

A SPECIAL WORK SESSION OF THE NEW KENT COUNTY BOARD OF SUPERVISORS WAS HELD ON THE 1ST DAY OF MARCH IN THE YEAR TWO THOUSAND FIVE OF OUR LORD IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING AT 6:05 P.M.

IN RE: ROLL CALL

Mark E. Hill	Present
D. M. "Marty" Sparks	Present
James H. Burrell	Present
Stran L Trout	Present
W. R. "Ray" Davis, Jr.	Present

Chairman Davis called the meeting to order.

IN RE: OTHER BUSINESS

Planning Manager Rodney Hathaway advised the Board that Colonial Downs has indicated that it will soon be filing an application to expand seating capacity by 4,060. Their current seating capacity is 4,000 and this expansion will essentially double current capacity. It is reported that it is Colonial Downs' ultimate goal to have 20,000 capacity, and this is Phase I of that process. It is also their intention to convert what is designated as a "future polo field" on the master plan, into additional parking space. They are already using this area as overflow parking for large events. They intend to mulch the area rather than pave it, and this will increase parking by 2,000 spaces.

Colonial Downs has indicated that they would like to complete these improvements within 90 days. Mr. Hathaway reported that they will be required to submit a revised master site plan. A land disturbance permit will also be required for the seating improvements because they will be leveling part of an embankment and constructing a retaining wall, and Mr. Hathaway indicated that he understands they will be employing Rickmond Engineering to help with that. They intend to erect temporary bleachers for the upcoming racing season and then install permanent seating after the season ends.

Mr. Hathaway reported that this process falls within their use permit and can be handled administratively without Board involvement.

He indicated that Colonial Downs has not shared any economic impact information with the County as this is a move to accommodate the existing crowd. There has been no information submitted regarding the time table for Phase II expansion.

It was Board consensus that staff should accommodate and expedite this application.

Economic Development Director Andy Hagy reported that he needed the Board's direction regarding the additional property needed from the Fishers in order to access the main parcel from the right-of-way granted by Mr. Horsley. The original plan was to purchase 1.5 acres from the Fishers for this purpose; however, according to Timmons who has been hired to do the survey, there are some wetlands issues and it has been suggested that the County obtain another 3 acres in order to avoid those

issues and provide easier access. Following discussion and a review of the two options, Mr. Trout moved that the Board authorize funding for the purchase by the Economic Development Authority, at the same price, of an additional three acres to make a total of 4.5 acres. The members were polled:

Mark E. Hill	Aye
D. M. "Marty" Sparks	Aye
James H. Burrell	Aye
Stran L. Trout	Aye
W. R. "Ray" Davis, Jr.	Aye

The motion carried.

Mr. Davis indicated that he would contact Mr. Fisher tomorrow to work out the arrangements.

IN RE: FIRE, RESCUE AND EMERGENCY MANAGEMENT

Fire Chief Larry Gallaher reviewed the changes in his budget. He explained that the reports are confusing because the budgets of the volunteer departments have been combined with that of the career department.

He reported that \$5,000 of the amount requested from the Providence Forge Volunteer Rescue Squad was for additional electricity use that the Squad anticipated from the County's use of their tower. However, their tower will not accommodate the County's radio equipment, so that \$5,000 can be eliminated.

Mr. Gallaher reviewed the "run statistics" from 2004. Career staff responded to 409 incidents in 2004, most of which would have had to have been answered by mutual aid had career staff not been available. He reported that mutual aid calls by Henrico County have decreased from 8 – 10 a month down to about 1 call a month. He reported that the current duty schedule is working well, and provides one day a week when all six paid staff are working and can participate in training. He indicated that paid staff are not allowed to answer calls out of the County unless there is a back up crew available.

He reported that Hanover will begin charging for ambulance calls beginning March 1.

There was discussion about the response by more than one apparatus to an EMS call. He explained that was for manpower purposes and also in case there is a subsequent call and they need the equipment and wouldn't have to return to the station before they answer the next call, wasting precious time.

Mr. Gallaher explained his requests for seven new positions. In addition to six new firefighters, he is requesting a Fire Marshall position. The person that would fill this position would also serve as Assistant to the Fire Chief. He indicated that he would station the six new firefighters at Company 2 during the day (when volunteers are at their jobs). If less than six are approved, then they would be assigned to Company 1 with the current staff. He is also requesting the upgrade of two of his existing staff to lieutenant positions. Those individuals would serve as shift leaders. He now has

"acting" shift leaders but they do not receive extra pay for those duties. He reported that he had previously discussed this with the prior County Administrator who had promised to include it in the present budget but failed to do so.

There was discussion about grants, mutual aid, equipment, pagers, supplies and turn-out gear.

Regarding the request for \$90,000 from James City County Fire, Mr. Gallaher reported that James City County now charges New Kent \$250 per call, whether the call is later cancelled or not. He indicated that if James City County begins charging patients for ambulance transport, which is under consideration, then New Kent will no longer be charged for the calls. There was also discussion about the amount of service provided by the West Point Vol. Fire & Rescue (donation of \$12,500 being requested). Staff was requested to obtain and report those numbers to the Board.

As for the changes in many of the budget items, it was reported that last year's budget was based on estimates because the station and department were new. This year's figures are based on true bills and that accounts for many of the differences. Also much of the equipment and gear was paid out of other line items and this year's requests show a much truer picture of what is being spent.

It was reported that some of the grants are money-in/money-out and some are a 80/20 split.

His new requests total \$566,000.

IN RE: SHERIFF'S DEPARTMENT

Sheriff Howard explained that the largest increase in his budget was for prisoner incarceration, for which he is requesting \$600,000 (up from \$477,000 requested last year). His staff reported that the monthly average is \$47,169, but in some months it was over \$50,000. His department served 1,212 arrest warrants last year. If someone is arrested while in New Kent, then the County has to pay the incarceration costs. He did indicate that most of the arrests in New Kent are of non-residents. He reported that New Kent's arrest rate was twice that of Goochland, who has a larger population. He indicated that there has been no mention of an increase in the \$35 daily rate.

Sheriff Howard stated that he has asked for one new deputy position but if it is not funded by the State, he will not ask the County to fund it.

There was discussion about the increase in the number of Court days. Sheriff Howard reported that Court was held on 185 days in 2004, the increase being in the General District and Juvenile/Domestic Relations Courts. He reported that New Kent has more court days than any other jurisdiction in the Ninth Judicial District, with the exception of Williamsburg/James City County. The Court load justifies another Court security position.

Sheriff Howard explained that the amount requested under Equipment Maintenance is not negotiable as those are amounts charged by the vendors. He reported that they

are "in the red" under Vehicle Supplies because they have cut back on requests in past years, at the request of the County. The third Dispatch Station is a critical need as they cannot dispatch but only answer calls now from that station. There was also discussion regarding the increase in copier costs. The Sheriff's staff explained that the copying needs have dramatically increased because of the increase in warrants.

Under his Sheriff Court's budget, he explained the increase in the request for Crater Criminal Justice Academy, which is due to site relocation.

He indicated that the budget requests for the Middle and High School Resource Officer have increased only by about \$200 each.

Under Animal Protection, he is requesting a part time position to work on nights and weekends, as well as a replacement vehicle.

He is requesting his usual six new replacement vehicles. Their vehicles are replaced after reaching mileage of 110,000 – 115,000. They will be purchasing Fords under the State contract.

One new item is a \$5,500 request for Career Development. He reported that it costs him about \$38,000 to train a new employee and he lost three deputies in the past year. He would like to offer tuition assistance as a retention tool, and would require the employee to sign an agreement to pay the money back if they left within eighteen months of the expenditure for education. Accounting & Budget Director Mary Altemus asked that if the Board does agree to this, that it be adopted as a part of the Sheriff's MOU since it differs from the County's Personnel Policies.

Sheriff Howard also would like for the County to consider offering LEOS to its sworn officers as a recruitment and retention tool. He reported that out of 123 localities in the State, only 24 (including New Kent) don't offer this benefit. It provides retirement at an earlier age and also provides a supplement. The County paid \$1,000 for an actuarial study last year to determine what it would cost New Kent to add this benefit, which Ms. Altemus believed was \$170,000 - \$200,000 per year. She will provide that information to the Board for their review.

Mr. Hill inquired if the County increased its E911 tax, could the \$50,000 in new revenue be used to help pay for this. It was reported that E911 revenue could not be used in that manner.

IN RE: AIRPORT

Airport Manager Bill Kelly reviewed the Airport's budget requests. They are pursuing funding for site prep work for 20 hangars and construction of 10 of them. The local share of the \$765,000 project cost would be 13% or approximately \$100,000. He reminded the Board that he had requested an appropriation last year for the design work, and the Board had requested a business plan which he submitted to them in August.

There was a discussion about hangar rental. Mr. Kelly reported that the Airport was about to break even. He anticipates that it will take about 4.5 years for the County to recoup its share of the cost for the new hangars.

The Board commended Mr. Kelly for the good job he is doing in managing the Airport.

IN RE: CIRCUIT COURT

Circuit Court Judge Thomas Hoover reviewed his request for an upgrade of his secretary, Amy Crump. He reported that payment of his and Amy's salaries are split between the four localities they serve. He indicated that Amy is more of a Judicial Assistant than a secretary. He provided information about the salary paid to this position in Gloucester and York County and stated that it is apparent that she is underpaid. She has worked for him for eight years and he is requesting an upgrade to Grade 23, Step 8, which would cost New Kent an additional \$1,750 per year.

IN RE: SOCIAL SERVICES

Social Services Director Phil Quinn reviewed the budget requests for the Department of Social Services (DSS) and the Comprehensive Services Act (CSA). He provided a handout of workload data and based on the 80/20 split between state and local funding, it is estimated that the local share of both budgets for the upcoming year will be \$177,217. He indicated that it is critical that the Board remember that the Governor has not yet signed the budget, and has line item veto power. Included in the budget is a 3% - 4.4% raise for State workers effective December 1, 2005.

He explained that they are concentrating on helping the elderly afford to stay in their homes and not "fall between the cracks".

Mr. Quinn and Kim Daniel also reviewed the CSA budget, most of which are mandated costs covering foster care and special education. Ms. Daniel reported that they currently have 26 open cases and are only serving mandated clients.

IN RE: COMMISSIONER OF THE REVENUE

John Crump, Commissioner of the Revenue, indicated that most of the increases in his budget requests are for mailings and postage.

He was asked about education for the upcoming meals tax. He reported that only 26 establishments are affected, of which the larger ones have the technology in place. He'll be checking with the smaller establishments to make sure they'll be ready.

There was discussion about the need for a full-time assessor. Mr. Crump reported that there are 16,694 parcels in the County. He feels that the quality of assessments would be higher with a full-time assessor as opposed to hiring a service every four years. There was some concern expressed by members of the Board as to whether one person could handle the job. It was the consensus of the Board to leave the position request in the budget for now.

IN RE: COOPERATIVE EXTENSION

Paul Davis, Cooperative Extension Unit Manager, reviewed their new request for \$6,000 for the Kentland PUD/Rumley Marsh Environmental Trading Pilot Project. He explained that with the State and Federal's efforts to clean up the Chesapeake Bay by limiting discharge, this pilot project is an attempt to partner developers with local no-till farmers in a non-point trading program. He will be meeting with the Secretary of Agriculture tomorrow to further discuss this project.

IN RE: CONTINUANCE

There was consensus to continue the meeting until March 2, 2005, at 6:00 p.m. The meeting was suspended at 9:30 p.m.
