King and Queen County
Board of Supervisors Meeting

Monday, April 11, 2011

King and Queen County Courts and Administration Building
General District Courtroom

7:00 P.M.

"Minutes of the Meeting"

INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES

Chairman Simpkins called the meeting to order. Ms. Cora Armstrong provided the invocation, followed by the Pledge of Allegiance to the Flag of the United States.

APPROVAL AND SIGNING OF THE MARCH 10, 2011, MARCH 14, 2011 AND MARCH 21, 2011 MINUTES OF THE BOARD

Mr. Milby asked that the March 28th, 2011 minutes be considered for approval., as he feels that there were some things that the Board made decisions on, which affect the budget. Mr. Milby further commented that he felt that the Board should have the opportunity to approve the minutes at the April meeting rather than at the May meeting when normally approved.

Chairman Simpkins expressed that the issue is going to be that the Board just received the minutes and have not had an opportunity to review for approval as we typically approve these minutes at the May meeting and questioned if there is something in particular that needs to be discussed and addressed now.

Ms. Alsop expressed that she did not feel the Board had enough time to review the minutes.

Chairman Simpkins further expressed that due to the number of public hearings and agenda items for tonight's meeting, that the March 28th minutes will not be included for approval for tonight's meeting.

A motion was made by Mrs. Morris and seconded by Ms. Alsop to approve the March 10, 2011, March 14, 2011 and March 21, 2011 minutes of the Board.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS
NAYS: J. M. MILBY, JR.
NOT PRESENT: M. W. MCDUFF

APPROVAL AND SIGNING OF THE APRIL 2011 WARRANTS AND APPROPRIATIONS

A motion was made by Ms. Alsop and seconded by Mrs. Morris to approve the April 2011 Warrants and Appropriations, as subject to audit.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

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Mr. Simpkins commented that Mr. McDuff was not in attendance at tonight's meeting because he is not feeling well, and asked that each one keep him in their thoughts and prayers.

BUDGET AMENDMENTS

REGIONAL JAIL AND SHERIFF

A motion was made by Mrs. Morris and seconded by Ms. Alsop to approve the following budget amendments/transfers:

Regional Jail – transfer of $147,080.18 – increase in required funding based on increased population percentages)

Sheriff – amendment/supplement for courtroom security for the month of March 2011, in the amount of $1,906.75. The Courtroom security revenue has been posted against the general fund, and will be pulled from the general fund balance.

Total Budget Amendments/Transfers: $148,986.93

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

PUBLIC COMMENT PERIOD

Chairman Simpkins opened the public comment period, asking that any comments pertaining to the public hearings be made at that time.

After hearing no comments, the public comment period was closed.

REPORTS FROM DEPARTMENT HEADS AND SCHOOL SUPERINTENDENT

Treasurer Irene Longest was not in attendance at the meeting, however her report was included in the Board's packet.

Commissioner of the Revenue – not present

Commonwealths' Attorney Charles Adkins was present providing report:

- Advised that they are arranging for the government classes to come to the courthouse to observe Court.
- Advised that on May 5th, he will be in Essex handling court for Mac Garrett
- Advised that on July 13th, a Animal Cruelty Case will be held in Circuit Court, dealing with 40 charges relating to horses.
- On personal note, advised that he and his wife have adopted a dog from the King William Shelter and was very impressed with the Shelter and recommended that if anyone is in need of a pet to check them out.

Sheriff Charboneau reported on the following:

- Advised that there have been three motorcycles wrecks this week, and fortunately no one has been hurt seriously, asking that everyone please check their rear view mirrors.
- Advised that this week is Dispatchers Week and that they were having a reception for them, if the Board had a chance to come by.

Clerk of the Circuit Court Deborah Longest had the following report:

- Advised that the civil trial that she had mentioned before, has been called off and that the Sheriff's office did a great job in notifying the juror's.
- Advised that tomorrow is term day.
- Advised that they have a defendant charged with a probation violation who is actually being housed in Augusta County, and rather than the Sheriff having to go to that part of the State, they will be using the video equipment here, which is saving time and cost in transporting him here.

Superintendent of Schools Charles Clare had the following report:

- Advised that their school membership is holding at 739 students at March 31st, which is 9 students higher than what their budget has been built upon. If you had the 40 students of our pre-K group, it gives a total of 779 students that they educated.

- Advised that they will be doing some simulation testing at each of the schools. These are test that give them one last opportunity to see where students score so the teachers can take these scores and devise individual plans for SOL test.
- Advised that on Friday at Central High the school hosted their annual career day which was a very successful event. In addition the 7th graders from the elementary schools attended as well. Approximately 68 vendors were in attendance at the event including the Clerk of Circuit Courts, Commonwealth Attorneys, Social Services and several others. Other organizations were present to provide scholarship opportunities to the students.
- Advised that they received 3 "20th Century Grants" , one for each of the schools. These grants are to develop and design after school only programs or Saturday programs for enrichment, academic tutoring, as well as any after school or Saturday trips. The funds, approximately $200,000 for each school funds steepens for the teachers, any support staff, fuel, bus drivers, supplies and snacks which is reimbursable through USDA Federal Program.

Social Services, Douglas Snydor, Services Supervisor was present in Ms. Dougherty's place and reported the following:

- Advised that it is Child Abuse Awareness Month and that the numbers are not good, as there has been an increase in child abuse in the county in the last 6 months. Mr. Snydor asked that if you have any suspicion of child abuse to please contact him, and if it is a valid complaint it will be investigated.
- Reported on their process of reporting and that they have had a big increase, where they were at the bottom and now they are almost to the top in their submittal of reports.

APPOINTMENTS/REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

Planning Commission – Stevensville District, to replace Mr. Litchfiled – Tabled

CPMT Parent Representative – to replace the Kimlick's – Tabled
(This position needs to be a parent or grandparent)

Wetlands Board – Newtown District – to replace Ed Gran

A motion was made by Ms. Alsop and seconded by Mrs. Morris to appoint Ms. Krystal Gaines to serve the unexpired term of Ed Gran on the Wetlands Board. Term expires February 12, 2012.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

Chairman Simpkins noted that Wallica Gaines' term on the PDC, as citizen representative expires May 10, 2011.

REPUBLIC SERVICES – TIM LOVELAND, GENERAL MANAGER – LANDFILL UPDATE

Tim Loveland, General Manager was present to provide an update, providing a report of the 1st quarter tonnage and advising that the numbers were down on tonnage and volume. Mr. Loveland further advised that for the month of March the numbers increased slightly and is hoping that they will continue to improve.

Mr. Loveland further advised:

- that the 3rd party customer that he had advised the Board of previously, did drop his contract with them.
- That the Ingenco facility is still moving forward, where at the end of the year they will have 18 engines with a 14 megawatt capability.
- Advised that the gas internal expansion system has been completed
- Advised that in 2010 they finished the last cell
- Advised that by the end of the week, the County should receive a certified letter notifying of the intent to renew their lease with the County.
- Advised that they are planning a summer safety program.

Mr. Simpkins advised that he had been speaking with a local farmer concerning disposal of tires and questioned if they could be taken to the landfill. Mr. Loveland advised that they can take the tires, however, they need to be cut/split.

VDOT UPDATE – SEAN TRAPANI, RESIDENCY ADMINISTRATOR

Sean Trapani, Residency Administrator was present providing an update on the following:

- Advised that the maintenance crews are focusing on shoulders, ditches and drainage areas and fixing pot holes.
- Advised that signs are going up where they are preparing to begin work on the approach on the West Point Bridge Creek, where they will actually be shutting down two lanes on Rt. 33.
- They have been working on guardrail work on Rt. 360 in preparation for paving schedules.
- Reported that Minter Lane is presently being worked on with completion being tentatively set to be done by June.
- Thanked the School System for inviting them to their Career Day at the high school.
- Advised that it time to hold the Secondary Six Year Plan work session and public hearing, suggesting for this to be done at the May meeting. Does not feel there will be a

lot of discussion, as there is not much money. Would like to advertise for public hearing on May 9th.

Mr. Milby advised that there are approximately 18 – 20 lights on the Lord Delaware Bridge on the South side that are out. Mr. Trapani advised that it is an electrical problem and electricians are scheduled to fix it.
Ms. Alsop stated that the bridge approach on Rt. 721 is not level with the road and was there a way to make it level?

PUBLIC HEARING

AN ORDINANCE TO RE-ESTABLISH THE BOUNDARY LINES BETWEEN ALL VOTING DISTRICTS WITHIN KING AND QUEEN COUNTY BASED ON THE 2010 CENSUS POPULATION DATA IN ORDER TO REAPPORTION THE COUNTY IN ACCORDANCE WITH ARTICLE VII, SECTION 5 OF THE VIRGINIA CONSTITUTION AND SECTION 24-2-304.1 OF THE CODE OF VIRGINIA.

County Administrator Thomas Swartzwelder provided background information on the proposed redistricting and verified proof of publication.

Donna Sprouse provided a slide presentation on the 2010 census population. Total population being 6,945. Ms. Sprouse further advised of the population divided by the 5 districts.

The floor was then opened for public comment. After hearing no comments, the public hearing was closed.

A motion was made by Mr. Milby and seconded by Mrs. Morris to adopt the following Ordinance re-establishing the boundary lines between all voting districts within King and Queen County based on the 2010 census population:

AN ORDINANCE TO RE-ESTABLLISH THE BOUNDARY LINES BETWEEN ALL VOTING DISTRICTS WITHIN KING AND QUEEN COUNTY BASED ON THE 2010 CENSUS POPULATION DATA (REDISTRICTING)

ARTICLE II. DISTRICTS AND POLLING PLACES*

***State law references:** Boundaries of districts, Code of Virginia, § 15.2-1211; authority to establish, Code of Virginia, §§ 24.2-306--24.2-310.

Sec. 18-31. Districts established; populations; boundaries.

(a) Pursuant to authority contained in Code of Virginia, § 15.2-1211, the election districts of the county are hereby established as set forth in this section.

(b) The election districts with populations set forth are as follows:

TABLE INSET:

Election District	Population
Newtown	1403
St. Stephens Church	1401
Stevensville	1399
Shanghai	1351
Buena Vista	1391

(c) The boundaries of the respective election districts are as set forth as follows:

Newtown Election District

Beginning at a point in the center of the Mattaponi River at the mouth of Chapel Creek following along the center of Chapel Creek to the intersection of Chapel Creek with State Route Number 721, thence in a southerly direction along the center of State Route Number 721 to the intersection of State Route Number 721 and State Route Number 619, thence in a northerly direction along the center of State Route Number 619 to the intersection of State Route Number 619 with State Route Number 631, thence in northerly direction along the center of State Route Number 619 a distance of 2.68 miles to the intersection of State Route Number 619 with an un-named private road, follow the un-named private road in a northeasterly direction along the center of the un-named private road to a point on the boundary line between the County of King and Queen and the County of Essex; thence in a northwesterly direction along said boundary line to a point in the center of State Route Number 635 at Beazley; thence in a westerly direction along said boundary line to a point in the center of State Route Number 625 at Byrd's Mill at its intersection with Beverly Creek, the boundary line between the County of King and Queen and the County of Caroline; thence in a southwesterly direction along said Beverly Creek to a point in the center of State Route Number 721, at its intersection with Maracossic Creek; thence in a southerly direction along said Maracossic Creek to its intersection with the northern bank of the Mattaponi River; thence in a southerly direction to a point in the center of the Mattaponi River, the boundary line between the County of King and Queen and the County of King William; thence in a southeasterly direction along said boundary line of the Mattaponi River to the intersection of the Mattaponi River and Chapel Creek, the point of beginning.

St. Stephens Church Election District

Beginning at a point in the center of the Mattaponi River at the mouth of Chapel Creek following along the center of Chapel Creek to the intersection of Chapel Creek with State

Route Number 721, thence in a southerly direction along the center of State Route Number 721 to the intersection of State Route Number 721 with State Route Number 619, thence in a northerly direction along the center of State Route Number 619 to the intersection of State Route Number 619 with State Route Number 631, thence in northerly direction along the center of State Route Number 619 a distance of 2.68 miles to the intersection of State Route Number 619 with an un-named private road, follow the un-named private road in a northeasterly direction along the center of the un-named private road to a point on the boundary line between the County of King and Queen and the County of Essex; thence in a southeasterly direction along said boundary line to a point on State Route Number 621; thence along the center of State Route Number 621 to the point of intersection with U.S. Route 360; thence in an easterly direction along the center of U.S. Route 360[1] to State Route Number 707, thence in an easterly direction along the center of State Route Number 707 to the intersection of State Route Number 707 and State Route Number 620; thence in a southerly direction on State Route Number 620 to the boundary line between the County of King and Queen and County of Essex; thence in a southwesterly direction along the center of State Route Number 620 to the intersection of State Route Number 620 and State Route Number 631; thence in a northwesterly direction along the center of State Route Number 631 to the intersection of State Route

Explanatory Footnote[1] - At the time of adoption, U.S. Route 360 included old Route 360 at the Essex County line along behind properties known as presently Millers Tavern Imports and Seth Gayle Printing Company. Old Route 360 was confirmed by Virginia Department of Transportation as being the county line, as well as Essex County Zoning Administrator, Jeff Hodges.

Number 631 and State Route Number 14; thence in a southerly direction along the center of State Route Number 14 to the intersection of State Route Number 14 with State Route Number 629; thence in a southwesterly direction along the center of State Route Number 629 to the intersection of State Route Number 629 and State Route Number 633; thence in a northwesterly direction along the center of State Route Number 633 to a point at the intersection of State Route Number 633 and Clark Swamp; thence in a southerly direction along the center of Clark Swamp to the intersection of an un-named private road and said swamp near the headwaters of Walkerton Mill Pond; thence in a southerly direction along the center of the private road to the intersection with State Route Number 629; thence in a southwesterly direction along the center of State Route Number 629 to the intersection of State Route Number 629 and the center of the Mattaponi River in a northwesterly direction along the boundary line between the County of King and Queen and the County of King William, to the point in the Mattaponi River at the intersection of Chapel Creek, the point of beginning.

Stevensville Election District

Beginning at a point in the Mattaponi River on the boundary line between the County of King and Queen and the County of King William, at the intersection of State Route Number 629, thence in a northeasterly direction along the center of State Route Number 629 a distance of 1.23 miles to the intersection with State Route Number 629 and an un-named private road, thence in a northerly direction along the center of Clark Swamp to the intersection of Clark Swamp and State Route Number 633, thence in a southeasterly direction along the center of State Route Number 633, thence in a easterly direction

along the center of State Route Number 629 to the intersection of State Route Number 14; thence in a northerly direction along State Route Number 14 to the intersection of State Route Number 14 and State Route Number 631; thence in an easterly direction along the center of State Route Number 631 to the intersection of State Route Number 620; thence in an northeasterly direction along the center of State Route Number 620 to the County boundary between County of King & Queen and County of Essex along the center of the Dragon Swamp; thence in a southerly direction along the center of the Dragon Swamp being the boundary line between the County of King & Queen and County of Essex; thence in a southeasterly direction along said boundary line and swamp to a point in the center of the swamp at the intersection of said swamp and State Route Number 603, New Dragon Bridge; thence in a southwesterly direction along the center of State Route Number 603 to the intersection of State Route Number 603 and State Route Number 609; thence in a northerly direction along the center of State Route Number 609 to the intersection of State Route Number 609 and State Route Number 613; thence in a southwesterly direction along the center of State Route Number 613 to the intersection of State Route Number 613 and State Route Number 614; thence in a southerly direction along the center of State Route Number 614 to the intersection of State Route Number 614 and State Route Number 14 at Little Plymouth; thence in a northwesterly direction along the center of State Route Number 14 to the intersection of State Route Number 14 and Plymouth Swamp; thence in a westerly direction along the center of Plymouth Swamp to a point in the center of the Mattaponi River being the boundary line between the County of King and Queen and the County of King William; thence in a northwesterly direction along the center of the Mattaponi River being the boundary line to the point at the intersection of the Mattaponi River and State Route Number 629, the point of beginning.

Shanghai Election District

Beginning at a point in the Dragon Swamp at the intersection with State Route Number 603, New Dragon Bridge; thence in a southwesterly direction along the center of State Route Number 603 to the intersection of State Route Number 603 and State Route Number 609; thence in a northerly direction along the center of State Route Number 609 to the intersection of State Route Number 609 and State Route Number 613; thence in a southwesterly direction along the center of State Route Number 613 to the intersection of State Route Number 613 and State Route Number 614; thence in a southerly direction along the center of State Route Number 614 to the intersection of State Route Number 614 and State Route Number 14 at Little Plymouth; thence in a northwesterly direction along the center of State Route Number 14 to the intersection of State Route Number 14 and Plymouth Swamp; thence in a westerly direction along the center of Plymouth Swamp to a point in the center of the Mattaponi River being the boundary line between the County of King and Queen and the County of King William; thence in a southeasterly direction along the said boundary line and river to a point at the intersection of said river and State Route Number 605; thence in an easterly direction along the center of State Route Number 605 to the intersection of State Route Number 605 and State Route Number 33; thence in an easterly direction along the center of State Route Number 33 a distance of 1.11 miles to the intersection of said road and an un-named private road; thence in a southerly direction along the center of said un-named road to the intersection of Goalders Creek; thence in an easterly direction along Goalders Creek to the intersection of Goalders Creek and State Route Number 14; thence in a northerly direction along the center of State Route Number 14 to the

intersection of State Route Number 14 and State Route Number 33; thence in an easterly direction along the center of State Route Number 33 to the intersection of State Route Number 33 and State Route Number 609 which forms the boundary line between the County of King and Queen and the County of Gloucester; thence in a northerly direction along the center of State Route Number 609 to a point where the boundary line between the County of King and Queen and the County of Gloucester; thence in a northerly direction along the said boundary line to the center of the Dragon Swamp; thence in a northwesterly direction along the Dragon Swamp being the boundary line between the County of King and Queen and the County of Middlesex, to the intersection of said swamp and State Route Number 603, New Dragon Bridge, the point of beginning.

Buena Vista Election District

Beginning at a point in the Mattaponi River at the intersection of said river and State Route Number 605; thence in an easterly direction along the center of State Route Number 605 to the intersection of State Route Number 605 and State Route Number 33; thence in an easterly direction along the center of State Route Number 33 a distance of 1.11 miles to the intersection of said road and an un-named private road; thence in a southerly direction along the center of said un-named road to the intersection of Goalders Creek; thence in an easterly direction along the center of Goalders Creek to the intersection of Goalders Creek and State Route Number 14; thence in a northerly direction along the center of State Route Number 14 to the intersection of State Route Number 14 and State Route Number 33; thence in an easterly direction along the center of State Route Number 33 to the intersection of State Route Number 33 and State Route Number 609 which forms the boundary line between the County of King and Queen and the County of Gloucester; thence in a southerly direction along said boundary line to a point in the center of the Poropotank River, with said river forming the boundary line between the County of King and Queen and the County of Gloucester; thence along the center of said river and boundary line to a point in the center of the York River being the boundary line between the County of King and Queen and the County of James City; thence in a northerly direction along the centerline of said river to a point where the boundary line is between the County of King and Queen and the County of New Kent; thence along the center of said river and boundary line to a point where said river branches and becomes the Mattaponi River; thence along said river in a northerly direction being the boundary line between the County of King and Queen and the County of King William, to a point at the intersection of said river and State Route Number 605, being the point of beginning.

(Ord. of 6-10-1991, § 3; Ord. No. 11-01, § 3, 11-8-2001, 4-11-2011)

Sec. 18-32. Precincts and polling places.

The county is divided into five precincts. The precincts for each election district and the polling place for each precinct are set forth as follows:

TABLE INSET:

Election District	Precinct	Polling Place
Newtown	Owenton	Upper King & Queen Rescue Squad Building, 155 Indian Neck Road, Newtown, VA 23126
St. Stephen's Church	Clark's	Lawson's Elementary School, 1599 Newtown Road, St. Stephens Ch., VA 23148
Stevensville	Court House	Central High School, 17024 The Trail, King & Queen Court House, VA 23085
Shanghai	Old Mill	King & Queen Elementary School, 24667 The Trail, Mattaponi, VA 23110
Buena Vista	Shacklefords	Lower King & Queen Fire Department, 4764 York River Road, Shacklefords, VA 23156

(Ord. No. 13-01, § 1, 11-8-2001, 4-11-2011)

Sec. 18-33. Election of district supervisor.

One supervisor shall be elected from each election district created in section 18-31.

(Ord. of 6-10-1991, § 4)

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H.MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

Ms. Sprouse was commended for the work that she did on the project. Mr. Swartzwelder also commented that other localities have contacted Donna in how she went about the process in redistricting.

PUBLIC HEARING

PROPOSED CAPITAL IMPROVEMENT PROGRAM (CIP) AND PROFFERS FOR FY 12-FY15

County Administrator Thomas Swartzwelder commented that the CIP is normally done every five years, however, last year one member requested to approve the CIP on an annual basis. Mr. Swartzwelder advised that the primary change in the CIP is the radio system is no longer on the books, however, a new elementary school has been added. It was also noted that furniture and fixtures for the Library have been added. Mr. Swartzwelder further advised that the public hearing was properly advertised.

Mr. Swartzwelder further advised that the CIP calculates cash proffers, which gives developers an idea of what each dwelling unit would cost the county for services. Because this was done for only 1 year, the amount would change from year to year.

The proposed Capital Improvement Plan Totals/Proposed Cash Proffer Amount is $6,124.79 down from the current amount of $6,888.65.

The floor was open for public comment.

Anne Marie Voight, Stevensville District, questioned if there was anything in the CIP for security at the schools. Mr. Swartzwelder advised that there was not, that Dr. Layman actually prepared the School data. Ms. Voight asked that the Board please discuss and recommend this to the CIP. Mr. Swartzwelder advised that there was no reason that it could not be added, if it is the Boards desire.

After hearing all comments, the public hearing was closed.

Mr. Milby questioned if this was nothing more than a wish list. County Administrator Thomas Swartzwelder advised that a wish list is more of the backup documents. The items on the Capital Improvement Plan are things that we actually plan on doing, most of which we already have reserve accounts, for example, building a new school, cost of library furniture and fixtures, providing funds for purchase of fire engines and ambulances and building fire and rescue squad stations.

Mr. Milby expressed that to him it is more of a wish list, and was 2014 a realistic date to build a new school.

Ms. Alsop expressed that the ideas is to have proffers to build up funds to do these things at a later date.

Mrs. Morris commented that it is not a wish list, that these are things that the Board is looking to do, the Board has not accumulated the funds needed yet.

Mr. Swartzwelder responded to Mr. Milby's question pertaining to the 2014 date, and that the answer was yes it is a realistic date, as the Comp. Plan is a design of your proposed projects with your proposed dates for completion, where it is a legal tool used to solicit proffers. The Comp Plan cannot be a wish list, it must be legitament projects that you plan or hope to accomplish in a specific time frame, and it would be up to the Board to decide which should be accomplished.

Several things have come off of the list, being the capital improvements at Circuit Court, the radio system, completed animal shelter. We need to be careful not to mix a capital plan that the board may create to spend existing funds, with the Capital Improvement Plan which is a zoning tool.

Mr. Milby suggested that we take the school off the plan, as this is his fourth year on the Board and does not see how we can move any closer to accomplish that.

After further discussion a motion was made by Ms. Alsop and seconded by Mrs. Morris to approve the CIP plan as submitted.

Ms. Morris expressed that she understands what Mrs. Voight is saying about the security at the schools, but to do that now would be immature, since we have no cost.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS
NAYS: J. M. MILBY, JR.
NOT PRESENT: M. W. MCDUFF

PUBLIC HEARING

POTENTIAL SALE OF MARRIOTT SCHOOL PROPERTY – TAX MAP NUMBER 32-55L-517B LOCATED AT ST. STEPHENS CHURCH, NEWTOWN MAGISTERIAL DISTRICT AND CONSISTING OF 1.13 ACARES MORE OR LESS

County Administrator Thomas Swartzwelder advised that a public hearing has already been held on the 2 main parcels that comprise the Marriott School. In the purchasers title examination he determined that there was a 1.13 acre parcel that was separate from the other two parcels that the schools had surplused to the county a long time ago. It is basically on the property line to the left and was requested to be included in the transaction, as this is where the new septic system needs to go.

The Schools deeded the property back to the county on March 24th, 2011, so we need to hold the public hearing to convey.

The public hearing was advertised for 2 consecutive weeks in the local newspapers.

The floor was open for public comment.

Louise Carlton commented that she was on the Board the first time it came around and urged that the whole parcel be given to the gentleman so that the work can convey.

After hearing no further comments, the hearing was closed.

A motion was made by Mrs. Morris seconded by Ms. Alsop to approve sale of the property.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS
NAYS: J. M. MILBY, JR.
NOT PRESENT: M. W. MCDUFF

PUBLIC HEARING

PROPOSED ORDINANCE ESTABLISHING A PERMIT REQUIREMENT FOR VOLUNTEER FIRE AND RESCUE SQUADS TO OPERATE WITHIN KING AND QUEEN COUNTY AND TO ALLOW HOLDERS OF SUCH PERMITS (NOT KING AND QUEEN COUNTY) TO CHARGE FOR SERVICES RENDERED PURSUANT TO THE TERMS OF SAID ORDINANCE.

Chairman Simpkins called the public hearing to order. County Administrator Thomas Swartzwelder provided background information and verified proof of publication.

Mr. Swartzwelder commented that the squads have been working together on a proposal for Passionate Billing Policy, which allows them to bill citizens for ambulance rides and extrication in a way that is targeted primarily at reimburseable funds, such as medicare or medicade. Compassionate Billing by State Law allows them to waive any cost not covered by insurance for King and Queen Citizens. The group has worked very hard for several months. The Ordinance establishes a permitting process, as well. Billing will be handled by a 3rd party between Fire and Rescue.

The floor was open for public comment.

Bobby Coggsdale, EMS Chief of Lower King and Queen Fire and EMS was present asking the Board's consideration in approving the Ordinance.

Anne Marie Voight, Stevensville District, expressed that she was all for this and questioned the permitted departments, and what it referred to. Mr. Swartzwelder explained that legislation allows a billing process to keep non-permitted competition from coming in such as life care. This does not affect mutual aid.

Ms. Alsop questioned that if there is someone who lives in the county and does not have insurance and they fill out the form is it going to be waived. It was explained that it is a process, and it would be waived by the billing department (rescue squad/fire department).

After further questions and discussion the public hearing was closed.

A motion was made by Ms. Alsop and seconded by Mrs. Morris to approve the proposed Ordinance as presented:

Chapter 24

FIRE, RESCUE AND EMERGENCY SERVICES

Article I. In General

Sec. 24-1. Purpose.

This chapter shall be known as the Fire, Rescue and Emergency Services Ordinance. The purpose is to provide a mechanism for the volunteer organizations in King& Queen County to seek and obtain reimbursement from qualified individuals receiving emergency medical transport in county authorized ambulances.

Secs. 24-2 – 24-6. Reserved

Sec. 24-7. Definitions.

As used in this chapter, the following words and phrases shall have the meanings as set forth in this section, unless the context clearly indicates a different meaning:

Advanced life support level 1 (ALS-1) means services shall be medical treatment or procedures provided to a patient beyond the scope of an EMT-Basic as defined by the National EMS Education and Practice Blueprint.

Advanced life support level 2 (ALS-2) means those advanced life support (ALS) services provided to a patient beyond ALS-1 including the following procedures: manual defibrillation/cardioversion, endotracheal intubation, cardiac pacing, chest decompression, surgical airway, intraosseous line and the administration of three or more medications of any kind.

Ambulance shall mean any publicly or privately owned vehicle that is specially designed, constructed or modified and equipped for, and is intended to be used for and is maintained or operated to provide, immediate medical care to or transport of persons who are sick, injured, wounded or otherwise incapacitated or helpless.

Basic life support (BLS) means services shall be medical treatment or procedures provided to a patient as defined by the National Emergency Medicine Services (EMS) Education and Practice Blueprint for the Emergency Medical Technician (EMT)-Basic.

Board of Supervisors shall mean the Board of Supervisors of King and Queen County.

Emergency shall mean an unforeseen condition or circumstance in which there is a need for immediate medical care in order to prevent loss of life or aggravation of illness or injury.

Emergency medical services vehicle shall mean an ambulance, rescue squad vehicle, fire truck or other vehicle which may be used for or is maintained or operated to provide immediate medical care to or transport of persons who are sick, injured, wounded or otherwise incapacitated or helpless.

Ground transport mile (GTM): Emergency demand zones may be established by resolution of the board of supervisors. Transportation fees shall be assessed per statute mile from the location of the incident scene, or from the center point of the emergency demand zone, if applicable, where an incident scene or address is located, to a hospital or other facility where a patient is transported.

King and Queen Volunteer Fire and Rescue Committee (KQVFRC): Shall mean the entity of same name, made up of the Chiefs of each Fire and Rescue organization in King and Queen County.

Patient shall mean an individual who is sick, injured, wounded or otherwise incapacitated or helpless.

Permit shall mean a permit issued by the county administrator or his/her designee, authorizing the operation of an ambulance.

Person shall mean an individual, firm, partnership, association, corporation, company, group of individuals acting together for a common purpose, or organization of any kind.

Volunteer organization for the purposes of this section shall mean any and all volunteer fire and rescue or fire or rescue squad or organization of any kind which has been issued a permit under this chapter.

Secs. 24-8 – 24-10. Reserved.

Article II. Cost Reimbursement for Emergency Medical Transport & Emergency Response Services

Sec. 24-11. Cost reimbursement for ambulance service.

The Board of Supervisors may establish by resolution, as needed from time to time upon recommendation of the KQVFRC reasonable fees for the provision of emergency medical services by all emergency medical service personnel, whether volunteers or paid public employees.

(a) Reasonable fees shall be charged for emergency medical transport services provided by all rescue squad departments. The revenue recovery program is intended to pursue reimbursement for EMS emergency ambulance transports by recovering funds that may already be designated for the purpose.

(b) Fees for emergency medical transport services shall be charged per patient transport for services rendered and transportation provided. Three types of emergency medical services can be provided, BLS, ALS-1 and ALS-2.

(c) Transportation fees shall also be charged per patient. The fee shall be on a per GTM basis, and shall be determined by the Board of Supervisors.

Secs. 24-12 – 24-13. Reserved.

Sec. 24-14. Permit Required.

No person shall operate or cause to be operated an ambulance or emergency medical services vehicle within the county or to transport any patient from within the county to any other location within or outside the county, unless such person possesses a permit; provided, however, that a separate permit shall not be required for an individual operating an ambulance or emergency services vehicle for or on behalf of any volunteer organization entity or other organization, which has been issued a permit under this Article.

(a) The County Administrator, or his or her designee, upon direction from the Board of Supervisors, is authorized to determine and prescribe the areas of service within which a permit holder may operate within the county so as to assure adequate coverage throughout the geographical area of the county. Further, the number of permits for ambulances or emergency medical service vehicles in the county may be limited to achieve the objectives of this chapter.

(b) No permit shall be required for operation of a private ambulance or emergency medical services vehicle which is:

(1) Engaged in the transportation of a person from a point beyond the limits of the county to a location within the county; or

(2) Engaged in the transportation of a person through the county.

(c) No permit shall be required for operation of a private ambulance or emergency medical services vehicle when used to render assistance, at the request of the county, in the case of a major catastrophe or emergency with which the vehicles which have received a permit to operate in the county are insufficient or unable to cope.

(d) The provisions of this article shall not apply to any ambulance or emergency medical services vehicle owned and operated by the County of King and Queen, without its consent.

Sec. 24-15. Volunteer rescue squads and governmental agencies.

Volunteer rescue squads and volunteer fire departments, and the members thereof who are acting in such capacity, and agencies of the county and their employees who are acting in any capacity of emergency services, shall be subject to the provisions of this chapter.

Sec. 24-16. Reserved.

Sec. 24-17. Permit – Application.

Any person or volunteer organization who desires a permit shall file a sworn application with the County Administrator, or his or her designee, on a form prepared and provided for that purpose. The application shall include evidence of compliance with the terms and provisions of this chapter and such other information as the County Administrator, or his or her designee, shall require.

Sec. 24-18. Permit-Application Requirements

No person shall be issued a permit unless he or she:

(1) Furnishes proof that he possesses a valid permit issued by the commonwealth to operate an ambulance or emergency medical service vehicle.

(2) Files a schedule of rates to be charged for services rendered under the permit which shall not be less than the charges authorized by section 14-4.

(3) Agrees in writing to comply with the terms and conditions of this chapter, other provisions of this Code, any reasonable rules and regulations developed by the County Administrator or his or her designee for the implementation of this article and applicable state and federal laws and regulations.

(4) Agrees in writing to provide mutual aide assistance, if available, in any emergency situation upon the request of the county.

(5) Provides an appropriate certificate of insurance, or certificate of self-insurance where appropriate, indicating the following minimum coverages: motor vehicular liability insurance of one hundred thousand dollars ($100,000.00) per occurrence and three hundred thousand dollars ($300,000.00) annual aggregate and general liability insurance of one hundred thousand dollars ($100,000.00) per occurrence and three hundred thousand dollars ($300,000.00) annual aggregate. The certificate of insurance shall contain a clause obligating the company issuing the same to give fifteen (15) days notice in writing to the County Administrator before the cancellation of such policies. The County shall be named as an additional insured on such policies of insurance as its interests may appear.

(6) Agrees in writing to follow the compassionate billing policy adopted by the Board of Supervisors.

(7) Designates in writing one or more persons as the official point of contact for both the County and the general public.

Sec. 24-19. Permit-Application Issuance or Denial.

(a) The County Administrator, or his or her designee, upon consideration of the requirements set forth in this chapter, shall grant or deny the request for permit. The decision of the County Administrator, or his designee, shall be in writing and he/she shall mail a copy thereof to the applicant at the address listed on his/her application.

(b) Any person or volunteer organization who is denied a permit by the County Administrator, or his designee, may appeal the same to the Board of Supervisors, by written notice filed with the clerk of the board within thirty (30) calendar days of the date of the mailing of the County Administrator's/designee's decision. The Board of Supervisors, after such notice, investigation and hearing as it may deem appropriate, may affirm, reverse or modify the prior decision, or may remand the matter for further investigation or action.

Sec. 24-20. Duty to give notice of change of circumstances.

The applicant for a permit or, if a permit has been granted, the holder of a permit shall immediately give notice in writing to the County Administrator of any change in the information set forth in the application for permit, including, without limitation, any change in rates, insurance coverage, or the ownership of fifty (50) percent or more of the common stock of the corporation which has applied for or has received the permit.

Sec. 24-21. Current holders of certificates of public convenience and necessity.

Any person who, on the effective date of this ordinance, holds a certificate of public convenience and necessity issued by the county or the commonwealth licensing the operation of an ambulance or vehicle for the transportation of handicapped persons, and continues to operate as such, and that submits to the County Administrator satisfactory evidence of such continuing operation, shall be granted a franchise or permit to serve at least that part of the County in which the agency has continuously operated if all other requirements of this chapter are met. Any such person may, for a period of sixty (60) calendar days after the effective date of this chapter, continue to operate same within the county, and thereafter such person shall be required to have a permit issued by the County Administrator, or his designee.

Sec. 24-22. Suspension or revocation of permit.

(a) Any permit issued under this chapter may be suspended or revoked by the Board of Supervisors after a hearing, for failure to comply with the provisions of this article, the Code of Virginia or of this Chapter or any other provision of local, state, or federal law, or regulation, policy or procedure. Such hearing shall be held after (10) calendar days prior written notice, mailed to the permit holder at the address listed on his application or any subsequent written notification of change of address. After the hearing, the Board of Supervisors, shall render a decision in writing and shall mail a copy thereof to the permit holder at the address described above. The decision of the Board of Supervisors shall be final and shall be effective as of the date established in his decision and shall not be stayed pending the outcome of any rehearing.

(b) Any permit holder affected by an adverse decision of the Board of Supervisors may request one rehearing by written notice filed with the clerk of the board within thirty (30) calendar days of mailing of the Board of Supervisors final decision. Upon proper filing of such request, after such notice and hearing as the Board of Supervisors may deem appropriate, the board may affirm, reverse, or modify their prior decision .any such Decision by the Board of Supervisors shall be final.

Sec. 24-23. Sale, assignment, etc. prohibited.

No permit granted under this chapter may be sold, assigned, or transferred, nor shall it in any way vest in any person, other that the applicant to whom the permit is granted, any rights or privileges under the permit. For purposes of this section, the transfer of ownership of fifty (50) percent or more of the common stock of a corporation which has been granted a permit shall be deemed to be a transfer of the permit.

Sec. 24-24. Reserved

Sec. 24-25. Operations within the County.

(a) As a condition of the permit, the permit holder agrees to provide service throughout the geographic area as specified by the permits.

(b) No permit holder shall refuse to transport any person in the county to any hospital emergency room, in the county or an adjoining city or county without just cause. For purposes of this section, the term "just cause" shall include unavailability of qualified personnel or vehicles.

Sec. 24-26. Service logs.

Every permit holder shall maintain accurate service logs of operations undertaken in accordance with its permit. Such service logs shall include, with regard to each request for ambulance service, the time and date the request was received, the location of the patient on whose behalf the request was made, the time the ambulance arrived at the location, the destination and time of arrival at the destination. If the request was denied, the log shall indicate the reason for such denial. In addition, the service log shall include any other information required by the County Administrator, or his or her designee. Such logs shall be maintained for a period of three (3) years and made available for inspection by authorized representatives of the county upon reasonable request.

Sec. 24-27. Powers and responsibilities of the County Administrator.

The County Administrator, or his or her designee, is hereby authorized to exercise the following powers and responsibilities in order to effectively achieve the purposes of this chapter, as follows:

(a) To establish reasonable rules and procedures for governing the imposition and collecting authorized fees for the provision of emergency medical services;

(b) To exercise such other reasonable powers and authority as shall be necessary for the proper administration of this chapter

Sec. 24-28. Reserved.

Sec. 24-29. Ambulance Service Fees

Rates and fees shall be established and may be modified for the following specified level of emergency medical services provided by or in the county of King and Queen County by a Resolution of the Board of Supervisors:

(a) Basic Life Support (BLS)

(b) Advanced Life Support (ALS) I

(c) Advanced Life Support (ALS) 2

(d) Mileage:

Sec. 24-30. Cost reimbursement for emergency response service.

The Board of Supervisors may establish by resolution, as needed from time to time upon recommendation of the KQVFRC, reasonable fees for the provision of emergency response services by all fire department personnel, whether volunteers, volunteer organization or paid public employees.

(a) Reasonable fees shall be charged for emergency response services provided by all fire departments when extrication is required.

(b) Fees for emergency response services shall be charged per incidentwhen extrication services are rendered.

Secs. 24-31 – 24-33. Reserved.

Sec. 24-34. Billing.

(a) A bill will be generated for all ambulance transports conducted by all ambulances. Patients will fall into one of the following categories for billing purposes:

(1) *Insured, county resident.* The appropriate insurance carrier will be billed. Insured county residents will not be responsible for any portion of such bill not covered by insurance.

(2) *Insured, non-resident.* The appropriate insurance carrier will be billed. Insured non-county residents will be responsible for any portion of such bill not covered by insurance.

(3) *Uninsured, county residents.* Uninsured county residents will be billed directly and will be responsible for the entire bill. The King & Queen County Compassionate Billing Policy provides for waiver of emergency transport fees for eligible uninsured county residents. A statement showing zero balance will be sent to any uninsured county resident qualifying for such waiver.

(4) *Uninsured, nonresidents.* Uninsured non-residents will be billed directly and will be responsible for the entire bill. Non-residents may not qualify for the Compassionate Billing waiver.

(b) All consumers of ambulance services shall provide written information regarding available insurance coverage.

Secs. 24-35 – 24-37. Reserved.

Sec. 24-38. Compassionate billing policy.

(a) A compassionate billing policy will be adopted by the Board of Supervisors andsuch shall provide relief for those individuals that can demonstrate financial hardship affecting their ability to pay fees imposed by this chapter.

(b) No one will ever be denied necessary medical transport service due to either their inability to pay or a lack of insurance.

(c) Compassionate billing is intended to eliminate or minimize out-of-pocket expenses for ambulance services for those that do not have the means to pay. Compassionate billing shall only apply to county residents.

(d) A waiver request form for stating a financial hardship shall be furnished by the responding emergency service department or may be located on the county website under “Emergency Services”.

Secs. 24-39 – 24-41. Reserved.

Sec. 24-42. Billing and collections.

The volunteer organizations are authorized and in fact required to contract with one single third party billing company to administer the billing and collections under this chapter. No county personnel will accept or receive payment on behalf of a patient. Any inquiries regarding billing or collection procedure will be referred to designated personnel of the volunteer organization which provided the service billed or the designated personnel of the third party billing company which generated the bill.

Secs. 24-43 – 24-60. Reserved.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

***NOTE: Billing Fees - POLICY

A motion was made by Mr. Milby and seconded by Mrs. Morris to approve the billing fees.

AYES: J. L. SIMPKINS, D. H. MORRIS, J. M. MILBY, JR.
NAYS: S. C. ALSOP
NOT PRESENT: M. W. MCDUFF

Ms. Alsop expressed that she felt the fees were high, and that the policy needs to be clearer, it is not stable.

Mr. Coggsdale commented that they were not here to hound people, but to help them. Their intent to accept what is given.

PUBLIC HEARING

PROPOSED KING AND QUEEN COUNTY OVER-ALL COUNTY BUDGET FOR FY 2011-2012 AND TAX RATES FOR 2011

County Administrator Thomas Swartzwelder advised that the budget is based on the requests from departments and the County Administrators recommendation. Mr. Swartzwelder further verified proof of publication.

The floor was open for public comment. After hearing no comments, the public hearing was closed.

Mr. Swartzwelder provided some highlights of the budget. In essence the budget is unchanged from last year. The School Division has requested an additional $98,000 in which a portion would give a one time bonus to the staff. The Commissioner of Revenue needs to buy new land books. All other departments submitted level funding requests.

It was noted that per law, the Board has to wait at least 7 days after the public hearing before the budget can be adopted and set tax rates.

It is scheduled to adopt the budget and tax rates on the 25th.

HAZARD MITIGATION PLAN – RESOLUTION

Chairman Simpkins advised that a letter has been received from the U. S. Department of Homeland Security advising that FEMA has completed review of the Middle Peninsula Planning District Commission, Hazards, Mitigation Plan and has received a satisfactory rating for all required criteria and is approvable. Prior to formal approval, each jurisdiction is required to provide FEMA an adopted resolution.

A motion was made by Ms. Alsop and seconded by Mrs. Morris to approve the following resolution:

RESOLTUION
ADOPTION OF HAZARD MITIGATION PLAN

WHEREAS, King and Queen County has experienced severe damage from hurricanes, flooding and tornadoes on many occasions in the past century, resulting in property loss, economic hardship and threats to the public health and safety;

WHEREAS, a Hazard Mitigation Plan (the plan) has been developed after research and work by County staff and the Middle Peninsula Planning District Commission for risk reduction and the people living within the counties of the Middle Peninsula;

WHEREAS, the Plan recommends many hazard mitigation actions that will protect the people and property affected by the natural hazards that face King and Queen County;

WHEREAS, a regional public meeting was held to review the Plan as required by law;

NOW, THEREFORE, BE IT RESOLVED by the King and Queen County Board of Supervisors that the Middle Peninsula Natural Hazard Mitigation Plan is hereby adopted as an official plan of King and Queen County.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

REQUEST TO SET HEARING DATE FOR PUBLIC HEARING ON PROPOSED BUSINESS LICENSE TAX ORDINANCE (CHAPTER 30, ARTICLE VII OF THE KING AND QUEDN COUNTY CODE)

A motion was made by Mr. Milby and seconded by Ms. Alsop to set a hearing date for public hearing on a proposed Business License Tax Ordinance for the May 9, 2011 regular meeting of the Board.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

COUNTY ADMINISTRATORS COMMENTS

The County Administrator provided the following comments:

- Clarified the Business License Tax and that it is not a BPOL tax, but a one time fee for those that have a business.
- Advised that the T21 grant has finally been approved by VDOT and hope to be in construction across the street, for new lighting and parking lot. Any remaining dollars will go towards the property at the Mattaponi River that the property has gained access.
- Advised that the Planning Commission has set a public hearing on a massive re-write of the Zoning Ordinance, which will take the Board 5 – 6 months to review.

BOARD OF SUPERVISORS COMMENTS

Ms. Alsop had the following comments:

- Thanked everyone for coming.
- Commented that this is the 1st small crowd that she has seen for a budget hearing
- Advised that she is an EMT for Upper King and Queen and felt it was time to start some billing, however, she wants to make sure we are not handicapping the citizens in receiving services from the County.
- Advised that on May 7th, the King and Queen Rescue Squad will hold their annual parade
- Asked that everyone watch out for the deer going home.

Mrs. Morris had the following comments:

- Thanked everyone for attending the meeting
- Advised that she has had a lot of phone calls from different people throughout the County about Donna and the great job she is doing. We are glad to have her.
- Advised that she spoke at the Woman's Club last month. It was good to meet all the ladies
- Thanked all volunteers in the County for all their hard work and late hours.

- Have a safe ride home.

Mr. Milby had the following comments:

APPOINTMENT - REGIONAL JAIL BOARD (MEMBER AND ALTERNATE)

Mr. Milby commented that he would like to bring up the Middle Peninsula Regional Jail and making Mr. Swartzwelder the regular member and he be the alternate, as the meetings are held at 10:00 in the morning and it is difficult for him to attend.

A motion was made by Mr. Milby and seconded by Ms. Alsop appointing Mr. Swartzwelder as the member and Mr. Milby as the alternate on the Middle Peninsula Regional Jail Board.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

- Mr. Milby thanked everyone for coming to the meeting tonight and that they have a safe trip home.
- Wished everyone a Happy Easter and a good weekend.

Mr. Simpkins had the following comments:

- Thanked everyone for coming out, and a special thanks to our volunteers and for the work they do.
- Wanted to remind everyone that Mr. McDuff is under the weather, give him a call and tell him he is being thought of. Hopefully he will be back next month.
- Advised of the issue relating to Little League and that it has been fixed.
- Advised that he has been dealing with some dog issues, where the dogs are going to the next door neighbors, asking that citizens please be considerate of your neighbors and keep your dogs pinned up.
- Asked that everyone have a safe trip home

CLOSED SESION PURSUANT TO SECTION 2.2-3711 A (1) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF DISCUSSING PERSONNEL ISSUES RELATING TO DISPATCHERS IN THE SHERIFFS DEPARTMENT

A motion was made by Mrs. Morris and seconded by Ms. Alsop to enter into closed session pursuant to Section 2.2-3711 A (1) of the Code of Virginia for the purpose of discussing personnel issues relating to Dispatchers in the Sheriffs Department.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

A motion was made by Mrs. Morris and seconded by Ms. Alsop to come out of closed session with each member certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard, discussed and considered in closed session.

AYES: J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

NO ACTION WAS TAKEN.

IT IS ORDERED THAT THIS BOARD BE ADJOURNED:

A motion was made by Mr. Simpkins and seconded by Ms. Alsop to adjourn the meeting:

AYES: J. L. SIMPKINS, S, C. ALSOP, D. H. MORRIS, J. M. MILBY, JR.
NAYS: NONE
NOT PRESENT: M. W. MCDUFF

_____
J. Lawrence Simpkins, Chairman

_____
Thomas J. Swartzwelder, Clerk