

**King and Queen County
Board of Supervisors Workshop/Presentation Meeting**

Monday, August 26, 2019

7:00 P.M.

**King and Queen County Courts and Administration Building
2nd Floor Conference Room**

“Minutes of the Meeting”

Chairman Burns opened the workshop/presentation meeting with all members present.

KING AND QUEEN COUNTY SCHOOLS – MEETING REQUEST BY SCHOOL BOARD

The King and Queen County School Board had requested to hold a joint meeting with the Board of Supervisors asking what the status was of the King and Queen Elementary School Study.

County Administrator Thomas Swartzwelder provided an update on the study.

Ms. Alsop, Member of the Board of Supervisors raised ongoing concern over the school financial reporting and expenditures.

Ms. Harwood Hall, Chairman of the School Board, offered to provide the Board of Supervisors with a monthly financial report of which would be the same report that the School Board receives.

Superintendent of Schools Carol Carter offered to meet with Ms. Alsop to discuss school issues.

Chairman Burns questioned increasing programs relating to identifying and treatment of mental health issues. The schools advised that they would be in contact with Mrs. Dougherty, Director of Social Services to discuss new program that Mr. Burns was recommending.

Ms. Alsop raised the issue of the upcoming census, advising that recently at a VACO meeting, it was told that there could be a cost of \$2,000 per student that was not counted and questioned what could be done to make sure that parents get schools the information.

APPROVAL OF AUGUST 2019 RECURRING WARRANTS

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve the recurring warrants, as subject to audit.

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

APPROVAL OF DISPOSITION OF SOCIAL SERVICES VEHICLE – 1999 CHRYSLER CIRRUS – MILEAGE 110,904 TO THE SCHOOL BOARD

A motion was made by Mrs. Morris and seconded by Mr. Bailey to give the 1999 Chrysler Cirrus to the School Board for their use.

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

SHERIFFS DEPARTMENT – REQUEST TO RESTRUCTURE A POSITION AND ADJUST SALARY LINE ITEMS – SHERIFF CHARBONEAU

Sheriff Charboneau provided a presentation to the Board requesting to make a full-time position a part-time position, and to make a current part-time administrative position to full-time.

Sheriff Charboneau advised that there would not be any additional request for funds to make this change.

It was the consensus of the Board to approve the request as presented.

DISCUSS AND APPROVE FY2020 FUND BALANCE POLICY

County Administrator Thomas Swartzwelder and Finance Officer Tina Ammons presented the FY2020 Fund Balance Policy.

After discussion and review, a motion was made by Mr. Bailey and seconded by Ms. Alsop to accept staffs recommendation for approval

Fund Balance Recommendations FY2019-20

Beginning Balance (Per FY2018 Audit Beginning Balance)

\$25,423,238

	FY2018 Balance	FY19 Changes	FY19 Recommend for FY2020
<u>Restricted</u>			
Asset Forfeiture	\$10,242	-\$6,889	\$3,352
Court Security	\$95,626	\$6,532	\$102,158
DARE Fund	\$200	\$100	\$300
Sheriff's Auxiliary Fund	\$2,316	\$3	\$2,319
K9 Fund	-\$474	\$1,360	\$886
Electronic Summons Fund		\$9,555	\$9,555
Project Lifesaver Fund			\$1,726
CDBG Client repayment	\$96,677	\$2,848	\$99,525
School Food Services	\$67,231	-\$14,151	\$53,080
	\$271,817	-\$642	\$272,901

<u>Committed</u>			
School Construction Projects	\$1,000,000		\$1,000,000
School Capital Fund	\$662,251	\$314,353	\$976,604
Landfill Contingency	\$2,690,524	\$175,327	\$2,865,850
Budgeted use of fund balance	\$1,530,577	\$997,155	\$2,527,732
			\$0

EDA projects (general)			
	Airport District		\$0
	Route 360 corridor	\$250,000	\$250,000
	Route 33 corridor	\$250,000	\$250,000
Broadband		\$500,000	\$500,000
Rescue Services		\$200,000	\$200,000

Capital Projects (County)	\$500,000		\$1,612,800
	\$7,583,351	\$1,636,834	\$10,182,985
Assigned			
Reserve for future expenditures	\$2,317,896	\$56,169	\$2,374,065
	\$2,317,896		\$2,374,065
Unassigned Fund Balance			\$12,593,287
Recommended minimum unassigned fund balance			\$3,000,000
Fund Balance available for designation			\$9,593,287

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

EMERGENCY SERVICES COORDINATOR REQUEST TO CHANGE VEHICLE TYPE

Emergency Services Coordinator Greg Hunter is requesting approval to purchase a F250 truck package instead of the police Employer package.

Base Cost for the 2019 Ford Employer Police Interceptor Utility Vehicle is \$36,346.00. The base cost for the Ford F250XL 4x4 Crew Cab is \$34,698.00.

After discussion, the Board by consensus approved Mr. Hunters Request, as long as it stayed within the Budget.

CLOSED SESSION PURSUANT TO SECTION 2.2-3711 (a) (7) TO CONSULT WITH COUNSEL PERTAINING TO PENDING AND THREATENED LITIGATION

A motion was made by Ms. Alsop and seconded by Mr. Bailey to enter into closed session pursuant to Section 2.2-3711(A) (7) of the Code of Virginia to consult with Legal Council pending and threatened litigation.

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

A motion was made by Mr. Bailey and seconded by Mr. Simpkins to come out of closed session with each member certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard discussed and considered in closed session.

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

BOARD OF SUPERVISORS COMMENTS

Mrs. Morris questioned why Meridian Waste had submitted a FOIA request for the landfill host agreement. County Administrator Thomas Swartzwelder advised that he did not know know, that the information has been sent to them.

Mrs. Morris also questioned the status of improvement at the health department as it was a part of the county budget.

Mr. Bailey questioned the poor quality of Rt. 14 resurfacing and expressed concern of the longevity of the resurfacing.

Ms. Alsop reiterated concern of the census.

Mr. Simpkins asked for an update on the Security Committee of which Mr. Swartzwelder provided him with a copy.

Mr. Burns questioned creating a county wide maintenance department to include the School Buildings.

IT IS ORDERED THAT THE BOARD BE ADJOURNED

A motion was made by Mr. Bailey and seconded by Ms. Alsop to adjourn.

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

James M. Burns, Chairman

Thomas J. Swartzwelder, Clerk