

**King and Queen County  
Board of Supervisors Meeting**

**Monday, March 14, 2016  
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 Alsop called the meeting to order with all members present. Mr. Simpkins provided the invocation followed by the Pledge of Allegiance to the Flag of the United States.

**APPROVAL AND SIGNING OF THE FEBRUARY 8, 2016 MINUTES OF THE BOARD**

A motion was made by Mr. Burns and seconded by Mr. Bailey to approve the February 8, 2016 minutes of the Board as presented.

AYES: S. C. ALSOP, R. F. BAILEY, JR., J. M. BURNS

NAYS: NONE

ABSTAINED: D. H. MORRIS, J. L. SIMPKINS

**APPROVAL AND SIGNING OF THE MARCH 2016 WARRANTS AND APPROPRIATION**

**Approval of the March 2016 Warrants and Appropriations**

A motion was made by Mr. Simpkins and seconded by Mrs. Morris to approve the March 2016 warrants and appropriations, subject to audit.

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

NAYS: NONE

**School Revenue received for February 2016 - \$439,087.10**

A motion was made by Mr. Simpkins and seconded by Mr. Bailey to approve the School Revenue for the month of February 2016 in the amount of \$439,087.10. It is noted that the figure was provided by Joanne Wright, School Finance Director.

## **PUBLIC COMMENT PERIOD**

Chairman Alsop opened the public comment period, asking that those who wish to speak to please come forward stating their name and district that they reside and to please limit their comments to three (3) minutes.

Shawn Hurley, Shacklefords, Virginia, Westmoreland Subdivision, was present questioning if there was any information on the State Storage Area pertaining to its approval and commented that he understands that they will start construction of the shed in April.

County Administrator Thomas Swartzwelder advised that no county permits are required as per Joyce McGowan, VDOT Residency Administrator, that state projects are exempt. Mr. Hurley was further advised that DEQ has approved the environmental plan.

Chairman Alsop commented that there was not a lot that the County can do, when the County does not get a say in the project.

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

## **KING AND QUEEN COUNTY BOARD OF ELECTIONS – REQUEST FOR VOTING EQUIPMENT**

Vice-Chairman Les Jones appeared before the Board of Supervisors on behalf of the Electoral Board. Mr. Jones noted that Electoral Board Members Mr. Armistead and Mrs. Levere were in attendance as well as Registrar Diane Klausen.

Mr. Jones explained that they are requesting \$80,080.00 to replace the current voting equipment. During the last election, there were a number of incidents that arose with the machines where the system would go down even though they had been tested and found to be OK.

Members of the Board of Supervisors expressed concern relating to the type of equipment and the fact that machines are constantly changing, causing taxpayers more dollars and whether it was a hardware or software issue.

Ms. Alsop commented that if we are going to change now, there is a lot of training that needs to be done before the Presidential Election.

Mr. Jones commented that this equipment will be easier to handle and will require intensive training.

After further discussion, a motion was made by Ms. Alsop and seconded by Mrs. Morris to approve the \$80,080.00 from the General Fund. It was further noted that the training was not included within the \$80,080.00, however it was included as a separate line item in the budget.

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

### **REQUEST FOR ADDITIONAL BUDGET LINE ITEM – TEMPORARY, PART-TIME – CLERK OF THE CIRCUIT COURT**

Clerk of the Circuit Court was present asking that funds that are available from vacancy savings in the amount of \$3,079.16 (state) be placed in the budget, adding an additional budget line for Temporary, Part-time help.

A motion was made by Mrs. Morris and seconded by Mr. Burns approving request, adding an additional budget line item, Temporary – Part-time Help. Total amount from vacancy savings is \$3,079.16.

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

### **SUPERINTENDENT OF SCHOOLS AND DIRECTOR OF SOCIAL SERVICES REPORTS**

**Superintendent of Schools** Dr. Carter was not present for the meeting, however, Assistant Superintendent Dr. Swanson was present to provide a report advising:

- The average attendance for February was 816
- Commented that Spring Break would be March 28<sup>th</sup> through April 1<sup>st</sup>
- Advised that the School Board Meeting would be held on March 16<sup>th</sup> and Public Hearing on the Budget would be on March 22, 2016 at 7:00 P.M.

Director of Social Services Betty Dougherty provided a report on the following:

- Invited the Board to attend a meeting on March 22, 2016 at 9:00 a.m., where representatives from the Virginia Central Food Bank would be present
- Advised that the CSA Audit is in process
- Advised that they are scheduled for Foster Care review on April 13<sup>th</sup> and 14<sup>th</sup>

Ms. Alsop expressed concern regarding the new modernization where everyone has to do everything on computers, as she feels some citizens are not going to get services that they need.

Mrs. Dougherty advised that they still will offer paper applications and offer appointments, and a computer is available to learn the new system.

**KING AND QUEEN COUNTY SCHOOLS – MAINTENANCE AND TRANSPORTATION CONCERNS REQUEST – CAPITAL IMPROVEMENT REQUEST**

Mr. James Clapp, Facilities/Maintenance Coordinator, with King and Queen County Schools was present explaining the current maintenance and transportation needs. Those being:

- Refrigerator/freezer unit - \$20,000.00 (immediate need)
- Serving Line wells at Lawson Marriott Elementary School - \$16,000.00
- Transportation concerns, a new vehicle - \$20,000.00

Mr. Burns questioned the age of the current refrigerator/freezer unit. Mr. Clapp responded that he did not know since he was a new employee. Mrs. Morris questioned how often things are checked and if there was a schedule. Mr. Clapp responded that they are not developing a schedule and has not been done in the past to his knowledge.

County Administrator Thomas Swartzwelder commented that in his conversations with Dr. Carter that there were three (3) immediate needs being those mentioned above and were the ones she wanted to address now. Mr. Swartzwelder recommended that the Board move the funds from the School Capital Fund. Mr. Swartzwelder questioned how the Board wanted to proceed with the purchasing as the Board has historically not appropriated the money to the schools and had everything run through county purchasing.

After questions of concern, a motion was made by Mrs. Morris and seconded by Mr. Simpkins to approve and appropriate \$56,000 from the School Capital Fund and put in the County Contingency Fund for the purchase of the refrigerator/freezer unit, the serving wells at Lawson Marriott and the purchase of a new vehicle.

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

**PUBLIC HEARING: PROPOSED ZONING TEXT AMENDMENT ZA16-01, ARTICLE 10, FLOOD PLAIN OVERLAY DISTRICT**

Chairman Alsop asked that the County Administrator verify proof of publication and provide background information. Mr. Swartzwelder advised that the notice of Public Hearing was made in the Rappahannock Times and the Tidewater Review the weeks of February 24<sup>th</sup> and March 2, 2016 and in the February 24<sup>th</sup> issue of the Country Courier. The proposed zoning text amendment is amending the current existing ordinance in its entirety to conform to Federal Regulations. The ordinance update includes twenty-four (24) inch freeboard requirement and the

inclusion of areas identified as Limits of Moderate Wave Action. The Flood Insurance Rate Map (FIRM) is to be effective May 16, 2016.

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

A motion was made by Mrs. Morris and seconded by Mr. Burns to accept the recommendation of the Planning Commission to approve.

Mr. Simpkins questioned the appeals process, say if a homeowner wanted to build a Florida Room on the front of their home. Under the new regulations they would have to put the room 2 feet higher than the rest of the house in the flood plain. Yes and No. Yes if they wanted to apply for a discounted rate and No if they want to pay the higher rate.

Mr. Simpkins further questioned if this ordinance wouldn't be a mandate. Mr. Swartzwelder commented that it is a good question, that he did not believe it would, but it was a good question that the building official would have to answer.

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

#### **BUDGET AMENDMENTS/TRANSFERS/SUPPLIMENTS ZONING, SHERIFF, SCHOOL CAPITAL PROJECT FUND**

- (1) **Zoning - Budget Supplement - \$9,400.00** – Grant received by the Zoning Office to assist with updating the County Comprehensive Plan. These are pass through funds only, no local match required.

A motion was made by Mr. Bailey and seconded by Mr. Simpkins to approve the budget supplement.

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

- (2) **Sheriff's Office – Budget Transfer - \$15,000.00** – The Sheriff is requesting to take \$15,000 from the vehicle equipment fuel line item and put in the part-time help line.

A motion was made by Mrs. Morris and seconded by Mr. Simpkins to transfer \$15,000.00 from the vehicle equipment fuel line item to the part-time help line item.

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

- (3) **School Capital Project Fund – Budget Amendment and Appropriation - \$276,630.00**  
– Amount was not spent at the end of the FY15 year. Per agreement between the Board

of Supervisors and the School Board, unspent funds will be transferred to the School Capital Project Fund following appropriation.

A motion was made by Mr. Burns and seconded by Mr. Simpkins to approve amending and appropriating \$276,630.00 to go into the general fund – School Capital Projects Fund.

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

### **REVISED KING AND QUEEN COUNTY EMERGENCY OPERATIONS PLAN REQUEST FOR APPROVAL – Tabled from the February 8<sup>th</sup>, 2016 Meeting**

County Administrator Thomas Swartzwelder advised that the plan is the same other than changing some dates and names of various positions.

A motion was made by Mrs. Morris and seconded by Mr. Simpkins to adopt the King and Queen County Emergency Operations Plan.

Mr. Burns expressed that he has some serious concerns with the Emergency Operations Plan, there is a lot of information that is in this plan where a lot of training was to be done and has never been done and equipment needed for these things, we do not have.

Ms. Alsop commented that training has been done as she has participated in the training and most have gone through some type of training, she knows EMS has, but was not sure that the Fire Departments have.

Mr. Burns further expressed concern that the plan is not set up where anyone can step in and do the job.

After further discussion it was the consensus of the Board to table and to withdraw the motion to approve.

### **FY17 BUDGET PRESENTATIONS FROM VARIOUS OUTSIDE BOARDS AND COMMISSIONS**

Chairman Alsop commented that she has a list that responded that they would be attending and another list that seemed to have been doubled. Ms. Alsop asked that each one limit their comments to no more than three (3) minutes.

- (1) **Rappahannock Legal Services** (had responded that they would attend, however were not present)

- (2) **Rappahannock Community College** – Bill Dole was present with a student from the college, Gretta Brumman, expressing their appreciation for the support of the Board and representative Helen Mae Kemp.
- (3) **Central Virginia Health Services** – Ashlee Braxton was present representing the King William Community Dawn Practice, provided a brief update on their services and thanked the Board for their support.
- (4) **Quinn Rivers** – Jack Lanier was present providing a highlight of some of the programs they continue to provide, thanking the Board for the support.
- (5) **Bay Aging** – Kathy Vesley Massey, CEO for Bay Aging and Bay Transit along with Angie Alley and Ken Pollock, were present providing an overview of programs they offer and expressed their appreciation for the Board's support over the years.
- (6) **Feedmore** – Kevin Rodnick was present providing an update on the programs they offer.
- (7) **Arts Alive** – Earl Wilson, President and CEO of Arts Alive was present thanking the Board for the past support and asked for continued support.
- (8) **Health Department** – Ted Tweel, Director of the Middle Peninsula Health Departments provided an update on the mandated health services within the Health Department.
- (9) **Pamunkey Regional Library** – Tom Shepley along with Library representatives James Taylor and Gwen Litchfield were present. Mr. Shepley asked for an additional \$3,300.00 to raise salaries of qualified employees
- (10) **Middle Peninsula Northern Neck Community Services Board** - Chuck Walsh, Director was present thanking the Board for their continued support and requested an additional \$885.00 for FY 17

**KING AND QUEEN COUNTY PLANNING COMMISSION – REQUEST FOR BOARD TO SET PUBLIC HEARING DATE ON:**

- (1) **ZA16-02, Article 15, Off-Street Parking Requirements**
- (2) **RZ16-01 – Evelyn Ryland Walker**

A motion was made by Mr. Burns and seconded by Mr. Bailey to set a public hearing on ZA16-02, Article 15, Off-Street Parking Requirements and RZ16-01, Evelyn Ryland Walker requests for the April 11, 2016 regular meeting of the Board.

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

## **APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS**

### **ECONOMIC DEVELOPMENT COMMITTEE/IDA – STEVENSVILLE DISTRICT**

A motion was made by Mrs. Morris and seconded by Mr. Burns to appoint Kevin Norman to fill the unexpired term of Mr. William T. “Bill” Henley, on the King and Queen County Economic Development/IDA committee, with term expiring July 2017.

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

NAYS: NONE

### **KING AND QUEEN COUNTY PLANNING COMMISSION – STEVENSVILLE DISTRICT**

**(To replace Freddy Byrd – term to expire December 8, 2018)**

**Tabled**

**VASAP – (Mr. Adkins advised at the January meeting that all the members had resigned)**

**Tabled**

## **COUNTY ADMINISTRATOR’S COMMENTS**

County Administrator Thomas Swartzwelder reminded the Board that a budget workshop will be held on Monday March 21<sup>st</sup>, 2016 at 6:00 P.M., to meet with Constitutional Officers and School representatives.

## **BOARD OF SUPERVISORS COMMENTS**

Mr. Bailey had the following comments:

- Thanked everyone for coming out to the meeting and for the presentations given
- Expressed his appreciation to the Sheriff’s Department and EMS people in the great job that they do, mentioning the Tornado.

Mr. Burns had the following comments:

- Expressed his appreciation to the Volunteer Fire and Rescue/EMS and mutual aid from neighboring counties in reference to the Tornado.

Mr. Simpkins had the following comments:

- Thanked everyone that attended the meeting for coming

- Commented that he has had the Sheriff and his department on his mind and that they are taken for granted, referencing several sheriffs and deputies that have been killed
- Asked that everyone watch out and be careful as the farmers and deer are out on the roads
- Wished everyone a safe trip home

Mrs. Morris had the following comments:

- Expressed her appreciation to Mr. Hunter, Mr. Swartzwelder, the Sheriff and all the volunteers that helped and provided assistance during the Tornado. Mrs. Morris further advised that calls have been received from Essex County residents complimenting King and Queen County.
- Asked that everyone watch out for the farm equipment as they are out on the roads
- Advised that she has spoken with the Sheriff concerning speeding of trucks on Rt. 614
- Expressed her appreciation for those that came out to the meeting

Ms. Alsop had the following comments:

- Expressed how proud she was to be a King and Queener, as everyone came together and assisted during the tornado, staging at Sunnyside in Essex County. Ms. Alsop further commented that we did what we had to do in helping others. It was a real experience.
- Expressed that she was pleased with the County's radio system and that it stayed up during the event of the tornado, while Essex County's went down.
- Advised that she attended Legislative Day in which she met with anyone that felt they could help rural areas.
- Commented that she was pleased that Mr. Simpkins is serving on VACO's finance committee and that she could not think of anyone better to serve.
- Commented that it is budget time and that the Board is trying to do the best they can.

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

A motion was made by Mr. Bailey and seconded by Mrs. Morris to adjourn.

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

NAYS: NONE

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Sherrin C. Alsop, Chairman

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K. Diane Gaber, CMC, Deputy Clerk

