

A REGULAR MEETING WAS HELD BY THE NEW KENT COUNTY BOARD OF SUPERVISORS ON THE 8TH DAY OF MARCH IN THE YEAR TWO THOUSAND TWENTY-ONE IN THE HISTORIC COURTHOUSE BOARDROOM IN NEW KENT, VIRGINIA, AT 6:00 P.M.

IN RE: CALL TO ORDER

Chairman Thomas W. Evelyn called the meeting to order.

IN RE: ROLL CALL

Thomas W. Evelyn	Present
C. Thomas Tiller, Jr.	Present
Patricia A. Paige	Present
Ron Stiers	Present
John N. Lockwood	Present

All members were present.

IN RE: INVOCATION AND PLEDGE OF ALLEGIANCE

Ms. Paige gave the invocation and led the Pledge of Allegiance. Mr. Evelyn welcomed all to the meeting and thanked the School Board for the use of their facilities while the County Administration Building HVAC system was being replaced.

IN RE: CONSENT AGENDA

The Consent Agenda was presented as follows:

1. Minutes
 - a. January 27, 2021 Work Session Minutes
 - b. February 8, 2021 Regular Session Minutes

2. FY21 Supplemental Appropriations
 - a. Animal Shelter Donations, \$1,174.
 - b. Gifts & Donations to Fire/EMS - Floyd M Philbates (\$200), Thomas & Emily Evelyn (\$250), Samaria Baptist Church (\$500), William W. Rosson (\$150) and to Sheriff - New Kent Women's Club (\$100), \$1,200.
 - c. Funds Received from VRSA Insurance, Sheriff - Claim # 02-20-35578-1-AP DOL 1/10/2021, \$1,422.88.
 - d. Veterinarian Expense Restitution Received, \$200.
 - e. Sheriff Extra Duty - Colonial Downs 12/18/20-1/16/21, (\$3,692.71) and Vincent Funeral Home, (\$132.67), \$3,825.38.
 - f. Funds Received for PFVFR Santa Run, \$3,441.28.
 - g. Funds Received from Vending Machine Sales: Sheriff's Office - (\$26.79) and Administration - (\$89.81), \$116.60.
 - h. Grant Funds Received for TRIAD Virginia AG Grant, \$1,000.
 - i. Additional State Funding for Client Services (Social Services), \$1,570.

\$13,950.14 - Total
(\$11,380.14) - Total In/Out - General Fund (1101)
(\$1,000.00) - Total In/Out - Grants (1106)
(\$1,570.00) - Total In/Out - Social Services (1201)

3. FY21 Interdepartmental Budget Transfers
 - a. School Board Office - From Appropriation of Funds From Prior Years to Security Equipment, \$5,065 (School Security Grant Match).
4. Treasurer's Report: Cash as of January 31, 2021, \$70,850,910.97 including escrow funds.

Mr. Tiller moved to approve the Consent Agenda as presented and that it be made a part of the record. The members were polled:

C. Thomas Tiller, Jr.	Aye
Patricia A. Paige	Aye
Ron Stiers	Aye
John N. Lockwood	Aye
Thomas W. Evelyn	Aye

The motion carried.

IN RE: CITIZENS COMMENT PERIOD

There were no citizen comments.

IN RE: ORAPHINE WATKINS CRUMP – VCU SCHOOL OF BUSINESS SCHOLARSHIP

Watson Gloves Director of Sales Rodney Taylor thanked the Board for the opportunity to speak and introduced his colleagues, VirginiaPremier Healthcare CEO Linda Hines and VCU School of Business Assistant Director of Development Angela Bartee. They were excited to share information about the Oraphine Watkins Crump scholarship offered through the VCU School of Business. This scholarship was a community driven initiative started by five VCU MBA alumni who recognized a need to support students who may not have the ability to fund their college education. The five were blessed to have family members who attended college and supported their education and they wanted to reach out to those who did not have that same level of support. Mr. Taylor reported they had considered several very worthy individuals to honor with this scholarship and upon hearing the story of Mrs. Crump, the discussion had ended. Mrs. Crump had lived a life of many firsts including being the first woman to serve as a loan officer at Consolidated Bank and Trust Co. and the first African-American woman on the New Kent County School Board. She had been committed to excellence and had advocated tirelessly for the education of all children in her community. Establishing this scholarship in her honor would allow her legacy to live on through the lives of its recipients. The presentation noted a quote from an October 3, 1986 Richmond News Leader interview in which Mrs. Crump had said, "The development of the mind is one of the most valuable things in the world." Mr. Taylor noted Mrs. Crump had lived her life according to this quote. He turned the floor over to Ms. Bartee.

Ms. Bartee thanked the Board for the opportunity to speak and noted VCU was delighted to have this scholarship named after Oraphine Watkins Crump. It had been her privilege to work with the group organizing a scholarship honoring the legacy of a community member who embodied the support they wished to provide to first generation students. These students were particularly at risk without parents capable of guiding them through the many facets of college education such as registration and financial aid applications. They struggled to be the first in their families to achieve the accomplishment of a college

education. Once students completed their degree, it changed their whole life. Research showed these students were much more likely to have greater earnings over their lifetime, more likely to have healthcare, more likely to have pension benefits and more likely to be volunteers in the community. Mothers with college degrees were also more likely to spend time in developmentally rich activities with their children. She noted changing the lives of students was so important and they were thrilled to be able to name this scholarship after Mrs. Crump. This scholarship would be particularly meaningful at VCU where more first-generation students were graduating than at any other college in the Commonwealth of Virginia and 30% of freshmen were first-generation students. She stated this scholarship would be so meaningful to so many students and turned the floor over to Ms. Hines.

Ms. Hines noted it had been an easy decision to support this scholarship and she was proud to be a part of this. VirginiaPremier's history was serving underserved populations in healthcare but she noted healthcare went far beyond physical, mental and dental health. Healthcare encompassed the whole person and education was a part of that. She reported individuals with higher literacy rates and higher levels of education often also had better health outcomes. She noted VirginiaPremier was very proud to be one of the first sponsors of this scholarship and over \$3,000 in individual contributions had been raised. She was asking the community to invest with them and the Board to help get the word out in the community. She suggested there would be great support with Mrs. Crump being from New Kent County. She urged everyone to share this information with churches, schools, community groups or anywhere people were willing to listen. The scholarship was getting great press and every \$5,000 gift would allow another student to receive support. Plans were for the first scholarship to be awarded in the fall. They entertained questions.

Mr. Stiers noted appreciation for what was being done and asked if they had considered talking with civic organizations in New Kent who frequently supported scholarships. Members of the group noted this was a great idea. Mr. Stiers indicated he could provide contact information. Ms. Hines noted those interested in donating could find information at <https://www.support.vcu.edu/give/fund?fund=119848>. Electronic donations could be set up as one-time or recurring and checks could be mailed to the VCU Office of Development and Alumni Relations at P.O. Box 843042, Richmond, VA 23284.

Mr. Evelyn suggested this information could be put on the County website. Mr. Lockwood asked if information was available on social media. Ms. Hines reported the VCU School of Business had written articles and the communications and social media teams were also posting information through Facebook and LinkedIn. There had also been special emphasis during Black History Month which would continue into March for Women's History Month.

Ms. Paige reported Mrs. Crump was a very humble person and she had attended church with her for many years. She reminisced about how excited Mrs. Crump had always been about the County Fair and the number of ribbons she had won. Mrs. Crump was also well known for sharing her home canned goods with others in the community. She had loved her community, loved education and would be excited about this scholarship. She suggested Mrs. Crump would have called everyone asking them to support the scholarship and that she too would support this because she knew Mrs. Crump would encourage it. She thanked those who had been involved for recognizing such a worthy individual from New Kent. Ms. Hines noted that even though the scholarship would be dispersed in \$5,000 amounts, every amount would be appreciated. She noted people often thought it was necessary to have a large amount of money to be a donor but that was not true. She stressed that they wanted this scholarship to have community support especially from those who had known Mrs.

Crump and every donation would be appreciated. Mr. Taylor pointed out the \$3,000 previously mentioned was comprised of many small increment gifts.

Board members thanked the group for the presentation.

IN RE: COLONIAL DOWNS UPDATE

Colonial Downs Group Executive Vice President John Marshall thanked the Board for the opportunity to speak and noted New Kent General Manager Stephanie Wisneski was also present. He briefed the Board on plans for the upcoming horseracing season and noted last year's season had abruptly ended due to the pandemic. Colonial Downs had applied to the Virginia Racing Commission for a 2021 schedule in November prior to the availability of any vaccines. They continued making plans for the season to open on July 19th although there was still much uncertainty. The 2021 season would include 21 race days (Monday, Tuesday and Wednesday) with a 1:45 p.m. post time between July 19th and September 1st. He reported they were beginning to see some relief in restrictions and had most recently been able to extend their closing time. He also noted Mr. Stiers had given him information on new CDC mask guidelines of which he had not been aware and he felt there would be continued relief between now and the live race meet. He reported a coalition of entertainment and sports organizations in the Richmond area was advocating for certain liberties and relief from the restrictions and Colonial Downs would be the benefactor of those efforts. Limited online ticket sales would be offered beginning March 15th to accommodate current restrictions and ticket availability would be adjusted as restrictions relaxed. If live racing was held today, occupancy would be limited to 250 on each of the three floors in the building and only 1,000 outdoor spectators would be allowed on the 6,500 person occupancy track apron and grandstand seating area. Suite level seating was currently limited to ten persons per suite but would also be expanded up to the normal capacity of 28 per suite if possible. Given the earlier post time and expected higher temperatures, an airconditioned tent would also be available with free general admission.

Mr. Marshall announced the Virginia Derby would be held on Tuesday, August 31st. This would be a full day of stakes racing including the Virginia Oaks and Rosie's Stakes in addition to the Derby. He noted Colonial Downs would like to extend the naming rights and sponsorship for the Virginia Derby to New Kent County. Promotion and advertisement of New Kent County would be among the benefits of sponsorship. He reported that while racetracks, OTBs, casinos and sports books had physical limitations, parimutuel online wagering on horseracing had increased approximately 60% during the pandemic. Virginia Derby sponsorship would present New Kent County and its logo on a national scale by extending out into 900 outlets across the country and in Canada receiving the Colonial Downs signal online and in venues. The proposal for a \$50,000 sponsorship would be the same as in previous years. If some unforeseen circumstance prevented running the Derby, they would not collect the sponsorship. He noted that because they had not been able to run the Derby in 2020, they had not collected the sponsorship. He entertained questions.

Mr. Evelyn thanked Mr. Marshall and Ms. Wisneski for coming to the meeting and expressed his appreciation for all Rosie's and Colonial Downs had done during the pandemic to support the community and feed first responders. They had been great partners and he appreciated the relationship. He noted he could not speak for all Board members but stated he didn't think the sponsorship would be a problem.

Mr. Lockwood stated he felt Colonial Downs' plan for 2020 had been great and it was a shame it had not gone off as planned. He was excited about the potential for this year and

thanked Colonial Downs and Rosie's for being great partners in the communities where they were located. Mr. Marshall noted a "qualified outbreak" by the Virginia Department of Health standards with track jockeys had halted the 2020 season. The jockeys' guild had done much to educate their members since then and much stricter protocols were now in place. He reported Ms. Wisneski and her team had done a tremendous job with community outreach and gave them full credit for what they had been able to do in New Kent County.

Mr. Tiller also expressed appreciation for all Colonial Downs and Rosie's had done in New Kent and noted he had shared Ms. Wisneski's contact information with many.

Ms. Paige expressed appreciation for the relationship with Colonial Downs and noted they had done everything they had said they would do and had often exceeded expectations. Mr. Marshall noted it had been an honor and a pleasure for them.

IN RE: NEW KENT POST OFFICE CONSTRUCTION CONTRACT

Before the Board for consideration was a proposed contract with David A. Nice Builders, Inc. for the construction of a new post office to replace the current New Kent Post Office. County Administrator Rodney Hathaway reported New Kent had been working on this project with the United States Postal Service (USPS) for a little over two years. The USPS had agreed the existing facility no longer met the needs of the community and had reached out to various private property owners searching for a better facility/location. They had ultimately come back expressing an interest in land owned by the County east of the existing post office and asked the County to consider constructing a new post office that the USPS would lease. The County had moved forward with this request and had issued an Invitation for Bids (IFB). The IFB had been very successful with 15 proposals received by the February 24th deadline. The low bid in the amount of \$756,000 had been received from David A. Nice Builders, Inc. Mr. Hathaway noted two motions had been prepared for the Board's consideration. The first motion was to authorize him to execute the proposed agreement for the construction of a new post office to replace the current New Kent Post Office. The second motion was to appropriate the total New Kent Post Office construction project amount of \$897,740 from fund balance. This appropriation included the \$756,000 construction cost, a 10% contingency totaling \$75,600, construction management fees totaling \$25,000, utility connection fees totaling \$25,000, nutrient credit purchase totaling \$8,640 and material testing totaling \$7,500. He entertained questions.

Ms. Paige asked if the County had received comments from the Post Office. Mr. Hathaway reported the USPS had been kept abreast of the County's schedule and the goal was to turn the facility over to them by the end of October. The contract would include the construction of a shell building and site work. The USPS would complete the interior of the building and enter a lease agreement with New Kent County for ten years at an annual lease amount of \$60,000. For clarification, Ms. Paige noted the facility would be turned over to the USPS in October but would not be open to the public at that time. Mr. Hathaway confirmed and reported the USPS planned to open the facility in early 2022.

Ms. Paige moved to authorize the County Administrator to execute the proposed agreement for the construction of a new Post Office to replace the current New Kent Post Office. She further moved to appropriate \$897,740 from fund balance for the New Kent Post Office construction project. The members were polled:

Patricia A. Paige	Aye
Ron Stiers	Aye

John N. Lockwood	Aye
C. Thomas Tiller, Jr.	Aye
Thomas W. Evelyn	Aye

The motion carried.

IN RE: FY22 COUNTY ADMINISTRATOR'S BUDGET PRESENTATION

County Administrator Rodney Hathaway shared a presentation on the proposed FY22 Budget recommendations. He announced the Board would be meeting for a Budget Retreat at 9:00 a.m. on Friday, March 12th at the Providence Forge Recreation Center where the proposed budget would be discussed in more detail. He reviewed a PowerPoint presentation and noted each Board member had received a detailed proposed budget booklet. The proposed budget totaled \$79,688,523 which included a school budget of \$37,602,203. This budget was based on a \$0.79 per \$100 of assessed value real estate tax rate which was the same as the previous year and the previous year's budget had been \$75,062,698. This total did not include the \$8,134,874 Public Utility Budget.

Mr. Hathaway reviewed a chart depicting how the \$79 million dollar budget would be allocated. Top allocations included a school budget of \$37,602,203, public safety at \$11,960,732 and annual debt service at \$7,631,588. General fund revenues were projected to increase by \$2,758,199 over FY21. He drew attention to several revenue sources including increases of \$752,835 in real estate tax revenue and \$365,213 in personal property tax revenue. This was not a reassessment year and the real estate increase was partly due to increasing the collection rate from 95% to 97%. The rate had been reduced to 95% in FY21 due to uncertainties of the pandemic. Mr. Evelyn asked if these numbers would fluctuate and if calculations had been completed by the Commissioner of the Revenue. Mr. Hathaway indicated it was possible these numbers would fluctuate but noted fluctuation was more likely in personal property revenue. He reported the Commissioner of the Revenue would be at the Budget Retreat and would provide more information.

He also reported the General Assembly had taken action in 2020 to give counties the authority to collect up to 6% in meals tax without the need of a referendum. New Kent's current meals tax rate was 4% and he recommended consideration be given to increasing this rate to the maximum allowed 6%. This increase as well as expected increases in the current 4% collection were expected to generate \$591,880 in additional revenue. Mr. Hathaway reported it was also his recommendation that the revenue generated by the additional 2% be set aside for future capital projects. Projected increases in sales tax, permits and fees, recordation tax as well as Public Service Corporation real estate taxes were also reported. The housing market in New Kent was seeing a significant increase in activity which was driving increases in permits, fees and recordation tax collection. A small increase of \$70,000 in interest revenue on County investments was also projected.

Recommendations for the allocation of the \$2,758,199 in new revenue included:

- New Personnel Actions totaling \$1,288,918 - Mr. Hathaway indicated he would expand on these actions later in the presentation.
- FY21 School Set Aside Transfer reduction of \$3,150,574. Allocations to the set aside account would be discontinued as a result of the start of construction of Quinton Elementary School and repurposed to principal and interest for this new school's bond.
- Quinton Elementary Operating totaling \$2,045,000. These funds would be specifically for the operation of the new school and would not include one-time expenditures.

- Increase in Debt Service Transfer of \$1,296,023 for Quinton Elementary School. Total Debt Service on the new school would be \$1,354,702 but because there had been some savings in the County's Debt Service account as a result of payoffs and refinancing, the true cost would be \$1,296,023.
- New Capital Set Aside totaling \$591,880. This funding would be generated by the proposed 2% increase in meals tax designated specifically for future capital projects. It was noted \$22 million had been borrowed for the Quinton Elementary School project with a price tag of \$35 million. This had been largely due to the Board's decision several years ago to create a capital fund set aside in preparation for the new school.
- Sheriff – Communication Systems totaling \$202,635. The warranty on the County's emergency communications system had expired and an annual maintenance contract would be necessary beginning in FY22.
- School Operating Transfer totaling \$150,000 – Supervisors would be meeting with the School Board at its annual budget retreat on Friday and options to meet their needs would be discussed.
- Road-Side Litter Pick-up Contract totaling \$75,000.
- Fire Department totaling \$51,512 – This included some additional operating costs such as utility services and the instant alerting system for Station 5.
- Inmate Housing totaling \$48,000 - The cost for inmate confinement continued to rise. The increased funding was necessary due to a per diem increase as well as an expected increase in the number of days inmates were confined.
- Bay Transit totaling \$46,662 – Bay Transit had reduced its FY21 \$60,000 annual collection due from New Kent by using one-time CARES Act funding. This funding was not expected to be available in FY22 and the County would pay the full \$60,000.
- Registrar totaling \$34,238 – This included \$21,600 in annual rental for the APEX Building, \$4,500 in voting machine maintenance and the balance for utility services to the rental property.
- Sheriff – Supplies, training and uniforms for three new positions totaling \$26,055.
- Non-Major Capital Procurements including a plotter, phones, a dump trailer and a bush hog totaling \$20,160.
- Other New Increases – Individual department budgets had remained flat for the most part with a modest increase of \$32,690. Mr. Hathaway expressed his appreciation to the departments for always trying to find ways to be more efficient.

Expanding on proposed personnel actions totaling \$1,288,918, Mr. Hathaway noted the following recommendations:

- A 3.5% Cost of Living Adjustment (COLA) for full time and part time employees totaling \$462,535.
- Three new Sheriff's Office positions at a cost of \$195,096. This included the 3.5% COLA but did not include three vehicles totaling \$195,000 and supplies and training totaling \$26,055.
- Three new communications officers approved in FY21 totaling \$158,913. These positions had not been budgeted in FY21 and would be picked up in FY22.
- A 3% Employee Health Insurance Renewal increase totaling \$128,814 – Mr. Hathaway reported the County had been having its best year ever and this increase had come as a surprise. He believed the increase was the result of the pandemic uncertainty. He was recommending the County absorb the increase and not pass it on to employees.
- Voter Registration increase totaling \$87,608 – This increase was the result of minimum wage increases, extended voting (45 days prior to the election) and the possibility of three elections in FY22.
- County Administration totaling \$64,427 – Creation of a Public Relations Specialist Position to support improved public outreach.

- Various salary adjustments resulting from minimum wage increases and staff turnover totaling \$62,349. Minimum wage would increase to \$9.50 per hour beginning May 1, 2021 and to \$11.00 per hour beginning January 1, 2022.
- Information Technology Deputy Director position totaling \$48,567 – This position had been funded for only six months in FY21 and needed full funding in FY22.
- Registrar increase totaling \$19,134 – The General Assembly had taken action to require pay parity between the Voter Registrar and the County Treasurer.
- Fire – Three ALS (Advanced Life Support) incentive increases of \$5,000 each totaling \$18,582 with benefits. Staff were encouraged to complete this extensive certification process which would increase the level of services available for residents.
- Parks and Recreation – Maintenance Supervisor Salary Increase of \$10,000 totaling \$11,843 with benefits. This position had been advertised for four months with limited response. It was hoped the increased salary would draw more qualified candidates.
- Financial Services – Salary Adjustment of \$7,500 for the Financial Services Director totaling \$9,061 with benefits. This increase would bring this position more in line with neighboring localities.
- Environmental – Promotion of an Environmental Inspector to a Senior Environmental Inspector - \$5,000 increase to base totaling \$6,078 with benefits.
- Victim Witness – Salary adjustment of \$5,000 totaling \$6,012 with benefits. This was a grant funded position. This position served both Charles City and New Kent and Charles City was also being asked to increase the salary by \$5,000. This position had received no salary increase in many years.
- Building Inspections – Salary adjustment of \$3,222 for the front counter position totaling \$3,874 with benefits.
- Environmental – Promotion – Salary Adjustment of \$3,000 for the front counter position totaling \$3,608 with benefits.
- Human Resources – Salary Adjustment of \$2,000 for the Human Resources Director totaling \$2,417 with benefits. This increase would bring this position more in line with the market in this region.
- An increase of \$168,602 in Other Funds (Non-General) was also noted and included COLA, Insurance, Staff Turnover, Pay Plan Adj and On-Call. With the inclusion of these increases, the total personnel actions expenditure would be \$1,457,520.

A review of employee compensation and benefits indicated the following:

- 3.5% Cost of Living Adjustments for County Staff/5% for State Supported Positions.
- Health insurance rates were expected to increase by 3.5%. The recommendation was for the increase to be absorbed by the County.
- VRS rates would remain at 10.94%.
- Health Credit rates would remain at 0.22%.
- VRS Group Term Life Insurance rates would remain at 1.34%.
- VML Auto, Liability and Workers Compensation Insurance rates were not yet available.

A major capital improvement budget totaling \$4,379,130 was being recommended. The complete capital improvement budget could be found starting on page 88 in the detailed budget booklet distributed at this meeting. Among items included were:

- \$1,500,000 for Airport Obstruction Removal – The County's share would be \$30,000.
- \$698,700 for the replacement of six school buses.
- \$495,000 for County vehicle replacements - seven Sheriff's Office vehicles.
- \$225,000 for data networking infrastructure

The capital projects budget would be more fully discussed at the budget retreat on March 12th. Projects would be funded through several sources including non-proffer capital cash

reserves totaling \$2,347,100, existing proffer allocation cash reserves totaling \$522,350 and state grants totaling \$1,509,680.

Mr. Hathaway presented the Public Utilities budget and noted a 1% reduction in water and sewer rates was being proposed and no changes were recommended for connection and availability fees. The budget proposal included dropping the Bottoms Bridge Service District ad valorem tax rate by \$0.02 to \$0.11 per \$100 of assessed value. The proposed FY22 budget was \$8,134,874 compared to \$5,806,413 in FY21. Mr. Hathaway noted this increase was due to more capital projects scheduled for FY22. The proposed FY22 capital projects budget was \$3,110,000 compared to \$839,000 in FY21. Details could be found starting on page 88 of the detailed budget booklet. Projects planned for FY22 included:

- \$1,300,000 for solids stabilization and dewatering at the Parham Landing Wastewater Treatment Plant
- \$700,000 for storage tank replacement at The Colonies water system.
- \$700,000 for Route 106 utility extension.
- \$150,000 for site planning for a utilities operations center.
- \$100,000 for land acquisition for the Pamunkey River withdrawal project.
- \$100,000 for replacement of grit classifiers at Parham Landing.
- \$25,000 for Shad/Herring Study in connection with the river intake and pipeline mitigation projects.
- \$35,000 for vehicle replacement.
- \$17,000 for computer replacements.

Mr. Hathaway closed by noting additional information would be provided at the Budget Retreat. The budget public hearing would be held on May 10th with budget adoption on May 26th. State Code required the Board wait at least two weeks after the public hearing before adoption. He thanked the Board for the opportunity to present the FY22 budget.

IN RE: PUBLIC HEARING – MACOTTO RESIDENCE OVER PROPOSED BUSINESS/
RESTAURANT USE – RESOLUTION R-06-21

Before the Board for consideration was Resolution R-06-21 to approve Conditional Use Permit (CUP) application CUP-01-21, Macotto residence over a business use on tax map and parcel 22-80 (GPIN #K14-2123-3308). Planning Director Kelli Le Duc reported Eduardo and Jennifer Macotto had requested a CUP to rehabilitate an existing structure to a mixed-use single-family residential unit over a business use. The business would be a “grab-and-go” restaurant facility with limited seating inside and out. The subject property was located at 8201 New Kent Highway and was the former Blue’s Coffee House. Ms. Le Duc noted Zoning Code Section 98-10(d)(4) permitted a residential unit in conjunction with commercial uses to provide living quarters for a proprietor or manager and their family but limited the residential unit’s size to 1,000 square feet. The Macotto’s were asking the Board to authorize a greater size through the issuance of a use permit. The application had been sent to all reviewing agencies and comments would be addressed during the site planning process. Statements of support from New Kent Economic Development indicated the County would benefit from the collection of meals tax and sales and use tax as well as an increased real estate assessment due to the proposed property improvements. She drew attention to three proposed conditions listed in the resolution to assist in addressing, protecting and promoting the health, safety and general welfare of New Kent County citizens. These proposed conditions included authorization for the residential use to contain more than 1,000 square feet, the applicants would work with VDOT and other reviewing agencies to meet all state and local requirements during the site plan process and the CUP would expire five years from the date of approval if a building permit had not

been issued. Staff was recommending approval and the Planning Commission had also considered this application and had voted 10:0 to forward a recommendation for approval. She turned the floor over to John Hopke with Hopke & Associates, Inc. who had been working with the applicants on renovation plans.

Mr. Hopke reviewed conceptual designs for the renovation of the existing structure and noted the Macottos wished to renovate the facility into a restaurant on the first floor and a residence on the second floor. Because of this mixed-use, a CUP would be necessary. He reported County staff had been wonderful to work with and had made what had seemed to be very complicated on the surface into something that had been very understandable and simple. Mr. Hopke suggested everyone was familiar with the building which was located on a main road in the County and noted a good amount of restoration work would be needed. He reviewed a survey of the property and noted the front of the parcel was zoned business and a large portion to the rear was zoned for agriculture. The building had most recently been used as a restaurant and he believed it had been a service station at one time which explained a concrete apron in the front. Plans included making it easier to get in and out of the property and to get cars from the front of the building by adding customer parking to one side and residential parking to the opposite side. He reported comments received from VDOT had indicated they could not have two entrances but they were willing to entertain a waiver. He provided an overview of the layout of each of the floors. The restaurant level would include limited indoor and outdoor seating with the focus being on grab-and-go meals. A porch to the rear of the building would be replaced to provide covered access to the restaurant kitchen and an additional egress from the second floor residence. He closed with a rendering depicting the property fully renovated and beautifully landscaped. He entertained questions.

Mr. Stiers' comments indicated he was impressed with the conceptual design. Ms. Paige suggested more than ten parking spaces would be needed and asked if there was any plan for additional parking. Mr. Hopke stated that although additional parking was not shown on the conceptual plan, additional land was available if necessary. Ms. Paige reported she did not remember this property being a service station. Several in the audience indicated they remembered this. Mr. Evelyn suggested this would be a great community asset and noted he remembered going into the store with his grandfather many years ago. Mr. Lockwood noted the concept was beautiful and it would be a huge improvement.

The applicant Jennifer Macotto of 2828 Bending Birch Lane, Quinton was present. Ms. Macotto noted she was honored to be here and reported this project was her family's baby. They had lived in New Kent for four years and were members of St. Peter's Church. They drove by this property every Sunday and had said numerous times that someone needed to do something to save it. She stated, "potentially we had too much time during the pandemic and here we are." She noted the building had a lot of character and history and such a strong family had lived there for many years and added that it would be such an honor to be a steward of the property. Plans were to serve only breakfast and lunch and she reported her husband had been a chef for 25 years. She suggested a phased process may be necessary and noted it would take a great deal of work to get the building from its current state to what was depicted in the rendering. Significant structural issues would need to be addressed first. She thanked the Board for the opportunity to speak.

Mr. Evelyn opened the public hearing. There being no individuals wishing to speak, the public hearing was closed.

Ms. Paige moved to adopt Resolution R-06-21 approving CUP-01-21, Macotto residence over a business use on Tax Map and Parcel 22-80. The members were polled:

Ron Stiers	Aye
John N. Lockwood	Aye
C. Thomas Tiller, Jr.	Aye
Patricia A. Paige	Aye
Thomas W. Evelyn	Aye

The motion carried.

IN RE: PUBLIC HEARING – SUBDIVISION ORDINANCE AMENDMENT – ORDINANCE
O-05-21

Before the Board for consideration was Ordinance O-05-21 to amend Section 91-10 of the New Kent County Code. County Administrator Rodney Hathaway reported the proposed Subdivision Ordinance amendment would permit boundary line adjustments and lot consolidations involving properties within Agricultural and Forestal Districts (AFD). Currently no subdivisions were permitted on properties within the AFD program or any land use taxation program. The proposed ordinance would allow boundary adjustments and lot consolidations without withdrawing the property from the district and without the property being subject to back taxes. It would however be necessary for all properties impacted to be within the same AFD. The Board had adopted Resolution R-48-20 (R1) to initiate the proposed amendment by sending it to the Planning Commission for consideration and public comment. The Planning Commission had conducted a public hearing on February 16, 2021 and had voted 10:0 to forward a favorable recommendation to the Board.

Mr. Tiller stated this had come about because of a Planning Commission member who had wanted to adjust the boundary of a property within the AFD program. Mr. Hathaway noted a Planning Commission member had been impacted by the current ordinance and if the proposed ordinance had been in place, his property could have remained in the program while undergoing a boundary line adjustment. It had unfortunately been necessary to remove the property from the AFD and pay five years of back taxes. All properties had been within the AFD and no new parcel was created. Mr. Evelyn noted this situation had occurred numerous times over the years. Referencing the Planning Commission member previously mentioned, Mr. Lockwood noted there had been no net change in the AFD property as a result of the requested boundary line adjustment. He supported the proposed amendment and believed it was a cleaner and less expensive way to address boundary line adjustment requests in AFDs.

Mr. Evelyn opened the public hearing. There being no individuals wishing to speak, the public hearing was closed.

Mr. Tiller moved to adopt Ordinance O-05-21 amending Section 91-10 of the New Kent County Subdivision Ordinance. The members were polled:

John N. Lockwood	Aye
C. Thomas Tiller, Jr.	Aye
Patricia A. Paige	Aye
Ron Stiers	Aye
Thomas W. Evelyn	Aye

The motion carried.

IN RE: ELECTED OFFICIALS REPORTS

Mr. Stiers reported the COVID vaccine clinics being held in the County had been quite a success. He indicated a clinic had been held at the Providence Forge Recreation Center the previous week and another at New Kent High School. He was amazed at how Fire Chief Rick Opett had the process organized so that vaccine recipients could be in and out in 45 minutes or less. He commended Chief Opett and staff as well as Executive Assistant to Administration Krista Eutsey and Receptionist Holly Naggy who had been taking calls in the County's COVID Call Center. He expressed appreciation to all who were involved. Mr. Evelyn noted he believed all Board members would agree with these comments.

Mr. Tiller noted agreement. He reported School Superintendent Dr. Brian Nichols had mentioned in a recent meeting that New Kent was being recognized all over the state for how they were handling these clinics and others were looking to emulate them.

Mr. Lockwood concurred. He reported a neighbor had called him on the way to this meeting and had asked him to relay a message. He had expressed gratitude for the efficiency and had reported he had been in and out of the clinic in 30 minutes. He also reported receiving calls praising Ms. Eutsey and Ms. Naggy for their work in the Call Center. A wonderful job was being done and citizens were pleased to be able to get answers to their questions and to be able to speak with a human. He also reported the Clean County Committee had recently produced a video that would soon be released and he expressed his appreciation to Sheriff Joe McLaughlin and Chief Deputy Lee Bailey for their involvement. The video would support a community effort to clean up the County. Ms. Paige asked if there was another announcement from the Clean County Committee. Mr. Lockwood reported there had been an issue and he would make the announcement at a later date.

Ms. Paige reported on the following:

- Central Virginia Transportation Authority (CVTA) – She encouraged Board members to go to the PlanRVA website and review the CVTA strategic documents to see how this transportation authority would impact our locality. The CVTA had been modeled after a similar authority in the Hampton Roads area and, in addition to providing funds for roads within CVTA localities, would also help funnel funds toward I-64. She encouraged Board members to think strategically to prioritize road projects within their districts.
- Richmond Regional Transportation Planning Organization (TPO) – Ms. Paige noted she currently chaired the TPO and suggested money available through grants that could be used for projects in New Kent was being left on the table. She had discussed this with Assistant County Administrator Justin Stauder and encouraged Board members to let her know of any projects for which they would like the County to seek funding.
- Central Virginia Waste Management Authority (CVWMA) – The CVWMA was partnering with the New Kent Clean County Committee to help keep New Kent County beautiful. She thanked Mr. Lockwood for his efforts in this area.
- Capital Region Workforce Partnership – Ms. Paige reported the Partnership continued to setup virtual job fairs. This was particularly important with the end of the school year fast approaching and high school and college students would be looking for summer jobs. Virtual interviews would also be an option. She encouraged anyone who may be interested in more information to please see her.

She noted New Kent was a part of these boards and she would keep Board members informed and provide information that would help New Kent be more active participants and to make better use of funds available through these avenues.

- Day Light Savings Time - She reminded everyone to set their clocks forward on Saturday, March 13th.

Referencing Ms. Paige's earlier comment regarding an announcement from the Clean County Committee, Mr. Lockwood reported plans were being made for a shredding and recycling event but there had been an issue with the date selected. He expected a detailed announcement would be made soon and encouraged everyone to look for it on the County's website and Facebook page.

Mr. Evelyn noted he was surprised Ms. Paige had not mentioned the possibility of funding for I-64 widening in New Kent in the state's budget. He noted Ms. Paige had worked very hard to advance this project. Ms. Paige reported \$93.8 million was included in the budget and while she was excited about this, she noted it would cost over \$200 million to widen I-64 through New Kent. She stated New Kent would get I-64 widened, would get VDOT to complete Route 60 and get the shoulders back on Route 249.

Mr. Evelyn reported he had spoken with Fire Chief Rick Opett and had learned the County's COVID vaccine clinics would be moved from Tuesdays to Fridays beginning March 19th at New Kent High School. Previous clinics at this location had worked very well and there had been much positive feedback. He noted the vaccine clinics were very much a team effort and specifically noted Fire-Rescue, the Sheriff's Office, County Administration and New Kent County Schools and expressed his appreciation to all involved. He encouraged anyone who was interested in receiving a vaccine to contact the call center at 804-966-9677.

IN RE: STAFF REPORTS – COUNTY LITTER PICKUP CONTRACT

County Administrator Rodney Hathaway reported the County and Board members had received many comments about litter along roadways. Although the County was moving forward with putting some resources toward litter pickup, he was hopeful County citizens would help to keep roadways clean. An Invitation For Bids (IFB) for litter pickup services had been put out in February. Bids had been due on February 25th and he was working with the low-bidder on final details. He and General Services Director Rick Stewart would be meeting with the contractor on Thursday and he hoped to have a contract in place then.

Referencing Mr. Hathaway's urging for everyone to help keep the County clean, Mr. Lockwood reminded all to please be careful if they decided to pick up litter and to be sure they were highly visible. He noted safety was paramount and expressed appreciation to anyone who would volunteer to do this work. Mr. Hathaway agreed and also urged drivers transporting trash to local refuse sites to be sure their trash was making it to the site where it could be disposed of properly and not falling along the roadways.

Mr. Stiers asked for information on the low bid. Mr. Hathaway reported the low bid had been considerably low and although he did not have the figures with him, he believed the quotes had been \$16 per mile for roads with two sides, \$24 per mile for roads with a median and \$24 per mile for on-call services. Several Board members questioned these prices. Mr. Hathaway noted this was why the contract had not been signed and they were waiting to meet with the firm so they could get a better understanding of their ability to

provide the service. He noted ten proposals had been received and if it was determined the low bidder could not perform, they would move on to the next proposal.

IN RE: OTHER BUSINESS

There was no other business.

IN RE: APPOINTMENTS – DELEGATED BY DISTRICT

There were no appointments delegated by district.

IN RE: APPOINTMENTS – NOT DELEGATED BY DISTRICT

Mr. Lockwood moved to appoint David Hurst as an at large member of the Board of Building Code Appeals/Board of Fire Prevention Code Appeals to serve a four-year term beginning January 1, 2021 and ending December 31, 2024. The members were polled:

C. Thomas Tiller, Jr.	Aye
Patricia A. Paige	Aye
Ron Stiers	Aye
John N. Lockwood	Aye
Thomas W. Evelyn	Aye

The motion carried.

IN RE: ANNOUNCEMENT OF UPCOMING MEETINGS/ADJOURNMENT

Mr. Evelyn announced the next regularly scheduled meeting of the Board of Supervisors would be held at 6:00 p.m. on Monday, April 12, 2021 and the next work session would be held at 9:00 a.m. on Wednesday, March 31, 2021, both in the Historic Courthouse Boardroom (School Board Office), 12003 New Kent Highway, New Kent, VA. The Board would also meet for a Budget Retreat at 9:00 a.m. on Friday, March 12, 2021 at the Providence Forge Recreation Center, 9900 Carriage Road, Providence Forge, VA.

Mr. Evelyn adjourned the meeting at 7:39 p.m.