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

**April 10, 2017, 6:00 p.m.**

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

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

**CALL TO ORDER** (at 6:03 p.m.)

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

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

#### **CONSENT AGENDA**

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

#### **SMALL BUSINESS CLOSE UP**

**RESIDENCY ADMINISTRATOR'S REPORT** – *Virginia Department of Transportation  
Ashland Resident Engineer Bruce McNabb  
and Maintenance Operations Manager  
Bruce Puffenbarger*

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

**ITEM 1** **Presentation of Various GFOA (Government Finance Officers Association) Awards** – *CPA and Deputy County Administrator for Hanover County Kathy Seay*

**ITEM 2** **VDSS (Virginia Department of Social Services) Thank You Letter for County Administrator Rodney Hathaway** – *Local Department of Social Services Director Jon Martz*

**ITEM 3** **Quin Rivers FY18 Budget Request** – *Quin Rivers Executive Director Dr. Jack Lanier*

**ITEM 4** **Consideration of Exception Request to Section 91-126(6) – Resolution R-13-17** – *Planner David "Koty" Gray*

Action: **Mr. Evelyn moved to adopt Resolution R-13-17.** Vote was 5:0, motion carried.

#### **CLOSED SESSION**

Action: **Mr. Evelyn moved to go into Closed Session pursuant to Section 2.2-3711A.1 of the Code of Virginia for discussion regarding the performance of the County Administrator.** Vote was 5:0, motion carried.

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

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

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 5 PUBLIC HEARING – Heritage Public Library Lease - County Administrator Rodney Hathaway**

Action: **Mr. Stiers moved to authorize the County Administrator to execute a lease agreement between the County of New Kent and Heritage Public Library.** Vote was 5:0, motion carried.

**ITEM 6 PUBLIC HEARING – Ordinance O-03-17 – Rezoning Application ZM-01-17 – to Rezone Approximately .57 Acres of Land from Business to R-1 – Planning Manager Kelli Le Duc and Applicant Larry Hitchcock**

Action: **Mr. Stiers moved to adopt Ordinance O-03-17.** Vote was 3:2, (Ayes – Paige, Stiers & Tiller; Nays – Evelyn and Davis) motion carried.

**ITEM 7 PUBLIC HEARING – New Kent County Budget - Proposed FY18 New Kent County Budget - County Administrator Rodney Hathaway**

**ITEM 8 PUBLIC HEARING – Tax Levies - Proposed Tax Levies for FY18 - County Administrator Rodney Hathaway**

**ITEM 9 PUBLIC HEARING – Appendix A - Fees – Proposed Amendments to Appendix A - Fees - County Administrator Rodney Hathaway**

**ITEM 10 PUBLIC HEARING – Public Utilities Budget – Proposed FY18 Public Utilities Budget - County Administrator Rodney Hathaway**

**ITEM 11 PUBLIC HEARING – Proposed Water and Sewer Consumption Fees - County Administrator Rodney Hathaway**

**ELECTED OFFICIALS’ REPORTS**

**STAFF REPORTS**

**OTHER BUSINESS**

**APPOINTMENTS**

**Appointments Not By District**

Action: **Mr. Evelyn moved to appoint Thomas Garthwright as an at large member of the Agricultural and Forestal District Advisory Committee to serve a four-year term beginning January 1, 2017 and ending December 31, 2020.** 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 Monday, May 8, 2017 in the Boardroom of the County Administration Building. The next work session will be held at 4:00 p.m. on April 26, 2017 in the New Kent High School Media Center.

**ADJOURNMENT**

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

Meeting was adjourned at 8:01 p.m.

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**CONSENT AGENDA**

- 1. Approval of Minutes**
  - a. March 13, 2017 Business Meeting minutes
  
- 2. Miscellaneous**
  - a. Approval of Emergency Procurement – Piper Heating & Air - \$2,835.75.
  - b. Approval of Proclamation for National Crime Victims’ Rights Week.
  - c. Approval of Contract Extension Agreements for treatment chemicals and water meters.
    - Water Guard, Inc. – chemical contract extension until March 14, 2018.
    - Univar USA, Inc. – chemical contract extension ends March 14, 2018.
    - Suffolk Sales & Service Corporation, Inc. – chemical contract extension until March 14, 2018.
    - HD Supply Waterworks – meters and supplies contract extension until March 14, 2018.
  - d. Approval of Contract with Dewberry Engineers Inc. for Design & Engineering of Rt. 618 Waterline.
  - e. Authorize the appropriation of \$104,973.72 from Fund 7 fund balance to line item 4-007-091000-4112 (Body Camera Purchase-Sheriff) for the purchase of Body Worn Cameras for the Sheriff’s Office.
  
- 3. Refunds**
  - a. Due to Luck Stone Corp – Erroneous Assessment, \$8,036.89.
  - b. Due to Fireplace Solutions – Contractor Canceled Permit - BP# 21003-2017, \$49.88.
  - c. Due to The Planning & Zoning Resource Company – Customer combined two Zoning Opinion Letter requests into one request, \$150.00.
  
- 4. FY17 Supplemental Appropriations**
  - a. Program Income received for FY17 from CDBG Plum Point Grant Participants, \$583.67.
  - b. Donations to Animal Shelter, \$423.00.
  - c. Extension Program Sponsorship Revenue for - 2017 4-H Golf Tournament – O.A.S.I.S. Inc. (\$340.00), Farm Credit (\$250.00), Baylands Federal Credit Union (\$100.00), C&F Bank (\$340.00); for 2017 Envirothon – Charles City-James City-New Kent-York Farm Bureau, Inc. (\$200.00); for 2017 Special Projects (\$15.00), \$1,245.00.
  - d. Funds received from VML Insurance – Sheriff’s Dept., Veh #291 –DOL 3/2/17 – Vehicle bottomed out in citizen’s driveway, \$539.75.
  - e. Gifts & Donations to Sheriff’s Dept. – Honor Guard: New Kent Women’s Club (\$150.00); to TRIAD: Evelyn Logging, Inc. (100.00), Medlin Motor Co., Inc. (\$100.00), Eldercare Solutions (\$25.00), Robin G. McLaughlin & John J. McLaughlin, Jr. (\$100.00), Danny Green (\$25.00), William & Nancy Goodman (\$100.00), County of Charles City (\$25.00), Senior Assisted Solutions, LLC (\$25.00), Virginia Association of Area Agencies on Aging (\$25.00); to Parks & Recreation – Easter Egg Hunt: Kenneth & Karen Mortensen (\$20.00) and Misc. Cash (\$20.00), \$715.00.
  - f. Parks & Recreation Co-Sponsorship and Affiliate Agreement Funds: Vincent Funeral Home (\$200.00), Hopewell Baptist Church (\$200.00), Rappahannock Concrete Corp. (\$200.00), Brockwell’s Septic & Service Inc. (\$200.00), New Kent Jr. Womans Club (\$200.00), Vicki L. Tibbs, DDS

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(\$200.00), Superior Tire & Auto LLC (\$300.00), Howard Brothers Contractor, Inc. (\$300.00), Windmill Realtors, LLC (\$200.00), New Kent Christian Center (\$200.00), Safe & Sound LLC (\$200.00), Bottom of the Bridge LaSertoma (\$200.00), Brads Automotive LLC (\$200.00), Active Life Fitness Center/Carawan Group LLC (\$300.00), and Francisco, Robinson & Assoc., Inc. – Realtors (\$300.00), \$3,400.00.

- g. Funds for Security Detail: New Kent High School – Basketball and Wrestling (\$387.54 and \$484.43), Brickshire Community Association Inc., Halloween Road Closure 10/31/16 (\$231.27), \$1,103.24.
- h. State Funds for Postage for Juvenile & Domestic Relations Court, \$1,000.00.

\$9,009.66 Total  
(\$9,009.66) Total In/Out - General Fund (1)

**5. FY17 Interdepartmental Budget Transfers**

- a. General Services – From Courthouse HVAC to Upgrade Access Control System, (15,000.00).
- b. School Board Office – From Fuel to Furniture, (\$13,000.00).
- c. School Board Office – From Appropriation of Funds from Prior Years to School Buses, (\$101,000.00).
- d. Sheriff’s Office – From Veterinarian Services to Other Operating Supplies, (\$2,200.00).

**6. Treasurer’s Report:** Cash as of February 2017, \$45,543,560.35

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