

King and Queen County  
Board of Supervisors Workshop/Presentation Meeting

Monday, February 27, 2012

7:00 P.M.

King and Queen County Courts and Administration Building  
General District Courtroom

“Minutes of the Meeting”

Chairman Alsop called the workshop meeting to order. It is noted that all members were present.

**VDOT – SIX YEAR PLAN OVER-VIEW**

Shawn Trapani with VDOT was present for the purpose of reviewing the proposed Six Year Plan priority list and budget for FY 13-18 advising that:

- Under priority paved roads is Rt. 634 Canterbury Road – PE stage funded only
- Provided a recap of this year and that Rt. 636, Rt. 664 and Rt. 659 are all complete
- Rt. 601 Cherry Row is the next unpaved road scheduled for June 2012 and is fully funded
- Currently no projects are on the plan for FY 13-18.
- Approximately \$145,000 over 6 years has been approved and suggested continuance of unpaved rustic road projects. Mr. Trapani felt that they can accomplish the projects with funds available.

Mr. Trapani further commented, that based on citizen calls and time spent maintaining Rt. 652, Vessels Road, that he advised that this route is affordable with an approximate cost of around \$175,000.00 .

The plan is only for improvements and new construction and does not include maintenance work such as patching potholes, pulling ditches, removal or repaving roads.

Mr. Trapani expressed that he would like to schedule a joint public hearing for the next regular meeting of the Board, and also advised that they can prioritize a second route, suggesting Vessels Road.

Ms. Alsop expressed that she was happy with the suggestion of Vessels Road.

Mr. Simpkins commented that another road that has had problems in Holmestown Road.

Mr. Trapani is asking that the Board pick 2 more in addition to Cherry Row Lane, suggesting Vessels Road and to prioritize a second one, suggesting Iris Road.

Ms. Alsop commented that she has received numerous complaints relating to Byrds Mill Road. Mr. Trapani advised that VDOT will not repair the road as it is a dam and that it is up to the landowners to repair the road.. Mr. Trapani further commented that VDOT has been in contact with the owners.

Mr. Simpkins expressed that he had no problems with the suggestions from VDOT.

### **LANDFILL PERMIT PRESENTATION – REPUBLIC SERVICES APPLICATIONS PIETER SCHEER, P.E. RICHARDSON, SMITH AND GARDNER.**

Mr. Peeter Scheer, P.E., Senior Engineer with Richardson, Smith and Gardner was present for the purpose of providing an independent review of King and Queen Landfill, focusing on two major modification applications proposed by Republic Services. Mr. Scheer advised that one has already been reviewed by the Department of Environmental Quality. Mr. Scheer further advised that based on their review the facility seems to be in compliance with the permit requirements and also industry.

Mr. Sheer suggested more review of paper work and periodic routine unannounced visits be made to see if there are any problems.

The Board expressed concern of the type of material that would be placed, in which Mr. Scheer provided samples of the proposed liner.

### **SHERIFFS DEPARTMENT REQUEST FOR WARRANT APPROVAL OF \$2,500.00**

County Administrator Thomas Swartzwelder advised that at the time the Board evaluated the budget amendment request, nothing had been submitted in the warrants, as the Board packets had already gone out before the Sheriff had delivered a proposed policy to our office to be sent to the Board for their review prior to the regular meeting.

The budget amendment was approved, but there was no warrant included for approval. The Sheriff was present to talk about some ongoing investigation that requires him to get some of this money as soon as possible.

Sheriff Charboneau advised that they have several ongoing investigations and a little over \$300 left. Several new contacts have been made and he did not want to proceed to far until they could get the funds to buy drugs or they could lose the cases.

Mr. Milby expressed concern relating to a memo that the Sheriff provided him relating to the proposed policy and that the policy needs more detail specifying how the money is tracked. Ms. Alsop expressed concern that the Board has to be accountable for the money and when the Board gives it out and does not know where it is going, it becomes a problem. Ms. Alsop further commented that she has spoken to CPA's in government work and they seem to feel that this will not pass our audit and we may be written up.

Sheriff Charboneau advised that the auditors have been spoken with, and it was his understanding in talking with the Treasurer they will not go into his office as long as it shows that it is protected and that everything balances.

County Administrator Swartzwelder advised that he was not involved with the policy and does not know what is specified in it.

Ms. Alsop questioned if the Sheriff had spoken to Ann Wall with Robinson, Farmer, and Cox Associates. Sheriff Charboneau advised that Treasurer Irene Longest spoke with the main one that she deals with.

Mrs. Morris commented that it appears that all of the auditors have an issue with cash money, but as long as there is a receipt for every dime that is spent.

County Administrator Swartzwelder advised that Robinson, Farmer, Cox Associates told Ms. Longest that they did not have any clients that they audit that has this process. They have never been asked to audit a Sheriff's accounts.

After much discussion, Mr. Milby expressed that he would like for the County Administrator to work with the Sheriff on giving more detail and including forms that will be used, outlining what the process is going to be. The Board is accountable for all the money the county spends and we need a tight policy in order to see rotation of money going in and out.

Chairman Alsop expressed concern to Sheriff Charboneau of the amount of money that he is spending within his department and what plan does the Sheriff have in order to cut down on the spending.

Sheriff Charboneau advised that he has had a meeting with the deputies and has implemented the following to try and cut down on the gasoline expense

- That animal control will start picking up animals on Tuesdays, Wednesdays and Thursdays.
- There will be more road checks instead of moving radar. Deputies will be working stationary radar, with 4 hours of their shift being idle.
- Serving of papers will be on Tuesdays and Fridays. Sheriff Charboneau noted that because of court guidelines, there is an obligation to serve papers within 5 days. Sheriff Charboneau further advised that he has implemented that the Animal Control Officer can deliver papers when she is out on calls.

Mr. Simpkins questioned if there was a policy relating to deputies driving their cars home. Sheriff Charboneau advised that he has a policy that a deputy can only live no further than 5 miles from the County in order to take the car home. The only deputy who takes his vehicle home is Investigator Kenny Jordan who lives 20 miles from the County and because he is an investigator he could be called at any time.

Mr. Milby questioned the number of officers on the Road. Sheriff Charboneau responded that there are basically 12, plus Animal Control.

After further discussion, Ms. Alsop expressed that it concerns her that the Sheriff is not keeping a hold of and understanding what is being spent, especially when he was advised several months ago from the finance director. Ms. Alsop further expressed that it concerns her of the out of warrant cycle requests and for things that are not budgeted, and that the Board is being blind sided by it. Ms. Alsop asked that Sheriff Charboneau keep a close eye on what is being spent and how much.

Sheriff Charboneau responded that he was putting into place what the citizens asked for when he was campaigning, and that they want "high tech" technology. Citizens are saying that the Sheriffs Department is more active, seeing more deputies on the road.

Mr. Milby expressed that all this is fine, but citizens do not associate cost with that. All five of the Board members have had citizens tell them they want things that the Board can't do. We have needs and wants, maybe we did not need to spend \$4,000 on cameras for the cars. The Board needs to look at what the actual needs are, and that the Board understands everyone has wants. The Board is in the position that we cannot do all these things.

Further discussion was made as to how much gas is being used. Mrs. Morris expressed that quite a few of the deputies, when not in pursuit, are not doing 55 mph, but are flying.

A motion was made by Mrs. Morris and seconded by Mr. Bailey to approve the \$2,500.00 warrant.

AYES: S. C. ALSOP, J. M. MILBY, JR., D. H. MORRIS, J. L. SIMPKINS, R. F. BAILEY, JR.  
NAYS: NONE

## **CIRCUIT COURT UPDATE**

County Administrator Thomas Swartzwelder advised the Board that he has received the results back, and that there is a lot of asbestos contamination in the crawlspace in the Circuit Court Room, and it sounds like it is going to be a pretty dramatic event. The cost ranges from too expensive to justified. Hopefully the final results will not be costly.

At the present time Circuit Court is being held in the General District Courtroom and will continue until the County hears something.

**CLOSED SESSION PURSUANT TO SECTION 2.2-2311 (A) 6 OF THE CODE OF VIRGINIA FOR THE PURPOSE OF DISCUSSING THE INVESTMENT OF PUBLIC FUNDS WHERE COMPETITION OR BARGAINING IS INVOLVED.**

A motion was made by Mrs. Morris and seconded by Mr. Milby to enter into closed session pursuant to Section 2.2-3411 (A) 6 of the Code of Virginia for the purpose of discussion the investment of public funds where competition or bargaining is involved.

AYES: S. C. ALSOP, J. M. MILBY, JR., D. H. MORRIS, J. L. SIMPKINS, R. F. BAILEY, JR.  
NAYS: NONE

A motion was made by and seconded 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: S. C. ALSOP, J. M. MILBY, JR., D. H. MORRIS, J. L. SIMPKINS, R. F. BAILEY, JR.  
NAYS: N ONE

(No action was taken)

**BUDGET WORKSHOP FY 13 OVER-ALL COUNTY BUDGET**

County Administrator Thomas Swartzwelder advised that the first item on the agenda is the need to discuss the proposed budget which reflects a 4 cent tax rate increase, increasing the 48 cent rate to 52 cents, generating approximately \$340,000.00.

Mr. Swartzwelder provided a rate sheet of what is being proposed in the surrounding counties, and that King William, Gloucester, Mathews, Middlesex and Essex Counties are proposing a 3% pay increase.

Mr. Swartzwelder further advised that basically the budget is built on level funding, except for an increase in the Sheriffs' Department. The real expense is VRS.

Tina Ammons Interim Finance Officer went through the over-all budget advising of any changes that may have been made within the Departments budgets. It was noted that another line item "Feed More" has been added under contributions. Emergency Services Coordinator has an increase in the Salary line item, as the Coordinator is asking for more time to be here. Under the Finance Department it reflects a decrease, as we no longer have a Full-time Finance Director.

After further discussion, a motion was made and seconded to adjourn the meeting.

IT IS ORDERED THAT THE BOARD ADJOURN:

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Sherrin C. Alsop, Chairman

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Thomas J. Swartzwelder, Clerk