlings Program which children ages 5-12 will be able to participate in. There will also be a Young Entrepreneurs Saturday allowing children 5-18 to sell things at the Market that they have grown or made. This year online registration is available for the vendors. The SNAP/EBT program will continue to be accepted at the Market. Ms. Cherry asked the Board for guidance on how they would like to proceed with the Market. Since the Prince George Farm Bureau donated \$5,000 and a tent to get the Market started in 2010, all members have been able to submit a table without paying the vendor fee. After 2010, the County has been funding the Market. Ms. Cherry's goal is to make the Market sustainable. Therefore, she asked the Board if they want to continue to waive the vendor fees for Prince George Farm Bureau members. Chairman Robertson stated that this is something that needs to be discussed with the Farm Bureau. The Board agreed to

continue this year as they have in the past years and they will meet this Fall to discuss how it will be conducted next year.

PUBLIC HEARINGS

P-1. Resolution; Public Hearing; VDOT Secondary Six-Year Plan. Ms. Diana Bryant of the Virginia Department of Transportation presented the proposed Secondary Six-Year Plan to the Board. The Plan includes three projects, including the turn lane on Route 156 at Pole Run Road, the replacement of three bridges in Prince George County, and the roundabout on Jefferson Park Road at Middle Road. All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program, which documents how Virginia will obligate federal transportation funds. Chairman Robertson opened the public hearing at 7:41 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 resolution as presented. Roll was called on the motion.

O-17-053

P-1.

RESOLUTION; VIRGINIA DEPARTMENT OF TRANSPORTATION SIX-YEAR PLAN FOR PRINCE GEORGE COUNTY SECONDARY ROADS IMPROVEMENT FOR FISCAL YEARS 2018 THROUGH 2023 AND SECONDARY ROADS CONSTRUCTION BUDGET FOR FISCAL YEAR 2016/17 FOR PRINCE GEORGE COUNTY

WHEREAS, Sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan; and

WHEREAS, The Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed plan (FY 2018 through FY 2023) as well as the Construction Priority List (FY 2017/18) on April 11, 2017, after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, the Virginia Department of Transportation, appeared before the Board and presented a list of recommendations for the Six-Year Plan for Secondary Roads (FY 2018 through FY 2023) and the Construction Priority List (FY 2017/18) for Prince George County; and

NOW, THEREFORE, BE IT RESOLVED That since said Plan appears to be in the best interests of the Secondary Road System in Prince George County and of its

citizens residing on the Secondary System, said Secondary Six-Year Plan (FY 2018 through FY 2023) and Construction Priority List (FY 2017/18) are hereby approved.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

P-3. Resolution; Establishment of 2017 Tax Levies for Real Property, Tangible Personal Property, Mobile Homes, and Machinery and Tools. Ms. Betsy Drewry, Finance Director, stated that the County Administrator's proposed FY18 budget is calling for no increase in the Real Estate Rate and no change in other established tax rates. Advertised rates for 2017/18, with no changes are:

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/Tangible Personal Property: \$.86 per \$100.00 of assessed value

Chairman Robertson opened the public hearing at 7:45 p.m. There was no one to speak and the public hearing was closed. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-17-054

P-3.

RESOLUTION; ESTABLISHMENT OF 2017 TAX
LEVIES FOR REAL PROPERTY, TANGIBLE
PERSONAL PROPERTY, MOBILE HOMES, AND
MACHINERY AND TOOLS

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of April, 2017 hereby establishes the following levies for the Real Property Tax for Fiscal Year 2018 beginning July 1, 2017 and ending June 30, 2018 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 11th day of April, 2017 hereby establishes the following levies for the Tax Year 2017 beginning January 1, 2017 and ending December 31, 2017 pursuant to Section 58.1-3001 of the Code of Virginia (1950, as amended).

1. All tangible personal property not identified below (Section 58.1-3500)	\$4.25
2. Mobile homes, an industrial building unit constructed on a chassis for towing	

to the point of use and designed to be used, without a permanent foundation; for a continuous year-round occupancy as a dwelling; of two or more such units separately towable, but designed to be joined together at the point of use to form a single dwelling, and which is designed for removal to, and installation of erection on other sites (Section 58.1-3503.6) \$0.86

3. Machinery and tools used in a manufacturing, mining, processing or reprocessing, radio or television broadcasting, or dairy business (Section 58.1-3507) \$1.50

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

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

P-4. Public Hearing; Resolution; Utility Rates. Mr. Chip England, County Engineer, stated that the Department of Engineering and Utilities with the help of GettingGreatRates.com, LLC completed a Water and Sewer Rate Analysis in January 2017. The findings and recommendations from this analysis were presented in a pre-budget work session to the Prince George Board of Supervisors on January 11, 2017. The goals of the Rate Analysis were to ensure rates that are adequate to cover current costs and those that can be predicted for about ten years, will enable the building of responsible reserves to hedge against future costs, and will be fair and equitable to all ratepayers. Several rate scenarios were modeled during the rate analysis, and the recommended rate scenarios for water and sewer included in the Water and Sewer Rate Analysis Report (January 18, 2017) have been reflected in the proposed amended code sections. This will generate \$731,000 in new revenue with a 10% increase in water and a 20% increase in wastewater. This will mean approximately an \$11 per month increase for the average residential customer. This is for a residential home using an average of 5,000 gallons per month. About two thirds of residential customers will actually see less than \$11 per month increase because they consume less than the average 5,000 gallons per month. This is the first rate increase in three years. Mr. England further emphasized the additional fee charges will go directly to address repair of the County's aging infrastructure, as well as keep up with inflationary charges impacting the County from other sources. After Mr. England answered questions from the Board, Chairman Robertson opened the public hearing at 7:55 p.m.

Mr. Joseph Galloni, Jr. (2001 Tynne Meadow Lane, Prince George). Mr. Galloni is President of the Tinsley Charter Homeowner's Association. Mr. Galloni stated that he spoke with Mr. Hunter and Mr. Webb last year regarding the subsidizing of Petersburg's financial crisis through water and sewer rates. Fortunately, that did not happen. He

stated that the majority of the people in Tinsley Charter are retired and on a single income. He stated that he understands the reasons for the increase for maintenance, but he implored the Board to remember that the people in that Community live on social security and cannot absorb more increases.

Mr. Daniel Duhan (1608 Tinsley Boulevard, Prince George). Mr. Duhan stated that a 30% increase seems a little steep. He does not know the number of people it involves, but the residents in Tinsley Charter do not have school age children, they maintain their own roads, and collect their own garbage. It seems a little unfair.

Chairman Robertson closed the public hearing at 8:01 p.m. Mr. Webb stated the County cannot control what it is being charged for water and sewer, because it does not have a wastewater treatment plant or a water plant. Chairman Robertson stated that it is only the people that use the County water and sewer that pay for it. People with wells and a septic system do not have to pay utility fees. These fees are user fees and pay for nothing other than the upkeep and maintenance of the water and wastewater for the people that use it. Mr. Carmichael pointed out that there has not been a rate increase in three years and the Utilities Department is still going to be \$200,000 short with the increase. Mr. Hunter made a motion, seconded by Mr. Skalsky, to approve the utility rate increase as presented. Roll was called on the motion.

O-17-02

ORDINANCE TO AMMEND THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA, 2005, AS AMENDED, BY AMENDING SECTIONS 82-262, AND 82-265 TO REVISE WATER USER CHARGES AND FEES

BE IT ORDAINED by the Board of Supervisors of Prince George County:
 (1) *That The Code of the County of Prince George, Virginia, 2005, as amended, is amended and re-codified to read as follows:*

Sec. 82-262. - Water user charge schedule.

Bills for water production and the use of the water distribution system shall be rendered to residential and nonresidential users based on the following monthly rates:

(1) Fixed minimum charge. The fixed minimum charge shall be as follows:

Meter Size	Minimum Charge Per Month
5/8"	\$8.27 <u>\$9.10</u>
3/4"	\$8.27 <u>\$9.10</u>
1"	15.01 <u>\$16.51</u>
1 1/2"	28.85 <u>\$31.74</u>

2"	48.22 <u>\$53.04</u>
3"	103.56 <u>\$113.92</u>
4"	181.03 <u>\$199.13</u>
6"	402.39 <u>\$442.63</u>
8"	712.30 <u>\$783.53</u>

(2) Commodity charge. For the amount of water consumed, the following rate block schedule shall apply:

Meter Size	Rate Block	Unit Charge per 1,000 gallons
5/8"	0 to < 6,000 gallons	\$2.57 <u>\$2.83</u>
	6,000 gallons to < 20,000 gallons	3.22 <u>\$3.54</u>
	20,000 gallons and greater	4.02 <u>\$4.42</u>
3/4"	0 to < 6,000 gallons	\$2.57 <u>\$2.83</u>
	6,000 gallons to < 20,000 gallons	3.22 <u>\$3.54</u>
	20,000 gallons and greater	4.02 <u>\$4.42</u>
1"	0 to < 8,000 gallons	\$2.57 <u>\$2.83</u>
	8,000 gallons to < 25,000 gallons	3.22 <u>\$3.54</u>
	25,000 gallons and greater	4.02 <u>\$4.42</u>
1 1/2"	0 to < 15,000 gallons	\$2.57 <u>\$2.83</u>
	15,000 gallons to < 61,000 gallons	3.22 <u>\$3.54</u>
	61,000 gallons and greater	4.02 <u>\$4.42</u>
2"	0 to < 30,000 gallons	\$2.57 <u>\$2.83</u>
	30,000 gallons to < 94,000 gallons	3.22 <u>\$3.54</u>
	94,000 gallons and greater	4.02 <u>\$4.42</u>
3"	0 to < 70,000 gallons	\$2.57 <u>\$2.83</u>
	70,000 gallons to < 215,000 gallons	3.22 <u>\$3.54</u>
	215,000 gallons and greater	4.02 <u>\$4.42</u>
4"	0 to < 128,000 gallons	\$2.57 <u>\$2.83</u>
	128,000 gallons to < 385,000 gallons	3.22 <u>\$3.54</u>
	385,000 gallons and greater	4.02 <u>\$4.42</u>
6"	0 to < 289,000 gallons	\$2.57 <u>\$2.83</u>

	289,000 gallons to < 867,000 gallons	3.22 <u>\$3.54</u>
	867,000 gallons and greater	4.02 <u>\$4.42</u>
	0 to < 289,000 gallons	\$2.57 <u>\$2.83</u>
8"	289,000 gallons to < 867,000 gallons	3.22 <u>\$3.54</u>
	867,000 gallons and greater	4.02 <u>\$4.42</u>

- (3) Responsibility of owner of rental dwelling containing more than one dwelling unit. Whenever water service is provided to a rental dwelling which has more than one dwelling unit, the utility service will have to be kept in the name of the owner of the dwelling, and he will be responsible for the payment of the bill.
- (4) Fire hydrant service. For temporary service by means of a hydrant meter, as provided in division 4 of this article, the applicant shall pay a permit fee and shall place a deposit with the department. The deposit shall be applied toward the applicant's bill for water use, and any excess refunded upon closing of the account.
- a. Permit fee~~\$50.00~~ \$55.00
 - b. Deposit (refundable), negotiated depending on expected usage
 - c. Water charge, per 1,000 gallons~~12.87~~ \$14.16
- (5) Metered private fire protection system. Private fire protection system, metered (does not apply when domestic and fire services are master-metered):
- a. Monthly charge: Two percent of corresponding minimum charge, as provided in subsection (1) of this section.
 - b. Commodity charge, per 1,000 gallons: See subsection (2) above.
- (6) Reserved.

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~~ \$25.00
- (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 following the month the bill was rendered, and, if not so paid, 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~~ \$45.00.

- (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.

(2) That this ordinance shall be effective July 1, 2017 for Cycle 2 customers, and August 1, 2017 for Cycle 1 customers.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

O-17-03

ORDINANCE TO AMMEND THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA, 2005, AS AMENDED, BY AMENDING SECTIONS 82-537, AND 82-540 TO REVISE SEWER USER CHARGES AND FEES

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

(1) That The Code of the County of Prince George, Virginia, 2005, as amended, is amended and re-codified to read as follows:

Sec. 82-537. - Wastewater user charge schedule.

Bills for wastewater disposal and the use of the wastewater collection system shall be rendered to residential and nonresidential users based on the following monthly rates:

- (1) Fixed minimum charge. The fixed minimum charge shall be as follows:

Meter Size	Minimum Charge Per Month
5/8"	\$9.62 <u>\$11.54</u>
3/4"	\$9.62 <u>\$11.54</u>
1"	\$15.15 <u>\$18.18</u>
1½"	\$26.49 <u>\$31.79</u>
2"	\$42.37 <u>\$50.84</u>
3"	\$87.74 <u>\$105.29</u>
4"	\$151.25 <u>\$181.50</u>
6"	\$332.71 <u>\$399.25</u>
8"	\$586.75 <u>\$704.10</u>

For uses metering wastewater flow, contracted capacity shall be used to determine equivalent water meter size for computation of minimum monthly fees.

- (2) Commodity charge. For all water delivered or wastewater collected a unit charge of ~~\$6.84~~ \$8.21 per 1,000 gallons shall apply.
- (3) Owner's responsibility for rental dwelling unit. Whenever wastewater service is provided to a rental dwelling which has water service provided by an individual well, the utility service will have to be kept in the name of the owner of the dwelling, and he will be responsible for the payment of the bill.
- (4) Strength charges. In accordance with the procedures defined in section 82-507, the following charges per 1,000 gallons shall be assessed against the users whose wastes exceed the strength of normal domestic wastewater. All residential users shall be assumed to be in category I:

Category Designation	Range of Strength (standard strength units)	Strength Charge (cents \$ per 1,000 gallons)
I	0—300	0.00
II	301—600	8.3 <u>\$0.0830</u>
III	601—1,000	16.5 <u>\$0.1650</u>
IV	1,001—1,400	26.5 <u>\$0.2650</u>
V	1,401 and over	*

* Subject to determination by the director based on actual strength units in the user's wastes.

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 following the month the bill was rendered. If not so paid, 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~~ \$45.00.

(2) That this ordinance shall be effective July 1, 2017 for Cycle 2 customers, and August 1, 2017 for Cycle 1 customers.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

P-2. Public Hearing; Conveyance of Easements to Dominion Power at Scott Park. Mr. Keith Rotzoll, Director of Parks and Recreation, stated that in order to extend electricity to the recently developed portion of Scott Park, the County must convey right of way easements to Dominion Virginia Power. The electricity will be used for irrigation including a well, lighting and other purposes. It is expected that the line will be installed in summer, 2017 and the lines will be installed at County expense to be funded by the bond issue (\$53,573). Chairman Robertson opened the public hearing at 8:20 p.m. There was no one to speak and the public hearing was closed. Mr. Carmichael made a motion, seconded by Mr. Skalsky, to approve the County Administrator to execute the agreements allowing Dominion Power to run its power lines across County property. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Ashcraft stated that there will be a Drinking Water Clinic and Interpretation Meetings on April 12 at 10 a.m. or 6 p.m. at the Prince George Library. Clean Community Day will be on April 15 from 8 a.m. to 1 p.m. at the Police Parking Lot.

There will be a Hunter Safety Class on April 15 from 8 a.m. to 4 p.m. at the Parks & Recreation Community Center. The Parks & Recreation Annual Easter Egg Hunt will be on April 15, at 11 a.m. at Temple Park. The Prince George Industrial Development Authority Meeting will be on April 19 at 12:00 Noon in the Community Room. There will be a New Energy Ventures Solar Farm Public Meeting on April 19 6-8 p.m. in the Second Floor Break Room in Human Resources Building. Parks & Recreation Opening Day for Baseball & Softball will be on April 22 at 9 a.m. at the Moore Sports Complex. The 5th Annual Kite Festival will be on April 22 from 11 a.m. to 3 p.m. at Temple Park. There will be a TRIAD Senior Resource Fair on April 24 from 9 a.m. to 1 p.m. at Unity Baptist Church. The Finance Department receives Certificate of Achievement for Excellence in Finance Reporting for FY '16. The Burn Ban went into effect February 15 and extends through April 30. Burning will be prohibited until after 4 p.m. daily. The Prince George Utility Department will complete flushing hydrants over the next couple weeks in the Jordan on the James & Beechwood Manor subdivisions. Big Lots has announced it is moving into the area at the Crossings formerly occupied by Farmer Foods.

REPORTS (cont'd)

Discussion of Fire and EMS Staffing at New Tri-Cities Emergency Department –

Mr. Brad Owens, Director of Fire and EMS, gave a report on the new Tri-Cities Emergency Center located on Whitehill Boulevard and Temple Avenue in the Puddledock area of the County. The Tri-Cities Emergency Center, scheduled to be completed in June of this year, will be an extension of John Randolph Medical Center which is owned by HCA. This facility will be much like its sister facility, Swift Creek Medical Center, on Hull Street in Chesterfield County. HCA also owns other medical facilities in the central Virginia area such as Chippenham, Johnston Willis, Henrico Doctors and Retreat Doctors Hospital. This brings a series of opportunities to the citizens and travelers in Prince George County because it opens the door for quick access to Emergency Care but also extends that to long term and/or specialty service offered by the HCA network. One of the requirements in order to meet the industry standards to provide quality healthcare is for the Tri-Cities Emergency Department to be able to transfer patients to medical facilities for monitoring the patient or advance procedures. Currently HCA contracts a private ambulance service to do so. This affords the County an opportunity to meet the Tri-Cities Emergency Department's need to transfer patients as well as work on one of the County's long term goals of reducing EMS response times to those who require its services. Since 2013 the County has seen a steady increase in EMS calls for service. With the growth and development that has taken place in the Puddledock area, EMS has experienced a steady, substantial increase in call load for that area. In 2014 and 2015 there were no career staff at the Emergency Crew so Stations 5 and 6 along with mutual aid handled those calls. The peak time staff was at Station 5. When they were moved back to the Emergency Crew, it changed the dynamic requiring the responses for second calls to come from another station. In looking at the first quarter of 2017, the calls are steadily climbing. The call load is projected to double what it was

in 2013. Basically that averages out to be a 25% increase each year for the past 4 years in that area alone. History shows that the medic unit staffed at Jefferson Park has handled most of the EMS calls in Puddledock. However, periodically the unit is already committed to a call in their district when a call for service is generated in the Puddledock area. When this occurs, it requires one of our other staffed units to handle the call. When that happens, that EMS resource is now removed from the area in the County it was designed to serve leaving no EMS protection thus requiring outside agencies to handle the calls. When the County requests outside agencies to respond to calls in the County, the response times are in excess of 30 minutes. In order to alleviate that situation, Staff is proposing to engage into a public-private partnership and provide a staffed EMS transport unit to be located at the Tri-Cities Emergency Department. This unit will not only respond to 911 calls in the Puddledock area, but will also handle the transports from the Tri-Cities Emergency Department to John Randolph to be admitted for monitoring, or where ever the patient needs to go to receive the higher care that is needed. The additional benefit from having this medic unit service the Puddledock area is that it keeps the other units in the locations in which they can provide quick, effective response times to the citizens in the rest of the County as opposed to being tied up in the Puddledock area. There will be a cost to lease the space in which County personnel will be housed. However, it is actually a little bit less than what the County is currently paying for the modular unit at the Carson Substation per year. The calls or service that are generated by the Tri-cities Emergency Department and the calls in the Puddledock area are projected to generate enough revenue for this program to be self-sufficient. In addition, the County will be providing a better level of EMS service County wide at no additional cost to its citizens. This is a program that Staff is excited about and that the HCA team is excited about because it really does benefit both parties. There are some added benefits down the road with training. Staff will be exploring opportunities for all EMS personnel to rotate down to the facility periodically as a training opportunity. This will allow them to work with the ER staff and perform skills they may not always be afforded the opportunity to in the field. Staff is seeking permission to move forward with a one-year trial beginning in June. The Board did express concern that this may become the ER of choice for the City of Colonial Heights, not allowing room for Prince George County citizens. Chairman Robertson stated that he would like to know the Chiefs opinions of this. The Board agreed by consensus to have the County Attorney look over a copy of the contract and bring it back to the Board.

ORDER OF BUSINESS

A-1. Draft Minutes – March 28, 2016 Regular Meeting. Mr. Hunter made a motion, seconded by Mr. Skalsky, to approve the minutes as presented. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Webb

A-2. Resolution; Budget Transfer (\$10,617.78 Capital Improvement Project Fund; Transfer from CIP Project – Community Playground Upgrades to Central Wellness Center Maintenance). Ms. Betsy Drewry, Finance Director, stated that as part of the FY2017 adopted budget, the Board approved a \$70,000 General Fund Transfer to CIP to cover expected costs of two Community Playground Upgrades. Actual expenditures amounted to less than \$70,000 and an unexpended balance of \$10,617.78 remains in that capital budget code. As part of adding a gym to the Central Wellness Center, a number of repairs have been made to the old Library and office area. The remaining amount in the CIP Central Wellness Center Repair budget is \$14,112.88 currently. In order to get the fitness room and office ready, a number of improvements and purchases are still pending. Staff requests a \$10,617.78 budget transfer within the CIP fund from the Community Playground Upgrade budget to the Central Wellness Center Maintenance budget. Mr. Carmichael made a motion, seconded by Mr. Hunter, to approve the resolution as presented. Roll was called on the motion.

R-17-055

A-2.

RESOLUTION; BUDGET TRANSFER (\$10,617.78 CAPITAL IMPROVEMENT PROJECT FUND; TRANSFER FROM CIP PROJECT – COMMUNITY PLAYGROUND UPGRADES TO CENTRAL WELLNESS CENTER MAINTENANCE)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of April, 2017, does hereby authorize the following transfer of funds within the 2016-2017 Budget, such line items increased and decreased as follows:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>Capital Improvement Fund (0311)</u>	
Expenditures:	
Increase:	
0311-07-211-3131-43310	CIP – Central Wellness Center Repairs \$10,617.78
Decrease:	
0311-07-211-3138-48240	CIP – Community Playground Upgrades \$10,617.78

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-3. Resolution; Authority to Execute a Wastewater Contract Between Luca Italian Restaurant and the County of Prince George. Mr. Carmichael [read a Conflict of Interest statement as follows: “Since the company that I work for has already, 5 or 6 weeks ago, already been awarded the bid to do work in this area. I am currently](#)

employed with Perkinson Construction, Inc., and I brought it to the council's attention that I would like to be absent to this as I make a salary in excess of \$5,000. As an employee of Perkinson Construction, and under the Virginia Conflict of Interest Act, I have a prohibited 'personal interest in a transaction' if I participate in any matter before the Board that might directly affect Perkinson Construction. I am publically declaring that I have a conflict of interest in Item A-3 Wastewater Contract for Lucas Restaurant, therefore, I will not participate as a Board member and I would like to remove myself from the Board while you take this under consideration. (Mr. Carmichael left the dais.) ~~left the Board dais due to conflict of interest.~~ Mr. Chip England, County Engineer, stated that Staff is requesting the Board's approval to allow the County Administrator to execute a Wastewater Contract between Luca Italian Restaurant, a Virginia Corporation ("Developer") and the County of Prince George, Virginia. Luca Italian Restaurant proposes to expand the public sewer system by extending a gravity sewer line located in new public easements behind the Bank of Southside Virginia (6401 Courthouse Road) across the properties owned by Dennis Sebera and Thomas Buren, et al., in order to serve the new Luca Italian Restaurant site at 6411 Courthouse Road. Luca's will construct and install, or have constructed and installed, at its sole expense, an extension of the County wastewater system in accordance with plans and specification prepared by a registered professional engineer licensed to practice in the Commonwealth of Virginia. Upon satisfactory completion, such wastewater line extension shall become the property of the County and thereafter be operated and maintained by the County. With the Board's approval, the County Administrator will execute this agreement and the Director of Engineering and Utilities will administer this agreement. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-17-056

A-3.

RESOLUTION; AUTHORITY TO EXECUTE A WASTEWATER
CONTRACT BETWEEN LUCA ITALIAN RESTAURANT AND THE
COUNTY OF PRINCE GEORGE

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of April, 2017, does hereby authorize the County Administrator to execute a wastewater contract between Luca Italian Restaurant and the County of Prince George for extension of the County sewer system to provide wastewater service to the new Luca Italian Restaurant property.

On roll call the vote was:

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

Opposed: (0)

Absent: (1) Carmichael

A-4. Resolution; Authority to Execute a Water Agreement Between South Crater Road LLC and the County of Prince George. Mr. England stated that Staff is requesting the Board's approval to allow the County Administrator to execute a Water Agreement between South Crater Road LLC, a Virginia Corporation ("Developer") and the County of Prince George, Virginia. South Crater Road LLC proposes to extend the existing 12 inch waterline located in the South Crater Road public right-of-way to the north in a new dedicated public utility easement across the frontage of the Developer's property to serve a new Star Express development. The Developer will construct and install, or have constructed and installed, at its sole expense, an extension of the County waterline in accordance with plans and specification prepared by a registered professional engineer licensed to practice in the Commonwealth of Virginia. Upon satisfactory completion, such waterline extension shall become the property of the County and thereafter be operated and maintained by the County. With the Board's approval, the County Administrator will execute this agreement and the Director of Engineering and Utilities will administer this agreement. Mr. Skalsky made a motion, seconded by Mr. Webb, to approve the resolution as presented.

R-17-057

**RESOLUTION; AUTHORITY TO EXECUTE A WATER
AGREEMENT BETWEEN SOUTH CRATER ROAD LLC AND THE
COUNTY OF PRINCE GEORGE**

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of April, 2017, does hereby authorize the County Administrator to execute a wastewater contract between South Crater Road LLC and the County of Prince George for extension of the County waterline to provide water service to the new Star Express facility.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-5. Discussion and Possible Action on Employee Health Insurance Rates. Ms. Betsy Drewry, Finance Director, stated that the County and School Division have received the annual health insurance renewal from Anthem via Pierce Group Benefit Consulting. A renewal with Anthem and retention of self-insured status was considered for FY2018. The FY2018 County Administrator's Budget was prepared with a 5% health insurance increase included as a "place holder" prior to renewal information being received. The dollar increase included was \$89,000 all funds; \$78,072 General Fund. Staff and the Pierce Group Benefit Consultants, provided a health insurance update on March 20 where an option of using a **restricted drug formulary** (Essential Formulary) was presented in order to have a more affordable renewal. The board gave consensus that

this was the desired renewal option for FY2018. The final renewal and recommended rates were provided to County and Schools on March 27, 2017. Continued discussions with Pierce Group and analysis and budget impact calculations have been underway since then. The recommended rates were structured to have the County and Schools (employer) absorb the entire contribution/rate increase in FY2018. The overall contribution increases provided for the County were:

Health Insurance - Anthem

With no plan changes – 12% Increase (General Fund Addition = \$91,000)

Restricted / Essential Drug Formulary – 7.68% Increase (General Fund Addition = \$30,000)

Dental and voluntary vision renewals were also provided.

Voluntary Vision Buy-Up – Unicare – No Increase in employee premiums

Voluntary Dental – Delta Dental –

The following options were provided:

No Change – 4.1% increase for active employees; 5.2% increase for retirees

Move Retirees to Self-Pay Option – 0% increase for active employees; 5.2% increase for retirees

Continued - Health Insurance, Voluntary Dental & Voluntary Vision Buy-Up Update & FY2018 Rate Recommendation

Staff is recommending Approval of the FY2018 health, dental and voluntary vision renewal with the health insurance with Anthem for an overall 7.68% increase all County/employer absorbed, dental insurance with Delta Dental with no increase to active employees, and moving retirees to a self-pay arrangement, and vision insurance with Unicare at no increase to employees or retirees, and moving retirees to a self-pay arrangement. Mr. Carmichael made a motion, seconded by Mr. Hunter, to approve the resolution as presented. Roll was called on the motion.

R-17-058

A-5.

RESOLUTION; APPROVAL OF RECOMMENDED FY2018 HEALTH, DENTAL AND VISION INSURANCE RENEWALS WITH RECOMMENDED RATES AS ATTACHED.

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of April, 2017, does hereby authorize renewing for FY2018

Health Insurance with Anthem for an overall 7.68% increase all County/employer absorbed;

Dental Insurance with Delta Dental of Virginia with no increase to active employees, and moving retirees to a self-pay arrangement;

Vision Insurance with Unicare at no increase to employees or retirees, and moving retirees to a self-pay arrangement.

BE IT FURTHER RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of April, 2017, does hereby approve recommended FY2018 rates as provided and attached as Rate Sheet 1 and Rate Sheet 2.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

ADJOURNMENT. Mr. Carmichael moved, seconded by Mr. Hunter, that the meeting be adjourned to April 13 at 5:30 p.m. at the Hopewell/Prince George Visitor's Center for a retreat to discuss land use, water and sewer, and budget matters. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

The meeting adjourned at 9:20 p.m.

[Draft Minutes prepared April 20, 2017, for consideration on April 25, 2017; adopted by unanimous vote.]

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

Percy C. Ashcraft
County Administrator