

King and Queen County
Board of Supervisors Meeting

Monday, July 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. Mrs. Morris noted that Ms. Alsop was not in attendance due to complications over the weekend.

Mr. Simpkins provided the invocation followed by the Pledge of Allegiance to the Flag of the United States

APPROVAL AND SIGNING OF THE JUNE 10, 2013 MINUTES OF THE BOARD

A motion was made by Mr. Simpkins and seconded by Mr. Bailey to approve the June 10, 2013 minutes.

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP

ABSTAINED: J. M. MILBY, JR.

APPROVAL AND SIGNING OF THE JULY 2013 WARRANTS AND APPROPRIATIONS

A motion was made by Mr. Simpkins and seconded by Mr. Bailey to approve the July 2013 Warrants and appropriations, filed subject to audit.

Per request of the Auditors, the Schools Quarterly Appropriation for July – September 2013 is:

School Food Service	\$ 95,179.50
School Board Fund Expenditures	\$2,508,079.00

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP

PUBLIC COMMENT PERIOD

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

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

Commissioner of the Revenue Helen Longest was not present, however, a written report was provided to the Board advising:

- Her office has begun processing Personal Property Information, with anticipation that it will be completed by mid October.
- Building Permit assessments have been completed, anticipating that real estate assessments will be completed next week and notices sent out by next Friday.
- Business Licenses have been pretty steady. Since April they have taken in 35 applications for a total of 340, and mailed out approximately 300 letters to businesses requesting information for business equipment.
- 82 Applications have been processed for Tax Relief for the Elderly and disabled in the amount of \$23,498.57. Relief for Veterans is \$3,520.26.
- Advised that both Mrs. Balderson and Mrs. Robinson will be out of the office this week attending the Virginia Assoc. of Assessing Officers Education Seminar in Charlottesville.

Treasurer Irene Longest's report was included within the Boards' packet

Commonwealths' Attorney Charles Adkins reported that the past few months have been slow with minor cases and referencing several drug cases. Mr. Adkins also commented that his Secretary would be assisting in the Commissioners' Office this week.

Sheriff Charboneau provided a summary of traffic summons, civil processing cases and Animal Control calls for the quarter.

Clerk of Circuit Court Debbie Longest reported on the following:

- Advised that 291 land records were recorded, opposed to 274 in the 2nd quarter of 2012
- Advised that 31 concealed handgun permit applications were received compared to 19 in 2012.
- Advised that both Mrs. Watkins and Ms. Porter continue to index and back scan documents
- Advised that the Weldon Cooper Center is working for a formal certification program for Court Clerks and both Mrs. Watkins and Ms. Porter have registered for several qualifying classes in August and September

- Notification was received from the Auditor of Public Accounts that they had no deficiencies when conducting the annual audit of their office.

Acting Superintendent of Schools and Ms. Harwood Hall were present advising of the following:

- Advised that the Summer Academy began on July 8 and runs to August 1, approximately 65 students enrolled on a daily basis.
- Advised of the hiring of the new Principal at Central High, Mr. Antione Monroe.
- Advised that the HVAC units will be installed at King and Queen Elementary as soon as the Summer Academy is over.
- Advised that they are currently working on their financials for the 2013 school year and are working to make sure their balances are accurate

Department of Social Services Betty Dougherty was present providing information on the following:

- Cooling Assistance applications will be accepted from June 15 – August 15. At this date 48 applications for June have been received.
- Provided an over-view of State Updates effective July 1, 2013 redefining the lawful use of the title “Social Worker to Family Services Specialist and the Social Work Supervisor will be Family Services Supervisor.
- Advised of a IV-E Review held on July 9th and 10th
- Provided an over-view of eligibility modernization.

VPI Extension Agent Laura Maxey was present providing an over-view of activities within the Extension Service relating to:

- Reporting on Agricultural Field Day
- Advised of the upcoming Middle Peninsula Field Day to be held on August 8 in Walkerton
- Advised that the Ag Expo is to be held on August 1st in Virginia Beach
- Introduced the new 4H Agent, Chris Mernin
- Advised of the upcoming River Camp to be held August 13 – 15, and that they would have a booth at Walkerton Day

Republic Services – Tim Loveland was present providing a quarterly report and summary of the tonnage which is down 132 tons per day.

- Advised that the first biannual additional rent payment for lease operating period of October 13, 2013 – April 12, 2013 was paid on June 12 in the amount of \$945,232.47. This is the lowest amount since 2001.
- Advised that in Feb/March of this year, they expanded their gas collection system into their newest cell. Beginning next week, they will be expanding further. Gas production has climbed to collect over 5,000 scfm of gas.
- Advised that DEQ Inspections were conducted on June 11, 2013 and their last air inspection was conduct on May 15, 2013. Both inspections went well with no areas of concern being mentioned.
- Provided an update on the PhytoCap/Phyto Remediation project

- Advised that they are planning an open house at the landfill this fall, looking at a date in October.
- Would like to come back to a workshop in August for a 20-30 minute presentation.

G4S-ITI – Rob Middaugh, Vice-President, G4S ITI was present providing a summary of activities from April 8 – July 15, 2013.

MIDDLE PENINSULA R. A. C. E – Request for funding – Danielle Robinson, Regional Program Planner – Adult Basic Education and GED Services

Ms. Danielle Robinson was present for the purpose of asking for this Board’s support of a new testing center and GED Classroom. The proposed location would be on Rt. 360 in the EVB building, owned by Mr. Carroll Lee Walker who is willing to rent the regional education program part of the building to establish the testing center. Mrs. Robinson advised that the building will be shared with Cornerstone personnel who will occupy 60% of the building. Mrs. Robinson is requesting the Board’s approval to pay the cost of rent, being \$3,000 per year, along with \$1,200 for electricity and winter fuel, and the total cost of high speed internet.

The Board expressed concern of other possible locations and that it was a lot of money considering other localities would not be contributing.

Mr. Swartzwelder advised the Board that Dr. Lewis would be coming before the Board at their August meeting with a similar request regarding Cornerstone.

Mr. Swartzwelder proposed that if the Board is going to approve the internet that King and Queen County provide the radio equipment for the internet service and that King William County pay the internet fee. Mr. Simpkins commented that he felt the need to bring more people into the game and split the internet cost and questioned what the alternative was. Mrs. Robinson advised that there was no alternative that the people would have to go to Richmond.

Mr. Milby expressed that he would like to see what King William County is going to do before the Board takes any action.

A motion was made by Mr. Simpkins and seconded by Mr. Bailey to approve a total of \$4,800 for this project. This is based on if King William does not come through then it is a no go. This motion was amended

A motion was made by Mr. Simpkins and seconded by Mr. Bailey to approve a total of \$4,800.00 for the testing center to begin July 1, 2013, all contingent on King William doing the same, contributing \$4,800 and pick up the internet cost. The motion was amended for a second time.

A final motion was made by Mr. Simpkins and seconded by Mr. Bailey to approve a budget amendment in the amount of \$4,800 contingent upon King William County approving the same amount for their half.

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP

APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

Planning Commission –

Buena Vista District – (replacement for Robert Taylor)

A motion was made by Mr. Milby and seconded by Mr. Simpkins to appoint Mr. James “Jim” Burns as a member on the King and Queen County Planning Commission to serve the unexpired term of Mr. Robert Taylor. Term to expire: January 12, 2016.

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP

Newtown District (to replace Joy Harvey) TABLED

BUDGET AMENDMENTS/SUPPLEMENTS

Budget Supplement – Rescue Services and Capital Projects – (\$185,406.40) Grant

A motion was made by Mr. Milby and seconded by Mr. Bailey to accept the grant in the amount of \$185,406.40 for purchase of 1 ambulance, 1 emergency response vehicle and 2 defibrillators, heart monitor and power stretcher. The Board was advised that the local match in the amount of \$50,374.56 is included and approved in the FY14 Budget.

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP

Budget Supplement – Emergency Services – (\$7,500.00) Grant

A motion was made by Mr. Milby and seconded by Mr. Simpkins to accept the grant in the amount of \$7,500.00 from the Virginia Department of Emergency Management for purchase of equipment for the enhancement of local emergency management.

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

NAYS: NONE
NOT PRESENT: S. C. ALSOP

Budget Amendment for FY14 – Rescue Squads (Mattaponi and Upper Rescue) \$40,000 (\$20,000 each)

A motion was made by Mr. Simpkins and seconded by Mr. Milby to amend the budget in the amount \$40,000.

Mr. Milby expressed that he felt the Board needs to put a timeframe on requests. If you do not request the funds, you do not get them. Mr. Swartzwelder further suggested a letter be forwarded from Mr. Hunter's Office before the fiscal year closes, then they will not get the funds.

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

Budget Amendment/Supplement and Appropriation – School Food Service - \$40,000 To cover shortfall in last FY (2012)

A motion was made by Mr. Milby and seconded by Mr. Bailey to approve the budget amendment and appropriation in the amount of \$40,000.00 – School Food Services

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

Budget Supplement –
Forfeited Assets Fund - \$173.80 (Revenue from Sale)

Budget Supplement
– DARE Fund - \$717.50 – Supplemental Appropriation is needed to cover the costs for the DARE Educational Program in the elementary schools

Budget Supplement
– Airport District Fund - \$760.00 (Supplemental appropriation is needed to cover final payments for the engineering design of the well/septic system for Fulcrum Concepts at MPRA)

A motion was made by Mr. Milby and seconded by Mr. Simpkins to approve the above three Budget Supplements in the total amount of \$1,651.30.

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

NOT PRESENT: S. C. ALSOP

BUDGET SUPPLEMENT – SPECIAL WELFARE FUND - \$10,000 – (2012-2013)

A motion was made by Mr. Bailey and seconded by Mr. Milby to approve the budget supplement in the amount of \$10,000.00 from their fund balance of \$25,000.00.

County Administrator Thomas Swartzwelder advised that the Supplemental appropriation is needed to cover the expense of this fund which is maintained by the Department of Social Services.

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP

EMERGENCY SERVICES – FIRE AND RESCUE

(A) Contingency Fund Requests

(B) Resolution of Support – Regional Burn Building

Chairman Morris advised that two grant applications have been received for consideration, those being Walkerton Community Fire Association and Central Fire Department. Both Departments are asking for \$50,000 each.

Mr. Swartzwelder advised that the Board has the sole discretion under the County Fund Balance Policy to grant all or a portion of the requests, with a cap of \$50,000.00. It is also noted that grant applications are considered by the Board in January and July only.

WALKERTON COMMUNITY FIRE ASSOCIATION – GRANT AWARD OF \$25,000.00

A motion was made by Mr. Bailey and seconded by Mr. Milby to offer Walkerton Community Fire Association a grant in the amount of \$25,000.00 for the purchase of fire apparatus upon execution of lien documents satisfactory to the County Attorney.

CENTRAL FIRE DEPARTMENT – GRANT AWARD OF \$28,885.10 (1st Phase – Exterior)

A motion was made by Mr. Bailey and seconded by Mr. Milby to approve a grant of \$28,885.10 of which \$10,000 of that amount would be for land acquisition and the remainder of the two phases being phase 2 and 3 of their remodeling plan. The \$10,000 is not to be appropriated to Central Fire until reaching an agreement that is acceptable to the County.

Mr. Swartzwelder advised that he would be willing to help with negotiations with VDOT on the Bonding issues to eliminate the cost of hiring an attorney.

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP

AUTHORIZATION OF SUPPORT – RESOLUTION – NEW KENT COUNTY

A motion was made by Mr. Bailey and seconded by Mr. Milby to adopt the following resolution of support for Regional Burn Building:

RESOLUTION

WHEREAS, The Virginia Department of Fire Programs has made the localities aware of a grant entitled “Grant Awards to Construct, Renovate, or Repair Burn Buildings throughout the Commonwealth”, and

WHEREAS, New Kent County has requested the localities of Charles City, King William, King and Queen, the Town of West Point, and James City County (“the Consortium”) to work together in obtaining a grant to construct a new burn building in New Kent County, and

WHEREAS, the guidance from the Virginia Department of Fire Programs states in part “...In the event that an award is to be made for a burn building serving more than one eligible jurisdiction, then that consortium of eligible jurisdictions shall identify one of their own to serve as the agent for all, and

WHEREAS, the lead locality will apply for a grant, and New Kent County has volunteered to act as the lead locality; however, New Kent has asked for a written commitment from each localities governing body.

NOW THEREFORE BE IT RESOLVED THAT King and Queen County has indicated an interest in applying for the grant as part of the Consortium and at this time, the King and Queen County Board of Supervisors has authorized the New Kent County Board of Supervisors to apply for the grant as the lead locality of the consortium.

Adopted: July 15, 2013

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP

COUNTY ADMINISTRATOR’S COMMENTS

County Administrator Thomas Swartzwelder provided the following comments:

- Advised that Tina Ammons completed her 7 year course in 2 years and has received her Government Finance Officer Certificate.

- Provided an update on the Farmers Market, advising that it has been open for 2 weeks now and has been doing very well. Mr. Swartzwelder thanked Mrs. Pam Ashley for spearheading the project and for the work that she has done representing the IDA.
- Advised that we have budgeted for a 2nd EMT and that Mr. Hunter will probably be coming back to the Board for some changes to the system. What has happened is that we thought we would be supplementing BLS and that has not been the case. We have been getting a number ALS calls. When the squads can turn out, they can't turn out ALS, so if it is a heart or anything that requires advanced training, EMT David Lankford has to respond and ride on the ambulance with the volunteers. Mr. Hunter is working on a proposal to probably come back to the board with a request for an ALS and not a BLS provider. For the month of June there were approx. 20 calls run by Mr. Lankford.

BOARD OF SUPERVISORS COMMENTS

Mr. Milby had the following comments:

- Expressed his appreciation for Mr. Burns accepting the opportunity to serve on the Planning Commission representing the Buena Vista District.
- Expressed the need for help from the Sheriffs' Department as Rt. 33 is beginning to look like an interstate, instead of doing 45 they are doing 60 and 75 mph. It is now slowing down.
- Expressed his appreciation to Mrs. Ashley and Mr. Swartzwelder and staff in getting the Farmers Market up and running. King and Queen should be very proud.
- Thanked everyone for coming, and to have a safe trip home.

Mr. Bailey had the following comments:

- Thanked everyone for coming out and expressed his appreciation for all the hard work on all the projects that are going on.
- Wished everyone a safe trip home.

Mr. Simpkins had the following comments:

- Thanked everyone for coming
- Expressed his appreciation to all the Departments for their reports as it helps the Board know what is going on and how much is done.
- Expressed his appreciation for what everyone is doing and to have a safe trip home

Mrs. Morris had the following comments:

- Expressed her appreciation for all the help and for the reports given tonight. It is eye opening as there is a lot going on and appreciates everyone coming out and providing their reports to the Board for the quarter
- Expressed that she hopes that Ms. Alsop will be back next month as her comments and feedback is missed on items.

- Wished everyone a safe trip home and hopes to see everyone back next month.

IT IS ORDERED THAT THE BOARD ADJOURN:

A motion was made by Mr. Milby and seconded by Mr. Bailey to adjourn the meeting.

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP

Doris H. Morris, Chairman

K. Diane Gaber, CMC, Deputy Clerk