

King and Queen County  
Board of Supervisors Meeting

Tuesday, October 15, 2013  
7:00 P.M.

King and Queen County Courts and Administration Building  
General District Courtroom

“Minutes of the Meeting”

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

Chairman Morris called the meeting to order. Mr. Bailey provided the invocation followed by the Pledge of Allegiance to the Flag of the United States.

**APPROVAL AND SIGNING OF THE AUGUST 26, 2013 AND SEPTEMBER 9, 2013 MINUTES OF THE BOARD**

A motion was made by Mr. Simpkins and seconded by Ms. Alsop to approve the August 26, 2013 and September 9, 2013 minutes of the Board, as presented.

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

**APPROVAL AND SIGNING OF THE OCTOBER 2013 WARRANTS AND APPROPRIATIONS**

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve the warrants and appropriations.

Mr. Simpkins questioned a gas bill for the Canterbury tower and that it was much higher than others. Mrs. Ammons advised that they had filled the tank and then discovered that there as a leak.

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

**PUBLIC COMMENT PERIOD**

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

### **PRESENTATION OF RESOLUTION OF APPRECIATION (LILLIAN W. JONES)**

Chairman Morris presented a resolution of appreciation for the many years of service that Ms. Lillian W. Jones has provided with Mattaponi Vol. Rescue.

### **QUARTERLY REPORTS FROM CONSTITUTIONAL OFFICERS, DEPARTMENT HEADS, REPUBLIC SERVICES, VDOT AND G4S-ITI**

Commissioner of the Revenue Helen Longest provided the following report:

- ❖ Advised that 2013 assessments have been completed.
- ❖ The 2013 transfers of real estate have been made through September
- ❖ Advised that the average monthly record changes relating to DMV reports is around 400
- ❖ Advised that the Business License process is still very active. To date they have processed 886 applications of which 396 licenses have been issued, 10 are waiting for Zoning approval, 5 are on hold due to owed taxes, no response has been made on 75, of which have been turned over to the County Attorney, 397 have been deleted/out of business, and they are waiting for more information on 3.
- ❖ Advised that Brenda Robinson has completed her third required course towards certification and Susan Balderson has applied for her designation.

Treasurer Irene Longest was not present however; her report was included within the Boards packet.

Commonwealth's Attorney Charles Adkins was not present.

Sheriff John Charboneau was not in attendance, due to the death of his father. Rob Balderson provided a packet to the Board relating to arrests, offenses and incidents the past quarter.

- ❖ Mr. Balderson also advised that on Saturday, October 26 there would be an Rx drug take back from 9 – 2 at Marriott School and Nicks Restaurant.
- ❖ Advised that Helena Fortune is retiring effective November 1 as a dispatcher

Chairman Morris expressed that there has been speeding on Rt. 614 and it has become an issue between 5 and 6 a.m., asking for more patrols in that area.

Clerk of the Circuit Court Debbie Longest, advised:

- ❖ that the 3<sup>rd</sup> quarter has been busy for their office
- ❖ That both Mrs. Watkins and Ms. Porter continue to back scan documents
- ❖ Expressed that she was thankful for the beautiful landscaping around the Circuit Court Building, commending the inmates for the great job that they have done
- ❖ Advised that both Mrs. Watkins and Ms. Porter continue to work on their certifications

Superintendent of Schools Dr. Jones provided a report on the following:

- ❖ Advised that they have received an \$8,000 grant and plan to move forward with that
- ❖ Thanked the Board of Supervisors for pursuing the grant that was awarded for kitchen equipment.
- ❖ Advised that next month he will present their proposed budget calendar
- ❖ Advised that schools are fully staffed
- ❖ Total enrollment is 804 students
- ❖ Expressed that he would like to meet with the Board, one on one, to get their perspective on the Schools
- ❖ Advised that Community Pride Day would be held at the School on Saturday, October 19<sup>th</sup>.

Social Services Director Betty Dougherty provided the following report:

- ❖ Advised that the Eligibility Modernization Update went live on October 1 as well as the Federal government opened the Health Insurance Marketplace and it is available for Virginians to purchase health insurance. Insurance coverage through the Insurance Marketplace is currently set to begin under federal law on January 1, 2014.
- ❖ Advised of the effects of the eligibility modernization has on the King and Queen Social Services
- ❖ Advised that they are accepting applications for the fuel assistance through November 8.
- ❖ Advised that their Department had 2 agency reviews in September
- ❖ Advised that the adoption assistance records and financial records were reviewed by the State on September 19, finding no terminal errors.
- ❖ A Child Care Monitoring Review was held between September 18 and September 27. There were 6 findings related to the administrative processing of the cases. A plan of correction will be made and the cases will be reviewed again in a few months.
- ❖ Advised that they have established the second alternative site to make our services more accessible for the citizens of King and Queen. The second site will be in the lower end of the County at the Job Assistance Center in Shackelfords located at 1401 Centerville Road. They will be there on the third Friday of every month from 1:00 – 4:00 p.m. beginning November 15.

Virginia Cooperative Extension Agent, Laura Maxey provided a report on activities that her office has been involved in within the past quarter, mentioning:

- ❖ Walkerton Day, 2 open houses at the King William and King and Queen Libraries, Community outreach meeting and the State Fair.
- ❖ Advised of a Farm Tour to Pennsylvania, Ag Expo in Virginia Beach, the Middle Peninsula and Lower Peninsula Field days with about 130 in attendance
- ❖ Advised that she attended the Pioneer Field Day and the Soybean Field Day,
- ❖ Advised of a well-water testing program to take place in 2014
- ❖ Advised that she attended Pesticide Recertification training
- ❖ Master Gardeners trainings
- ❖ Food Preservation trainings
- ❖ Advised that 45 children from King William and King and Queen attended a 3 day, River Day Camp;

- ❖ Advised that 180 sixth graders attended River Day
- ❖ Advised of future events that her office would be participating in, mentioning Community Pride Day, Pesticide Recertification, winter meetings in January and 4-H in March.

Joyce McGowan with the Virginia Department of Transportation was present providing a report on the following:

- ❖ Advised that they are still working to fill the Superintendent position at the St. Stephens Area Headquarters.
- ❖ Advised that there are currently no active projects under construction at this time.
- ❖ Advised that Rt. 634 Canterbury Road is still in the design phase and that the Rt. 721 bridge at the county line now has funds to replace
- ❖ Advised that they have received two sites for School Bus Stop Ahead signs as requested from the transportation director.
- ❖ Advised that they have finished mowing on secondaries, grading on unpaved roads has been completed, cleaned and edged curb and gutter in Mattaponi, swept bridges.
- ❖ Advised that they have boom axing secondaries and behind guardrails on primaries
- ❖ Advised that they are upgrading and clearing around signs
- ❖ Ditching in the Walkerton Area has been complete on Rt. 648, 605, 606, 620 and 617
- ❖ Advised that they are working on different scenarios to see the best way to get Rt. 14 from Rt. 33 fixed before 2015

Mr. Simpkins expressed that the grass cutting this year in the St. Stephens Church area has been the best for a number of years.

A representative for Republic Services was present to provide a report for the past quarter:

- ❖ advising that the 2012/2013 volumes, and daily average were less; reported about the gas expansions and wells
- ❖ Advised that on August 15<sup>th</sup>, DEQ did a state Inspection, which went well.
- ❖ Advised that an Open House would be held on October 24<sup>th</sup> from 3 – 6:00 p.m., encouraging everyone to attend.

A representative from ITI was present providing a report for the past quarter.

## **VRS – OPT OUT RESOLUTION – VIRGINIA LOCAL DISABILITY PROGRAM**

A motion was made and seconded adopting the following resolution opting out of the VLDP program through VRS:

### **RESOLUTION**

## **Irrevocable Election Not to Participate in Virginia Local Disability Program**

**WHEREAS**, by enacting Chapter 11.1 of Title 51.1 of the Code of Virginia, the Virginia General Assembly has established the Virginia Local Disability Program (“VLDP”) for the payment of short-term and long-term disability benefits for certain participants in the hybrid retirement program described in Virginia Code §51.1-169; and

**WHEREAS**, for purposes of VLDP administration, an employer with VLDP-eligible employees may make an irrevocable election on or before September 1, 2013, requesting that its eligible employees not participate in VLDP as of the VLDP effective date of January 1, 2014, because it has or will establish and continue to maintain, comparable employer-paid disability coverage for such employees that meets or exceeds the coverage set out in Chapter 11.1 of title 51.1 of the Code of Virginia, with the exception of long term care coverage, by January 1, 2014; and

**WHEREAS**, it is the intent of King and Queen County, Employer Code 55149, to make this irrevocable election to request that its eligible employees not participate in VLDP;

**NOW, THEREFORE, IT IS HEREBY RESOLVED** that King and Queen County irrevocable elects not to participate in VLDP because it has or will establish, and continue to maintain comparable employer-paid disability coverage for such employees; and it is further

**RESOLVED**, that as an integral part of making this irrevocable election, King and Queen County certifies that it has or will establish, and continue to maintain, comparable employer-paid disability coverage for such employees.

Adopted this 15<sup>th</sup> day of October, 2013.

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

## **TRANSFER OF 2000 CHEVROLET BLAZER VEHICLE TO SCHOOLS**

County Administrator Thomas Swartzwelder advised the Board that the sheriff has turned over the 2000 Blazer back to the County, and he is requesting that the vehicle be transferred to the School Division. The School Division has repaired the vehicle and believes that they can maintain it to provide a use to the Division.

A motion was made by Ms. Alsop and seconded by Mr. Milby to transfer the vehicle to the Schools.

AYES: D. H. MORRIS, R. F. BAILEY, JR., J. L. SIMPKINS, J. M. MILBY, JR., S. C. ALSOP

NAYS: NONE

A motion was further made by Ms. Alsop and seconded by Mr. Simpkins authorizing that Mr. Swartzwelder executes the title for the vehicle.

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

### **APPOINTMENTS/REAPPOINTMENTS**

**Planning Commission – Newtown District** (replacement of Joy Harvey) Term expires February 8, 2014

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to appoint Rev. James Dabney to represent the Newtown District, filling the unexpired term of Joy Harvey. Term to expire February 8, 2014.

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

**Board of Zoning Appeals – Stevensville and Buena Vista Districts**

Mrs. Morris asked that Mr. Wyatt be contacted to see if he would like to serve again.

Tabled

**Social Services Board – Stevensville District – to replace Vanessa Porter**

Tabled

Mr. Swartzwelder advised that Ms. Alsop has spoken with Mr. Dabney about serving on the BZA as well. We are having a hard time trying to find someone on the Planning Commission who wants to serve on the BZA, per the bylaws, and believes that if Mr. Richardson is not willing to serve on both, that we come back next month and go the route of Mr. Dabney being the representative on the BZA.

### **BUDGET AMENDMENTS/SUPPLEMENT**

County Administrator Thomas Swartzwelder provided a brief over-view of all of the budget amendments/supplements:

**(1) E911 – For purchase of mass notification system for emergency services including weather alerts. If purchased, this would be a recurring cost that would need to be budgeted for annually. \$9,500.00**

Mr. Milby expressed concern that we are in the 4<sup>th</sup> month of our budget year and we are spending thousands of dollars that were not in the budget. We raised taxes this year, so any unbudgeted items greatly concern him. It concerns him that we had to take money out of the general fund.

Ms. Alsop expressed that she understands Mr. Milby's concern. It is hard to budget for things and did not know we would actually find something that would work for us. When we can find something that fits us, we need to move on it.

Mrs. Morris expressed that we will have to include the E-911 in the budget each year if approved.

A motion was made by Ms. Alsop and seconded by Mr. Bailey to approve and appropriate the \$9,500.00.

AYES: D. H. MORRIS, R. F. BAILEY, JR., J. L. SIMPKINS, S. C. ALSOP

NAYS: J. M. MILBY, JR.

**(2) Information Technologies/BOS – replacement of laptops with iPads - \$5,800.00**

A motion was made by Ms. Alsop and seconded by Mr. Bailey to approve amendment/appropriation, and take out the Wi-Fi amount of \$2,400.00, making the total appropriation/amendment \$3,458.00.

Mr. Simpkins questioned how important was the Wi-Fi, is it something everybody is going to use.

AYES: R. F. BAILEY, JR., J. L. SIMPKINS, S. C. ALSOP

NAYS: J. M. MILBY, JR., D. H. MORRIS

Mrs. Morris commented that she does not see this as a diehard emergency and felt the Board should set an example to other offices.

**(3) Litter Control - \$5,866.00 Grant Award**

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve the amendment/appropriation in the amount of \$5,866.00.

AYES: D. H. MORRIS, R. F. BAILEY, JR., J. L. SIMPKINS, J. M. MILBY, JR., S. C. ALSOP

NAYS: NONE

#### **(4) Sheriff's Department – Grant received to perform alcohol check points**

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve the appropriation amount of \$11,000.00.

Mr. Milby questioned if there was any other monies involved. Mr. Balderson advised that the match is already included within their budget and that no more funds are involved.

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

#### **(5) Sheriff's Department – Grant received from the Department of Criminal Justice**

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve the amendment/appropriation in the amount of \$2,363.00. It was noted that a match of \$263.00 is already included within the budget.

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

### **COUNTY ADMINISTRATOR'S COMMENTS**

County Administrator Thomas Swartzwelder provided the following comments:

- ❖ Reminded the Board that the November meeting will be held on Tuesday, November 12, 2013 because of a holiday. Dinner will be held at "The Tavern" before the meeting at 6:00 P.M.
- ❖ Advised that there are some issues here at the building where some of the copper valleys around the dormers have started to leak and he is in the processing of getting some proposals on fixing.
- ❖ Advised that the Health Department roof is going to need to be repainted in the spring.
- ❖ The Museum Council has requested that the entire building be scrapped and painted before the holidays. If we decide to do the building, he will get the inmates to do the prep work if they decide to paint.

### **BOARD OF SUPERVISORS COMMENTS**

Mr. Milby had the following comments:

- ❖ Expressed his congratulations to Ms. Lillian Jones again. King and Queen has been experiencing a problem with volunteers for fire and rescue and if we had more Ms. Lillian's we would not have that problem.
- ❖ Thanked everyone for coming out and hopes to see everyone next month

Mr. Bailey had the following comments:

- ❖ Thanked everyone for coming out
- ❖ Expressed that everyone have a safe trip home

Mr. Simpkins had the following comments:

- ❖ Thanked everyone for coming
- ❖ Encouraged everyone to come out to Community Pride Day on Saturday
- ❖ Expressed his condolences in the loss of his father and to keep him in our thoughts and prayers
- ❖ Have safe trip home

Ms. Alsop had the following comments:

- ❖ Thanked everyone for coming
- ❖ Expressed her appreciation to Ms. Lillian Jones for all the services that she has provided through the years
- ❖ Commented that the government shutdown is beginning to affect the local organizations, feeling the financial implications of what is going on in Washington. As Chair of the MPPDC they are beginning to feel it as no federal dollars are coming in, send an e-mail and do what we can, being proactive.
- ❖ Encouraged citizens to come out and vote and due your duty in casting a vote
- ❖ Have a safe trip home
- ❖ Reminded everyone of the PDC Dinner where a meeting will be held on the flood insurance

Mrs. Morris had the following comments:

- ❖ Expressed her appreciation for everyone coming out to the meeting
- ❖ Expressed her appreciation for Ms. Lillian Jones and for the dedication she has shown in helping in the community. Wish we had more Ms. Lillian's.
- ❖ Expressed that she hopes everyone will have a safe trip home and to please come back next month.

**IT IS ORDERED THAT THE BOARD BE ADJOURNED:**

**A motion was made by Mr. Bailey and seconded by Ms. Alsop to adjourn:**

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

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**Doris H. Morris, Chairman**

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**K. Diane Gaber, CMC, Deputy Clerk**