

King and Queen County  
Board of Supervisors Meeting

Monday, June 8, 2015

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 Simpkins called the meeting to order and provided the invocation, followed by the Pledge of Allegiance to the Flag of the United States.

Chairman Simpkins noted that Ms. Alsop and Mrs. Morris were not present.

**APPROVAL AND SIGNING OF THE APRIL 27<sup>TH</sup>, 2015 AND MAY 11, 2015 MINUTES OF THE BOARD**

A motion was made by Mr. Milby and seconded by Mr. Bailey approving the April 27<sup>th</sup> and May 11, 2015 minutes.

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP, D. H. MORRIS

**APPROVAL AND SIGNING OF THE JUNE 2015 WARRANTS AND APPROPRIATIONS**

(1) Approval of Warrants and Appropriations

A motion was made by Mr. Bailey and seconded by Mr. Milby to approve the June 2015 warrants and appropriation, subject to audit.

(2) Approval of Schools Revenue

A motion was made by Mr. Milby and seconded by Mr. Bailey approving the School Fund Appropriation – Total Revenue received for May 2015 and verified by the Treasurer.

Federal (JROTC) - \$6,247.65  
Federal Grant Reimbursements: \$85,663.63  
Misc. Revenue \$228.68

Total: \$92,139.96

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP, D. H. MORRIS

### **PUBLIC COMMENT PERIOD**

Chairman Simpkins opened the public comment period, asking that those wishing to speak to please come forward, stating their name and district that they are from, limiting their comments to 3 minutes.

Ann Marie Voight, Stevensville District – questioned trucks sitting on the King and Queen side at the Bridge. Mr. Swartzwelder advised that VDOT was posting it this week and the Sheriff's Office will be handing out warning starting next week.

Ms. Voight further expressed concern of no thru truck restrictions on Poor House between DeShazo Road and Rt. 14 and also Mt. Elba, asking the Board to look at this.

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

### **SCHOOL SUPERINTENDENT'S AND SOCIAL SERVICES REPORTS**

Superintendent of Schools Dr. Stanley Jones had the following comments:

- Advised that they experienced a loss in School Food Services again this year and they do have funds to cover the loss and the School Board will take action on this at their Workshop this Thursday.
- Thanked the Board for approval of their Appropriation this evening.
- Expressed that he was happy to report cautiously that preliminary accreditation reports have been received that all 3 schools are fully accredited, being the first time in 7 years that Central has been accredited.
- Advised that tomorrow that Mr. Monroe would be delivering invitations to Friday night's graduation.
- Thanked the Board for their support during his tenure here and the relationship with the board that he would cherish for life.

Chairman Simpkins expressed appreciation in working with Dr. Jones and personally he could always trust his word, wishing him good luck in his future endeavors.

Director of Social Services Betty Dougherty had the following comments:

- Advised that CSA is going to have a name Change. At the 2015 General Assembly changes were made from the Comprehensive Services Act for At-Risk Youth and Families to the Children’s Services Act and the Office of Comprehensive Services to the Office of Children’s Services. These changes take place July 1, 2015.
- Advised that the agency will be holding two foster parent orientation sessions on June 16, 2015 at 6:00 a.m. and 4:00 P.M.
- Advised that Cooling begins June 15 and helps with cooling equipment repairs or purchases and with payment of the electric bill to operate cooling equipment. You must have or be in need of cooling equipment and there must be an elderly person, disabled person, or a child under 6 living in the home.

**PUBLIC HEARING – AN ORDINANCE TO AMEND AND RE-ENACT A PREVIOUSLY ADOPTED ORDINANCE ESTABLISHING AN ANNUAL SALARY OF \$4,000.00 FOR EACH MEMBER OF THE KING AND QUEEN COUNTY BOARD OF SUPERVISORS FOR THE 2015-2016 FISCAL YEAR (NO INCREASE)**

Chairman Simpkins opened the public hearing on “An Ordinance to amend and re-enact a previously adopted ordinance establishing an annual salary of \$4,000 for each member of the King and Queen County Board of Supervisors for the 2015-2016. There is no increase in salary.

Mr. Simpkins verified proof of publication being in the Rappahannock Times in the May 20<sup>th</sup> and 27<sup>th</sup>, 2015 issues and in the Tidewater Review on May 20<sup>th</sup>, and in 1 issue of the Country Courier on May 13<sup>th</sup>.

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

A motion was made by Mr. Bailey and seconded by Mr. Milby to adopt the following Ordinance as amended:

**AN ORDINANCE TO AMEND AND RE-ENACT A PREVIOUSLY ADOPTED ORDINANCE ESTABLISHING AN ANNUAL SALARY OF \$4,000.00 FOR EACH MEMBER OF THE KING AND QUEEN COUNTY BOARD OF SUPERVISORS FOR THE 2015-2016 FISCAL YEAR**

**BE IT RE-ORDAINED AND RE-ENACTED** by the Board of Supervisors of King and Queen County, Virginia, as follows:

**ARTICLE I**

In accordance with §15.2-1414.3 of the Code of Virginia, that for the fiscal year 2015-2016, each member of the Board of Supervisors of King and Queen County shall be paid an annual salary of \$4,000.00 as compensation for serving as a member of the Board. A proportionate amount of the salary shall be paid monthly. Any ordinances establishing such salaries for prior years are hereby repealed.

**ARTICLE II**

This ordinance shall take effect on July 1, 2015.

**AYES: J. L. SIMPKINS, R. F. BAILEY, JR., J. M. MILBY, JR.**

**NAYS: NONE**

**NOT PRESENT: S. C. ALSOP, D. H. MORRIS**

**BUDGET AMENDMENTS – ANIMAL SHELTER**

It was noted that the FY15 budget adopted by King William County was not the same as presented to King and Queen for adoption. In addition, King William has amended their adopted budget during the fiscal year and did not inform us. Our share is \$20,000.00

Mr. Swartzwelder advised that the original budget request was for \$127,159.00 which was an increase. After several e-mail exchanges and phone conversation with the County Administrator at that time they came to an agreement of level funding in the amount of \$115,310.00 which is the same amount that the Board adopted. King William did not adopt that number but instead adopted \$199,000 which was higher. In any event, we need to make a budget supplement so that we can make the payment.

After discussion, a motion was made by Mr. Bailey and seconded by Mr. Simpkins approving a budget supplement in the amount of \$20,000.00.

Both Mr. Milby and Mr. Bailey express that they have a hard time with approval of this request.

Mr. Simpkins commented that the key is that we are responsible for our half of the expenses and per their contract the County is being left out of the loop.

AYES: J. L. SIMPKINS, R. F. BAILEY, JR.

NAYS: J. M. MILBY, JR.

NOT PRESENT: S. C. ALSOP, D. H. MORRIS

**FUND BALANCE POLICY**

Mr. Swartzwelder advised that there were a few items that were not included and some things that have been added.

A motion was made by Mr. Milby and seconded by Mr. Bailey to accept the Fund Balance Proposal for 2015-2016.

Fund Balance Policy 2015-2016

Beginning Balance (Per FY2014 Audit Beginning Balances)				\$18,051,849	
		FY15			
	FY2014	budgeted	FY15	FY16	
<u>Restricted</u>	Balance	changes	Changes	Recommend	
Debt Service Reserve	\$251,045	-\$251,045			
Asset Forfeiture	\$1,716		\$3,476		
Court Security	\$156,307		-\$2,271		
DARE Fund	\$106		\$100		Donations
Sheriff Auxiliary Fund	\$2,245		\$65		Interest/Donations
K9 Unit Fund			\$6,610		Donations
CWA Forfeited Assets Fund	\$2,706				
CDBG Client repayment	\$79,850		\$4,186		Client payments/Interest
School Food Services	\$4,300				
	\$498,275	-\$251,045	\$12,166	\$0	
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<u>Committed</u>					
School Construction Projects				\$1,000,000	
School Capital Fund	\$536,629	\$50,000	\$94,823		FY14 local & roof rpr
Landfill Contingency	\$2,250,463	\$100,000		\$100,000	
Budgeted use of fund balance	\$0	\$1,196,643		\$418,000	

Rescue Squads	\$201,136	\$25,000			
Fire Departments	\$146,066	\$25,000	-\$50,000		Upper Fire
EDA projects (general)			\$450,000	\$1,570,000	
Airport District			\$14,440	\$180,000	Fulcrum access road
Farmer's Market				\$0	
Route 360 corridor				\$250,000	
Route 33 corridor				\$250,000	
Broadband				\$500,000	
Rescue Services				\$400,000	
Elections (voting equipment)				\$70,000	
Capital Projects (County)				\$500,000	
	\$3,134,293	\$1,396,643	\$509,263	\$5,238,000	

Assigned

Reserve for future expenditures	\$2,257,009		\$2,284		Interest
	\$2,257,009	\$0	\$2,284	\$0	

Unassigned Fund Balance	\$5,254,960
Recommended minimum unassigned fund balance	\$3,000,000
Fund Balance available for designation	\$2,254,960

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP, D. H. MORRIS

**APPOINTMENTS/REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS**

**ECONOMIC DEVELOPMENT COMMITTEE – STEVENSVILLE DISTRICT**

(Bill Henley resigned December 17<sup>th</sup>, 2014. His term would have expired August 2017.)

Tabled

**BOARD OF BUILDING APPEALS – ST. STEPHENS CHURCH DISTRICT**

(Melvin Martins term expired January 31, 2015) Tabled

**WETLANDS BOARD – NEWTOWN DISTRICT**

(Mr. Sims term expired April 12, 2015) Tabled

**KING AND QUEEN LANDFILL REVIEW PROPOSAL**

Chairman Simpkins advised that it was requested at the last regular meeting that the past engineering firm be contacted for a quote to review the new proposed cell design at the landfill.

A quote has been received from Smith-Gardner for \$2,500.00 of which \$1,500 of this amount being allocated for meeting with the Board of Supervisors including preparation time. If no trip is needed it would be \$1,000.00 or less.

Mr. Swartzwelder commented that the funds would come out of the landfill contingency fund.

A motion was made by Mr. Bailey and seconded by Mr. Milby to contract with Smith-Garner to review the changes that the landfill is proposing and that the funds come from the landfill contingency fund.

**AYES: J. M. MILBY, JR., R. F. BAILEY, JR., J. L. SIMPKINS**

**NAYS: NONE**

**NOT PRESENT: S. C. ALSOP, D. H. MORRIS**

**LITTER CONTROL GRANT – USAGE OF FUNDS**

County Administrator Thomas Swartzwelder advised that we received a litter control grant and did some research on it relating to what the expenditures could be used for and we are allowed to use the funds for roadside cleanup. If we can coordinate with the Sheriff, we can arrange for inmates to clean 2 roads in each district. Each district would receive 16 hours and asked that the Board advise as to which roads they would like to have cleaned.

Mr. Milby - Rt. 605 and Rt. 33

Mr. Simpkins - Rt. 619 between Lawson Elementary School and Cauthornville be cleaned.

Mr. Bailey - Rt. 14

**REGIONAL ECONOMIC DEVELOPMENT ORGANIZATION – LAWRENCE SIMPKINS**

Chairman Simpkins advised that this is the meeting that we have been having with Delegate Keith Hodges trying to get a regional approach to economic development. So far they have had 3 meetings with pretty much of the same thing being rehashed. Counties present have involved are Essex, Gloucester, King William, Mathews, Middlesex, Towns of Tappahannock, Urbanna and West Point.

As an overview they have some grant money available to help establish the regional effort, not to run it but to establish it. They are proposing that we retool the RC and D Resource Committee which is still in existence but they are not doing anything. They are already classified as 501C and it would make it easier to retool the organization of the RC and D Committee.

At the current time they are looking for us to make a commitment of \$5,000 per year for 5 years per county and would like a commitment by the end of this month and would involve revenue sharing. All of the entities would all be in one big pot. If a development was worked on in another locality and it came through then they would share their tax revenue with the remaining counties. Down the road it may involve additional funds to fund a large project. We do not know the percentage at this point. The thought is good if we keep it basic, however, he is concerned about the revenue sharing and the \$5,000 for 5 years and not knowing all the details at this point. At their last meeting they were tasked to go back to our boards.

Mr. Milby commented that Delegate Hodges has worked very hard in the region and thinks this would be a big step in getting it started.

Mr. Bailey commented that in the 1 meeting that he attended it appeared that they would go to one place to find a place to put their business and they would continue until they could find the place to be. Committing \$5,000 a year for 5 years is a little scary.

Mr. Swartzwelder commented that he thinks that other counties are looking at the one year committee, buying a seat at the table, and recommends that the Board invests in 1 year committing \$5,000 to see how it pans out.

After discussion, a motion was made by Mr. Bailey and seconded by Mr. Milby to invest in a one (1) year commitment of \$5,000.00 to see how it pans out.

AYES: J. L. SIMPKINS, R. F. BAILEY, J. M. MIBLY, JR.

NAYS: NONE

NOT PRESENT: S. C. ALSOP, D. H. MORRIS

### **ARCHIVES BUILDING DISCUSSION – THOMAS SWARTZWELDER**

County Administrator Thomas Swartzwelder advised that the Historical Society has obtained a grant and asked for permission to make some improvements. Their initial thought was to address the doorways, some additional and modern lighting inside and also addressing the gutter situation. In looking at the building there were some other issues that we need to look at. The heat is supplied by the boiler in the Circuit Court and the line froze this winter and we had

already planned on replacing the HVAC with a mini split with a cost of around \$2,500.00. The second issue is repointing the exterior course on the entire building as it is starting to crumble and there are a lot of cracks. There are 2 choices to do the whole building or pull out all the bad areas. Another issue is replacement of earthquake bolts. Also gutters need to be put on front and back of the building and run downspouts away from the building. A dogwood tree is cracking the footings. Total project would be between the \$40,000 - \$50,000 range. The tile floor contains asbestos and recommends that we remove it rather than recapitulate. This cost has not been priced out. All the numbers have not been received on what the total cost would be. The Board needs to be prepared in fixing the brickwork and the earthquake bolts.

Ms. McLemore advised that they have \$8,500.00 to go towards the project.

Mr. Milby expressed that the Board may want to consider replacing all the mortar all at one time.

Mr. Swartzwelder advised that contractors have advised that we need to take all the mortar out, re-point the entire building, remove the asbestos floors, replace the earthquake rods.

It was the consensus of the Board directing the County Administrator to proceed with renovation and bring back further information at the next workshop.

#### COUNTY ADMINISTRATOR'S COMMENTS

County Administrator Thomas Swartzwelder commented that he wished Dr. Jones well and that he enjoyed working with him and would miss him.

#### BOARD OF SUPERVISORS COMMENTS

Mr. Bailey had the following comments:

- Thanked everyone for coming out to the meeting and for the reports given
- Expressed that it was a pleasure working with Dr. Jones
- Expressed that he was glad that we are getting ahead at keeping our buildings up
- Wished everyone a safe trip home and hopes to see everyone next month

Mr. Milby had the following comments:

- Thanked everyone for coming out to the meeting
- Commented that this was one of the quickest meetings if he is looking at the clock correctly
- Wished his best to Dr. Jones and Ms. Salg
- Advised that he would not be running for re-election this year and appreciates all the support from his community

Mr. Simpkins had the following comments:

- Thanked everyone for coming out to the meeting and for the comments given
- Advised that he rode up thru the upper end of the county and rode through the temporary bridge and noticed that our Gateway Sign had been damaged and believes that he knows who it was that damaged it, as VDOT has put up a temp. stop light which is about 4 feet from our sign. The top has been hit and it was in pretty bad shape.
- Advised that Matthew Pollard from the upper end passed away, one of the hardest working men that he knew, he was quite a gentleman.
- Questioned the Assessment on the property at the School
- Advised that he would try to get to Central Graduation and hoped the other members of the Board would be there.

Mr. Swartzwelder advised that we do not have permission to go on the property to do the appraisal.

**IT IS ORDERED THAT THE BOARD ADJOURN:**

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

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

NAYS: NONE

NOT PRESENT: S. C. ALSOP, D. H. MORRIS

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J. Lawrence Simpkins, Chairman

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

