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*Approved minutes will be posted after the next regular business meeting*



## NEW KENT COUNTY BOARD OF SUPERVISORS

June 10, 2013, 6:00 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 p.m.)

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

**ROLL CALL** (all present)

#### **CONSENT AGENDA**

Action: Mr. Tiller moved to approve the Consent Agenda, with the requested correction to the minutes, and that it be made a part of the record. Vote was 5:0, motion carried.

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

**CITIZENS' COMMENT PERIOD** (3 minutes/person)

**ITEM 1** Consideration of Resolution R-11-13, approving Wilco Hess Travel Plaza CUP application – public hearing held May 13, 2013 and action deferred – *Planning Manager Kelli Le Duc*

Action: Mr. Burrell moved to accept the request from Wilco Hess for a deferral of one month on its Conditional Use Application and Resolution R-11-13. Vote was 5:0, motion carried.

**ITEM 2** Consideration of Deed to transfer surplus property (abandoned well lot) - *County Attorney Michele Gowdy*

Action: Mr. Tiller moved to direct the County Administrator to execute the deed for Tax Map ID 19-6D. Vote was 4:0 (with Mr. Evelyn abstaining), motion carried.

#### **ELECTED OFFICIALS' REPORTS**

#### **STAFF REPORTS**

#### **APPOINTMENTS**

Actions:

Mr. Tiller moved to appoint Juanita Collins as New Kent's District Two representative to the Heritage Library Board of Trustees to serve a four-year term beginning July 1, 2013 and ending June 30, 2017.

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**Mr. Davis moved to appoint Kim Claytor as District Five's representative to the Social Services Advisory Board to serve a four-year term beginning July 1, 2013 and ending December 31, 2017.**

Vote was 5:0, motions carried.

**Action: Mr. Evelyn moved to appoint William J. Wallace III as an at-large member of the Purchase of Development Rights Committee to complete a three-year term ending June 30, 2014.**

Vote was 5:0, motion carried.

**Action: Mr. Stiers moved to appoint Ellen Davis as New Kent's representative to the Arts Alive Board of Directors to serve a three-year term beginning July 1, 2013 and ending June 30, 2016.**

Vote was 4:0:1 (with Mr. Davis abstaining), motion carried.

**MEETING SCHEDULE:** The next regularly scheduled meeting of the Board of Supervisors will be held at 6:00 p.m. on July 8, 2013, and the next work session at 9:00 a.m. on June 26, 2013, both in the Boardroom of the County Admin.

**CLOSED SESSION**

**Action: Mr. Tiller moved to go into Closed Session pursuant to Section 2.2-3711A.7 of the Code of Virginia for consultation with legal counsel and briefings by staff members 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 requiring the provision of legal advice by such counsel involving public utilities and PPEA projects.** Vote was 5:0, motion carried.

**Action: Mr. Burrell moved to come out of Closed Session.** Vote was 5:0, motion carried.

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

**ADJOURNMENT**

**Action: Mr. Evelyn moved to adjourn.** The meeting was adjourned at 7:50 p.m.

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**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. May 13, 2013 Business Meeting minutes
  - b. May 21, 2013 Special Meeting minutes
  
- 2. Miscellaneous**
  - a. Resolution R-12-13 designating July as Parks & Recreation Month in New Kent County
  - b. Contract for On-Call Services with Pump Engineering Sales & Service Company
  - c. Professional Financial Advisory Services contract with Davenport and Company LLC
  
- 3. FY13 Carry Forward Appropriations**
  - a. Insurance proceeds related to Hurricane Irene, \$36,653.00  

\$ 36,653.00	Total
\$(36,653.00)	From Gen Fund fund balance

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**4. FY13 Supplemental Appropriations**

- a. Program income received for FY13 from CDBG Plum Point grant, \$977.36
- b. Funds received from insurance proceeds – Sheriff, \$253.00
- c. Miscellaneous recovered costs – Sheriff, \$5,610.40
- d. Donated funds to Fire-Rescue, \$100.00
- e. Funds reimbursed for a CPR/AED First Aid class – Fire/Rescue, \$370.00
- f. Donations for the Animal Shelter, \$550.00
- g. Funds received by Extension from outside sources for sponsorship of programs, \$789.68
- h. Funds received for Parks & Recreation, \$500.00
- i. Funds received from vending machine sales for employee holiday parties, \$378.82
- j. Additional School funds for FY13, \$485,185.00
- k. Funds received by the Sheriff's Office for the JAC grant, \$1,994.00
- l. Funds for various storms, \$35,858.23

\$ 532,566.49	Total
\$(496,509.26)	Total In/Out
\$ (35,858.23)	From General Fund fund balance
\$ (199.00)	From Fund 6 fund balance

**5. Interdepartmental Budget Transfers**

- a. *Commissioner of the Revenue:* \$3,697 from Part-time Salaries & Wages, Office Supplies, and Postage to Salary Line Items, Professional Services, Telecommunication Equip, Vehicle Insurance, Dues & Association Memberships, Gasoline and Books & Subscriptions
- b. *School Board Office:* \$2,740 from School Buses to Vehicles-Schools
- c. *General Services:* \$15,000 from Fire Station #1 to New Line Item for Fire Station #3
- d. *Electoral Board/General Registrar:* \$1,487.04 between line items for end of year reconciliation

**6. Treasurer's Report:** Cash as of April, 2013: \$37,221,120.12

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