

King and Queen County
Board of Supervisors Regular Meeting

Monday, January 11, 2021
7:00 P.M.

King and Queen County Courts and Administration Building
General District Courtroom

“Minutes of the Meeting”

OPENING OF THE MEETING – THOMAS SWARTZWELDER

County Administrator, Thomas Swartzwelder opened the first meeting of the year of the Board of Supervisors calling the meeting to order.

ELECTION OF CHAIRMAN OF THE BOARD OF SUPERVISORS FOR 2021

A motion was made by Ms. Morris and seconded by Mr. Bailey nominating Ms. Alsop as Chairman for 2021. No further nominations were made.

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

ELECTION OF VICE-CHAIRMAN OF THE BOARD OF SUPERVISORS FOR 2020

A motion was made by Ms. Alsop and seconded by Mr. Bailey nominating Ms. Morris as Vice-Chairman of the Board for 2021. No further nominations were made.

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

Chairman Alsop advised that there were four members of the Board present in person being Mr. Burns, Ms. Morris, Mr. Simpkins and Mr. Bailey. One member, herself, being present virtually due to health concerns related to the COVID19 virus.

APPOINTMENT OF CLERK OF THE BOARD FOR 2021

A motion was made by Mr. Bailey and seconded by Mr. Burns appointing Mr. Thomas Swartzwelder as Clerk of the Board for 2021.

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

RESOLUTION FIXING THE DATE, TIME AND PLACE OF MEETINGS OF THE BOARD OF SUPERVISORS FOR 2021

A motion was made by Mr. Bailey and seconded by Mr. Burns to approve the Resolution and Meeting dates for 2021.

KING AND QUEEN COUNTY BOARD OF SUPERVISORS' RESOLUTION FIXING THE DATE OF THE REGULAR MEETING AND THE DATE OF THE CONTINUED MEETING IN THE EVENT OF HAZARDOUS WEATHER OR OTHER CONDITIONS AND SETTING DATE FOR THE PURPOSE OF HOLDING WORKSHOPS AND TO HEAR PRESENTATIONS FOR THE BOARD OF SUPERVISORS OF KING AND QUEEN COUNTY, VIRGINIA

WHEREAS, the Board of Supervisors of King and Queen County (the "Board") is required by Section 15.2-1416 of the Code of Virginia, as amended, to set the date, time and place of the regular Board Meeting at the annual Meeting of the Board; and

WHEREAS, Section 15.2-1416 also permits the board to fix the date of days to which a regular meeting shall be continued if the Chairman, or Vice-Chairman if the Chairman is unable to act, finds and declares that weather or other conditions are such that it is hazardous for Board Members to attend the regular meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF KING AND QUEEN COUNTY:

1. That the regular meeting of the Board shall be held in the King and Queen Courts and Administration Building, General District Courtroom at 7:00 P.M., the 2nd Monday of each month.
2. That upon the finding and declaration by the Chairman or Vice-Chairman, if the Chairman is unable to act, that the weather or other conditions are such that it is hazardous for Board members to attend the regular meeting of the Board, such meeting shall be continued until the seventh day immediately following such previously scheduled regular meeting at the same time and place.
3. That the fourth Monday of each month at 6:00 P.M., in the King and Queen Courts and Administration Building, 2nd Floor Conference Room be set for the purpose of holding workshops and to receive presentations.

**This resolution is effective immediately.
January 11,2021**

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

King and Queen County Courts and Administration Building

Regular Meeting – 2nd Monday of each month/General District Courtroom 7:00 P.M.

Presentations/Workshops – 4th Monday of each month/2nd Floor Conference Room 6:00 P.M.

**Schedule of Meeting Dates
2021**

January 11, 2021	July 12, 2021
January 25, 2021	July 26, 2021
February 8, 2021	August 9, 2021
February 22, 2021	August 23, 2021
March 8, 2021	September 13, 2021
March 22, 2021	September 27, 2021
April 12, 2021	October 12, 2021*
April 26, 2021	October 25, 2021
May 10, 2021	November 15, 2021*
May 24, 2021	November 22, 2021
June 14, 2021	December 20, 2021
June 28, 2021	December 27, 2021

NOTES

***October Regular meeting falls on Columbus Day, moved to Tuesday, October 12, 2021
November Regular meeting falls during the VACo Annual Conference, moved to Monday, November
15, 2021***

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

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

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

Chairman Alsop thanked her fellow Board members for their confidence in making her Chairman for this year and congratulated Mr. Simpkins for being Chairman during 2020 which was a very challenging year.

APPROVAL AND SIGNING OF THE DECEMBER 14, 2020 MINUTES

A motion was made by Mr. Burns and seconded by Mr. Bailey approving the December 14, 2020 minutes as presented.

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

RATIFICATION OF THE DECEMBER 2020 RECURRING WARRANTS

A motion was made by Mr. Burns and seconded by Mr. Bailey ratifying the December 2020 recurring warrants from the cancelled December workshop.

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

RATIFICATION OF THE CARES AND FIBER PROJECT INVOICES

A motion was made by Mr. Bailey and seconded by Mr. Burns to approve the CARES and Fiber project invoices paid in December 2020.

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

APPROVAL OF JANUARY 2021 WARRANTS AND APPROPRIATIONS

A motion was made by Mr. Simpkins and seconded by Mr. Bailey to approve the January warrants and payroll for the month of January 2021.

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

PUBLIC COMMENT PERIOD

No comments were received from the public.

SOCIAL SERVICES AND SCHOOL SUPERINTENDENT REPORTS

Betty Dougherty, Director of Social Services provided an update on the following items:

- 2020 Christmas Wishes Program

- Virginia Restaurant Meals Program (VRMP)
- Final reporting for DSS CARES programs

Dr. Carol Carter, Superintendent of Schools was unable to attend the meeting. She provided her report to the Board in advance.

PRESENTATION OF FY2020 AUDIT – ANNE WALL – ROBINSON, FARMER COX

Anne Wall, Partner and Auditor with Robinson, Farmer Cox Associates was present to provide an overview of financial report for Fiscal Year 2020. Ms. Wall noted that no audit findings were issued this year. She also noted that there were several items discussed during the exit interview with staff relating to the filing of annual disclosure forms by members of the EDA and new financial policies that need to be in place for FY2021. She also noted that staff in all departments provided all necessary information in a helpful and timely manner. She further directed the Board to the Management Discussion and Analysis (page 4). This shows that the revenues for FY2020 exceeded expenditures by \$1,032,779 and that the unassigned fund balance was \$15,456,880 at year end.

BUDGET AMENDMENT – E-SUMMONS (SHERIFF)

Chief Deputy Balderson provided background on this request. In 2018 the Board approved adding a fee onto traffic summons that collected fees to support the E-Summons program that would allow the deputy to provide an electronic ticket at the time of a traffic stop. To date the computers and software have been purchased and deployed in deputy vehicles. The next step is to have printers in each vehicle to produce summons at the time of issuance. This fund is self-sustaining, all purchases must come from revenue generated through fees collected.

Mr. Burns questioned the useful life of the printers. Deputy Balderson advised that since this a new program there is no way to judge this, but since the program is self-funded, any replacement would have to be made from this fund.

A motion was made by Mr. Burns and seconded by Mr. Bailey to approve the budget amendment and appropriate \$11,000 the purchase the E-Summons software.

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

APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

- Economic Development Authority/Stevensville – Tabled**
- Wetlands Board – Tabled**
- Pamunkey Regional Library Board – Tabled**
- Planning Commission/ St. Stephens Church – Tabled**

COUNTY ADMINISTRATOR'S COMMENTS

County Administrator Thomas Swartzwelder provided the following comments:

- Provided an update on the CARES funding, reminding the Board that the Federal government has extended the deadline for expending these funds until December 31, 2021.
- Fiber Project – the weather that created significant delays in the project as well as the lack of availability of fiber. Another delay has been caused by the requirements placed on the installation contractors by VDOT in the location of fiber. Due to the location of fiber the installation is taking much longer especially in heavily wooded areas. They are approximately 30 days behind schedule.
- FFCRA Policy – The federally funded policy was not extended and expired on December 31, 2020. With the consensus of the Board, he would like to work with Betty Dougherty to come up with a locally funded policy since employees are continuing to experience absences due to COVID. It was the consensus of the Board to proceed.
- Mr. Simpkins asked for an update on the status of COVID vaccinations. At this point in time the Health Department is in charge of deploying vaccinations to qualified individuals. Since there was no plan in place at the time that vaccines became available, deployment is very slow and expected to continue to be so. He, along with Greg Hunter (Emergency Services Coordinator) have offered to assist but as of now the Health Department has not accepted this offer.

BOARD OF SUPERVISORS COMMENTS

Mr. Simpkins had the following comments:

- Thanked everyone for coming.
- Congratulated Tina and Tom for the clean audit and appreciate everyone's hard work to make it possible.
- Commented on being Chairman during such a difficult year. Thanked the 'boots on the ground' for making it possible to keep things going and moving forward.

Mr. Burns had the following comments:

- Thanked everyone for their hard work and for the reports. Thanked finance for keeping track of everything and keeping the Board out of trouble.

Mr. Bailey had the following comments:

- Thanked everyone for coming, and for the familiar faces.
- Thanked finance for clean audit.
- Hopefully next year will be less crazy.
- Happy New Year and have a safe trip home.

Ms. Morris had the following comments:

- Thanked everyone for the reports.
- Thanked Tina for working with the auditor.
- Asked Deputy Balderson if they can have patrols on Rt. 614 (Devils Three Jump Road)
- Asked the County Administrator to check with the landfill as to why there were trucks going to the landfill at 3:00 p.m. on Saturday January 2nd to see if they can do anything about trucks going down the private road Piedmont Farms Road.
- Commented that when the Board decided to change the pay date in December from before Christmas to after Christmas that they should have given it more thought and to do so in the future when making decisions like this.
- Everyone have a good evening and see them next month.

Ms. Alsop had the following comments:

- Thanked the Board for their confidence in making her Chairman.
- Advised that she should be able to be present at the February meeting.
- As to the comments regarding VDOT and the fiber project, she feels that they are not letting the Board get done what needs to be done to serve the citizens, she thinks they are trying to hold up the project rather than help it.
- Asked everyone to still be careful and safe, the pandemic is still very real.

IT IS ORDERED THAT THE BOARD BE ADJOURNED:

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

J. Lawrence Simpkins, Chairman

Thomas J. Swartzwelder, Clerk