

**King and Queen County
Board of Supervisors Meeting
Monday, July 25, 2022**

6:00 P.M.

**Regular Meeting
King and Queen County Courts and Administration Building
Second Floor Conference Room**

Minutes of the Meeting

CALL TO ORDER AND ROLL CALL

Chairman Morris called the meeting to order. Roll call was taken with members Sherrin Alsop and Rusty Bailey being absent.

RECURRING WARRANTS

A motion was made by Mr. Burns and seconded by Mr. Simpkins to approved the July recurring warrants, subject to audit.

AYES: MORRIS, BURNS, SIMPKINS

NAYS: NONE

ABSENT: BAILEY, ALSOP

RIVERSTREET NETWORKS PRESENTATION

Representatives from Riversteet were present to provide an update on the status of the Fiber to the Home project and answer questions from the Board.

DISCUSSION OF PPTRA RATE

Commissioner of Revenue, Kelly Lumpkin, was present and advised the Board that the new PPTRA rate for 2022 will be 39.5% rather than the original 35.5% based on the reduced valuation ratio that the Board approved. Mr. Swartzwelder advised that the new PPTRA rate will require a public hearing since it was part of the tax rate resolution that was adopted by the Board as part of the FY23 budget process. This public hearing is scheduled for the regular August Board meeting.

REVIEW AND APPROVE ADDITIONS TO HR POLICY

Betty Dougherty was present to answer questions that have arisen related to some of the policies that are being reviewed to be incorporated in the HR policy manual. Mr. Burns questioned the language in the Diversity Policy and its intent. Ms. Dougherty answered questions related to the hearing process within the Grievance Policy.

After brief discussion related to the Diversity Policy a motion was made by Mr. Simpkins and seconded by Ms. Morris to adopt the following HR policies:

- Diversity, Equity and Inclusion
- Talent Acquisition and Recruitment
- Orientation, Onboarding and Development
- Performance Management
- Separation and Termination of Employment
- Grievance Policy

AYES: MORRIS, SIMPKINS

NAYS: BURNS

ABSENT: BAILEY, ALSOP

DISCUSSION OF UPCOMING BUDGET AMENDMENTS RESULTING FROM STATE/COMPENSATION BOARD ADOPTED BUDGETS

Director of Finance, Tina Ammons, provided a worksheet showing comparisons of positions within the Constitutional Offices based on the position funding provided by the Compensation Board. Due to the local supplements provided in some offices that County is not required to pass along some of the salary increases to staff. However, in some cases the funding is higher than what would be provided based on the 5% across the board increases adopted as part of the FY23 budget. Staff is requesting clarification on an unwritten policy that has been used in the past regarding state funded salary increases versus locally funded increases.

A motion was made by Mr. Burns and seconded by Mr. Simpkins to adopt the policy that when salary increases are provided by both the County and by the State, the employee shall receive whichever increase is higher, but not both.

AYES: MORRIS, BURNS, SIMPKINS

NAYS: NONE

ABSENT: BAILEY, ALSOP

EMERGENCY SERVICES UPDATE

Emergency Services Coordinator, Greg Hunter, provided an update on the status of volunteer staffing and response from both fire and rescue agencies. Both of the volunteer rescue agencies have annual licensing requirements due within the next few months and based on the current data neither Mr. Hunter nor Mr. Swartzwelder feel comfortable with the County signing off on necessary documentation required by the Office of OEMS. After discussion relating to specific concerns relating to call volume and response and the number of qualified volunteers in each agency it was the consensus to have Mr. Hunter reach out to each of the two agencies and make them aware of the Board's concerns and work with both agencies to possibly be included under the County licensing and follow County EMS policy.

Specific concerns related to fire response included the lack of volunteer responders to incidents, failure to maintain trucks and equipment, lack of proper equipment and the inability for the chiefs to draft policy updates that have been requested by the Board. There was lengthy discussion and review of data provided on that status of volunteer agencies and responses.

A motion was made by Mr. Burns authorizing Mr. Hunter to draft all of the necessary policies, present them to the volunteer agencies and give them 30 days to comment and provide input and then have the policies brought to the Board for approval.
Motion died for lack of a second.

A motion was made by Mr. Simpkins and seconded by Mr. Burns authorizing emergency services to lead operational firefighting responses by developing and implementing polices and managing events with staff in partnership with volunteers.

AYES: MORRIS, BURNS, SIMPKINS

NAYS: NONE

ABSENT: BAILEY, ALSOP

Mr. Hunter further advised that Deputy Chief Scott Day has resigned from his position due to changes at his fulltime employment. Mr. Hunter advised that since this part time position was requested and approved staffing has increased by 6 new FTEs as well as increased call volume. Mr. Hunter requested consideration of converting this position to fulltime and include additional duties. The cost of this would be an additional \$62,000 over the current budget for that position. It was the consensus of the Board to stay with the part time position for this year and revisit it as part of the budget process for next year.

ITEMS BROUGHT FORTH BY BOARD MEMBERS

No members had additional items to discuss.

Mr. Swartzwelder advised the Board that the Town of West Point is making a \$10,000 donation to Tappahannock in response to the recent fire incident there. He has been told that King William is doing the same.

Mr. Swartzwelder also advised that King William has approached him regarding the possibility of having the Mattaponi River designated as a Scenic River. The board discussed briefly but it was the consensus not to participate.

CLOSED SESSION

A motion was made by Mr. Burns and seconded by Mr. Simpkins to enter into closed session pursuant to Section 2.2-3711A (1) for the consideration prospective candidates for County Administrator and County Attorney.

AYES: MORRIS, BURNS, SIMPKINS

NAYS: NONE

ABSENT: BAILEY, ALSOP

A motion was made by Mr. Simpkins and seconded by Mr. Burns to enter into open session with all members certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act were heard, discussed or considered in closed session.

AYES: MORRIS, BURNS, SIMPKINS

NAYS: NONE

ABSENT: BAILEY, ALSOP

IT IS ORDERED THAT THIS BOARD BE ADJOURNED

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

Doris H. Morris, Chairman

Clerk of the Board