

THE REGULAR WORK SESSION OF THE NEW KENT COUNTY BOARD OF SUPERVISORS WAS HELD ON THE 27<sup>TH</sup> DAY OF JUNE IN THE YEAR TWO THOUSAND TWELVE IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING IN NEW KENT, VIRGINIA, AT 8: 31 A.M.

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IN RE: CALL TO ORDER

Chairman Burrell called the meeting to order.

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IN RE: ROLL CALL

Thomas W. Evelyn	Present
C. Thomas Tiller, Jr.	Present
James H. Burrell	Present
Ron Stiers	Present
W. R. Davis, Jr.	Present

All members were present.

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IN RE: CLOSED SESSION

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 performance, and for consultation with legal counsel pursuant to Section 2.2-3711A.7 of the Code of Virginia involving actual or probable litigation. The members were polled:

Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
James H. Burrell	Aye

The motion carried. The Board went into Closed Session.

Mr. Evelyn moved to return to Open Session. The members were polled:

C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
James H. Burrell	Aye

The motion carried.

Mr. Davis made the following certification:

Whereas, the New Kent County Board of Supervisors has convened in a Closed Session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia requires a certification by the Board that such Closed Session was conducted in conformity with Virginia law;

Now there be it resolved that the Board hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from Open Session requirements by Virginia law were discussed in Closed Session to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the Closed Session were heard, discussed or considered by the Board.

The members were polled on the certification:

Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
James H. Burrell	Aye

The motion carried.

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IN RE:           FY12 INTERDEPARTMENTAL BUDGET TRANSFERS

Before the Board for consideration were FY12 Interdepartmental Budget Transfers as follows:

- a. *Fire-Rescue*: \$6,999 between various line items
- b. *Parks & Recreation*: \$500 from PT Community Rental Wages to Rec Overtime wages for Rec Programmer and PT Summer Camp

Financial Services Director Mary Altemus explained that these were items needed for the close-out of FY12 and there was nothing of concern with either transfer.

Mr. Evelyn moved to approve the FY12 Interdepartmental Budget Transfers, as requested. The members were polled:

W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
James H. Burrell	Aye

The motion carried.

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IN RE:           AGREEMENT WITH TROY & BANKS

Before the Board for consideration was an Addendum to the Agreement with Troy & Banks for utility bill audit services.

Ms. Altemus explained that the Board had previously approved an agreement with Troy & Banks for a utility audit and that those services were being performed, with a little more than \$13,000 having been recouped to date. She indicated that the requested Addendum would allow that company to research for future cost reductions. She advised that approximately \$15,000 in future savings had already been identified, of which Troy & Banks would receive 25% as their fee. It was clarified that there would only be a fee if cost reductions were identified and received.

Mr. Davis moved to approve the Addendum to Troy & Banks/New Kent County Board of Supervisors Agreement for the period July 1, 2012 through June 30, 2013. The members were polled:

Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
James H. Burrell	Aye

The motion carried.

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IN RE: 2007 LEASE REVENUE BOND

Before the Board for consideration was Resolution R-34-12 regarding a loan rate modification on a 2007 Lease Revenue Bond with Citizens and Farmers Bank (C&F).

Financial Advisor Robert Porter of Davenport & Company explained that the proposed resolution, which had been prepared by bond counsel Dan Siegel, detailed a modification to the 2007 Human Services Building loan with C&F that would reduce the interest rate from 3.98% to 3.1%. He indicated that the original loan had a certain call provision that would be reinstated that provided that if the County refinanced with a third party during the first three years, there would be a 1% prepayment penalty, but no penalty if the County paid it off or refinanced with C&F.

Mr. Evelyn commented that he felt it was good that the County would be saving money with a better interest rate, and moved to adopt Resolution R-34-12, as presented. The members were polled:

C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
James H. Burrell	Aye

The motion carried.

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IN RE: REQUEST FOR CHANGES TO THE FIRE-RESCUE ORDINANCE IN THE COUNTY CODE

Dr. Will Mills, the Operational Medical Director (OMD) for Providence Forge Volunteer Rescue Squad (Rescue Squad) reviewed with the Board some suggested changes to the County's Fire-Rescue ordinance. Also present from the Rescue Squad was Captain John Roberts.

Proposed ordinance changes included:

- Putting all OMDs in the County "on an equal playing field" rather than having the County's OMD be in charge of all the others
- Having the Board of Supervisors issue permits to agencies instead of the Fire Chief
- Having a more detailed list of the "records" to be required from permitted agencies and increased reliance on the fact that an agency was compliant with State regulations
- Deleting those portions that were already in the State Code that didn't need to be repeated in the County Code

- Changing the suspension process so that reports of non-compliance were sent to the State for investigation and action
- Allowing permitted agencies to establish and operate within their own guidelines rather than those of the County as long as those guidelines were consistent with federal, state and regional guidelines.
- Allowing a volunteer agency to receive funds for its operational costs by participation in the County's cost recovery program based on the number of transports it performed.

County Attorney Michele Gowdy explained that the proposed changes had not yet been fully reviewed by staff and it would also be necessary to see if they conflicted with Medicare or Medicaid guidelines.

There was discussion regarding a timetable to review and respond to the requested ordinance revisions. Ms. Gowdy advised that it would take a month or two, but agreed to plan on bringing something back to the Board by August.

Board members inquired about the current status of the Rescue Squad. Captain Roberts reported that membership was growing and that some of the graduates of a recent EMT class would be joining. Dr. Mills admitted that they did not yet have enough volunteers to fully staff all of their ambulances but that was a goal that they were working towards. Board members emphasized that the County wanted to work with the Rescue Squad to provide services to the County. County Administrator G. Cabell Lawton, IV reported that the Squad's temporary permit would expire at the end of the week and, as the Acting Fire Chief, he would like to extend it for another 90 days.

Dr. Mills reported that the Squad's roster had been updated with all certification dates and a copy was forwarded to Fire-Rescue at the end of May. County staff clarified that the roster had been received but the certification documentation had not, which was required by the permit. There was discussion regarding the resistance of the Squad to provide this documentation and Dr. Mills explained that in the past, the same documentation was repeatedly requested by the County and the Squad did not understand why the County needed the documentation when he as OMD had reviewed and confirmed the certification information. Ms. Gowdy explained that Medicare and Medicaid required that all records be kept in one central depository.

Board members commented that everyone wanted to do what was best for the citizens and it remained a mystery why providing this documentation was still an issue for the Squad. Dr. Mills advised that he would see that the CPR and EMT certifications were forwarded to the County by the end of the month.

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IN RE: 2012 EMERGENCY OPERATIONS PLAN

Before the Board for consideration was the 2012 Emergency Operations Plan. Deputy Director of Emergency Management Brandon Jenkins reviewed the "minimal" changes made in the proposed Plan since the Board reviewed it at its February work session.

Mr. Davis moved to approve Resolution R-35-12 adopting the 2012 Emergency Operations Plan. The members were polled:

Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye

C. Thomas Tiller, Jr.	Aye
James H. Burrell	Aye

The motion carried.

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IN RE: OPERATIONAL MEDICAL DIRECTOR CONTRACT

Before the Board for consideration was the annual contract with Dr. Dean Williams as the OMD for New-Kent Fire Rescue. EMS Captain Lisa Baber explained that Dr. Williams' current contract would expire on June 30, 2012, and the proposed new contract would renew his services for another year as the County's OMD. There was discussion on how changes in the County's Fire-Rescue ordinance might impact Dr. Williams' contract and Ms. Gowdy advised that the agreement could be terminated by either party with 60 days' notice.

Mr. Evelyn moved to renew the contract with Dr. Dean Williams for his services as Operational Medical Director for New Kent County for the time frame of July 1, 2012 – June 30, 2013. The members were polled:

W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
James H. Burrell	Aye

The motion carried.

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IN RE: FIRE-RESCUE STAFFING

Battalion Chief Eugene Gerald briefed the Board on issues relating to staffing. Also present was Firefighter/Paramedic Dale Rollason.

Mr. Gerald explained that their goal was to provide the Board with objective information so that it could make the decisions that needed to be made regarding staffing. He announced that County staff would be meeting with the volunteer leadership from Stations 1 and 2 in order to discuss developing a strategy and process for the volunteers to have a more predictable element of availability on day-to-day basis rather than "as needed", to be based on models to be developed by the volunteers themselves. He indicated that a formal process with some predictable timeframes would improve efficiency and provide information with which to enhance and retool operations.

Mr. Rollason advised that he had consulted with Laura McLay, PhD, of Virginia Commonwealth University, Statistical Sciences and Operations Research, to "make sense of the data" from New Kent Fire-Rescue. He explained that he had worked with Dr. McLay in other jurisdictions where she had assisted with designing models of appropriate response criteria.

Dr. McLay then reviewed the Analysis that she had performed for New Kent, which included:

- There were "spikes" in the call volumes that reflected a combination of unpredictable and summer events, but otherwise there was a steady call demand;
- "Bounds" were calculated for the minimum number of units needed to respond to 90%, 95% and 99% of all calls. She explained that a 90% availability meant that a unit could immediately respond to 9 out of 10 calls, with the understanding that the

only available unit might not be the right type or may be far away, and in 10% of serious calls, patients would have to wait a long time. She reported that 95% availability was recommended for acceptable patient outcomes, and that 99% availability was the best-case scenario.

- A bound promised an immediate response but not necessarily a quick response
- The lower bound might not be adequate for meeting the performance benchmark, the upper bound might be “overkill”, and the truth might be “somewhere in the middle”.
- Her Analysis assumed that resources could be fluidly exchanged between Fire and EMS, and if this was not realistic, more units would be needed.
- The lower bound was established at 3 – 5 units, with 3 units being the bare minimum.

She advised that improving patient outcomes depended on all aspects of the system working well and that both career and volunteer staff were critical for meeting minimal service levels. She commented that volunteers could help fill the gaps in staffing, but that volunteers were different than paid staff and had different incentives, and administration must support training, equipment, scheduling, compliance, and recruiting. She suggested having a schedule for regular operations as well as a contingency plan for emergency operations, such as large fires, blizzards, hurricanes, etc. Her final word of caution was that staffing levels might look different in six months and would certainly look different in five years, and would require an ongoing evaluation with regards to response times and continuing geographic challenges.

Mr. Gerald commended Dr. McLay for her work in putting New Kent’s statistics into a helpful, “digestible” format.

Mr. Rollason reported that New Kent Fire-Rescue was currently at 2.5 units per shift, short one-half of a crew to make up the 3 units needed. Mr. Lawton indicated that they were going to try to work with the volunteers to fill the gap for the third unit, or would look to the part-time staff. It was pointed out that having three additional firefighters would not provide any depth to cover sick or unexpected leave, and Mr. Gerald explained that they would work with the volunteers to expand their assistance in helping to cover sick leave and personal leave as well.

It was confirmed that all 15 career staff were firefighters/EMTs, and that the 13 part-time staff were currently used primarily for in-house duties rather than to round out the unit numbers.

Board members thanked staff and Dr. McLay for providing the information in a form that was easy to understand. Staff advised that they would report back to the Board after meeting with the volunteer agencies.

Mr. Gerald also gave an update on a recent house fire.

The Board took a short break then resumed its meeting.

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IN RE: APPOINTMENTS, PART 1

The Board made appointments for positions previously held by the previous Fire Chief E. Thomas Hicks.

Mr. Burrell, as Director of Emergency Management, moved to appoint G. Cabell Lawton, IV as the Coordinator of Emergency Management pursuant to Code of Virginia Section 44-146.19 and as Coordinator of Emergency Services pursuant to County Code Chapter 30-162. The members were polled:

Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
James H. Burrell	Aye

The motion carried.

Mr. Tiller moved to appoint G. Cabell Lawton, IV as New Kent County's Fire Marshall, pursuant to Code of Virginia Section 27-30. The members were polled:

C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
James H. Burrell	Aye

The motion carried.

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IN RE:           TRANSPORTATION FUNDING

Before the Board for consideration was Resolution R-33-12 asking for support from the General Assembly for transportation funding.

Mr. Lawton explained that at a recent meeting of Golden Crescent localities, it was learned that by 2017 there would be no State funding for transportation and that this resolution was a response to that issue. He indicated that other jurisdictions were considering similar resolutions in order to "send a message to Richmond" about these concerns, with the understanding that if there was no action to fund transportation, then transportation costs would be taken out of the General Fund, which would leave less for education and other things.

Mr. Burrell indicated that some of the measures to be considered were a combination of tolls and taxes and the message was to ask the General Assembly to do something before 2017.

Mr. Davis moved to approve Resolution R-33-12, as presented. The members were polled:

Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
James H. Burrell	Aye

The motion carried.

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IN RE: RECYCLING

Mr. Burrell advised that he had asked staff to look into reconfiguring the refuse and recycling sites and hopefully he would have something to report to the Board by the next work session that could result in some savings.

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IN RE: RICHMOND METROPOLITAN CONVENTION & VISITORS BUREAU

Mr. Burrell asked that the Board reconsider its decision regarding funding the dues to remain a member of the Richmond Metropolitan Convention and Visitors Bureau. He commented that although New Kent didn't have any hotels or motels, it did receive more benefits from belonging to this group than everyone realized. He spoke about how the Visitors Bureau worked with Viniterra and Colonial Downs, and also how New Kent was "up for the chairmanship" of its Board for the next two years and he felt that New Kent should remain a member. He indicated that he would provide more information to show what the benefits were.

Mr. Burrell moved to provide \$9,000 as New Kent's dues to the Richmond Metropolitan Convention & Visitors Bureau for the upcoming fiscal year, from contingency. The members were polled:

W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
James H. Burrell	Aye

The motion carried.

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IN RE: INTRODUCTION OF NEW STAFF

Planning Manager Kelli Le Duc introduced the new Planner, Kyle Flanders.

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IN RE: ROAD NAME ADDITION

Before the Board for consideration was the request to approve another road name for the Cedar Lane subdivision. Mr. Evelyn removed himself from discussion and vote because of his family ownership interest in the project.

Ms. Le Duc explained that a third road name for the Cedar Lane subdivision, Rock Cedar Road, had been left off of the previous request.

Mr. Davis moved to approve Rock Cedar Road as a road name addition. The members were polled:

Thomas W. Evelyn	Abstain
C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
James H. Burrell	Aye

The motion carried. Mr. Evelyn rejoined the Board.

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IN RE:           CRISS CROSS ROAD PROPERTY

Assistant County Administrator Rodney Hathaway reported that the County had received a request for a swap of land involving Tax Map No. 22-66A, a 98-acre parcel off Criss Cross Road behind the rest area on I-64. He explained that the parcel had been deeded to the County in 2006 from the Farms of New Kent for a park. He indicated that the County had since realized that the parcel would be very difficult and expensive to develop as a park because of access, wetlands, and topography. He explained that the parcel proposed for swap was 38 acres on Pine Fork Road owned by John Poindexter of Houston, Texas, whose family originally built Criss Cross farm and he was in the process of reassembling that farm property. Mr. Hathaway indicated that the Pine Fork property was adjacent to a 16-acre parcel of land to the west proffered by Farms of New Kent to be deeded to the County. He indicated that Mr. Poindexter had offered to pay half of the cost of the appraisal and to pay any difference in value.

Mr. Hathaway explained that if the Board agreed to proceed, then the County would need to work with Farms of New Kent to amend the deed restriction that required the Criss Cross property to be developed as a park. It was confirmed that the only request of the Board today was permission to move forward with the appraisal.

There was consensus among the Board members to start the process.

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IN RE:           PARKS & RECREATION RESTROOM FACILITIES

Mr. Hathaway, Parks & Recreation Director Kim Turner, and Parks Facilities Manager Jason Baldwin reviewed options for restroom facilities to serve the fields behind the Historic School.

Ms. Turner reported that five options had been narrowed down to the two "most feasible" – new construction or renovation of the existing boys' locker room into men's and women's restrooms, concession and storage. She explained that she did not yet have good estimates but was working with the Building Official, Public Utilities Director and Health Department on the options, and wanted to check with the Board members to see if they had any thoughts or opposition.

It was noted that the fields were under constant use to the point it was hard to find any "down time" for maintenance.

Board members expressed no opposition and asked that additional information be provided when received.

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IN RE:           FY12 BUDGET STATUS FOR SHERIFF'S OFFICE

Sheriff F. W. Howard, Jr. reported that the FY12 budget for Confinement of Prisoners would be about \$73,000 short, noting an 170% increase between 2009 and 2012, even though the per diem rate had not changed. He indicated that \$725,000 had been budgeted for FY13 but he was unsure if it would be enough.

He was asked about reducing jail bills through more use of house arrest or work release. He explained those who met the criteria for those programs did receive them, and that pre-trial services had also helped, or the jail bills would be higher.

He indicated that there was also a shortfall in his Courts' budget and reported on the increased number of court days per month and a recent additional day added for FY13 that was not budgeted for.

Mr. Lawton reported that there were sufficient funds in the FY12 contingency to cover these shortages.

Mr. Burrell spoke about some programs he had read about that helped to cut down on recidivism and offered to provide the information to the Sheriff.

Sheriff Howard reported on recent crimes in New Kent, and indicated that he would be asking the County to reimburse a citizen for some property damage caused by his deputies during a foot pursuit.

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IN RE: NAMING RIGHTS

Mr. Burrell asked that staff look into naming rights as a new source of revenue.

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IN RE: TRAFFIC SAFETY ISSUES

Mr. Stiers spoke about some road safety concerns raised by the Transportation Safety Commission (TSC), which he understood needed Board action before being considered by the Virginia Department of Transportation (VDOT). Mr. Burrell suggested that since VDOT was a part of the TSC, they should be able to take care of this, but thanked Mr. Stiers for bringing those concerns to the Board's attention.

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IN RE: COMPREHENSIVE PLAN

Mr. Hathaway and Ms. Le Duc met with the Board on moving towards adoption of a Comprehensive Plan. Ms. Le Duc noted that it had been over a year since the Planning Commission had forwarded its recommendation. Mr. Lawton reminded that the Board had sent some recommended changes back to the Planning Commission, who had rejected them. Mr. Hathaway advised that staff was prepared to schedule some more community meetings but the Board needed to decide on what exactly would be reviewed with the public.

Mr. Burrell pointed out that there had been poor turnout for the prior community meetings and there had been ample opportunity for public input.

Mr. Evelyn commented that he was not in support of "throwing it all out". Other Board members agreed and there was consensus to hold a special work session to work on the Comprehensive Plan on Wednesday, July 11, 2012, at 6 p.m.

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IN RE: KENTLAND SEWER SERVICE AGREEMENT

Before the Board for consideration was a request from Shawn Weingast of Kentland Investments LLC to waive availability fees for the lots covered under the County's Sewer Service Agreement with its predecessor, Delmarva Properties. Attorney Chuck Rothenberg and Agent Steve Campitell were present on behalf of Kentland Investments.

Ms. Gowdy indicated that she had provided the Board members with a copy of Mr. Weingast's letter as well as a confidential memo.

Mr. Rothberg advised that his client's letter clearly outlined his position and he would be happy to work with the County Attorney if the Board needed more time to think about the request. Ms. Gowdy reminded that the County had a timeframe within which to respond to Mr. Weingast and asked if Mr. Rothenberg would agree to waive the time requirement and agree that the County had met its obligations under the Code.

Mr. Campitell commented that he felt time was of the essence so the project could move forward.

There was discussion about capacity and other historical data surrounding the issue. Mr. Campitell indicated that the main issue was that Delmarva had made a huge investment in the Chickahominy Sewer Treatment Plant and the Kentland infrastructure and, in return, Delmarva and its successors were to receive a certain amount of capacity as well as reimbursement from sewer tap fees. He pointed out that there was no mention of sewer availability fees in the Agreement entered into with the County; however, when the sewer availability fees were instituted, it was their assumption that they would not be required to pay those fees until their capacity (service to 378 lots) was filled up, and it was everyone's understanding that those capacities had transferred to Mr. Weingast.

Ms. Gowdy advised that the County did not contest that capacity was reserved for them and agreed that it owed them the \$1.4 million in some form, of which they had received around \$900,000 to date. However, at some point in time, Mr. Weingast had asked then Public Utilities Director Alan Harrison to waive the availability fees rather than make quarterly reimbursements from connection fees.

Mr. Davis commented that it looked like Mr. Weingast was trying to "double dip". Mr. Rothenberg denied that, saying that the original agreement provided a certain amount of capacity that was paid for by Delmarva, and that the availability fee had been instituted as a funding source for infrastructure beyond the Chickahominy plant, for which his client should not have to pay.

Mr. Davis noted that there was nothing in writing other than the correspondence between Mr. Weingast and Mr. Harrison, and that the only thing that had been agreed to was the payment of \$1.4 million which had been reimbursed on a quarterly basis up until that time. Ms. Gowdy pointed out that several times previous County Attorney Phyllis Katz had requested a supplemental agreement but one was never prepared and there was no other Board action.

Mr. Rothenberg maintained that his client had paid for capacity for 378 lots and should not be required to pay for upgrades.

There was discussion regarding several of the proffers in the Kentland Planned Unit Development (PUD). Mr. Campitell pointed out that many of the proffers were based on traffic counts and "commercial numbers" and agreed with the Board members that some of those proffers needed to be re-examined. However, he explained that the current issue was that a builder had stopped his project because of the availability fees and although he understood how some of the previous correspondence could be misunderstood, it was his principal's belief that he should not be charged availability fees until the capacity that had been paid for had been used up.

Mr. Davis again commented that Mr. Weingast was looking for more money than he was owed, and he felt the Board needed to sit down with him and go over the proffers and current plans for the PUD.

Mr. Rothenberg stated that his client was not asking the County to give him any money, was just asking not to be charged availability fees for the 378 lots.

Mr. Davis moved to deny the payment of \$762,042 to Kentland Investments. The members were polled:

C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
James H. Burrell	Aye

The motion carried.

Board members asked that it be conveyed to Mr. Weingast that the Board wanted to meet with him on the proffers before the summer was over. Mr. Campitell advised that Mr. Weingast was not "absent by design" from this meeting but had a previous engagement.

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IN RE: APPOINTMENTS

Mr. Stiers announced that Rocket Johnson had resigned from her position as District Five's representative on the Social Services Board (redistricting moved her from District Five to District Four), and he then moved to appoint her as District Four's representative to the Social Services Advisory Board to serve a four-year term beginning July 1, 2012 and ending June 30, 2016.

Mr. Stiers moved to appoint C. Thomas Tiller, Jr. as New Kent's elected official representative to the Metropolitan Planning Organization to complete a four-year term ending December 31, 2015.

Mr. Burrell moved to appoint C. Thomas Tiller, Jr. as New Kent's elected official representative to the Richmond Regional Planning District Commission to complete a four-year term ending December 31, 2015.

The members were polled:

Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Abstain
James H. Burrell	Aye

The motions carried.

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IN RE: MEETING SCHEDULE

The Chairman announced that the next meeting of the Board of Supervisors would be held at 6:00 p.m. on July 9, 2012, in the Boardroom of the County Administration Building, New Kent, Virginia.

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IN RE:           ADJOURNMENT

Mr. Tiller moved to adjourn the meeting. The members were polled:

W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye
James H. Burrell	Aye

The motion carried.

The meeting was adjourned at 12:30 p.m.