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NEW KENT COUNTY BOARD OF SUPERVISORS

January 14, 2008, 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. Burrell)

ROLL CALL (all members present)

ANNUAL REORGANIZATION OF THE BOARD: The Board's first meeting of the year is designated as the annual reorganization meeting

A. Election of officers – the Board will elect a Chairman and Vice-Chairman to serve as officers for 2008

Action: Mr. Davis nominated James H. Burrell to serve as Chairman of the Board for a term of one year. Mr. Sparks moved to close nominations. Vote was 4:0:1 (Ayes: Evelyn, Sparks, Trout & Davis; abstention: Burrell), motion carried.

Action: Mr. Sparks nominated W. R. Davis, Jr. to serve as Vice Chairman of the Board for a term of one year. Mr. Trout moved to close the nominations. Vote was 4:0:1 (Ayes: Evelyn, Sparks, Trout & Burrell; abstention: Davis), motion carried.

Action: Mr. Trout moved to elect W. R. Davis, Jr. as Vice Chair for a term of one year. Vote was 4:0:1 (Ayes: Evelyn, Sparks, Trout & Burrell; abstention: Davis), motion carried.

B. Regular meeting schedule for 2008 – to be established by Resolution R-01-08

Matter was deferred until Retreat. Board did agree to hold Retreat at 4:30 p.m. on January 23, 2008, at the Visitors Center and its January Work Session on Monday, January 28, 2008, at 2 p.m. in the Boardroom of the County Administration building.

C. Review and/or adoption of Bylaws – the Board will review the current Bylaws; any changes will result in adoption at a future date.

Action: Mr. Davis moved that the Board's bylaws be amended as follows and that a vote be taken at a future meeting: Adding paragraph C. under Article VII, to read "The Board of Supervisors shall charter all committees, whether permanent or temporary. The charter shall, at a minimum prescribe the committee's mission, membership, duration, authorize or prohibit the expenditure of public funds, and set forth any reports, results or other items the committee shall deliver to the Board", with the existing paragraph C. becoming paragraph D. Vote was 5:0, motion carried.

CONSENT AGENDA

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

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PRESENTATION

--Presentation of the FY07 Comprehensive Annual Financial Report (CAFR) – Anne B. Wall CPA/Member, Robinson Farmer Cox

Action: Mr. Evelyn moved to accept the FY07 Comprehensive Annual Financial Report as presented. Vote was 5:0, motion carried.

CITIZENS' COMMENT PERIOD (3 minutes/person)

RESIDENCY ADMINISTRATOR'S REPORT

INTRODUCTION OF NEW EMPLOYEES

Matthew Ebinger, Planner I, by Planning Manager Rodney Hathaway

Gary Martin, Maintenance Technician, by Maintenance Supervisor David Bednarczyk

ELECTED OFFICIALS' REPORTS

STAFF REPORTS

APPOINTMENTS

Actions:

Mr. Evelyn moved to appoint George Tate Jr. as a District One representative to the Agricultural and Forestal District Advisory Committee to serve a four year term ending December 31, 2011.

Mr. Evelyn moved to appoint George Tate, Jr. as District One's representative to the Board of Road Viewers to serve a one year term ending December 31, 2008.

Mr. Evelyn moved to appoint George Gregory, Jr. as a District One representative to the Planning Commission to complete a term ending December 31, 2010.

Mr. Sparks moved to appoint Douglas Raynor as District Two's alternate representative to the New Kent County Historic Commission to serve a term ending December 31, 2008.

Mr. Sparks moved to appoint Larry Haislip as District Two's representative to the New Kent Economic Development Authority to complete a term ending December 31, 2010.

Mr. Sparks moved to appoint Mike Salmon as District Two's representative to the Parks and Recreation Advisory Commission to serve a three year term beginning January 1, 2008 and ending December 31, 2010.

Mr. Sparks moved to appoint Clarence Tiller as a District Two representative to the Planning Commission to serve a term ending December 31, 2008.

Mr. Sparks moved to appoint Steve Rocha as a District Two representative to the Planning Commission to serve a term ending December 31, 2010.

Mr. Sparks moved to appoint Claude Baldwin as District Two's representative to the Board of Road Viewers to serve a one year term ending December 31, 2008.

Mr. Sparks moved to appoint Pete Sweet as a District Two representative to the Transportation Safety Commission to serve a term ending December 31, 2008.

Mr. Sparks moved to appoint Lyle Gleason as District Two's representative to the Wetlands Board/Chesapeake Bay Preservation Board to serve a five year term beginning January 1, 2008 and ending December 31, 2012.

Mr. Sparks moved to recommend Michael Lane for Circuit Court appointment as District Two's representative to the Board of Equalization.

Mr. Burrell moved to appoint James Moody as District Three's representative to the Board of Road Viewers to serve a one year term ending December 31, 2008.

Mr. Burrell moved to appoint Herman Burrell as a District Three representative to the Transportation Safety Commission to serve a term ending December 31, 2011.

Mr. Burrell moved to recommend Brenda "Sam" Snyder for Circuit Court appointment as District Three's representative to the Equalization Board.

Mr. Trout moved to appoint Ronald Lang as District Four's representative to the Board of Road Viewers to serve a one year term ending December 31, 2008.

Mr. Trout moved to appoint Floyd C. Jefferson as District Four representative to the Transportation Safety Commission to serve a term ending December 31, 2011.

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Mr. Trout moved to appoint Richard Weyant as a District Four representative to the Transportation Safety Commission to serve a term ending December 31, 2010.

Mr. Trout moved to recommend Bill Chandler for Circuit Court appointment as District Four's representative to the Board of Equalization.

Mr. Davis moved to appoint Bill Simpson as District Five's representative to the Airport Advisory Commission to serve a four year term beginning January 1, 2008 and ending December 31, 2011.

Mr. Davis moved to appoint Craig Pierce as District Five's representative to the Parks and Recreation Advisory Commission to serve a three year term beginning January 1, 2008 and ending December 31, 2010.

Mr. Davis moved to appoint Bruce Howard as District Five's representative to the Board of Road Viewers to serve a one year term ending December 31, 2008.

Mr. Davis moved to nominate Philip Hickman as District Five's representative to the Board of Zoning Appeals to serve a five year term beginning January 1, 2008 and ending December 31, 2012.

Mr. Davis moved to recommend Edgar Hayes for Circuit Court appointment as District Five's representative to the Board of Equalization.

Vote was 5:0, motions carried.

Mr. Burrell moved to appoint W. R. Davis, Jr. as a member of the Farms of New Kent Community Development Authority Board to serve a four-year term beginning January 1, 2008 and ending December 31, 2011.

Mr. Davis moved to appoint Donald Seeterlin as a member of the Board of Building Code Appeals/Board of Fire Prevent Code of Appeals to serve a four year term beginning January 1, 2008 and ending December 31, 2011.

Mr. Burrell moved to appoint Jean Street as a New Kent representative to the Chickahominy District Health Advisory Board to serve a two year term beginning January 1, 2008 and ending December 31, 2009.

Mr. Trout moved to appoint Carolyn Ito as a New Kent representative to the Chickahominy Disability Services Board to serve a one year term ending December 31, 2008.

Mr. Burrell 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 ending December 31, 2008.

Mr. Evelyn moved to appoint D. M. Sparks as the Board representative to the Airport Advisory Commission to serve a one year term ending December 31, 2008.

Mr. Davis moved to appoint Stran L. Trout as the Board representative to the Historic Commission to serve a one year term ending December 31, 2008.

Mr. Trout moved to appoint W. R. Davis, Jr. as the Board representative to the Parks and Recreation Advisory Commission to serve a one year term ending December 31, 2008.

Mr. Davis moved to appoint James H. Burrell as the Board representative to the Planning Commission to serve a one year term ending December 31, 2008.

Mr. Burrell moved to appoint Thomas W. Evelyn as the Board representative to the Social Services Advisory Board to serve a one year term ending December 31, 2008.

Mr. Burrell moved to appoint Thomas W. Evelyn as New Kent's Board representative to the Capital Area Policy Board/Capital Area Training Consortium to serve a four year term beginning January 1, 2008 and ending December 31, 2011.

Mr. Evelyn moved to appoint D. M. Sparks as New Kent's Board representative to the Chickahominy District Health Advisory Board to serve a one year term ending December 31, 2008.

Mr. Sparks moved to appoint Stran Trout as New Kent's Board representative to the Metropolitan Planning Organization to serve a one year term ending December 31, 2008.

Mr. Trout moved to appoint John A. Budesky as New Kent's alternative representative to the Metropolitan Planning Organization to serve a one year term ending December 31, 2008.

Mr. Trout moved to appoint George Homewood as New Kent's staff representative to the Metropolitan Planning Organization to serve a one year term ending December 31, 2008.

Mr. Trout moved to appoint Rodney Hathaway as New Kent's alternate staff representative to the Metropolitan Planning Organization to serve a one year term ending December 31, 2008.

Mr. Sparks moved to appoint Stran Trout as New Kent's Board representative to the Richmond Regional Planning District Commission to serve a one year term ending December 31, 2008.

Mr. Trout moved to appoint John A. Budesky as New Kent's alternate representative to the Richmond Regional Planning District commission to serve a one year term ending December 31, 2008.

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Mr. Trout moved to appoint James H. Burrell as New Kent's Director of Emergency Management to serve a one year term ending December 31, 2008 as required by Virginia Code Section 44-146.19.

Mr. Trout moved to appoint D. M. Sparks as the Board of Supervisors' representative to the School Board's Six-Year Improvement Plan Committee.

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 February 11, 2008, in the Boardroom of the County Admin Building. The next work session will be held on January 28, 2008, at 4:00 p.m. in the Boardroom.

It was clarified that the Board would meet for a retreat on Wednesday, January 23, 2008, at 4:30 p.m. at the Visitors Center and for its work session on January 28, 2008 at 2 p.m. in the Boardroom.

CLOSED SESSION for consultation with legal counsel pursuant to Section 2.2-3711A.7 of the Code of Virginia involving consultation with legal counsel and briefings by staff members and consultants about actual or probable litigation and public discussion would adversely affect the negotiating or litigating posture of the County

There was no closed session.

ADJOURNMENT

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

Meeting was adjourned at 8:12 p.m.

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. Regular meeting of December 10, 2007
 - b. Special meeting of December 14, 2007
 - c. Special meeting of December 20, 2007

2. Appropriations
 - a. Funds donated to the New Kent Animal Shelter, \$730.00
 - b. Funds donated to the Sheriff's Honor Guard, \$1,075.00
 - c. Insurance funds received for Sheriff's vehicles that struck deer on Oct 25 and Dec 8 2007, \$867.00
 - d. Insurance funds received for re-lettering and re-striping the ambulance damaged at Colonial Downs, \$175.00
 - e. Insurance funds received for property damage caused by sewage backup at Parham Landing Wastewater Treatment Plant on Oct 27 2007, \$3,359.00
 - f. Funds received from Nena Manoylovich for the New Kent Fire Department, \$1,000.00
 - g. Funds received for security at the Nov 9 football game and Dec 1 and 6 2007 basketball games, \$388.00

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- h. Funds received from Emmaus Baptist Church for Sheriff's personnel coverage for a Nov 30 2007 event, \$82.00
- i. Funds received from Colonial Downs for Sheriff's personnel coverage for Nov 2007, \$3,474.00
- j. Parks & Recreation funds donated for the scholarship sponsorship program, \$600.00
- k. Funds received from the Va. Dept of health from the Advanced Life Support Training Fund for course funding for FY08, \$1,428.00
- l. Funds received for burn permits, \$3,575.00
- m. Funds received from the E-911 Wireless State Board for a grant for the new E-911 Center, \$150,000.00
- n. Funds received for clean-up of a haz-mat incident on Aug 28 2007, \$1,460.00

Total Supplemental Appropriation: \$ (168,213.00)	Total
\$ 168,213.00	Money-in/Money-out

- 3. Inter-Departmental Budget Transfers
 - a. *Sheriff's Office*: \$3,036.00 from Construction to Part Time salary items
 - b. *Fire-Rescue*: \$33,900 from State Fire Program Fund and OSHA Compliant to Fire Tanker Truck
 - c. *Wastewater*: \$40,000 from Parham Landing Contract Services to Chickahominy Contract Services
 - d. *Fire-Rescue*: \$120 from Overtime to Special Duty
 - e. *Sheriff's Office*: \$6,106.00 from Mobile Data In Car Mapping to Maintenance Service contracts
 - f. *Fire-Rescue*: \$4,500 from Fire EMS Reporting System to Telecommunications-Cell
 - g. *Human Resources/Fire-Rescue*: \$1,650 from Human Professional Services to Fire & Rescue Part-Time Salaries & Wages
 - h. *Clerk of the Board*: \$48,090 from Reserved for Contingency to salary and office expense line items for new position
 - i. *Economic Development*: \$52,920 from supply and salary line items to printing & binding, contractual services, overtime and lease/rent of equipment
- 4. Treasurer's Report: Cash in Bank as of November 2007: \$20,439,967.45

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