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NEW KENT COUNTY BOARD OF SUPERVISORS

July 6, 2017, 6:00 p.m.

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

ACTION **AGENDA**

CALL TO ORDER (at 6:02 p.m.)

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

ROLL CALL (All members were present.)

CONSENT AGENDA

Action: Ms. Paige 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 Helen J. Napps Award for Excellence to Nancy Goodman – NKDSS Director Jon Martz, Family Services Supervisor Suzanne Grable and Family Services Specialist Nancy Goodman

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 2 PUBLIC HEARING – New Kent Flight Center, LLC - Lease for a portion of the property located at 6901 Terminal Road, Quinton, Virginia to provide aircraft maintenance at the New Kent County Airport – Airport Manager Duane B. Goss

Action: Mr. Evelyn moved to approve the proposed lease between New Kent County and New Kent Flight Center, LLC for the purpose of providing aircraft maintenance at the New Kent County Airport. Vote was 5:0, motion carried.

ITEM 3 PUBLIC HEARING – Application ZM-03-17/Application CUP-01-17, Bob Alley Towing/Scott Sears – Request for rezoning of properties zoned R-1 and A-1 (Tax Parcels 28A1-3-104, 28A1-3-105)

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and 28A1-3-105A) to business and a request for a Conditional Use Permit to expand Bob Alley Towing and J&S Tires Service facilities –
Community Development Director Matthew J. Smolnik

Action: Mr. Tiller moved to approve Ordinance O-21-17 to rezone approximately 0.50 acres of land from R-1 to business and approximately 0.09 acres of land from A-1 to business. Vote was 5:0, motion carried.

Mr. Evelyn moved to approve Resolution R-24-17 approving Conditional Use Permit application CUP-01-17 submitted by Robert G. Alley, Inc. and Scott Sears. Vote was 5:0, motion carried.

ITEM 4 PUBLIC HEARING –Application CUP-02-17, Quinton Homes, LLC/Mathew Starr – Request for a Conditional Use Permit to develop approximately 90,500 square feet of self-storage space on Tax Parcel 19-52 - *Community Development Director Matthew J. Smolnik*

Action: Ms. Paige moved to approve Resolution R-25-17 approving Conditional Use Permit application CUP-02-17 submitted by Quinton Homes LLC and Mathew Starr. Vote was 5:0, motion carried.

ITEM 5 PUBLIC HEARING – Appendix A Fee Amendment – Amendment of the Administrative fee for DMV Stops issued for unpaid personal property taxes – *County Administrator Rodney Hathaway*

Action: Ms. Paige moved to approve Ordinance O-20-17 amending Appendix A of the New Kent Code to increase the administrative fee for DMV stops issued for unpaid personal property taxes. Vote was 5:0, motion carried.

ELECTED OFFICIALS’ REPORTS

STAFF REPORTS

OTHER BUSINESS

APPOINTMENTS

By District

Action: Ms. Paige moved to appoint Chris Goebel as District Three representative to the Purchase of Development Rights Committee to serve a three-year term beginning July 1, 2017 and ending June 30, 2020.

Mr. Davis moved to appoint Jerry Benson as a District Five representative to the Transportation Safety Commission to complete a four-year term ending December 31, 2017.

Vote was 5:0, motions carried.

MEETING SCHEDULE: The next regularly scheduled meeting of the Board of Supervisors will be held at 6:00 p.m. on Monday, August 14, 2017 and the next work session will be held at 9:00 a.m. on Wednesday, July 26, 2017, both in the Boardroom of the County Administration Building.

ADJOURNMENT

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

Meeting was adjourned at 7:40 p.m.

CONSENT AGENDA

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- 1. Approval of Minutes**
 - a. May 25, 2017 Work Session minutes
 - b. June 5, 2017 Business Meeting minutes

- 2. Miscellaneous**
 - a. Approval of June 13, 2017 Primary Election Abstracts of Votes.
 - b. Approval of Emergency Procurement – White Oak Equipment Inc., \$2,544.67.
 - c. Approval of Emergency Procurement – Peninsula Fire Protection Inc., \$3,103.67.
 - d. Approval of Sole Source Procurement - Emergency Services Consulting International - \$36,042.00
 - e. Authorize the County Administrator to sign contract for generator maintenance with Equipment & Machinery Services of Virginia.

- 3. Refunds**
 - a. Refund due to St. Peter’s Episcopal Church – parking lot improvements were not subject to Planning review - \$767.90.

- 4. FY17 Supplemental Appropriations**
 - a. Program Income received for FY17 from CDBG Plum Point Grant Participants, \$608.67.
 - b. Donations for Animal Shelter, \$345.
 - c. Extension Program Sponsorship Revenue for 2017 Special Projects \$174.
 - d. Funds for Security Detail: New Kent Chamber of Commerce – 5/13/17 New Kent Wine Festival (\$2,794.55), Metropolitan Richmond Sports Backers – 5/6/17 Uncorked Half Marathon (\$3,546.19), Palmetto Race Group, LLC – 4/29/17 Colonial 200 Relay (\$520.36), Chickahominy Recreational Park, Inc. T/A Ed Allen’s Campgrounds and Cottages – 5/27/17 event (\$424) and New Kent High School – 5/6/17 Prom (\$549.02), \$7,834.12.
 - e. Funds for Ambulance Services provided for: New Kent Chamber of Commerce – Taste of New Kent Wine Festival – 5/31/17 (\$665), The Rotary Club of New Kent – All American Muscle Car Show – 4/22/17 (\$570) and Correction – FY16 Revenue Appropriated to FY17 (-\$475), \$760.
 - f. Funds received from VML Insurance – to Sheriff’s Dept., Veh #281 – DOL 4/20/17 – Vehicle hit deer (\$85) & Veh #283 - DOL 5/30/17 Vehicle backed into tree (\$878.55), \$963.55.
 - g. Gifts & Donations to:
Sheriff – Corinth Baptist Church, \$1,024.71 and
Fire/Rescue – TRUiST (\$85) & Corinth Baptist Church (\$1,024.71 & \$1,024.71), \$2,134.42.
 - h. Correct Appropriation for Donations to TRIAD that were originally appropriated to Gifts & Donations – Private Sources, \$525.
 - i. Gifts & Donations for Fire Station #4: Williamsburg Multiple Listing Service, Inc. (\$50), Sylvia C. Payne (\$25) and Williamsburg Area Association of Realtors (\$50), \$125.
 - j. Funds for FY18 Grand Illumination: Gary L. Green, LLC, \$100.
 - k. Virginia Dominion Power Grant Funds to the Fire/Rescue Department, \$20,500.
 - l. School Security Equipment Grant, \$41,350.
 - m. School Nutrition Program Funds that Exceeded the Original Appropriation, \$195,716.

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- n. Funds for TRIAD Crime Prevention for Seniors grant funds, \$1,500.
- o. Funds for Unemployment Compensation and Patient-Centered Outcomes Res Fee not included during the budget process, \$10,550.
- p. Refunding of the EDA 2007 Human Services Building Construction Loan – Replaced with BB&T Series 2016B Refunding Bonds, \$1,919,000.
- q. Funds for the Treasurer’s Office due to charge card fees/processing, \$24,600.

\$2,227,285.47 Total
(\$59,044.47) Total In/Out - General Fund (1)
(\$1,500.00) Total In/Out – Grants (6)
(\$125.00) Total In/Out – Capital Projects (7)
(\$1,919,000.00) Total In/Out – Debt Service (40)
(\$41,350.00) Total In/Out – School Grant (207)
(\$195,716.00) Total In/Out – Cafeteria (209)
(\$10,550.00) From Fund Balance – General Fund (1)

5. FY17 Interdepartmental Budget Transfers

- a. CSA (Children’s Services Act) – From Travel (Convention & Education), (\$1,085.68) and from Fuels-Vehicles/Equipment, (\$200) to Mileage, (\$450), to Wages-Overtime, \$605.28 and to Retirement – life insurance credit, (\$230.40), (\$1,285.68).
- b. Community Development – From Books-Subscriptions to Fuels-Vehicles/Equipment, (\$244.03), from Travel-Convention to Wages-Overtime, (\$190.21), from Advertising to IT Surveillance Cameras, (\$6,500), from Travel-Convention to IT Surveillance Cameras, (\$1,450), from Dues & Association Memberships to Richmond Reg Planning Com, (\$641.00), From Dues & Association Memberships to Copies, (\$75.55), from Postal Services to Copies, (\$0.77), from Advertising to Postal Services, (\$5.74), from Advertising to Copies, (\$44), from Advertising to Office Supplies, (\$78.60) and from Career Development to IT Surveillance Cameras, (\$1,784.09), (\$11,013.99).
- c. Economic Development – From Telecommunications to IT-Surveillance Cameras, (\$3,000.00) and from Promotional Material to IT-Surveillance Cameras, (\$2,000), (\$5,000).
- d. Environmental – From Wages-Regular to Wages-Part Time Regular, (\$78,782.55), from Furniture & Fixtures to Supplies-Vehicles/Equipment, (\$106.91), from Travel-Convention to IT Surveillance Cameras, (\$2,740.67), from Dues & Subscriptions to IT Surveillance Cameras, (\$1,500.00), from Fuel/Vehicle Equipment to IT Surveillance Cameras, (\$4,000), from Uniforms & Wearing Apparel to IT Surveillance Cameras, (\$1,000), From Office Supplies to Travel-Convention, (\$85), (\$88,215.13).
- e. Finance – From Travel – Convention to Worker’s Compensation, (\$49).
- f. School Board – From Funds from Prior Years to New Kent Elementary Front Office, (\$10,000); from Fuel to Furniture, (\$10,000) and from Contingency (\$132,879) to Textbooks-Software On-line Sec (\$66,439.50) and to Textbooks-Software On-line MS (\$66,439.50).
- g. Sheriff – From Public Safety Radio System – 800 MHz to Maintenance Service Contracts, (\$30,800).
- h. Social Services – From Salaries to Part-time Salaries, (\$4,000), from Professional Services to Legal Services, (\$22,000), from Building Maintenance to Legal Services, (\$7,000), from Building Maintenance to Telecom Equip, (\$23), from Building Maintenance to Office Supplies, (\$500), from Building Maintenance to Equip Lease, (\$500), from Building

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Maintenance to Operating Supplies, (\$120), from Building Maintenance to Travel Mileage, (\$175) and from Building Maintenance to Food Supplies, (\$195), (\$34,513).

- 6. Treasurer's Report:** Cash as of May 2017, \$39,554,037.28

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