

A REGULAR WORK SESSION WAS HELD BY THE NEW KENT COUNTY BOARD OF SUPERVISORS ON THE 29TH DAY OF JUNE IN THE YEAR TWO THOUSAND SIXTEEN IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING, NEW KENT, VIRGINIA, AT 9:00 A.M.

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IN RE: CALL TO ORDER

Chairman Stiers called the meeting to order.

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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

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IN RE: FY17 BUDGET AMENDMENT

Fire Chief Rick Opett joined the meeting by conference call.

County Administrator Rodney Hathaway indicated discussion of amending the FY17 Budget to provide funding for two additional firefighter positions had been raised at the Board's June regular meeting. The cost of two additional firefighters would be \$114,964 and could be taken from the School Construction Set Aside fund. He said that an additional one cent in FY16 set aside totaled \$257,847 and that an additional one cent in FY17 set aside would be \$237,847. The proposed \$114,964 reduction would leave \$380,730 in School Construction Set Aside funding.

Chief Opett gave a short presentation outlining the adjustment of part-time scheduling reducing the cost of two full-time firefighters to \$110,098.52. He said these funds would accomplish 24/7 staffing at the Lanexa Fire Station (Station Four), 365 days of paramedic coverage (countywide) twelve hours daily, continue paramedic on-call coverage, full time assistant fire marshal and part time logistics. He stressed that he would not be eliminating any part time positions, rather reducing the number of hours for part time staff.

Mr. Evelyn asked if there had been any feedback from the Schools concerning the proposal of \$110,000 coming out of set aside. Mr. Hathaway indicated he had spoken with Dr. Myers and that he had some questions as well as concerns and that he wanted everyone to be aware that a school would be needed in the near future.

Ms. Paige asked if Fire-Rescue had looked within their own budget to possibly fund these positions. She indicated she was concerned about the need for a school in the future and asked if she would have to go to her constituents and tell them the Board had to raise the tax rate to fund a new school because she had not been a good steward of the County's set aside for Schools.

Mr. Tiller reminded the Board that several businesses would be coming online in the near future to include Love's Truck Stop. Mr. Davis responded to Mr. Tiller, "don't count your chickens before they hatch," and referred to Colonial Downs and Farms of New Kent as businesses that did not materialize into what they were once advertised.

Mr. Evelyn asked about the recently discussed new fire station. Chief Opett confirmed the cost of such a building would be anywhere from \$1.8 million to \$2.2 million. The location for that fire station was discussed. Mr. Evelyn asked staff if they realistically thought they might break ground on a new fire station this year. Chief Opett confirmed that build out would be more like eighteen months, with funding for staff beginning in FY18. Mr. Evelyn asked, "Why build it, if you can't staff it?"

Ms. Paige stated that she felt there were too many uncertainties to use set aside in this manner. She reminded the Board that she had supported a one-cent tax increase in FY17 for set aside and the Board had not voted to take that route.

Chief Opett told Board members that Fire-Rescue was struggling to handle the current call volume, especially on the weekends.

Mr. Stiers commended Chief Opett. He added that when he was sworn in as a Board member he took an oath to protect the citizens of New Kent County. He also noted there had been many NUAs (No Units Available) recently and the cost of a new school could range anywhere from \$36 to \$60 million and he felt that \$110,000 was "a drop in the bucket."

Mr. Davis asked where the Board should get the money to support two new firefighters. He reminded the Board that he had suggested taking funding from the Schools operating budget when the FY17 budget was originally discussed.

Mr. Stiers confirmed that this funding would, in fact, staff four fire stations 24 hours a day, 7 days a week, and 365 days a year.

Mr. Evelyn asked for confirmation that Station Four was adequately set up for staff to be able to stay there. Mr. Hathaway stated that while some structural damage had been identified, they had "put a Band-Aid on it for now." Mr. Evelyn asked Chief Opett to go on record as saying he would not return to the Board asking for money to fix Station Four. Chief Opett told the Board he would not plan on five more years in that building.

Ms. Paige asked if the Board was setting a precedent of hiring five to seven firefighters per year. Chief Opett said that similar proposals would be his goal in the next few years.

Mr. Tiller made a motion to amend the FY17 budget in order to provide additional funding for two additional firefighter positions by reducing the Debt Service Fund for the School Construction Set Aside by \$110,100.

The members were polled:

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

The motion carried.

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IN RE: BRIDGING COMMUNITIES LEASE AMENDMENT REQUEST

County Administrator Rodney Hathaway reported he had received a request from the Bridging Communities Regional Career and Technical Center (BCRCTC) to utilize additional

space at the Historic School for a new program - small engine technology - with plans to enroll up to twenty students. A request asking that consideration be given to allowing the Center to have use of the former girls' locker room had been received. Approximately \$70,000 in renovations would be needed and Bridging Communities partners would pay for this renovation. This was approximately 1,700 square feet of additional space and a lease amendment would be necessary to include this space. Mr. Hathaway did not recommend increasing the rent because the current lease was structured with rental fees charged to recoup the County's investment in the original renovation for the Center. BCRCTC, Parks and Recreation and New Kent County Schools were all using the space for storage and would have to find alternative storage space.

Mr. Davis asked if the room would require an outside entrance. Mr. Hathaway indicated that two outside entrances already existed. Mr. Davis also asked if the Building Official had looked at the space and Mr. Hathaway indicated that BCRCTC had been in touch with Clarence Jackson with questions. Mr. Hathaway also added there was the potential for the students of this program to work on County lawn mowers.

Mr. Stiers commented that Bridging Communities was certainly a success story for this County.

Mr. Davis made a motion to approve the request from Bridging Communities to lease approximately 1,700 square feet of additional space at the New Kent County Historic School for the establishment of a small engine repair program. He furthermore moved to authorize the County Administrator to initiate the lease amendment.

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.

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IN RE: RENEWAL OF AGREEMENT WITH EMERGENCY MEDICAL SERVICES/  
MANAGEMENT & CONSULTANTS

Battalion Chief Lisa Baber was present to speak to the Board about the County's third-party emergency medical services/ambulance billing company. She told the Board the company was doing an excellent job in cost recovery and that she was seeking permission to send a second year renewal letter to Emergency Medical Services/ Management & Consultants (EMS/MC). She added that staff had received no complaints about EMS/MC. Chief Baber stated that cost recovery was up and EMS/MC had collected \$374,537.70 in revenue recovery for the period of July 1, 2015 to May 31, 2016.

Discussion continued concerning "compassionate billing." Chief Baber told the Board that one bill was sent to County citizens who had utilized emergency medical services (ambulance) through New Kent County and if the bill was not paid, it was written off. Three bills would be sent to non-county citizens before being written off. The County, nor EMS/MC, would do any collections.

Mr. Davis commented that the County had utilized a different company previously and then had staff do in-house billing for approximately two years and had found it cheaper to have an independent company do ambulance billing.

Mr. Tiller made a motion to continue our agreement with Emergency Medical Services/ Management & Consultants (EMS/MC).

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.

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IN RE: HISTORIC SCHOOL ROOF REPLACEMENT AND REPAIR PROJECT

County Administrator Rodney Hathaway told the Board the County had solicited quotes for roofing services for the original 1930s New Kent County Historic School and had received a proposal from the Garland Company for \$349,992. He told the Board, if the roof was not repaired soon, additional cost would be involved to address further structural damage due to water seeping in, creating mold and damaging floors. He said there would be a thirty year warranty on this work as long as the Garland Company was there when any additional work was done. Mr. Hathaway said the Garland Company had also done the work on the Administration Building roof as well as one of the County's elementary schools.

Mr. Evelyn made a motion to approve the roofing materials and services proposal submitted by the Garland Company on March 18, 2016 in the amount of \$349,992.

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 motion carried.

The Board took a short recess.

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IN RE: PINE FORK PARK VDOT RECREATIONAL ACCESS ROAD

Parks and Recreation Director Kimberly Turner was present to discuss a letter of support from the Board of Supervisors to the Virginia Department of Transportation (VDOT) requesting funds in the amount of \$250,000 for the Pine Fork Park Recreational Access Road with potential for \$100,000 matching funds. Ms. Turner remarked that the letter was required by VDOT to ensure that the Board supported this project.

Mr. Evelyn made a motion to adopt Resolution R-17-16 regarding the Pine Fork Park Recreational Access Road.

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.

Mr. Stiers asked when a total cost for this project might be made available to the Board. Ms. Turner said that she was still working with Silvercore, the land development consultants on this project, and would most likely have more firm numbers when she gave her annual update to the Board in July.

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IN RE: DESIGNATION OF FREEDOM OF INFORMATION ACT (FOIA) OFFICER

County Administrator Rodney Hathaway reported that effective July 1, 2016 state law would require that all Virginia public bodies designate and publicly identify one or more Freedom of Information Act (FOIA) officers to serve as a point of contact for members of the public requesting records and to coordinate the County's compliance with the Virginia Freedom of Information Act. Currently FOIA requests were routed through the Administration Office for response, however, each constitutional officer had also made designations for any requests they might receive. All designees had been added to the County's website in response to the state mandate.

Ms. Paige made a motion to adopt resolution R-18-16 to designate Rodney Hathaway as the County's Freedom of Information Act officer for the County of New Kent.

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.

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IN RE: OTHER BUSINESS – ACCEPTANCE OF DEERLAKE, SECTIONS B AND C INTO THE STATE SYSTEM FOR MAINTENANCE – R-38-16

County Administrator Rodney Hathaway discussed recent communication from the Virginia Department of Transportation involving streets in Deerlake, Sections B and C being brought into the secondary system of state highways. He said a resolution from the Board of Supervisors requesting the State accept these roads would be needed.

Mr. Evelyn confirmed that this would "take care" of all of the roads in the Deerlake subdivision.

Mr. Evelyn made a motion to submit documents to the Virginia Department of Transportation requesting the acceptance of roads in Deerlake, Sections B and C into the State System for Maintenance.

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.

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IN RE: OTHER BUSINESS – MAIDSTONE GROUP LLC PURCHASE AGREEMENT  
AMENDMENT

County Administrator Rodney Hathaway presented the Board with an amendment to the purchase agreement with Maidstone Group LLC for the purchase of the former bank building in Maidstone for the purpose of moving the Heritage Public Library. The amendment was required to allow for additional time to finalize plans and construction documents. He reminded the Board that an amendment to extend the original 30 day period to 45 days had previously been authorized and he was asking for 60 days this time, not because he thought he would need it, but so he wouldn't have to come back for another extension.

Mr. Davis made a motion authorizing the County Administrator to execute a purchase agreement amendment with Maidstone Group LLC to extend the 45 day period referenced in section 2 of the original agreement to a 135 day period.

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 motion carried.

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IN RE: CLOSED SESSION

Mr. Evelyn moved to go into Closed Session for consultation with legal counsel pursuant to Section 2.2-3711A.3 of the Code of Virginia for discussion or consideration of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the County involving Heritage Public Library. 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. The Board went into closed session.

Mr. Davis moved to return to open session. 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.

Mr. Evelyn moved that the Board certify by roll call vote that to the best of each member's knowledge only public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act and identified in the motion to go into closed session were heard, discussed or considered in the closed session. The members were polled on the certification:

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

The motion carried.

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IN RE:           ADJOURNMENT

Mr. Evelyn moved to adjourn the meeting. 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 motion carried.

The meeting was adjourned at 10:40 a.m.