

King and Queen County  
Board of Supervisors Regular Meeting

Monday, May 10, 2021  
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 OF AMERICA**

Vice Chairman Morris opened the meeting. Roll Call was taken with all members present.

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

**APPROVAL AND SIGNING OF THE MARCH 15, 2021, MARCH 22, 2021 AND APRIL 12, 2021 MINUTES OF THE BOARD**

A motion was made by Mr. Burns and seconded by Mr. Bailey approving the March 15, 2021, March 22, 2021 and April 12, 2021 minutes as presented.

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

**APPROVAL OF MAY 2021 WARRANTS AND APPROPRIATIONS**

A motion was made by Mr. Bailey and seconded by Mr. Burns to approve the County warrants and payroll for the month of May 2021, subject to audit.

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

**APPROPRIATION OF MARCH 2021 REVENUE TO THE SCHOOL FUND IN THE AMOUNT OF \$569,906.15**

A motion was made by Mr. Simpkins and seconded by Ms. Morris to appropriate the March 2021 revenue to the School Fund in the amount of \$569,906.15, subject to audit.

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

**APPROPRIATION OF REMAINING \$500,000 IN LOCAL FUNDS TO THE SCHOOL FUND PER FY2021 BUDGET ADOPTION RESOLUTION**

A motion was made by Mr. Burns and seconded by Mr. Simpkins to approve the remaining \$500,000 in local funds to the school division.

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

**PUBLIC COMMENT PERIOD**

No comments were received from the public.

**PUBLIC HEARING – TEXT AMENDMENT – ZONING AND BUILDING FEE SCHEDULE**

Director of Finance, Tina Ammons provided proof of publication and background. The proposed fee schedule changes were presented by the Director of Community Development and Building Official during the budget process. After review and discussion by the Board staff has revised the proposed fee schedules to include Board requested changes regarding permit fees for non-profit organizations. The current draft reincorporates the fee exemptions for these organizations.

Chairman Alsop opened the public hearing for comments. Hearing no comments from the public, the hearing was closed.

Ms. Ammons reminded the Board that if they choice to adopt the new fee schedules, they need to incorporate an effective date. Staff has recommended setting July 1, 2021 to allow time for processing currently submitted applications and to provide notice to citizens and contractors.

A motion was made by Mr. Bailey and seconded by Mr. Simpkins to approve the text amendment for Zoning and Building fee schedules and to set the effective date as July 1, 2021.

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

**EMERGENCY SERVICES – ITEMS REQUESTED BY GREG HUNTER, EMERGENCY SERVICES COODINATOR**

- ESO IT hardware grant pre-approval – VDH has transitioned to a new patient care reporting software for emergency services. All reporting agencies will have to upgrade to this new software by July 1<sup>st</sup>. The new software is not compatible with the hardware that all agencies within King and Queen use. Mr. Hunter has applied for a grant from VDH to cover the cost of the software and hardware needed. County policy requires approval of

grant award and appropriation of funds prior to purchase. Mr. Hunter is requesting that due to the implementation timeline set forth by the state that staff be allowed to purchase as soon as the grant award is made in order to have in place to allow for set up and training.

Mr. Burns questioned the recurring cost associated with the new software compared to current costs. Ms. Ammons advised that she did not have the exact figure of the annual recurring cost for the current software but advised that there is one and the new recurring cost is replacing that.

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to allow purchase of the necessary equipment and software once grant award is made.

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

NAYS: J. M. BURNS

- Approval of amendment to FY21 budget for purchase of ESO staffing software – The current FY2022 budget includes funding for staffing software to be used by the Rescue Services staff. The new state mandated patient care software has this capability and if purchase that the same time, provides savings to the County. Since these funds are not in the FY21 budget and the reporting software must be implemented prior to July 1<sup>st</sup> Mr. Hunter is requesting a budget amendment to the FY21 budget to allow purchase within the current year and will not use the funds allocated in next year's budget.

A motion was made by Mr. Simpkins and seconded by Ms. Morris approving the budget amendment.

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

NAYS: NONE

- Approval of updated Emergency Operations Plan (EOP) – Mr. Hunter provided copies of the plan in advance of the meeting along with a list of the changes that have been made. Mr. Burns questioned several items that are in the plan that as to whether or not they conflict with state provisions. Ms. Ammons advised that she was not familiar with the details of the plan and advised that if the Board has questions, it should be tabled and have Mr. Hunter present at a work session.

A motion was made by Mr. Simpkins and seconded by Ms. Morris to table and have presentation at the next work session.

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

NAYS: NONE

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

- Economic Development Authority/Stevensville – Tabled
- Economic Development Authority/At Large Member/Paul Bennett – Tabled

- Economic Development Authority/At Large Member/Plunard Robinson – Tabled
- Economic Development Authority/St. Stephens Member/George Longest – Tabled
- Economic Development Authority Member/Shanghai Member - Tabled
- Wetlands Board – Tabled
- Pamunkey Regional Library Board – Reappointment of David Litchfield – A Motion was made by Ms. Alsop and seconded by Ms. Morris to reappoint Mr. Litchfield to a four-year term expiring on June 30, 2025.  
 AYES: D. H. MORRIS, J. L. SIMPKINS, J. M. BURNS, R.F. BAILEY, JR., S.C.  
 ALSOP  
 NAYS: NONE
- Pamunkey Regional Library Board – Appointment to fill the unexpired term of Joy Harvey. A motion was made by Ms. Alsop and seconded by Mr. Bailey to appoint Patricia Simpkins to fill the term expiring on June 30, 2022.  
 AYES: D. H. MORRIS, J. L. SIMPKINS, J. M. BURNS, R.F. BAILEY, JR., S.C.  
 ALSOP  
 NAYS: NONE
- Planning Commission/ St. Stephens Church – A motion was made by Mr. Simpkins and seconded by Ms. Alsop to appoint Comer Jackson to a four-year term expiring May 10, 2025.  
 AYES: D. H. MORRIS, J. L. SIMPKINS, J. M. BURNS, R.F. BAILEY, JR., S.C.  
 ALSOP  
 NAYS: NONE

## **BOARD OF SUPERVISORS COMMENTS**

### **Mr. Bailey had the following comments:**

- Thanked everyone for coming, he appreciates the support and wished everyone a safe trip home, see everyone next month.
- He is pleased to see VDOT finally working on cleaning out ditches to improve drainage but there is much more needed and he does not feel that King and Queen is getting the same services as other counties. He cited the shoulder, ditching and drainage improvements recently done on Farmer’s Road in New Kent. He thinks that the next time Joyce is here for a report that the Board needs to address these concerns to her as a united group.
- Advised that the police active in his area, local deputies and state police, have really increased recently.

### **Mr. Simpkins had the following comments:**

- Thanked the citizens for coming and wished everyone a safe trip home.
- He is glad to see COVID cases going down.
- The most recent broadband report received show that Phase II should be starting soon.

### **Mr. Burns had the following comments:**

- He is glad the fiber project is moving along and that once the fiber arrives they will be able to begin hook ups.
- The Board should receive KQES information next month, he is glad this project is moving along and hopes it continues to do so.
- Thanked everyone for coming.

**Ms. Morris had the following comments:**

- Thanked everyone for coming out.
- She agrees with Mr. Bailey regarding VDOT concerns. The Board needs to put some pressure on them to get the service needed.
- She is also glad to see the broadband project moving along.
- She had some concerns for the Sheriff but has already spoken to Captain Balderson.

**Ms. Alsop had the following comments:**

- Thanked everyone for coming.
- Advised that the VACo conference is virtual this year. It is a very good educational opportunity
- Wished everyone a great rest of the month and be aware of the still cool weather at night and garden vegetables.

**IT IS ORDERED THAT THE BOARD BE ADJOURNED:**

A motion was made by Mr. Bailey and seconded by Ms. Morris to adjourn the meeting at 7:30 p.m.

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**Sherrin C. Alsop, Chairman**

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**Thomas J. Swartzwelder, Clerk**