

THE REGULAR MEETING OF THE NEW KENT COUNTY BOARD OF SUPERVISORS WAS HELD ON THE 14th DAY OF MARCH IN THE YEAR TWO THOUSAND SIXTEEN IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING IN NEW KENT, VIRGINIA, AT 6:00 P.M.

IN RE: CALL TO ORDER

Chairman Ron Stiers called the meeting to order.

IN RE: INVOCATION, PLEDGE OF ALLEGIANCE AND WELCOME

Ms. Paige gave the invocation and led the Pledge of Allegiance. Mr. Stiers welcomed the citizens and thanked them for coming out to see their County government at work. He also thanked County staff for their presence.

IN RE: ROLL CALL

Thomas W. Evelyn	Present
C. Thomas Tiller, Jr.	Present
Patricia A. Paige	Present
Ron Stiers	Present
W. R. Davis, Jr.	Present

All members were present.

IN RE: CONSENT AGENDA

1. Approval of Minutes
 - a. February 8, 2016 Business Meeting minutes
 - b. February 24, 2016 Work Session minutes
2. Miscellaneous
 - a. Adopt a proclamation recognizing April 10-16, 2016 as National Crime Victims' Rights Week.
 - b. Authorize the County Administrator to enter into contract agreements with Water Guard Inc., Univar and Suffolk Sales & Service for the supply of water and wastewater chemicals.
 - c. Authorize the County Administrator to enter into a contract agreement with Equipment & Machinery Services for generator maintenance services.
 - d. Authorize the County Administrator to enter into a contract with Fife Mechanical Incorporated for the upgrade of the Heating and Cooling system in the New Kent County Courthouse building.
 - e. Authorize the County Administrator to approve the proposed amendment to the SBA Towers II, LLC Antenna Site Agreement for the communication tower located at 17250 Polish Town Road.
 - f. Approve emergency procurement of services from Pump Engineering Sales & Service for well pump and motor replacement at the Colonial Downs well, \$22,735.00.
 - g. Approve a Proclamation recognizing Noah Daniel Babin, a member of Boy Scout Troop #562, for having achieved the rank of Eagle Scout.
3. Refunds
 - a. Refund due to Gladys Howard – BP# 19429-2014 – not building addition, \$94.88.

- b. Refund due to Ray Jernigan – BP# 18507-2012 – not building single family dwelling, \$423.94.
 - c. Refund due to Tammie Denise Campbell – erroneous assessment due to Veteran’s Exemption, \$3,075.80.
4. FY16 Supplemental Appropriations
- a. Donations for the Animal Shelter, \$726.14
 - b. Extension Program Sponsorship Revenue for 2016 Ag Conference (\$125.00), Wreath Making Workshop (\$235.00) and Hypertufa Pot Making Workshop (\$150.00).
 - c. Gifts & Donations to New Kent Fire Rescue – TRUIST (\$42.00), Parks and Recreation – Word of Faith Christian Center (\$250.00) and Bonnie and Michael Hunt (\$20.00).
 - d. Co-Sponsorship and Affiliate Agreement Funds: New Kent Juniors Volleyball, \$300.00.
 - e. Funds Received from Vending Machine Sales: Sheriff’s Office (\$67.36) and Administration (\$308.13)
 - f. Security Detail: Thomas M. Powell/May Ruth Powell – Evidence Inventory (\$115.79) and New Kent High School – Nov/Dec Sports Security (\$1,663.19).
 - g. Temporary, Part-Time Staff Member to the Victim Witness Program – Additional Grant Funds, \$3,723.84.
 - h. National Crime Victims’ Rights Week Grant, \$2,352.00.
 - i. FY16 Promoting Safe and Stable Families Program – Additional Funds, \$18,000.00.

\$28,078.45 Total
\$(7,726.45) Total In/Out – General Fund (1)
\$(15,210.00) Total In/Out – Social Services (2)
\$(2,352.00) Total In/Out – Grant Fund (6)
\$(2,790.00) From Fund Balance – Gen Fund (1)

5. FY16 Carryforward Appropriations
- a. LLEBG Equipment Grant, \$1860.00.
 - b. Asset Forfeiture Program #1 Equipment Grant, \$237.69.
 - c. Asset Forfeiture Program #2 Equipment Grant, \$2,313.86.

\$4,411.55 Total
\$(1,674.00) Total In/Out
\$(186.00) From Gen Fund (1) Fund Bal
\$(2,551.55) From Asset Forfeiture – Sheriff (210)

6. FY16 Interdepartmental Budget Transfers
- a. Fire Department – from Part-time Salaries to Emergency Operations Manager Salaries and Wages, \$14,429.00.
 - b. Clerk of the Board – from Part-time Salaries to Salaries and Wages, \$1,750.00.
 - c. E-911 System – from Salaries and Wages to Emergency Operations Manager Salaries and Wages, \$14,429.00.
 - d. School Board Office – from NKES Renovations – HVAC to MS HVAC Replacement, \$39,541.09.

7. Treasurer’s Report: Cash as of January 2016, \$42,731,974.95

Mr. Tiller moved to approve the Consent Agenda, as presented, and that it be made a part of the record. The members were polled:

Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Patricia A. Paige	Aye
W. R. Davis, Jr.	Aye
Ron Stiers	Aye

The motion carried.

IN RE: SMALL BUSINESS CLOSE UP – ASPEN BURGER COMPANY

Community Development Director Matthew Smolnik thanked Ms. Paige for securing a candidate for the Small Business Close Up. Mr. Smolnik introduced Mark Marino with Aspen Burger Company. He noted Mr. Marino and others had spent a great deal of time preparing the business for opening in January. He also gave personal testimony to the quality of the food and the atmosphere in the restaurant. He invited Mr. Marino to share information about Aspen Burger's first few months in business.

Mr. Marino thanked the Board for inviting him to speak and apologized for talking about "freshly crafted extra juicy burgers" at dinner time. He noted he would be giving a "State of the Burger" report which indicated 6,862 burgers made from 3,015 pounds of Certified Angus Beef had been sold since the business opened on January 4th. Core values of the business were safety, sustainability and social responsibility and packaging, including cups and straws, were biodegradable. Since opening, Aspen Burger had given over \$2,000 in charitable donations to local organizations and was currently employing fifteen to sixteen high school students. Mr. Marino announced Aspen Burger would be recognizing World Autism Awareness Day by participating in "Shine a Light on Autism - Autism Speaks Light It up Blue" and the store would be lit with blue lights on April 2nd. Mr. Marino noted he had brought cookies for the Supervisors and apologized for not having enough for all attendees. He again thanked the Board for giving him the opportunity to speak.

Mr. Stiers thanked Mr. Marino for the presentation and noted there was something about Aspen Burger that had not been mentioned. Mr. Stiers reported that when many other restaurants had been closed, Aspen Burger had been open for business during the snow and ice storms earlier this year and had provided free food to first responders.

IN RE: SPECIAL PRESENTATIONS – KAREN A. BUTLER

Mr. Davis read Resolution R-06-16, previously adopted by the Board on February 8, 2016, and presented a framed original to Karen A. Butler. This Resolution recognized Ms. Butler's sixteen years of service to the citizens of New Kent County, twelve of which had been in the position of Circuit Court Clerk.

IN RE: SPECIAL PRESENTATIONS – JAMES H. BURRELL

Mr. Burrell was not able to attend. The presentation would be rescheduled.

IN RE: SPECIAL PRESENTATIONS – FARRAR W. HOWARD, JR.

Mr. Stiers read Resolution R-04-16, previously adopted by the Board on February 8, 2016, and presented a framed original to Farrar W. Howard, Jr. This Resolution recognized Mr. Howard's thirty-nine years of service to the citizens of New Kent County, thirty-six of which had been in the position of Sheriff.

IN RE: SPECIAL PRESENTATIONS – GIRL SCOUT TROOP 5318 TO NEW KENT FIRE RESCUE

Girl Scout Troop 5318 Leader Kimberly DiLandro and troop members were present to make a special presentation to New Kent Fire Rescue. Ms. DiLandro indicated the Junior Scouts had been working on a giveaway project as a part of their "Agent of Change" journey. The girls had learned an agent of change was a person who discovered "how to use the power of one and the power of team to create the power of community that improves the world." A troop member had suggested Fire Rescue workers were not being thanked enough for their service and thought her troop could do something to improve this. Troop members made sixty scarves to keep the paid and volunteer workers warm. Four of the girls who had worked on this project, including Abbi Powers, Ann Powers, Clara DiLandro and Elizabeth DiLandro, came forward to present the scarves to Fire Chief Rick Opett for distribution at the stations. Chief Opett thanked troop members and posed for pictures with the group.

IN RE: VIRGINIA DEPARTMENT OF TRANSPORTATION – RESIDENCY ADMINISTRATOR'S REPORT

Maintenance Operations Manager David Christoph noted Supervisors had been provided with a written report on maintenance items completed over the past thirty days as well as items scheduled for the next thirty days. Mr. Christoph also provided updates on the following concerns reported by Supervisors at previous meetings:

- In response to a question from Mr. Evelyn, Mr. Christoph reported the bridge on Cosby Mill Road had been striped.
- Mr. Christoph suggested there had been a concern expressed regarding the speed limit near the Food Lion on Route 249. He noted a signal study had been conducted in the area in 2012 and plans were now in place for a traffic study to be conducted.
- Mr. Evelyn had also questioned the placement of 35 mph signs at the roundabout project at Routes 249 and 612. Mr. Christoph indicated someone would be checking the placement distance of those signs soon.
- Mr. Christoph indicated the pothole reported by Mr. Evelyn at the roundabout on Rt. 249 had been repaired.
- He also reported maintenance had been done on the dirt portion of St. Peters Lane.
- In response to Mr. Stiers' concerns regarding plans to repave Rockahock Road, Mr. Christoph indicated three drainage pipes had been cleared and six remained to be checked. He reported a contractor was lined up to do this work and once the pipes were clear, the project would move forward.
- Mr. Christoph reported he had met with property owner Miles Johnston regarding the runoff and black ice issues on Old River Road. He indicated Mr. Johnston had done some work clearing a pipe and they had discussed what VDOT could do to help with the situation. He pointed out although VDOT had cleared the drainage ditch in years past, they could no longer do any work outside of the designated right-of-way.
- Mr. Christoph reported a contractor was ready to mobilize equipment to begin work on a portion of Stage Road where Mr. Davis had reported drainage problems. He indicated the beaver was back in this area and would need to be cleared again.
- He also reported a contractor was ready to begin work on a drainage pipe affecting a portion of Route 155. There would be one-lane traffic while work was in progress.

Board members provided the following comments and reported the following additional road concerns:

Ms. Paige reported concerns regarding stop signs near G.W. Watkins Elementary School. She indicated many drivers were not stopping and she had spoken to the Sheriff's Office regarding this issue. She asked Mr. Christoph to look into the situation and determine if there was anything VDOT could do. Mr. Christoph indicated he had been at the school earlier in the day and had met with a deputy to discuss the situation. He noted he was not sure of the status of the portion of road in question but had learned it was no longer being used as a bus loop. He indicated he would check on the status of the road and see if there was anything VDOT could do to improve the situation.

Mr. Tiller asked if the traffic study mentioned for Route 249 near Wendy's would be conducted for consideration of a stop light. Mr. Christoph indicated this would be more of a proactive measure with the data being used for informational purposes. No stop light was being considered at this time. Problems seeing the intersection island at night had been reported in a recent Transportation Safety Commission meeting and VDOT had delineated the island by installing "hot sticks" to improve visibility.

Mr. Tiller reported he had received comments from a number of individuals regarding the speed limit on Route 60 and suggested the current 45 mph speed limit be extended to the Route 106 interchange. He noted it had been several years since a traffic study had been conducted in this area and asked that one be conducted now. He had also asked Sheriff McLaughlin for information on accidents in the area and asked that the traffic study be conducted so as to catch peak flow including evening patronage of some of the area businesses. Mr. Christoph indicated he would arrange for a traffic study to be conducted and information would be coordinated with the Sheriff's Office.

Mr. Evelyn asked for the status of ditch clearing work he had noticed recently on Route 60 between Route 106 and Providence Forge. Mr. Christoph indicated this had not been VDOT at work but rather a property owner. He noted he had since met with the owner and had discussed what VDOT would be able to do in the area.

Mr. Evelyn asked Mr. Christoph for an update on a recent meeting regarding the Route 249 roundabout project. Mr. Christoph indicated he had not been a part of that meeting. County Administrator Rodney Hathaway indicated he had not been able to attend the meeting but had received minutes. He noted VDOT Ashland Residency Construction Manager John Arms had been present and the minutes indicated the project was significantly behind schedule. The completion date had originally been set for the end of May but no revised date had been given. Comments made by the contractor in a preconstruction meeting had suggested they would work until 6:00 p.m. six days a week but there had been no evidence of such a schedule. Mr. Hathaway suggested that with more day light hours, the contractor could possibly be able to work longer hours.

Mr. Davis indicated he and Mr. Christoph had discussed the water backing up on Route 60 several weeks ago. Mr. Christoph had indicated he would be cutting "weep holes" to allow the water to run off and Mr. Davis asked when this would be done. Mr. Christoph indicated VDOT had been more concerned about the "speed bumps" (pot holes) on Route 60 and would be cutting the weep holes as they worked on the pot holes. Mr. Davis noted VDOT had been patching pot holes all over the County and expressed his appreciation for all they had done. He mentioned several roads requiring additional pothole attention to including Waterside Drive, Route 600, Route 601 and Farmers Drive.

Mr. Davis reported several citizens had asked about golf carts on State roads. He pointed out New Kent did not have an ordinance allowing such use and it was his understanding an ordinance was required. He asked Mr. Christoph for VDOT's position in this regard. Mr. Christoph indicated it was his understanding golf carts could be allowed on roads with a 25 mph or less speed limit within a designated area. Mr. Davis asked if there was anything else required by the State. Mr. Christoph noted he was not sure but would have to check and report back. County Attorney Brendan Hefty pointed out State Code 46.2-916.2 allowed localities to permit by ordinance the use of golf carts on roads where the speed limit was 25 mph or less. The County would be responsible for signage marking the areas where golf carts were permitted and it would be necessary to delineate those authorized areas within the ordinance. Mr. Davis indicated he would like to go forward with plans to hold a public hearing on this subject in the near future. Mr. Stiers reported he had also received similar questions and would like to hear back from VDOT regarding the requirements.

Mr. Stiers indicated he and Mr. Christoph had spoken the previous week and he had nothing new to report.

IN RE: CITIZENS COMMENT PERIOD

Chairman Stiers opened the Citizens Comment Period.

Will Cunningham of 8386 Spring Set Lane, Mechanicsville, Virginia addressed the Board regarding the speed limit on Route 60 and thanked Mr. Tiller for having requested a traffic study in the area. Mr. Cunningham indicated he was the builder of Rock Creek Villas and had been required by the County to invest \$85,000 in the sidewalk on the property. He suggested the sidewalk was "underutilized" as a result of the current 55 mph speed limit on Route 60 and asked that it be dropped to 45 mph. He also indicated he and his father maintained the grounds in and around the sidewalk area were concerned about speeding vehicles passing while they worked. He thanked the Board for considering his request.

Vickie Clarke of 3466 Rock Creek Villa Drive, Quinton, Virginia addressed the Board regarding the speed limit on Route 60. She also thanked Mr. Tiller for requesting a traffic study and for attending a recent community meeting. She suggested the speed limit needed to be reduced to 45 mph. She noted she was routinely awakened by the noise generated by the trucks and traffic which continued throughout the day and late into the evening. She also noted she and her husband enjoyed walking but did not feel it was safe with the current traffic speed. She suggested many of the vehicles were exceeding the posted speed limit and a reduction to 45 mph could help reduce the speeding, reduce the noise and encourage the development of Rock Creek Villas. Ms. Clarke reported she had lived at Rock Creek for only three months and had initially been hesitant about the move because of the noise and traffic. She asked the Board to consider lowering the speed limit.

Mr. Doug Schuler of 13850 Mountain Laurel Grove, Lanexa, Virginia and President of the Board of Directors for the New Kent StageHands, addressed the Board as the spokesman for the group. He reported StageHands had been organized twelve years ago and had thirty-three active members. The organization produced two or more shows each year and was operating through New Kent Middle School which required the coordination of StageHands' activities around school events. He presented the Board with petitions signed by County residents and copies of the handbill for the next StageHands play. He indicated the petitions containing 327 signatures of individuals requesting the StageHands be given the lead in transforming the Historic School stage and auditorium into a functioning theatre that could be used for StageHands' productions as well as community events. Mr. Schuler indicated he was not asking for money and StageHands was interested in being given the

opportunity to benefit the County through the restoration and improvement of an existing resource. He also noted StageHands would be willing to oversee the use of the facility in partnership with the Parks and Recreation Department, or any other department the Board may designate, and were willing to work to raise the funds necessary to ensure the project would be successful. Mr. Schuler stated, "We don't want County money." He also pointed out Delegate Chris Peace had signed the petition and had indicated his willingness to assist with any State grant applications they may pursue. The organization would also be considering federal and private grants as possible sources of funding. Mr. Schuler closed by stating, "We're willing to do whatever it takes to hopefully bring this to fruition."

Mr. Davis asked if anyone had any idea what the renovation costs would be. Mr. Schuler indicated he did not and suggested StageHands would like to have contractors take a look at the facility. County Administrator Rodney Hathaway reported an engineer's assessment from approximately seven years ago had indicated \$4.5 million would be needed to address structural and renovation needs. Mr. Schuler indicated he understood this was a lot of money and noted StageHands would not know until they tried if they would be able to get this level of grant funding. He indicated they may find they would have to come back to the Board and report they couldn't raise the money but they would like the opportunity to try.

Mr. Stiers pointed out a very nice building could be built for much less than \$4.5 million and asked Mr. Schuler why they wanted this particular location. Mr. Schuler indicated the central location and the fact that it was an existing building made it appealing. He noted he was not sure what the structural engineer had suggested was needed that would cost \$4.5 million. Mr. Stiers indicated some of the cost was associated with asbestos removal and roof replacement. Mr. Hathaway reported the County was currently working to secure a contractor to replace the roof at an estimated cost of \$350,000.

Mr. Davis indicated plays had been performed on the stage in this school when he had been a student there. Mr. Schuler indicated it could be a nice intimate facility similar to the atmosphere of the Hanover Tavern. He noted the StageHands thought this was worth exploring and needed the Board's blessing to go forward.

Mr. Evelyn indicated he would like to see something happen with this building to bring it back into the community. He had not realized there had been a stage when he had been a student at this school because the area had been covered and used as classrooms and he had been amazed to see the woodwork that had been hidden for years. He noted although StageHands were not asking for money, it would all come down to money. Mr. Schuler agreed and noted the building was on the National Historic Register and it would be nice to save it. He thanked the Board for their time.

Mr. Stiers thanked all who had taken the time to speak.

IN RE: ARTS ALIVE ANNUAL REPORT

Tim Dice, Marketing Committee Co-Chair of Arts Alive, reported Arts Alive was an organization devoted to promoting and stimulating awareness and a love of the arts by instituting, funding, supporting and administering arts programs. He indicated Arts Alive valued its ongoing relationship with the citizens of New Kent County and thanked the Board for their many years of support.

Arts Alive received funding through local government challenge grants, the Elis Olsson Memorial Foundation, the Robinson Family Trust, the Virginia Commission for the Arts, the National Endowment for the Arts and individuals and businesses. He reported that under

the Local Government Challenge Grant, every dollar up to \$5,000 contributed by local governments was matched by the Virginia Commission for the Arts. Arts Alive continued to be committed to keeping fees and ticket prices low so more citizens could participate.

Mr. Dice reported on New Kent resident participation in various programs. He noted 60 of the 322 Season subscribers were from New Kent. Arts Alive offered two performing arts scholarships each year and both of the 2015 scholarships had been awarded to New Kent High School students. Artists from New Kent participated in a number of visual arts exhibits each year, and 39 of the 113 students participating in children's summer art camps were from New Kent. He also reported on the 2015 Missoula Drama Camp with 7 of the 60 participants being from New Kent. This number was lower than the previous year due to the fact that New Kent was now hosting its own Missoula Drama Camp. He also remarked on the large number of New Kent residents serving as volunteers and board members. He concluded by asking the Board to consider what Arts Alive had done and would continue to do as New Kent worked on its upcoming budget.

IN RE: PUBLIC HEARING – ORDINANCE O-02-16 AMENDING SECTION 82-116,
PERMANENT STABILIZATION FOLLOWING LAND DISTURBING ACTIVITIES

Before the Board for consideration was Ordinance O-02-16 amending Section 82-116 of the New Kent County Code regarding permanent stabilization of sites following land disturbing activities.

Community Development Director Matthew Smolnik introduced Spencer Norman, a second year graduate student, who was interning in Community Development. He noted Mr. Norman had presented information on amending Section 82-116 at the February Planning Commission public hearing and would be presenting again for the Board's public hearing.

Mr. Norman presented proposed amendments to Section 82-116 regarding permanent stabilization of sites following land disturbing activities. He pointed out County Code required a minimum eighty-five percent vegetative cover on a site prior to the release of any surety associated with a land disturbing permit. He reported County Environmental Division staff were inspecting numerous sites across the County every two weeks. Owners of sites with less than eighty-five percent vegetative cover were being given a "Notice of Fail" by the inspectors even if the sites were not showing any signs of erosion. The County Code was more restrictive than State Code as the local code contained a minimum numerical requirement and the State Code did not include a specific requirement. Mr. Norman noted the proposed amendment would consider permanent stabilization established when a uniform ground cover mature enough to survive and capable of inhibiting erosion was achieved. He pointed out this was the same language used in the State Code. The proposed amendments had been presented to the Board of Supervisors at their January 27th work session where they voted to send the proposal to the Planning Commission for a public hearing. The Planning Commission had conducted the public hearing on February 16th and voted to forward a favorable recommendation to the Board of Supervisors. Mr. Norman and Mr. Smolnik entertained questions from the Board.

Mr. Davis asked if the State did not have a specific soil stabilization requirement, were there any other localities with ordinances similar to New Kent. Mr. Smolnik indicated he was not aware of any and pointed out New Kent's ordinance was more restrictive than State Code. He also noted the Department of Environmental Quality had been consulted and supported the proposed amendments. He noted there were a number of sites within the County that were stable but did not have the required eighty-five percent vegetative cover. Mr. Davis asked why New Kent was more restrictive. Mr. Smolnik indicated he was not sure but noted

this ordinance had been adopted by the Board some years ago. Mr. Evelyn suggested it had generally been the Board's position to not be more restrictive than State Code. Referencing the report of inspectors going to sites every two weeks, Mr. Stiers asked how long these inspections would continue. Mr. Smolnik indicated under current County Code, inspectors would make inspections every two weeks until the required eighty-five percent vegetative cover was achieved. He suggested this was not the best use of government resources.

Mr. Stiers opened the public hearing. There being no individuals wishing to speak, the public hearing was closed.

Mr. Evelyn moved to adopt Ordinance O-02-16 in order to address, protect, and promote public convenience, necessity, general welfare, and good zoning practices in the County and the health, safety, and general welfare of the citizens of the county. The members were polled:

C. Thomas Tiller, Jr.	Aye
Patricia A. Paige	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
Ron Stiers	Aye

The motion carried.

IN RE: ELECTED OFFICIALS' REPORTS

Ms. Paige reported she had attended the Route 106 Arterial Management Plan meeting recently held at the New Kent Visitors' Center. She noted meetings such as this one were publicized and she encouraged citizens to attend and voice their opinions.

Mr. Tiller reported he had received a number of complaints regarding the recent election and the two polling places in his district. Most had complained the lines had been too long, some had not been pleased about having to state if they were voting Republican or Democrat and there had also been a shortage of ballots. He indicated he thought it was not necessary to declare a party affiliation in Virginia but noted if you were being asked to answer the question of which ballot you wished to vote in a room filled with fifty people, you were in fact being asked to declare a party affiliation. He indicated he had been told the names of candidates for both parties could not be listed on one ballot because of concerns some individuals would vote twice. He noted he hoped the polling places would be better prepared for the November election and more ballots would be provided.

Mr. Evelyn reported he had attended a recent Parks and Recreation Advisory Commission meeting. He noted the basketball season, with over 340 participants ranging in age from five to fifteen, had just closed. He also noted planning work was in process for the new park and Parks and Recreation was also involved in a weekly program for seniors being offered at the New Generations Church.

Mr. Davis indicated there were many things coming up in the County and the FY17 budget was perhaps the biggest. Staff would be presenting the proposed budget later in the meeting and the Board would be meeting for a budget work shop on Friday, March 18th. He pointed out many individuals were involved in the development of the budget and worked together to produce final recommendations.

Ms. Paige asked for additional time to introduce three New Kent High School students who were present. She noted these students would be appointed to the New Kent County Clean Committee later in the meeting and suggested this would be the first time students had been appointed to any New Kent County board. Ms. Paige introduced Miss Sherese Bonner, Miss Alexis Reynolds and Mr. Brandon Bonner. These students had been recommended highly for their grades, character and their interest in the environment. Current members of the Clean County Committee were excited to welcome them to the board and were looking forward to working with them. Parents of these students were present and had given signed permission for their participation and the Clean County Committee bylaws had been modified to allow for these additional appointments. Ms. Paige suggested New Kent was fortunate to be a County where youth were involved in County government and she thanked the students for their willingness to serve.

Mr. Davis asked if these appointments would make the Clean County Committee larger. Ms. Paige indicated these appointments were to fill slots that were currently open.

Mr. Stiers reported he had attended a recent town hall meeting at Brickshire to discuss the possibility of bringing natural gas into the community. Three representatives from Virginia Natural Gas and over 125 residents had attended. He noted follow up meetings would be scheduled and he felt it would be beneficial to bring natural gas into the community. He indicated that although a 7.8 mile pipeline connection would be necessary, he felt there was still the potential this could happen.

IN RE: STAFF REPORTS - KING WILLIAM COUNTY ANTENNA AGREEMENT

County Administrator Rodney Hathaway noted an additional Agenda Request had been placed at Board members' seats. He reported he had recently been contacted by King William County with a request for permission to place a 5.8 ghz antenna and radio on the Courthouse water tower and the County Administration Building to send a broadband signal to the King William County Administration Complex and Courthouse. Mr. Hathaway noted this would not be a direct signal and plans were for the signal to leave from the County Administration Building, travel to the water tower, travel to a fire tower in King William County and then to the King William County Administration Complex and Courthouse. The Agenda Request included a proposed agreement between King William County and New Kent County which included a termination clause requiring all equipment be removed within sixty days of notice as well as the requirement for King William County to carry liability insurance. Mr. Hathaway asked the Board to consider authorizing him to sign the proposed agreement.

Mr. Evelyn questioned the placement of an antenna on the water tower and noted he believed Public Utilities had previously expressed concerns regarding the possible placement of any antennas on water towers. Public Utilities Director Larry Dame indicated the antennas would be small and the concerns associated with larger cell tower equipment placed on water towers would not be a factor. He noted the County was currently considering a similar approach to provide broadband service to the Public Utilities Office.

Mr. Stiers pointed out he did not see any lease amount in the proposed agreement. Mr. Hathaway indicated the agreement did not include any charge to King William and New Kent was considering this request more as a good neighbor. Mr. Davis suggested getting broadband in New Kent would require a collaborative effort and this agreement with King William could be a good first step toward regional collaboration.

Mr. Evelyn suggested the agreement should have a specific end date. Mr. Hathaway noted an end date could be included but had not been since the agreement could be terminated with a sixty day notice. After some discussion, the general consensus was the agreement should include a five-year expiration date.

Mr. Davis moved to authorize the County Administrator to sign the proposed agreement with King William County to place telecommunication antenna equipment on County facilities and that the agreement be amended to include a five-year sunset clause. The members were polled:

Patricia A. Paige	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Ron Stiers	Aye

The motion carried.

Mr. Stiers called for a brief recess at 7:21 p.m. The Board reconvened at 7:32 p.m.

IN RE: STAFF REPORTS – FY17 BUDGET RECOMMENDATIONS

County Administrator Rodney A. Hathaway indicated it was his pleasure to share FY17 Budget recommendations and thanked New Kent County staff, the Finance Department and department heads for their contributions. He suggested New Kent was fortunate to have staff members who were very responsible with taxpayers' dollars and were very dedicated to the County. He noted Board members had been provided copies of the proposed budget and PowerPoint presentation earlier in the evening. The presentation included information on the methodology used in developing the budget as well as budget goals. Goals included maintaining departmental spending at FY16 levels, utilizing existing cash reserves for capital projects, working with the School Board to maintain educational excellence and respond to increasing classroom, technology and infrastructure needs, maintaining public safety and social services during a period of increasing demand for services and infrastructure and maintaining utility rates at FY16 levels. The presentation also included detailed information on an anticipated \$1,378,527 increase in general fund revenues. Mr. Hathaway noted the total proposed budget was \$59,599,181 which was \$3,196,845 more than the previous year and included approximately \$1.4 million in additional school revenue. The budget was based on a proposed real estate tax rate of \$0.84, an increase of \$0.01 over the equalized rate of \$0.83. The proposal did not include the \$4,683,097 Public Utilities budget which would be discussed later in the presentation.

Mr. Hathaway reported that although department heads had been asked in recent years to keep budget requests level he had asked them to include what they felt would be needed for FY17. He noted this had been done to create awareness of needs even if all of them could not be funded. He had received over \$800,000 in personnel requests and the FY17 recommendations included only \$167,073 in proposed personnel actions. Proposed actions included the addition of two firefighter positions, the conversion of a part-time maintenance technician position to full-time and salary adjustments in Financial Services, Public Utilities and Social Services. Mr. Hathaway pointed out the Public Utilities salary adjustment was not tax supported and was entirely supported by public utilities user fees.

In the area of employee compensation and benefits, Mr. Hathaway noted that unfortunately no salary increase was being proposed for staff. Health insurance rates were expected to

increase 4.7%, VRS retirement would decrease from 11.2% to 8.72% and VRS Group Term Life Insurance would increase from 1.19% to 1.31%. The General Assembly had passed a budget the previous week which included a mandated 2% salary increase for certain positions including the Director of Social Services, Social Services employees, constitutional officers, the Registrar and the Electoral Board effective December 1, 2016. The General Assembly had also mandated a 2% salary increase for school SOQ (Standards of Quality) funded positions. Mr. Hathaway noted that Superintendent Dave Myers was proposing a 3% salary increase for all school employees.

Mr. Evelyn asked which school positions were SOQ funded. Mr. Hathaway indicated he believed SOQ funded positions included teachers, some paraprofessionals and administrators but would have to confirm this.

Mr. Hathaway reported the Planning Commission had reviewed the CIP (Capital Improvement Plan) and had affirmed the County Administrator's recommendations. The total recommended CIP budget was \$2,720,442 which would be funded with \$1,736,914 from cash reserves, \$197,028 from proffers and the balance from federal and state grants. Proposed CIP projects included \$857,892 for the schools CIP budget (included bus and car replacements totaling \$275,000, digital conversion totaling \$200,000 and pavement sealing totaling \$137,000), \$550,000 to replace Engine 581 (contingent upon receiving a \$400,000 State grant), \$408,850 for vehicle replacements (of which \$265,000 was for the Sheriff's Office), \$300,000 for the New Kent Airport taxiway and lighting project (of this, \$6,000 was the County's share), \$200,000 for surveillance cameras in the administration complex, \$112,000 for Fire Rescue cardiac monitors, \$73,000 for Fire Rescue stretchers and \$56,700 for computers on a five-year replacement plan.

Mr. Hathaway indicated the Public Utilities budget was separate from the general operating budget and relied totally on revenues generated by user fees. No increases were proposed for water and sewer rates or connection and availability fees for FY17. A new water availability fee of \$2,500 was being proposed and the sewer availability fee would decrease from \$5,075 to \$2,500. No increases were proposed for the Bottoms Bridge Service District ad valorem tax rate. The proposed FY17 Public Utilities Budget was \$4,683,097, representing a decrease of \$183,430 from the previous year.

Mr. Hathaway reported the Public Utility CIP was also a separate CIP budget and totaled \$532,950 for FY17. He provided a brief overview of the projects to be included some of which were engineering for water systems interconnections, replacement of a storage garage building, DEQ water supply feasibility study, well and pump preventive maintenance and computer and vehicle replacements.

Mr. Hathaway provided a brief overview of proposed transfers to other funds which totaled \$20,848,843 for FY17, an increase of \$671,556. The school operating fund of \$13,654,595 was the largest of these funds and represented a \$400,000 increase in the tax supported portion of the school budget. The \$5,680,307 debt service figure represented an increase of \$512,747 which was associated with the radio project. Mr. Hathaway noted that when the radio project had originally been financed, one cent of existing funding for school construction has been utilized for debt service and the proposed one cent increase in the FY17 real estate tax rate would fund the remainder. He reminded Supervisors that the financial plan discussed at the time of approval of the radio project included an additional one cent on the tax rate in FY20. He noted the school construction one cent set aside would generate \$247,002 (two cents had originally been designated for school construction one cent of which had been moved to the radio project). Other transfers included \$851,742 for

Human Services administration and programs, \$30,900 for airport operations and \$384,297 for Social Services administration and programs.

Mr. Hathaway addressed several budget challenges to be faced over the next five years. He suggested education funding would continue to be a challenge and pointed out the State would be stepping up with an additional \$1.1 million in funding. He pointed out school funding was not just about the cost of operations and noted there were some significant future school capital needs to be considered. The County was close to its debt limits and new capital projects would create the need to generate new revenue to maintain debt capacity levels set by current financial policies. Public utility bond coverage compliance would continue to present challenges (Bottoms Bridge Service District) and it would become more difficult to maintain the required minimum level of reserve funding. Capital and related projects to be considered in the years ahead were also a big concern. Projects on the radar included the construction of a new elementary school and New Kent Elementary School renovations totaling \$41,700,000. Debt service on this amount alone would equal \$2.5 million a year or an additional ten cents on the tax rate. Along with a new elementary school would come new operating expenses estimated to require an additional four cents on the tax rate. The list of future capital projects also included new fire stations, fire apparatus, a new dog pound facility and a new public water treatment plant.

Mr. Hathaway provided a brief review of the FY17 budget calendar noting the Board would meet for a Budget Retreat on March 18th. Staff would be requesting the Board set a tax rate at this retreat and a tax rate public hearing would be scheduled for the April regular meeting. The Budget Public Hearing would be scheduled for the May regular meeting and budget adoption at the May work session. Mr. Hathaway closed his presentation by indicating much more discussion was needed on the budget which would be the focus of the Board's Friday meeting.

Mr. Stiers asked for clarification regarding the value of once cent of the tax rate. Mr. Hathaway noted the value of one cent would be \$247,002 including real estate, personal property and gross revenue. He also noted additional funding was derived from Public Service Personal Property Taxes on utility infrastructure. With these taxes included, one cent would be equal to \$252,000. The County used the \$247,002 as its working figure because the Public Service Personal Property Taxes were received from the State and the actual level of funding received was uncertain.

IN RE: NON-DISTRICT APPOINTMENTS

Ms. Paige moved to appoint Lexie Reynolds as an at-large member of the Clean County Committee to complete a term ending December 31, 2017.

Ms. Paige moved to appoint Brandon Bonner as an at-large member of the Clean County Committee to complete a term ending December 31, 2017.

Mr. Evelyn moved to appoint Jeffrey Mitchell as a member of the Board of Building Code Appeals/Board of Fire Prevention Code Appeals to complete a term ending December 31, 2018.

The members were polled:

Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Patricia A. Paige	Aye

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

The motions carried.

IN RE: DISTRICT APPOINTMENTS

Mr. Evelyn moved to appoint J. Joseph McLaughlin, III as a District One representative to the Transportation Safety Commission to complete a term ending December 31, 2016.

Mr. Stiers moved to appoint William Mountcastle as District Four's representative to the Agricultural and Forestal District Advisory Committee to complete a term ending December 31, 2018.

Mr. Stiers moved to appoint Sherese Bonner as District Four's representative to the Clean County Committee to complete a term ending December 31, 2017.

Mr. Davis moved to appoint Jerry Benson as District Five's representative to the Clean County Committee to complete a term ending December 31, 2018.

The members were polled:

W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye
Patricia A. Paige	Aye
Ron Stiers	Aye

The motions carried.

IN RE: ADJOURNMENT/CONTINUATION

Chairman Stiers announced the next regularly scheduled meeting of the Board of Supervisors would be held at 6:00 p.m. on April 11, 2016, and the next work session would be at 9:00 a.m. on March 30, 2016. Both meetings would be held in the Boardroom of the County Administration Building.

Mr. Evelyn moved to continue the meeting until Friday, March 18, 2016 at 9:00 a.m. at the New Kent Forestry and Conference Center located at 11301 Pocahontas Trail in Providence Forge, Virginia. The members were polled:

C. Thomas Tiller, Jr.	Aye
Patricia A. Paige	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
Ron Stiers	Aye

The motion carried. The meeting was suspended at 8:07 p.m.