

King and Queen County
Board of Supervisors Meeting

Monday, December 9, 2013

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 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 OCTOBER 28, 2013 AND NOVEMBER 12, 2013 MINUTES OF THE BOARD

A motion was made by Mr. Simpkins and seconded by Mr. Bailey to approve the October 28, 2013 and November 12, 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 DECEMBER 2013 WARRANTS AND APPROPRIATIONS

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

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

PUBLIC COMMENT PERIOD

Anne Marie Voight, Stevensville District – expressed concern that the Emergency Services Coordinator is taking a vehicle home at night to the Northern Neck and felt that the vehicle should be parked at the border of the County.

Jack Eades, St. Stephens Church District – commented on how things use to be years ago.

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

SOCIAL SERVICES AND SCHOOL SUPERINTENDENT REPORTS

Betty Dougherty, Social Services Director provided the following report:

- Advised that between October 8 and November 8, the Social Services Department processed 267 applications for fuel assistance. 228 of the applications were approved.
- Advised that Crisis Assistance began on November 1 and runs through March 15 for equipment related assistance, security deposits and emergency shelter.
- Advised that the agency will be participating in the “point of time” count of the homeless in King and Queen on January 30, 2014. This count is used in designating funding and grants to help with housing for the County.
- Advised that in January, she will begin to work on a five year community needs assessment to maintain Safe and Stable Families Funding for the County covering FY2015 – FY2019.

Ms. Alsop questioned sub-standard housing. Ms. Dougherty advised that she will find out how to count when she attends a meeting on December 16.

School Superintendents report –

No one was present.

Ms. Alsop requested that the County Administrator contact the Superintendent relating to the fact that no delayed opening was given when the roads were icy this morning in the upper end of the county. Someone needs to be checking the roads throughout the county.

APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

Board of Zoning Appeals –

Stevensville District (fill Leland Wyatt’s place) tabled
Buena Vista District (Bob Taylor’s place – 8.10.15) tabled

Newtown District – (Replacing Joy Harvey – filling unexpired term)
A motion was made by Ms. Alsop to appoint Rev. James Dabney to the Board of Zoning Appeals, serving a dual role along with the Planning Commission.

Social Services Board – (replacement for Vanessa Porter) tabled

MEMORANDUM OF UNDERSTANDING BETWEEN MPPDC AND KING AND QUEEN COUNTY – VIRGINIA DEPARTMENT OF EMERGENCY MANAGEMENT – ALL HAZARDS MITIGATION PLAN UPDATE

Thomas Swartzwelder advised that he brought this before the Board last month and at the time they were asking for \$39,000+ and Mr. Simpkins expressed concern about this. He has gone back to the PDC and found that they had added a zero and should have been \$4,464.00 and not \$44,000+. The plan is a regional plan as required by FEMA done through a grant with a match. If we do not participate, we would not be eligible for FEMA funding.

A motion was made by Ms. Alsop and seconded by Mr. Bailey to approve the MOU between PDC and the County, and authorizing the Chairman to sign the document.

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

APPROVAL OF DEBT SERVICE PAYMENT OUTSIDE OF REGULAR WARRANT SCHEDULE

The debt service payment is due January 15 and the regular meeting will not be held until January 13th. A request is being made to approve the payment outside the regular warrant cycle in order for the payment to be received on time. Amount of payment is \$24,328.13 for debt service payment on the building.

A motion was made by Ms. Alsop and seconded by Mr. Simpkins approving payment outside of regular warrant cycle.

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

COUNTY ADMINISTRATORS COMMENTS

County Administrator Thomas Swartzwelder provided the following comments:

PROPOSED BUDGET SCHEDULE

County Administrator Thomas Swartzwelder advised that at each ones seat is a copy of the FY15 proposed budget schedule and would like for the Board to consider.

A motion was made by Ms. Alsop and seconded by Mr. Bailey to approve the FY15 Proposed Budget Schedule, as follows:

FY2015 PROPOSED BUDGET SCHEDULE

December

27th – Send out Budget Request packets to County Departments, Constitutional Offices and outside agencies

January

16th – Budget request due back from all departments, offices and agencies

February

10 th – 7:00 P.M. – Regular Meeting	County Administrator provides draft Budget to BOS
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24 th – 7:00 P.M. – Regular Workshop	Board Budget Work Session
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March

10 th – 6:00 P.M. – Regular Meeting	Meet with School Board
10 th – 7:00 P.M. – Regular Meeting	Constitutional Officers and Outside Agencies

17 th – 6:00 P.M. - <u>Special Meeting</u>	Budget Work Session
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24 th – 7:00 P.M. – Regular Workshop	Board Budget Work Session
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March 21st - Deadline for submission of Budget synopsis to newspapers

March 26th - Budget synopsis advertised in Tidewater Review, Rappahannock Times and County Courier

April

14 th – 7:00 P.M. – Regular Meeting	Public Hearing
21 st – 6:00 P.M. - <u>Special Meeting</u>	Budget Work Session
28 th – 7:00 P.M. – Regular Workshop	Adopt FY2015 Budget

- Advised that the Governor has added December 23rd as a legal holiday to the State Holidays and as we follow the State Holidays, offices will be closed the 23rd, 24th, and 25th.
- Asked that the Board formally cancel the workshop scheduled for December 23rd.

A motion was made by Mr. Bailey and seconded by Ms. Alsop to cancel the December 23, 2013 workshop of the Board.

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

- Provided an update on grants that have been applied for by Mr. Hunter. Pre-notification has been received from the State that we have received \$8,000 for an EMD power phone which is a training course in a menu that is used for dispatchers to help with medical and other calls. This will be an 80/20 grant and should hear more on this in the future. Mr. Hunter has also applied for 4 auto-chest compression systems for a total of almost \$42,000.00. Again this is 80/20, and wanted to give the Board a heads up.
- Advised that the ambulance is here and we are currently waiting for a few pieces of equipment and should be out on the road within the next few weeks.

Mr. Simpkins questioned where the vehicle was going to be housed.

Mr. Swartzwelder responded that the plan was have it housed here at the courthouse. To date, we have not been able to reach an agreement with Central, but hopes are that we can house it there. It needs to be stationed centrally in the county. The majority of assistance calls are at each end of the County. Mr. Swartzwelder noted that Walkerton was willing to work with the County. Board Members expressed concern that Walkerton was not centrally located in the County.

Mrs. Morris questioned if there was an issue that Central does not want to house it. Mr. Swartzwelder advised that he does not think it is an issue of not wanting to house it, but that there is a misunderstanding and are worried about being responsible for the ambulance and he would like to talk with Mr. Carlton and some others at the department.

Mr. Swartzwelder further advised that it was not good for the vehicle to be sitting out in the weather, and that a building would be needed.

Mr. Milby questioned when we would get the 2nd ambulance. Mr. Swartzwelder advised that the grant was for only 1 ambulance and it was the consensus that we would not staff two full squads yet. To run 2 ambulances we would have to have a minimum of 4 employees. Mr. Milby wanted to know what is needed to get this going. Mr. Swartzwelder responded that maybe it was his misunderstanding from the last workshop that the Board wanted to stop at the 2 ALS

providers and 1 ambulance and let that run for a while to see what the needs were and that is sort of the approach that he and staff have taken in trying to put those needs together and bring back to the Board. If he was wrong he apologized.

Mr. Milby questioned that when county employees make the call, should the money come back to the County.

Ms. Alsop commented that she thought the Board had looked at this some time back.

Mr. Swartzwelder commented that he thought Mr. Milby was referring to what point would the county expect revenue recovery. The policy was that as long as we were running calls on an apparatus that is owned by one of the volunteer agencies, we would get the revenue recovery, if one of our EMTS has to ride on the ambulance. When we start running our own ambulance we would fill out paperwork for revenue recovery ourselves.

Mr. Milby responded that he felt that we should look at this again. Mrs. Morris commented that she would like to see updated information on the volume of calls in each district.

- Advised that Mr. Hirtz from Lower will be attending the meetings and will have the financial information that the Board had requested for the next meeting.
- Provided an update on the Oil Spill on Rt. 33 at Shacklefords

Mr. Milby complimented all those involved and the organization relating to the oil spill.

BOARD OF SUPERVISORS COMMENTS

Ms. Alsop had the following comments:

- Thanked everyone for coming
- Expressed that she was excited about the chest compression machines that we were getting
- Advised that King and Queen is very unique in that the county is so long and that having Social Services at the Old Marriott School was exciting for her as the citizens in her district will not have to travel so far to receive benefits.
- Expressed that she was excited that King and Queen was on the right tract relating to rescue services that hopefully we can write a model.
- Expressed that we start tooting our own horns. She would love to see us win an achievement award.
- Wished everyone a Merry Christmas and a Fantastic New Year
- If anyone has any issues that need to go the Governor to get them to Jack Miller since he is our local government advisor

Mr. Simpkins had the following comments:

- Thanked everyone for coming and wished everyone a Merry Christmas and a Happy and Prosperous New Year.

Mr. Milby had the following comments:

- Thanked everyone for coming, especially to Mr. Hirtz for attending.
- Wished everyone a Merry Christmas and a safe trip home.

Mr. Bailey had the following comments:

- Thanked everyone for coming out and for every ones input
- Wished everyone a Merry Christmas and a Happy New Year

Mrs. Morris had the following comments:

- Expressed concern about roads being closed and the condition of the roads. Mrs. Morris mentioned the bridge that is closed on Popular Grove Road and that road needs attention from VDOT. If the Resident Engineer with VDOT could be contacted she would appreciate it.
- Thanked everyone for coming to the meeting and wished everyone a Merry Christmas and a Happy Healthy New Year.
- Encouraged everyone to buy local this year if you have not bought your Christmas tree.

CLOSED SESSION PURSUANT TO 2.2-3711 (A) 3

A motion was made by Mr. Milby and seconded by Ms. Alsop to enter into closed session pursuant to Section 2.2-3711 (a) 3 of the Code of Virginia. (It is noted that no statement identifying the subject matter, nor the purpose of the meeting specifying precisely the statutory basis for closed session was made).

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

After coming out of closed session, each member certified 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 or considered in closed session.

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

IT IS ORDERED THAT THE BOARD BE ADJOURNED:

A MOTION WAS MADE BY MS. ALSOP AND SECONDED BY MR. SIMPKINS TO
ADJOURN THE MEETING.

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

Doris H. Morris, Chairman

K. Diane Gaber, CMC, Deputy Clerk