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



NEW KENT COUNTY BOARD OF SUPERVISORS

October 9, 2017, 6:00 p.m.

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

ACTION **AGENDA**

CALL TO ORDER (at 6:00 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
(Written Report Only)*

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

ITEM 1 **Domestic Violence Awareness Month** – *Quin Rivers Executive Director
Dr. Jack Lanier and Client Services Director Sarah Okolita*

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.

CLOSED SESSION

Action: **Mr. Evelyn moved to go into Closed Session pursuant to Section 2.2-3711A.3 of the Code of Virginia for discussion and consideration of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the County, involving the construction of a new New Kent County School, pursuant to Section 2.2-3711A.1 of the Code of Virginia for personnel discussion, involving the Human Resource Office Manager and pursuant to Section 2.2-3711A.5 of the Code of Virginia for discussion of two prospective businesses or industries where no previous announcements have been made of the businesses' or industries' interest in locating in the County.** Vote was 5:0, motion carried.

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

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

ITEM 2 **PUBLIC HEARING – Vaiden Inn Bed and Breakfast Home
Occupation CUP-05-17 – Resolution R-36-17** – Request for home
occupation conditional use permit to operate a bed and breakfast on

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tax parcels 24-14, 24-14A and 24-14B – *Community Development*

Director Matthew Smolnik and Applicants Bonnie Shepherd and Jessica Kuehl

Action: **Ms. Paige moved to adopt Resolution R-36-17.** Vote was 5:0, motion carried.

ELECTED OFFICIALS’ REPORTS

STAFF REPORTS

Action: **Mr. Tiller moved to authorize the County Administrator to cast our vote at the 2017 Annual Business Meeting of the Virginia Association of Counties on November 14, 2017.** Vote was 5:0, motion carried.

OTHER BUSINESS

APPOINTMENTS

BY DISTRICT

Ms. Paige moved to appoint Selena Jackson as District Three representative to the Clean County Committee to complete a four-year term 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 Wednesday, November 15, 2017 and the next work session will be held at 9:00 a.m. on Wednesday, October 25, 2017, both in the Boardroom of the County Administration Building.

ADJOURNMENT

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

Meeting was adjourned at 7:22 p.m.

CONSENT AGENDA

- 1. Approval of Minutes**
 - a. September 5, 2017 Business Meeting minutes
 - b. September 27, 2017 Work Session minutes

- 2. Miscellaneous**
 - a. Approval of Sole Source Procurement – ESRI Software, \$75,000.
 - b. Approval of Emergency Procurement – NexGen HVAC Services LLC, \$2,768.75.
 - c. Approval of a Proclamation recognizing October as Domestic Violence Awareness Month.
 - d. Approval of Various On-Call Engineering Contracts:
 - Civil - Bowman Consulting Group, LTD & Kimley-Horn and Associates, Inc.
 - Traffic & Transportation - Bowman Consulting Group, LTD & Kimley-Horn and Associates, Inc.
 - Structural – ECS Mid-Atlantic & Whitman, Requardt & Associates
 - Geotechnical - ECS Mid-Atlantic & Froehling & Robertson, Inc.

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Mechanical, Electrical and Plumbing - CHA Consulting, Inc. &
Mathew J. Thompson
Consulting Engineers

3. Refunds

- a. Erroneous Assessment refund due to Steven M. Day, \$2,602.22.

4. FY18 Supplemental Appropriations

- a. Program Income received for FY18 from CDBG Plum Point Grant Participants, \$134.
- b. Donations for Animal Shelter, \$230.
- c. Gifts & Donations to Fire/Rescue: Janet & Roger Hughes, (\$15) & Harold & Kay Wayne, (\$200), \$215 and Gifts & Donations to Parks & Recreation: Ron Stiers (\$8) and cash (\$98), \$106.
- d. FY18 Grand Illumination: Queen B's Sewing LLC, (\$100), David & Ann Burks (\$100), The Williamsburg Chocolatier, Inc., (\$25), Friends of Chris Peace (\$100), Shore to Shore LaSertoma Club, (\$100), Active Life Fitness Center, (\$100), Maurice Alfred Gauthier, (\$1,000) and Hefty, Wiley & Gore, P.C., (\$100), \$1,625.
- e. VML Insurance – Fire/Rescue – Replacement of Hose & Nozzle on Veh 973 DOL 8/13/17, \$1,096.48.
- f. Security Detail: Dagen Electric Company, LLC – Love's Truckstop Traffic Control – 8-4-8/9/17, \$828.73.
- g. Youth Sports Scholarship Funds: Sponsorship Facility Improvements – New Kent Blast, Inc., \$300.
- h. Revise FY18 Victim Witness Budget to Reflect FY18 State Approved Budget for a difference of \$8.
- i. FY18 Local Emergency Management Performance Grant – CFDA# 97.042, \$27,932.
- j. Funds for the FY18 State Fire Programs Grant, \$61,611.

\$94,070.21 Total
(\$94,078.21) Total In/Out - General Fund (1)
\$8.00 From Fund Balance – General Fund (1)

5. FY18 Interdepartmental Budget Transfers

- a. School Board/County Administration – From School Debt Reserve to Proposed Elem Sch-Consulting Services, \$15,000.

Treasurer's Report: Cash as of August 2017, \$32,253,178.51.

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