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Approved minutes will be posted after the next regular business meeting



NEW KENT COUNTY BOARD OF SUPERVISORS

May 12, 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)

CONSENT AGENDA

Action: Mr. Davis moved to approve the Consent Agenda, after pulling road name additions of Blue Heeler Lane and Thomas Brown Lane, and that it be made a part of the record. Vote was 5:0, motion carried.

CITIZENS' COMMENT PERIOD (3 minutes/person)

RESIDENCY ADMINISTRATOR'S REPORT

Action: Mr. Davis moved to adopt Resolution R-09-08 to amend the designation of funds for VDOT revenue sharing [to pave Homestead Road under Rural Rustic Roads] in the amount of \$140,000, which is \$70,000 County and \$70,000 VDOT share. Vote was 5:0, motion carried.

PRESENTATIONS

a. *Annual report by Sheriff F. W. Howard, Jr.*

INTRODUCTION OF NEW SHERIFF'S OFFICE EMPLOYEES

- *Stan Belback--Courthouse Security (filling vacancy)*
- *Mark Domnick--Civil Process/Courthouse Security (filling vacancy)*
- *Randy Douglas--Courthouse Security (filling vacancy)*
- *Robert Tucker--Part Time Dispatcher (filling vacancy)*

ELECTED OFFICIALS' REPORTS

STAFF REPORTS

APPOINTMENTS

MEETING SCHEDULE: The next regularly scheduled meeting of the Board of Supervisors will be held at 6 p.m. on June 9, 2008, in the Boardroom of the County Admin Building. The next work session will be held at 8:30 a.m. on May 27, 2008, and a special meeting for public hearings on fees, tax rates and the FY09 budget at 7 p.m. on May 28, 2008, both in the Boardroom.

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CLOSED SESSION

Action: Mr. Davis moved to go into Closed Session to discuss a personnel matter pursuant to Section 2.2-3711A.1 of the Code of Virginia involving a performance evaluation of an employee. Vote was 5:0, motion carried.

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

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

ADJOURNMENT

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

Meeting was adjourned at 9:34 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. Special work session of April 3, 2008
 - b. Special work session of April 14, 2008
 - c. Regular meeting of April 14, 2008
2. Miscellaneous
 - a. Annual merit increase for County Attorney
 - b. Road Name Additions:
 - i. ~~Blue Heeler Lane~~
 - ii. ~~Thomas Brown Lane~~
 - iii. Cooks Mill Retreat Lane
3. Refunds
 - a. \$1,048 to Patricia & Peter Johns for duplicate payment of commercial land disturbance permit fee
 - b. \$3,589.99 to Style Craft Homes, Inc. for erroneous BPOL assessment
4. Appropriations
 - a. Funds donated to the New Kent Animal Shelter, \$389.00
 - b. Funds for revenue received for extra security detail performed by the Sheriff's Office, \$2,337.00
 - c. Funds for Fire-Rescue for funds donated from the Fellowship Church Egg Hunt, \$100.00
 - d. Funds received for restitution for Feb 10 08 fire incident, \$300.00
 - e. Insurance proceeds for roof repair at the Airport for storm damage on Feb 21 08, \$1,594.00
 - f. Virginia Power grant funds received on Apr 21 from the Dept. of Emergency Management, \$20,500.00
 - g. Reduce appropriations for Social Services funds returned to the State for discontinued programs, \$6,358.00
 - h. Parks & Recreation program revenue received in excess of budget, \$15,000.00
 - i. Funds received for burn permits, \$540.00
 - j. Charge card fees collected in excess of budget for offsetting expenditures associated with charge card fees, \$353.00

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Total Supplemental Appropriation:	\$ (34,755.00)	Total
	\$ 34,755.00	Money-in/Money-out

5. Inter-Departmental Budget Transfers
 - a. *Sheriff's Office*: \$5,000 from Jail Space to Marine Patrol
 - b. *Circuit Court Clerk*: \$874 from Overtime to Part-time
 - c. *Fire-Rescue*: \$1,850.03 from Salaries & Wages, VSRS and Group Life to Part-time Salaries & Wages
 - d. *Court Services*: \$61,500 from Maintenance Service Contracts (\$590), Telecommunications/Local (\$900), Telecommunications/Upgraded (\$1,000), Lease/Rent Buildings (\$3,600) and Reserved for contingency (\$55,410.00) to Non-Secure Detention (\$30,000) and Secure Detention (\$31,500)
 - e. *Schools*: \$5,715.00 from Improv of Instruction materials and supplies elementary and secondary, to Instruction materials and supplies elementary and secondary
 - f. *Schools*: \$5,850 from Classroom Instruction Paraprofessional Salaries to Classroom Instruction Materials & Sup
 - g. *Schools*: \$96,424.00 from Appropriation of Funds from Prior year and Transfer from Capital to the School Fund to Vehicle Op-Vehicle & Power Equip Fuel and Transfer to Schools fro Capital Fund
 - h. *Circuit Court Clerk*: \$7,925 from Salaries & Wages to Unemployment Compensation
 - i. *Fire-Rescue*: \$1,935 from Tower Repair/Maint to Education
 - j. *Sheriff's Office*: \$150 from Other Operating Supplies to GREAT Supplies
 - k. *General Services*: \$18,265 from Contracted Refuse Collection to Vehicle Acquisition

6. Treasurer's Report: Cash in Bank as of March 2008, \$24,507,247.61

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