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## **NEW KENT COUNTY BOARD OF SUPERVISORS**

**January 12, 2015, 6:00 p.m.**

Boardroom, County Administration Building  
12007 Courthouse Circle, New Kent, VA 23124

**REVISED 1/20/15**

### **ACTION** **AGENDA**

**CALL TO ORDER** (at 6 p.m.)

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

**ROLL CALL** (All members were present.)

**ANNUAL ORGANIZATION OF THE BOARD:** The Board's first meeting of the year is designated as the annual organization meeting.

A. Election of Officers – the Board will elect a Chairman and Vice-Chairman to serve for 2015

Actions: **Mr. Tiller was elected 2015 Chair and Mr. Stiers as 2015 Vice Chair.** Votes were 4:0:1 (with both Mr. Tiller and Mr. Stiers abstaining from the votes taken on their respective elections).

B. Regular Meeting Schedule for 2015 – to be established by adoption of Resolution R-01-15

Action: **The Board adopted Resolution R-01-15 setting its 2015 meeting schedule, as presented with one amendment – the July 13<sup>th</sup> meeting was moved to July 6<sup>th</sup>.** Vote was 5:0.

C. Review of Bylaws – if there are changes, adoption will take place at a future meeting at least 30 days away

Action: **The Board voted to readopt its bylaws without change.** Vote was 5:0, motion carried.

### **CONSENT AGENDA**

Action: **Mr. Burrell moved to approve the Consent Agenda, as presented, and that it be made a part of the record.** Vote was 5:0, motion carried.

**RESIDENCY ADMINISTRATOR'S REPORT** – *Chad Baker, Maintenance Superintendent, Va. Dept. of Transportation*

### **PRESENTATIONS:**

- *Dana Schrad, Executive Director of the Virginia Association of Chiefs of Police, will present various awards to the New Kent Sheriff's Office.*
- *Jon McCubbin, Controller for the Virginia Resources Authority, will present the GFOA Budget Award and the Certificate of Achievement for Excellence in Financial Reporting to Financial Services Director, Mary Altemus and Assistant Financial Services Director, Larry Clark.*

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

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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** – Resolution R-06-15 – recommending approval of Conditional Use Permit Application CUP-02-14 - Colonial Holdings, Inc., to authorize a one-day motorcycle racing event on a Saturday to be determined in 2015 - *Planning Manager Kelli Le Duc*

**Action:** Mr. Burrell moved to adopt Resolution R-06-15, approving a Conditional Use Permit for a one-time motorcycle race at Colonial Downs on a Saturday afternoon in 2015 (tentatively May 16, 2015). Vote was 5:0, motion carried.

- ITEM 2 PUBLIC HEARING** – Ordinance O-01-15 – amending O-16-03 “An Ordinance to Approve Application PUD-2-03 and Reclassify Approximately 253 Acres of Land to Planned Unit Generally Referred to as ‘Patriots Landing’” and to Amend the Statement of Proffers - *Planning Manager Kelli Le Duc*

**Action:** Mr. Stiers moved to adopt Ordinance O-01-15, amending O-16-03 “An Ordinance to Approve Application PUD-2-03 and Reclassify Approximately 253 Acres of Land to Planned Unit Generally Referred to as ‘Patriots Landing’”. Vote was 4:1 (Ayes: Davis, Burrell, Stiers & Tiller; Nays: Evelyn), motion carried.

**ELECTED OFFICIALS’ REPORTS**

**STAFF REPORTS**

**Action:** Mr. Burrell moved to authorize the County Administrator to enter into a contract with DMV Select on behalf of New Kent County. Vote was 5:0, motion carried.

**APPOINTMENTS**

District Appointments:

Mr. Evelyn moved to appoint W.O. Isgett, Sr. as District One’s representative to the Economic Development Authority to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.

Mr. Evelyn moved to appoint Alan Files as District One’s representative to the Farms of New Kent Community Development Authority Board to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.

Mr. Evelyn moved to appoint Daniel Williams as District One representative to the Purchase of Development Rights Committee to serve a three-year term beginning January 1, 2015 and ending December 31, 2017.

Mr. Evelyn moved to appoint Larry Gallaher as a District One representative to the Transportation Safety Commission to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.

Mr. Evelyn moved to nominate David Frank for Circuit Court appointment as District One’s representative to the Board of Zoning Appeals to serve a five-year term beginning January 1, 2015 and ending December 31, 2019.

Mr. Burrell moved to appoint Joyce Williams as District Three’s representative to the Planning Commission to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.

Mr. Stiers moved to appoint Joanne Schmit as District Four’s representative to the Planning Commission to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.

Mr. Stiers moved to appoint Kenneth Hislop as District Four’s representative to the Transportation Safety Commission Board to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.

Mr. Davis moved to appoint Connie Nalls as District Five’s representative to the Heritage Library Board of Trustees to complete a four-year term ending June 30, 2015.

Vote was 5:0, motion carried.

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Non-District Appointments:

**Mr. Evelyn moved to appoint Martha Martin as an at-large representative to the Historic Commission to serve a four-year term beginning January 1, 2015 and ending December 31, 2018. Mr. Evelyn rescinded this appointment.**

**Mr. Davis moved to appoint Stephanie Dean Ripchick as an at-large representative to the Historic Commission to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.**

Vote was 5:0, motion carried.

Regional Board and Commission Appointments:

**Mr. Burrell moved to appoint Lynne Szewczyk as New Kent's representative to the Henrico Area Mental Health & Developmental Services Board to serve a three-year term beginning January 1, 2015 and ending December 31, 2017.**

Vote was 5:0, motion carried.

Board Member/Staff Appointments:

**Mr. Stiers moved to appoint W.R. Davis, Jr. as the Board representative to the Agricultural and Forestal District Advisory Committee to serve a one year term beginning January 1, 2015 and ending December 31, 2015.**

**Mr. Evelyn moved to appoint Ron Stiers as the Board representative to the Airport Advisory Commission to serve a one year term beginning January 1, 2015 and ending December 31, 2015.**

**Mr. Burrell moved to appoint Thomas W. Evelyn as the Board representative to the Parks and Recreation Advisory Commission to serve a one year term beginning January 1, 2015 and ending December 31, 2015.**

**Mr. Davis move to appoint C. Thomas Tiller as the Board representative to the Planning Commission to serve a one year term beginning January 1, 2015 and ending December 31, 2015.**

**Mr. Evelyn moved to appoint W.R. Davis, Jr. as the Board representative to the Social Services Advisory Board to serve a one year term beginning January 1, 2015 and ending December 31, 2015.**

**Mr. Davis moved to appoint Ron Stiers as the Board representative to the Transportation Safety Commission to serve a one year term beginning January 1, 2015 and ending December 31, 2015.**

**Mr. Davis moved to appoint Thomas W. Evelyn as New Kent's Board representative to the Capital Region Policy Board to serve a one-year term beginning January 1, 2015 and ending December 31, 2015.**

**Mr. Evelyn moved to appoint Rodney Hathaway as New Kent's Board alternate representative to the Capital Region Policy Board to serve a one-year term beginning January 1, 2015 and ending December 31, 2015.**

**Mr. Evelyn moved to appoint James H. Burrell as New Kent's Board representative to the Central Virginia Waste Management Authority Board to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.**

**Mr. Burrell moved to appoint David Bednarczyk as New Kent's alternate staff representative to the Central Virginia Waste Management Authority Board to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.**

**Mr. Davis moved to appoint James H. Burrell as New Kent's Board representative to the Richmond Regional Transportation Planning Organization to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.**

**Mr. Burrell moved to appoint Thomas W. Evelyn as New Kent's alternate Board representative to the Richmond Regional Transportation Planning Organization to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.**

**Mr. Evelyn moved to appoint W.R. Davis, Jr. as New Kent's second alternate Board representative to the Richmond Regional Transportation Planning Organization to serve a four-year term beginning January 1, 2015 and ending December 31, 2018.**

**Mr. Burrell moved to appoint Edward Pollard as New Kent's representative to the Richmond Regional Planning District Commission to serve a one-year term beginning January 1, 2015 and ending December 31, 2015.**

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**Mr. Evelyn moved to appoint C. Thomas Tiller as New Kent’s representative to the Smart Beginnings Leadership Council to serve a one year term beginning January 1, 2015 and ending December 31, 2015.**

**Mr. Burrell moved to appoint Kelli Le Duc as New Kent’s representative to the STIR (Sustainable Transportation Initiative of Richmond) Advisory Board to serve a one year term beginning January 1, 2015 and ending December 31, 2015.**

Vote was 5:0, motion carried.

Emergency Management Appointments:

**Mr. Davis moved to appoint C. Thomas Tiller as the Director of Emergency Management pursuant to Code of Virginia Section 44-146-19 and as the Director of Emergency Services pursuant to County Code Chapter 30-161.**

Vote was 5:0, motion carried.

**Mr. Tiller moved to appoint Fire Chief Rick Opett as the Coordinator of Emergency Management pursuant to Code of Virginia Section 44-146-19 and as Coordinator of Emergency Services pursuant to County Code Chapter 30-162.**

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 February 9, 2015, and the next work session at 9:00 a.m. on January 28, 2015, both in the Boardroom of the County Admin Building (*subject to Board adoption of the proposed 2015 Meeting Schedule*). The Board will also host a Town Hall Meeting at 6:30 p.m. on January 22, 2015 in the New Kent High School auditorium.

**ADJOURNMENT**

Action: **Mr. Davis moved to adjourn the meeting.** Vote was 5:0, motion carried.

Meeting was adjourned at 7:31 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. December 8, 2014 Business Meeting minutes
- 2. Miscellaneous**
  - a. Resolution R-02-15 Appointing the Zoning Administrator
  - b. Resolution R-03-15 Appointing the Subdivision Agent
  - c. Resolution R-04-15 Acceptance of Tucker’s Ridge Lane into the Secondary System of State Highways
  - d. Resolution R-05-15 to honor Ms. Josephine Pemberton, Heritage Public Library Volunteer
  - e. Change order of \$8,089.28 for the Parks and Recreation Department’s contract with Canaan Printing, Inc. for printing “Inside New Kent” for the remainder of FY15

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- f. Proclamation to recognize Mr. Gil Arich Ploppert on having attained the rank of Eagle Scout
- g. Consent Order to resolve New Kent Airport Obstruction Removal Project issues

**3. Supplemental Appropriations**

- a. Program income received for FY15 from CDBG Plum Point Grant Participants (December 2014), \$419.00
- b. Donations for the Animal Shelter, \$2,464.00
- c. Recovered Miscellaneous Revenue – Sheriff’s Department, \$5,084.18
  - Blended Events LLC – 2/15/14 (\$501.77)
  - New Kent High School – Oct 10 & Oct 31 games (\$484.43)
  - Colonial Downs Harness Racing – October 2014 (\$2,363.29)
  - New Kent High School – Oct 20 Homecoming (\$322.95)
  - New Kent High School – Nov 14 football game (\$217.99)
  - New Kent High School basketball game (\$193.77)
  - Colonial Downs Harness Racing – October 2014 - Supplemental (\$297.75)
  - Benjamin Ward – Ed Allen’s Campground 9-27-14 (\$702.23)
- d. Extension program sponsorship revenue, \$700.00
- e. Donations received from TRUIST (\$75.66), St. Lukes Baptist Church (\$100.00) and Nena Manoylovich (\$1,000.00) to New Kent County Fire Department, \$1,175.66
- f. State funds for postage for Juvenile & Domestic Relations Court, \$1,000.00
- g. 2014 VDEM LEMPG Grant, \$27,932.00
- h. Funds from VML Insurance for damage and expenses related to 11/7/14 accident involving Fire/Rescue pick-up, \$27,856.65
- i. State Homeland Security Program grant funds for two Mini Emergency Response Vehicles, \$40,000.00
- j. State Homeland Security Program grant funds to contract with a vendor to develop, print, bind, and deliver a Threat and Hazard Identification and Risk Assessment, \$12,500.00
- k. To correct November 12, 2014 FY14 Carry Forward Appropriation – school funds taken from Fund 7 should have come from Fund 1, \$144,535.15
- l. Funds received from VML Insurance for supplemental repairs due to a lightning strike on 6/20/2014 – water/sewer, \$13,791.59

\$132,923.08	Total
\$(66,631.29)	Total In/Out – General Fund
\$(52,500.00)	Total In/Out – Grant Fund
\$(13,791.59)	Total In/Out – Water/Sewer Fund
\$(144,535.15)	From General Operating (1) fund balance
\$144,535.15	From Capital (7) fund balance

**4. Interdepartmental Budget Transfers**

- a. *Fire-Rescue*: \$75.22 from Workers’ Compensation (Fire & Emergency Management) to Workers’ Compensation (Tower/Radio Repairs & Maint)
- b. *Information Technology*: \$1.50 from Workers’ Compensation (Information Technology) to Workers’ Compensation (Tower/Radio Repairs & Maint)

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- c. *Administration:* \$334.00 from Printing & Binding to Printing & Binding (Parks and Recreation)

**5. Treasurer's Report:** Cash as of November 2014, \$33,710,892.26

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