

THE REGULAR WORK SESSION OF THE NEW KENT COUNTY BOARD OF SUPERVISORS WAS HELD ON THE 28TH DAY OF MARCH IN THE YEAR TWO THOUSAND TWELVE IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING IN NEW KENT, VIRGINIA, AT 8: 31 A.M.

IN RE: CALL TO ORDER

Chairman Burrell called the meeting to order.

IN RE: ROLL CALL

Thomas W. Evelyn	Absent (arrived at 8:34 a.m.)
C. Thomas Tiller, Jr.	Present
James H. Burrell	Present
Ron Stiers	Present
W. R. Davis, Jr.	Present

All members were present after Mr. Evelyn's arrival.

IN RE: FY13 SCHOOL BOARD BUDGET

School Board members Gail Hardinge, Leigh Quick, Dean Simmons, Brett Marshall and Sarah Barber, along with School Superintendent Robert Richardson, Jr. and Executive Director of Finance & Budget Ralph Westbay, were present to review the Schools' recently adopted FY13 Budget.

School Board Chair Hardinge commented that the School Board felt very fortunate that it had enjoyed a positive relationship with the Board of Supervisors and understood the economic struggle with the budget.

Mr. Westbay reviewed that the Schools' budget took into account the change in New Kent's Composite Index, which determines local and state share of funding, resulting in a decrease in Basic Aid funding; the net reduction of State revenues in the Governor's proposed budget; the loss of one-time stimulus funds for Education for Jobs and State Operating Supplement; a fall enrollment estimated at 2,913 (an increase of 48 students); an assumption that there would be level funding from the County; and the elimination of one-time Fund Balance carry-overs from previous year(s). He indicated that revenues could be greater if the Senate's version of the budget were to be adopted.

He indicated that the budget also took into account Virginia Retirement System (VRS) Retirement and Group Life increases, an increase in the Retiree Health Care Credit, projected health insurance increases, no salary increases, and a level non-personnel budget, except for some increases for transportation maintenance, mandated gifted tuition increases, and K-12 assessment materials.

He explained that they had to plan based on fall enrollment projections, but were paid by the State based on March enrollment figures. He indicated that growth reflected in the 10-year enrollment projections called for a new teacher for Grade 5 and Grade 2, and a new ESL/Spanish teacher, as well as one new Special Ed teacher and four additional paraprofessionals for the upcoming year.

He advised that based on all of these factors, New Kent Schools would have a total net shortfall of \$2,650,382 for FY13.

Dr. Richardson reviewed the various budget reductions and cost-saving measures taken in the past three years and spoke about the unprecedented decrease in special education funding by the State, with no corresponding change in the mandated level of service. He reminded that the New Kent School System had received awards and accolades for its management and use of resources in a State efficiency study, and was the seventh lowest in per pupil spending in the State in 2011, all of which reflected that the Schools “accomplished a great deal with scarce dollars” and he felt they had a record of “spending wisely and well”. He reviewed revenue by funding sources from FY05 to present and noted that the County had been the most consistent funding partner, with the declines being primarily in State funding.

He advised that the shortfall for FY13 would result in a significant program impact, in light of the multiple years of reductions and efficiency measures that had been implemented in prior years, and that even though every effort had been made to “protect the classroom”, there was no way to hold staffing levels harmless since 82% of the School budget was for salary and benefits.

Dr. Hardinge reviewed the three tiers of “balancing options” developed to deal with the deficits. She indicated that Tier I had the least impact to classrooms, and included self-funding health insurance, energy conservation savings, using open source software, food service indirect costs, a reduction in the number of athletic coaches, reducing transportation for athletics, activity buses, and field trips; and realigning eight positions, for an impact of \$841,600.

Tier II measures included deferring textbook adoptions, reducing supplies/materials by 10%, reducing the budget for substitute teachers by 25%, for a savings of \$304,800. There was discussion regarding Mr. Stiers’ suggestion to use retired teachers as volunteer substitutes.

Dr. Richardson advised that Tier III was the “last resort” and called for the elimination of one clerical position; increasing class sizes in middle and high school (eliminating 3.5 positions); increasing the portion paid by employees for health care; four furlough days; a 1% salary reduction; and the reduction of an additional 11.5 teaching positions, for a total savings of \$1,503,982. The combined savings for all three tiers totaled \$2,650,382, the amount necessary to balance the budget.

He summarized that the measures in Tier I were “a given” and that Tier III would result in the elimination of a total of 16 positions. He explained that if additional funding became available, they would start at the bottom of Tier III, with the first priority being restoration of the 11.5 teaching positions and elimination of the salary reductions and furlough days, which would require \$1.1 million. He indicated that between eight and nine positions would become vacant through attrition which they hoped would help to address some of the other reductions.

Board members congratulated the School Board on having made some difficult choices. Dr. Hardinge commended the School Administrative staff, commenting that it was the “best team we’ve had in terms of putting things together” and that their budget “was about as tight as we can get it”.

Dr. Richardson spoke about how having three new School Board members had brought “some fresh eyes” to the process, and confirmed that the School Board had adopted the

budget at its last meeting, but could amend it once all final figures were in. He added that they were "getting no signals from the General Assembly that there would be anything substantial".

IN RE: RENTALS OF SCHOOL FACILITIES

Parks & Recreation Director Kim Turner and Parks Manager Jason Baldwin were present to review a proposed change in a Shared Use Agreement between the Board of Supervisors and School Board.

Ms. Turner explained that there were few issues with the shared use of facilities between the County and the Schools, and the main issues dealt with community use of School facilities. She indicated that a few years back, Parks and Recreation had assumed responsibility for managing that process and the proposed changes would shift that process to the principals of the individual schools. She spoke about the need for accountability and consistency, as well as a needed increase in the rental fees to cover the actual operating costs.

Dr. Richardson advised that the School Board had approved the amended document, with three key changes. One of those changes involved long term usage and would limit a group's use of a facility to one year, with the thought that any community group in the process of looking for permanent space would be more motivated. Another change involved amending the fees to reflect actual custodial contractor charges and utilities, with Dr. Richardson explaining that it was their aim only to "break even".

Ms. Turner reviewed that the proposed changes in the rental fees could impact both the School and County budgets.

Regarding the scheduling process, Ms. Turner advised that the school gymnasiums (excluding the high school) were mostly used by Parks and Recreation programs and it was proposed that her department would continue to manage those facilities. Dr. Richardson advised that they did not anticipate changing that process either, but were concerned about a consistent policy for the waiver of fees. It was explained that County groups were not charged.

Mr. Davis commented he felt it would be more cost efficient for one person to handle this as he felt the principals were "paid too much" to have to take care of this.

There was discussion regarding the use of the cafeterias, and Ms. Turner pointed out that language had been added that use of the school cafeterias had to be in accordance with health department regulations, in instances where there was food handling involved.

Mr. Burrell asked if deposits were required. Ms. Turner advised that the County did require deposits but the Schools currently did not.

Mr. Stiers spoke about a recent incident where the Quinton Volunteer Fire Department was denied use of facilities at Watkins Elementary School. Ms. Turner clarified that the group was not denied use, but was not given a fee waiver, explaining that they wanted to use the facility after hours. Mr. Simmons advised that he had received a similar complaint regarding the incident and understood that if the use was after hours, there would be a fee. Dr. Richardson explained that when a County group was involved in a fund-raising activity, then the fees could not be waived. He went on to say that there had been a bigger problem with the incident in question, in that School Administration had not been contacted by this

group and had had no opportunity to address the issue, which could have been resolved. He emphasized that this group had not been targeted but there was a plan going forward, and some of the costs could not be waived, otherwise the School system would be subsidizing these activities in its budget.

County staff advised that they would obtain copies of the latest changes that had been requested by the School Board and bring the revised document back to the Board for approval on a future consent agenda, and that the new fees would be a part of the proposed budget, to be effective July 1, 2012.

IN RE: HISTORIC SCHOOL RENOVATION PROJECT

Dr. Hardinge requested an update on the Historic School renovation project. Mr. Lawton advised that the Board had authorized an addendum to the project for which bids had just been received and would be reviewed with the Board in Closed Session later in the meeting, and he would thereafter communicate any decision that might be made to Dr. Richardson. Dr. Hardinge requested that a School representative be among those who met regularly with the builder.

IN RE: REGIONAL TECHNICAL CENTER

Mr. Burrell requested an update on the Regional Technical Center. Dr. Richardson advised that renovation work was underway and although a few unexpected issues had arisen, they expected the Center to open as planned in September 2012. He indicated the Project Director had been given office space at New Kent High School so that he could work on the curriculum, policies, and hiring. He advised that renovations of the old bus garage were going to be more complicated than anticipated since it would now have to meet stricter codes and compliance standards under its reclassified use, and he complimented Building Official Clarence Jackson for working with the Schools in that regard.

He reported that enrollment was underway, with more interest in the nursing program than had been anticipated. There was discussion regarding whether the lease should be between the County and Bridging Communities, or between the County and the School Board. Dr. Richardson advised that the start-up budget and the first three years' operating budgets had been developed, and reminded that a portion of the tuition was earmarked to repay New Kent for the renovation work. He advised that the tuition for year one was \$3,600, which was less than the tuition currently being paid to Richmond Technical School.

The School Board members then departed and the Board took a brief recess before continuing with its meeting.

IN RE: FY2013-2018 SECONDARY SYSTEM SIX YEAR PLAN

Virginia Department of Transportation (VDOT) staff, which included Area Program Director Rob Crandol, Area Program Manager Laura Walton, Resident Administrator Mike Cade, and Director of Transportation & Land Development Scott Gagnon, was present to review the proposed priority list and budget for the FY2013 – 2018 Secondary System Six Year Plan.

Mr. Gagnon announced that Mr. Cade would be the new VDOT liaison for New Kent and four other localities, and would be attending the monthly Board meetings. He explained that Mr. Cade would be serving in the same capacity for four other localities.

Mr. Cade advised that Chad Baker was one of nine superintendents under his direction and would continue to handle all maintenance activities in New Kent.

Mr. Davis asked for an update on improvements on South Waterside Drive at Fanny's Creek. Mr. Cade advised that soil borings were in the process of being completed, after which time the contract should go out for advertising, hopefully within the next six months.

Mr. Crandol explained that in his capacity as Program Director for the Richmond District, he dealt with project financing, and talked about how the lack of money not only in New Kent but all over the State was discouraging. He introduced Laura Walton, who was temporarily filling the position formerly held by Sherry Eagle who had moved to another position on his staff. He reviewed that the Six Year Plan (SYP) was an annual process and that the goal at this meeting was to confirm the Board's priorities and obtain permission to move forward with a public hearing and adoption at the April 18 meeting. He emphasized that the SYP was not a commitment to when something would get built, as those schedules were developed by their engineers, but a plan of how money would be allocated, adding that each SYP adopted superseded all previous plans. He explained that in its role as decision makers, the Board determined the priority of projects and selected projects to be added each year, with VDOT managing the money.

He reviewed FY13 "countywide incidentals" which he explained were placeholders for "pots of money" that were not project specific but provided flexibility to do engineering work and other smaller priced items.

He reflected that in the adopted FY12 SYP, there had been allocations of \$59,264 each year for six years, and he reviewed the current status of the projects. He noted that the Stage Road/Rt. 632 project was completed and had no balance due, but needed to stay in the Plan until it was "wrapped up on the books". He noted that the next priority, Dispatch Road/Rt. 613 would be fully funded in four years, and the final project was Henpeck Road/Rt. 665, which could remain in the Plan in case the funding picture improved, or the Board might want to think about small improvements instead that could get done with the money available. He advised that for FY13, the only funding coming in would be tele-fees, which were projected to be \$59,220 for FY13 and \$65,179 for the five years thereafter.

Mr. Crandol explained that there were two categories of VDOT funding - maintenance and construction - and that construction funding was distributed by "formulas" determined by land area and population. He reported that there would be no funding making it to the formulas for FY13, except tele-fees.

There was discussion regarding ditch cleaning. Mr. Cade explained that State forces still performed this work but it took longer than it used to because of the environmental clearances that were now required. Board members shared their frustrations at some of the piecemeal work that had been done in their districts and Mr. Cade indicated that he was not familiar with the individual jobs and not able to offer any explanations. He advised that his staff was "pulled in a lot of directions" and he would "love to do total maintenance" in an area but their schedules did not allow it. He indicated that although maintenance was an area that would be funded, it would not have any more money than what it had in the past. Board members suggested that if they could be notified in advance that work was going to be done in their district, they might be of some assistance. Mr. Cade advised that he was working with his superintendents on better scheduling and he hoped that once New Kent's superintendent had a better feel for the community, those processes should improve.

Mr. Evelyn moved to authorize staff to schedule and conduct a joint public hearing with VDOT for the Secondary Six Year Plan on April 18, 2012. The members were polled:

Thomas W. Evelyn	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
C. Thomas Tiller, Jr.	Aye
James H. Burrell	Aye

The motion carried.

IN RE: GENERAL REASSESSMENT 2012

Real Property Analyst Shannon McLaughlin, in the place of Commissioner of Revenue Laura Ecimovic who was out sick, provided the Board with an update on the 2012 General Reassessment. She advised that their office had addressed all of the 120 appeals received and mailed out notices to those taxpayers, who had until April 16 to file appeals to those decisions to the Board of Equalization (BOE). She noted that as a result of changes made by the 2011 General Assembly, the Board of Equalization must wait an additional 30 days (45 days total), which would likely extend the time period for that process; however, it was her information that only one appeal had been made to date to the BOE.

She provided a handout and reported that after the appeals made to the Commissioner had been completed, the revenue neutral real estate tax rate was 82 cents.

She reviewed some of the information in the handout, which included median and average home values. She noted that the 2012 median value home in New Kent was \$214,800 compared to \$243,400 in 2011, and the average value home was \$273,900 for 2012 compared to \$309,800 for 2011.

Included in the handout were projected impacts on the tax bills for homes of a certain value resulting from a change in the tax rate to 82 cents. Those findings were there would be no more than a \$50 increase in 2012 tax bills, compared to 2011 tax bills, on 63% of improved properties valued \$100,000 or less, 81% of those valued between \$101,000 and \$150,000, 74% of those valued at \$151,000 to \$200,000, 51% of those valued \$201,000 - \$250,000, and 47% of those valued over \$250,000.

Ms. Gowdy advised that New Kent's ordinance had not been updated with the latest change made by the General Assembly, and although County was acting outside of its ordinance, it was acting in compliance with State law and would amend its ordinance during the summer of 2012.

There was discussion about the tax rates for properties in the Agricultural and Forestal District program. Ms. McLaughlin advised that she would obtain and provide additional information on that issue.

Mr. Davis commented about how the reassessment process had improved since it was being done in-house, and commended Ms. McLaughlin and her co-workers for their hard work.

IN RE: MT. OLIVE BAPTIST CHURCH 150TH ANNIVERSARY

Before the Board for consideration was Resolution R-15-12 recognizing Mt. Olive Baptist Church on the occasion of its 150th anniversary, which had been requested by Mr. Burrell at a previous meeting.

Mr. Burrell moved to adopt the resolution as presented. The members were polled:

C. Thomas Tiller, Jr.	Aye
James H. Burrell	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye

The motion carried.

IN RE: CHAMBER OF COMMERCE SUPPORT OF A REVENUE NEUTRAL FY13 BUDGET

Bart Leader spoke to the Board on behalf of the New Kent Chamber of Commerce, to express the Chamber's support of a revenue neutral tax rate and doing what was needed to maintain revenues and the current level of service. He advised that Chamber members understood what was happening to funding at the State level and were willing do whatever it could to help the County.

Mr. Lawton advised that he would be meeting with representatives of the Chamber on the following day to review the FY13 Draft Budget more thoroughly and hopefully would be able to come up with some "talking points" to share with them.

IN RE: PLANNING COMMISSION

Mr. Stiers reviewed a proposal to reduce the size of the Planning Commission from ten members to five, which would not only save \$6,000 per year in meeting fees but would set an example for others to look for ways to cut costs and improve efficiency. He indicated that State law provided that the expiration terms could be the same as the elected officials who appointed them, and there would still be one member from each district.

There was discussion regarding how to handle the unexpired terms of members currently serving. Mr. Stiers reminded that the Board had changed its bylaws to reflect that appointees served at the pleasure of the Board. Ms. Gowdy advised that the proposed reduction would require the adoption of an ordinance and the Board could choose a date that would be effective, which would terminate all previous terms, but she would need to look further into the matter.

Mr. Davis advised that he would not be able to support such a change because his district encompassed totally different areas and he liked having an appointee from each.

Mr. Tiller commented that he felt that reducing the Planning Commission by half might result in quorum problems and cancelled public hearings, and any savings in meeting payments could be outweighed by the cost of additional advertising.

Mr. Evelyn spoke about meeting attendance and accountability for Planning Commission members. Ms. Gowdy reported that if a Planning Commissioner missed three meetings in a

year, those absences were supposed to be reported to the appointing Board member. She added that the Planning Commission was considering an amendment to its bylaws that would require its members to receive certification from the State, and the Board might be asked to mandate that training. Mr. Burrell spoke about the benefits of training and how important it was to have Planning Commissioners who were familiar with planning processes and the neighborhoods. Ms. Gowdy indicated that staff was considering having the training provided in the County rather than requiring the commissioners to go out of town for it, and the Board might be hearing about that as well.

There was no action taken on Mr. Stiers' suggestion to reduce the size of the Planning Commission.

IN RE: CATS AT LARGE

The Board was brought up to date on a cat problem brought to its attention by a resident at a previous meeting. Present from the Sheriff's Office were Sheriff F. W. Howard, Jr., Lt. Charles Gardner, and Corporal Kevin Watkins.

Ms. Gowdy reported that, based on her research, licensing did not appear to be effective in those communities using it and she, along with the Sheriff and his staff, were looking at the nuisance ordinance used by the City of Richmond. She indicated that ordinance was based on "unreasonable discomfort" which might be hard to define or enforce in the wide variety of neighborhoods existing in New Kent.

Sheriff Howard admitted that his office did not have a solution as cats were naturally roaming animals, and he agreed that licensing was not the answer. He advised that unless a cat was injured or a nuisance, they did not usually put out traps unless requested, and it was the policy of his office to deal with each complaint on a case-by-case basis.

Corporal Watkins advised that he had met with the affected homeowner, surveyed her property, explained about cat laws in general, and offered some suggestions to deal with the problem. He reported that it was his understanding that one of the neighbors may have been tending cats that had been abandoned at a nearby trailer park, although the neighbor was not claiming ownership of the cats and it had been confirmed that the neighbor was not adopting cats from the County's Animal Shelter.

There were references about a prior problem in Eltham with a rabid cat. It was explained that if rabies were confirmed, then Animal Control staff would go into the area and perform eradication.

There was additional discussion regarding the procedure that was followed when someone called with a cat problem, as well as animal hoarding.

Sheriff Howard commented that one thing he liked about the ordinance used in Richmond was the reference to cats "repeatedly at large" which might give his office more control to deal with the problem.

IN RE: SHERIFF'S OFFICE UPDATE

Sheriff Howard updated the Board on some recent crime activity in the County and advised that he was working with law enforcement in neighboring localities that were having similar problems.

Board members commended the Sheriff for the recent promotion ceremony held for some of his staff.

IN RE: ELECTRONICS RECYCLING

Maintenance Supervisor David Bednarczyk reported that Goodwill would set up a collection trailer at the upcoming Envirothon and would accept all electronics, including tube television sets up to 30". He advised that Goodwill had also agreed to have a trailer at the Main Refuse Site on Route 618 to collect electronic items, but would not accept tube televisions at that site. It was confirmed that those particular sets were also prohibited from being disposed of in the regular refuse containers.

Following discussion, the Board agreed to wait until after the Envirothon to make any final decisions but there was consensus that even if Goodwill had a presence at the Main Refuse Site, the County would keep a container to collect tube television sets, recognizing that eventually there would be no more of these units to dispose of.

Mr. Davis questioned if the amount New Kent was charging for accepting appliances that contained Freon was sufficient to cover the County's costs. Mr. Bednarczyk advised that it was.

IN RE: FIRE RESCUE

Mr. Stiers reported on some of his concerns resulting from time he recently spent with the Fire Chief and visiting the fire stations.

His first concern was the amount of time that the stations were unmanned. He suggested that the County needed to either look at hiring additional paid firefighters or do something to recruit more volunteers before "something major happened".

He related that he had spoken with one of the firefighters at Station 3 who had been hired with Staffing for Adequate Fire and Emergency Response (SAFER) grant funds, who wanted to know if the County was going to pick up the funding for his position once the grant ended, or should he start looking for another job. Chief Hicks explained that Caroline County had recently released all of its SAFER grant hires when its grant expired, and that action had generated concern among New Kent's hires. He advised that New Kent's grant totaled \$780,000, with tiered decreasing payments, and had been used to hire six staff, which the County was obligated to retain for one year after the grant ended.

Mr. Lawton advised that his recommendations would be that the County find a way to keep these employees. Mr. Davis commented that everyone would like to have more full-time firefighters but the "budget is what it is".

Mr. Stiers commented that the 23-member Quinton Volunteer Company was one of the most respected organizations in the State and asked what it would take to establish similar volunteer companies at the other stations. Chief Hicks described all of the training and certifications that were needed by volunteers before they could even "get into the stations" and the medical and/or fire training that was mandated before they could respond to calls, all of which could be very challenging to those who worked full-time jobs and had families. He indicated that these mandates had evolved over the last ten years and if the standards were not met, then the locality would not be eligible for federal grants or Federal Emergency Management Agency (FEMA) reimbursements. There were also discussions regarding the

criminal background checks that were required, and Mr. Lawton explained that the County needed to be very cautious about who it sent into a person's home.

Mr. Stiers also reported a problem with the volume of the alarm at the Quinton Station and asked what it would take to get it replaced. Chief Hicks advised that quotes had been obtained to upgrade that alarm as well as the ones at the other stations, which ranged between \$13,000 and \$15,000. Mr. Stiers asked if the Board was willing to appropriate \$15,000 to get that done. Mr. Davis suggested that if the alarm at one station were replaced, then those at all the stations should be replaced. Chief Hicks advised that he did not have funds in his budget for the work and Mr. Lawton advised that there were funds in Contingency if the Board wanted to do that.

Mr. Davis asked if it would be a problem in spending County funds on a building that was not County-owned. Chief Hicks advised that the partnership with Quinton Volunteers had always worked well and the County often contributed to the work done at the station. He advised that he would provide copies of the quotes received for the alarms, adding that replacement of the alarm at Station Two should be the first priority. Mr. Davis suggested that the alarm not be so loud that it would disturb the neighbors.

Mr. Davis asked for an update on work being done at Station Three. Chief Hicks reported that everything had been completed on the living quarters' side and they were now working on the rest of the station, but the building was ready for the Open House scheduled in April, as well as for a community meeting on the budget, if Mr. Davis was still interested.

IN RE: MOBILE DEVICES UPGRADE

IT Director Jonathan Stanger advised that he had requested funds in the FY13 budget for a server that would support the upgraded mobile devices that Board members had requested. Board members indicated that they were willing to wait for the new budget.

IN RE: CLOSED SESSION

Mr. Davis moved to go into Closed Session for discussion of award of public contract pursuant to Section 2.2-3711A.30 of the Code of Virginia involving the expenditure of public funds and discussion of the terms or scope of such contract, and to discuss a personnel matter pursuant to Section 2.2-3711A.1 of the Code of Virginia involving performance. The members were polled:

Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
James H. Burrell	Aye

The motion carried. The Board went into Closed Session.

Mr. Tiller moved to return to Open Session. The members were polled:

W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
James H. Burrell	Aye

The motion carried.

Mr. Davis made the following certification:

Whereas, the New Kent County Board of Supervisors has convened in a Closed Session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia requires a certification by the Board that such Closed Session was conducted in conformity with Virginia law;

Now there be it resolved that the Board hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from Open Session requirements by Virginia law were discussed in Closed Session to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the Closed Session were heard, discussed or considered by the Board.

The members were polled on the certification:

Thomas W. Evelyn	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
C. Thomas Tiller, Jr.	Aye
James H. Burrell	Aye

The motion carried.

IN RE: HISTORIC SCHOOL PROJECT

Chairman Burrell advised that no decision would be made at this meeting as there was going to be further review of the bids.

IN RE: ADJOURNMENT

Mr. Evelyn moved to adjourn the meeting. The members were polled:

C. Thomas Tiller, Jr.	Aye
James H. Burrell	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye

The motion carried.

The meeting was adjourned at 12:44 p.m.