

AN EXECUTIVE SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEW KENT WAS HELD ON THE TWENTY NINTH DAY OF AUGUST IN THE YEAR OF OUR LORD NINETEEN HUNDRED NINETY-SIX IN THE BOARD ROOM OF THE COUNTY OFFICE BUILDING BEGINNING AT 11:35 A.M.

IN RE: EXECUTIVE SESSION

Mr. Hennaman called the meeting to order and asked that the minutes reflect that the Supervisors just completed a tour of the new regional jail facility, then asked for a roll call.

Julian T. Lipscomb	Aye
James H. Burrell	Aye
Frederick G. Bahr	Aye
Mark A. Hennaman	Aye

Mr. Hennaman announced they were scheduled to have a work session this morning, and he would entertain a motion for the Members to go into Executive Session to discuss the potential sale of real estate. Mr. Burrell moved to go into Executive Session for discussion relating to the acquisition or sale of real property for public use pursuant to §2.1-344(a)(3) of the Code of Virginia.

Julian T. Lipscomb	Aye
James H. Burrell	Aye
Frederick G. Bahr	Aye
Mark A. Hennaman	Aye

Mr. Hennaman called the meeting back into regular session and asked for certification. Mr. Burrell certified that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under Virginia law were discussed in executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board. Mr. Hennaman requested that the Members be polled.

Julian T. Lipscomb	Aye
James H. Burrell	Aye
Frederick G. Bahr	Aye
Mark A. Hennaman	Aye

IN RE: ARCHITECTURAL PRESENTATION

Mr. Hennaman announced an architectural presentation was scheduled and asked Mr. Emerson to make the introductions. Mr. Emerson reminded the Members they had to go back to the drawing board as far as building renovation to determine what the best plan of action in terms of needs are, and that R. Stuart Royer and Boynton Rothschilds Rowland Architects were contracted in an effort to arrive at some conclusion. He explained plans were prepared in two phases, with Phase II incorporating future needs, and Phase I addressing immediate concerns while considering funds available from the bond issues. He then introduced Mr. Bob Boynton.

Mr. Boynton made his presentation and asked that the Members look at the plans in their booklet while he referred to a blown up display. Initial plans call for renovation of the old courthouse to accommodate Juvenile and Domestic services, the Registrar and some storage. The courtroom will not be altered, and will continue to be used for storage during Phase I. Projected cost for renovation is \$110,000.00.

Mr. Boynton continued, adding they are looking at ways to free up space in the administration building. He explained the reconfiguration of the Board Room and how they will eliminate the outer aisles, place one aisle in the center with seven seats on either side, increasing the seating. They also plan to designate space for the television behind the seating for the Supervisors by rounding both counters. He indicated that while these plans show the projected changes, costs are not included and are anticipated to be another \$40,000.00.

Phase II of the plans show proposed changes in location of departments, which will allow for expansion for the Treasurer and Commissioner of Revenue, places the conference room for the Board of Supervisors in a different location, and adds an interview room for them. Mr. Emerson added both the Treasurer and the Commissioner will gain space, which they desperately need. Mr. Boynton pointed to the expansion for the County Administration offices. Mr. Emerson added that the School Board, Public Safety and Planning Departments will be located downstairs. Public Safety and Planning will share secretarial space, and a common counter which will greatly simplify the permitting process for citizens of the County. VPI Extension Offices will also increase their space, which will include the kitchen facilities. Mr. Boynton said plans include installing an elevator in the space originally designated as such, making the building much more handicapped accessible. The Health Department will go into the new building.

He then introduced the sketch for the new building, which will house the Health Department, Social Services Department, the Registrar, toilets, a lounge, and common waiting area. Mr. Boynton said the work at the old courthouse will cost about \$110,000.00 plus the cost of relocating personnel. Mr. Emerson explained the cost includes electrical rewiring for the computers. The work to be done in the administration building will be about \$750,000.00, a big part of which will go toward the HVAC system and replacing the roof. The new building will be approximately \$800,000.00, and the new storage building will cost about \$115,000. There is also landscaping and site work costing \$230,000.00 and estimates total cost at about 2 million dollars.

Their plan is to accomplish this in stages. A discussion ensued, several suggestions made, and explanations offered. Mr. Emerson reviewed Phase I of the plans again, explaining that they intend to locate the Registrar storage in the old courthouse on a temporary basis, Mr. Lipscomb suggested moving the office on a permanent basis and using the old registrar's building for storage, allowing more room and making the office handicapped accessible. Mr. Emerson indicated he would like to move forward with the design on the courthouse, get bids out, and start work as soon as possible. Mr. Emerson also said plans call for use of modular furniture where possible, and the County will obtain used furniture when available, reducing costs. Mr. Boynton said costs will be well within available funds. Mr. Emerson explained phase I will cost approximately \$135,000.00. He reminded the members that \$200,000.00 was taken from courthouse funds and used for the transfer stations in order to avoid cutting school money. Mr. Hennaman said the Administrator is looking for direction on how to proceed with Phase I. Mr. Burrell moved to press forward with the design and bidding of Phase I, Mr. Lipscomb seconded the motion.

Julian T. Lipscomb	Aye
James H. Burrell	Aye
Frederick G. Bahr	Aye
Mark A. Hennaman	Aye

Mr. Burrell moved to go into Executive Session for discussion of a personnel matter pursuant to §2.1-344(a)(1) of the Code of Virginia, Mr. Cornwell asked that he add for consultation and briefings by legal counsel pursuant to §2.1-344(a)(7) of the Code of Virginia, which Mr. Burrell accepted.

Julian T. Lipscomb	Aye
James H. Burrell	Aye

Frederick G. Bahr Aye
Mark A. Hennaman Aye

Mr. Burrell moved to go back into open session, Mr. Hennaman asked that the members be polled.

Julian T. Lipscomb Aye
James H. Burrell Aye
Frederick G. Bahr Aye
Mark A. Hennaman Aye

Mr. Hennaman then asked for certification. Mr. Burrell certified that to the best of each member's knowledge (I) only public business matters lawfully exempted from open meeting requirements under Virginia law were discussed in executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board.

Mr. Hennaman explained the reason for the executive session was to discuss the process by which the Board would make an appointment to fill the seat for the District 2 position recently vacated by the death of David Ringley. According to Virginia Code the Board has authority to make the appointment, which must be done within 30 calendar days from the date this member died. They established a calendar which starts with an ad in the Richmond newspaper seeking letters of interest with no later than noon on September 6th. The members scheduled a meeting prior to their September 9th meeting, or the 10th if the number of applicants warrants it. Mr. Burrell asked to be excused, Mr. Hennaman thanked him and asked for a vote accepting the advertising for letters of interest.

Julian T. Lipscomb Aye
James H. Burrell Aye
Frederick G. Bahr Aye
Mark A. Hennaman Aye

Mr. Hennaman announced there was no further business and adjourned the meeting at 1:00 p.m.