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NEW KENT COUNTY BOARD OF SUPERVISORS
September 10, 2012, 6 p.m.
Boardroom, County Administration Building
12007 Courthouse Circle, New Kent, VA 23124

A C T I O N
A G E N D A

CALL TO ORDER (at 6:00 p.m.)

INVOCATION and PLEDGE OF ALLEGIANCE (led by Mr. Burrell)

ROLL CALL (all present)

CONSENT AGENDA

Action: Mr. Davis moved to approve the Consent Agenda as presented, with the removal of item 2.e., and that it be made a part of the record. Vote was 5:0, motion carried.

PRESENTATION

- David J. L. Fisk, the Richmond Symphony

RESIDENCY ADMINISTRATOR'S REPORT – Mike Cade, Residency Administrator,
Va. Dept. of Transportation

CITIZENS' COMMENT PERIOD (3 minutes/person)

Public Hearings to be held at 7:00 p.m. or as soon thereafter as possible. Speakers are limited to three minutes each, should come to the podium and state their name and address

ITEM 1 PUBLIC HEARING – consideration of Ordinance O-10-12 amending Appendix A – Fee Schedule to increase cost recovery fees - *Interim Fire Chief Lisa Baber*

Action: Mr. Davis moved to adopt Ordinance O-10-12, changing the fee for evaluation without transport to \$100.00 instead of \$250.00. Vote was 5:0, motion carried

ITEM 2 PUBLIC HEARING –consideration of Ordinance O-12-12 amending Section 90-2 of the New Kent County Code allowing parcels to retain Parent Tract status after a parcel remnant has been consolidated into an adjacent parcel after acquisition for a public right-of-way or public utility easement – *Acting County Administrator Rodney Hathaway*

Action: Mr. Evelyn moved to adopt Ordinance O-12-12 to amend the Parent Tract Minor Subdivision requirements in section 90-2 of the New Kent County subdivision ordinance. Vote was 5:0, motion carried

ITEM 3 PUBLIC HEARING – on the proposed renovation of the New Kent County Historic School South Building and Courtyard Area under the

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Public Private Education Act, as required -- *Acting County Administrator
Rodney Hathaway*

Action: Mr. Tiller moved to authorize staff to proceed with the drafting of a proposed comprehensive agreement with Marengo Management. Vote was 5:0, motion carried.

ELECTED OFFICIALS' REPORTS

STAFF REPORTS

APPOINTMENTS

Action: Mr. Burrell moved to appoint James Moody, Sr. as District Three's representative to the Board of Road Viewers to serve a term ending December 31, 2012. Vote was 5:0, motion carried.

MEETING SCHEDULE: The next regularly scheduled meeting of the Board of Supervisors will be held at 6:00 p.m. on Tuesday, October 9, 2012, and the next work session at 8:30 a.m. on Wednesday, September 26, 2012, both in the Boardroom of the County Administration Building.

CLOSED SESSION

Action: Mr. Evelyn moved to go into Closed Session pursuant to Section 2.2-3711A.1 of the Code of Virginia for discussions regarding assignment involving persons in the Finance Department and Administration, and pursuant to Section 2.2-3711A.7 of the Code of Virginia for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body and consultation with legal counsel employed or retained by the Board regarding specific legal matters. Vote was 5:0, motion carried.

Action: Mr. Tiller moved to return to Open Session. Vote was 5:0, motion carried.

Action: Mr. Tiller made the certification of Closed Session. Vote was 5:0, motion carried.

ADDED ITEMS:

Action: Mr. Evelyn moved to authorize the Chairman to execute the Agreement presented to the Board in Closed Session. Vote was 5:0, motion carried.

Action: Mr. Evelyn moved to authorize the County Administrator to execute a Lease Agreement with Head Start at such time as their licensing agent has inspected and approved the site. Vote was 5:0, motion carried.

ADJOURNMENT

Action: Mr. Tiller moved to adjourn. Vote was 5:0, motion carried. The meeting was adjourned at 8:17 p.m.

CONSENT AGENDA

(Matters included hereunder may be the subject of one motion to approve provided no Board member requests an item to be separated.)

1. Approval of Minutes
 - a. July 25, 2012 work session
 - b. August 13, 2012 business meeting

2. Miscellaneous
 - a. Resolution R-42-12 proclaiming October 7 – 13, 2012 as National 4-H Week in New Kent County

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- b. Resolution R-43-12 proclaiming September as Workforce Development Month
 - c. Resolution R-44-12 approving the FY2013 and FY2014 Community Services Board performance contract
 - d. Resolution R-45-12 congratulating L. William "Bill" Kelly III for his award as a Virginia Aviation Person of the Year
 - e. ~~Change of Financial Services job title from Accounting Manager to Procurement/Grant Specialist~~
 - f. New street name: Diascund View Trail
 - g. Contract with Shaw Construction for upgrades to Kentland Trail sewer pump station #8 (aka Dairy Queen PS)
3. Refunds
- a. \$49.50 to Avis Electric for cancelled permit
4. FY12 Supplemental Appropriations
- a. Law enforcement services provided at Colonial Downs for June 2012, \$262.45
 - b. Funds received from vending machine sales for employees Christmas parties, \$454.15
 - c. Funds to the Treasurer's budget for FY12 charge card fees, \$5,748.49
 - d. Technology Trust funds to the Circuit Court Clerk's budget for FY12, \$10,883.93
 - e. VA Information Technologies for FY12 educational grant, grant ID#128, \$1,135.00
 - f. Funds for the General District Court appointed attorneys' fees, \$4,683.00
 - g. Funds for the State Forest Fire Services, \$1.00
 - h. Funds for the June 2012 storms, \$29.00
 - i. Funds for unemployment compensation, \$11,293.00
 - j. Funds for Social Services disaster relief – Irene, \$6,002.00
 - k. Funds for Utilities disaster relief – Irene, \$969.00
 - l. Funds for Asset Forfeiture – Sheriff expenditures, \$3,321.35
 - m. Funds for a stage set modular unit for the high school, \$6,230.00

\$ 51,012.37	Total
\$(18,484.02)	Total In/Out
\$(16,006.00)	From General Fund (1) fund balance
\$ (6,002.00)	From S.S. Fund (2) fund balance
\$ (6,230.00)	From Sch. Cap Fund (3) fund balance
\$ (969.00)	From Utilities Fund (98) fund balance
\$ (3,321.35)	From Sheriff Asset For. fund balance

5. FY13 Carry Forward Appropriations
- a. Airport fund projects not completed in FY12, \$462,121.73
 - b. Utility fund projects not completed in FY12, \$910,831.03
 - c. Various County capital projects not completed in FY12, \$5,417,359.49
 - d. PPEA funds, \$4,100.42
 - e. Funds for MIS computer operations, \$16,495.37

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- f. Funds from the Chesapeake Bay implementation grant, \$1,325.00
- g. State Fire Program grant funds, \$11,628.53
- h. Clean County Committee/Litter Fund grant funds, \$2.05
- i. Extension program sponsorship revenue, \$3,233.41
- j. Funds receive from vending machine sales for employee Christmas parties, \$1,225.37
- k. Donations for Honor Guard, \$1,374.79
- l. Donations from the Jenna Grace Animal Fund, \$248.31
- m. Donations for veterinary services – Sheriff, \$14,217.29
- n. UT funds for lab supplies PO, \$2,147.00
- o. Funds from the Food Service fund, \$22,338.22

\$ 6,868,948.01	Total
\$ (221,346.37)	Total In/Out
\$ (52,623.12)	From General Fund (1) fund balance
\$(5,417,359.49)	From Co. Capital Fund (7) fund balance
\$ (2.05)	From Clean Co. Fund (15) fund balance
\$ (242,300.73)	From Airport Fund (97) fund balance
\$ (912,978.03)	From Utilities Fund (98) fund balance
\$ (22,338.22)	From Cafeteria Fund (209) fund balance

- 6. FY13 Supplemental Appropriations
 - a. Animal Shelter donations, \$812.00
 - b. Program Income received for FY13 from CDBG Plum Point grant participants, \$738.43
 - c. Funds received from insurance proceeds, \$82.45
 - d. Funds received for gifts and donations, \$932.50

\$ 2,565.38	Total
\$(2,565.38)	Total In/Out

- 7. FY12 Interdepartmental Budget Transfers
 - a. *General Services*: \$54,435.41 between projects to consolidate funds for CIP projects
 - b. *Parks & Recreation*: \$247,320.43 between Meals Tax and Park Development to consolidate funds for CIP projects
 - c. *Circuit Court*: \$397.39 from Comp Jurors & Witnesses to salary line items
 - d. *Sheriff*: \$18,096 from various line items to Jail Bill
 - e. *Sheriff*: \$4,650 from various line items to Gasoline
 - f. *Sheriff*: \$5,293 from various line items to Jail Bill
 - g. *Sheriff*: \$4,644.00 from various line items to Jail Bill
 - h. *Sheriff*: \$24,440 from various line items to Jail Bill
 - i. *Sheriff*: \$5,998 from various line items to Jail Bill
 - j. *Sheriff*: \$7,324 from various line items to Jail Bill
 - k. *Sheriff*: \$6,477.32 between various line items to cover shortfalls
 - l. *Sheriff*: \$872 from various line items to FICA
 - m. *Sheriff's Court*: \$2,227 from Various line items to cover shortfalls
 - n. *Sheriff's Court*: \$26,801.12 from various line items to cover shortfalls
 - o. *Fire Rescue*: \$696.13 from various line items to cover shortfalls

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- p. *Fire Rescue*: \$154,539.94 from various line items to cover shortfalls
 - q. *Fire Rescue*: \$80,973.00 from various line items to cover shortfalls
8. FY13 Interdepartmental Budget Transfers
- a. *Fire-Rescue*: \$45,000 from Radio Towers to Tower Site upgrades
9. Treasurer's Report: Cash as of July 2012: \$30,197,246.33

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