

A REGULAR WORK SESSION WAS HELD BY THE NEW KENT COUNTY BOARD OF SUPERVISORS ON THE 22ND DAY OF FEBRUARY IN THE YEAR TWO THOUSAND SEVENTEEN 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 W.R. Davis, Jr. 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

All members were present.

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IN RE: FY 2018 BUDGET DISCUSSIONS

County Administrator Rodney Hathaway provided handouts and noted this was a shorter version of the full budget presentation he had shared on February 13<sup>th</sup>. He indicated his goal was to be sure the Board was comfortable with the proposed budget and to receive advice and recommendations for the public hearing.

Mr. Hathaway noted general fund revenues were expected to increase by \$1,302,049 in FY18. Most of this increase was in personal property tax (\$596,189) and real estate tax (\$202,153). He pointed out this was a healthy gain and a similar increase had been seen the previous year. Recommendations for the allocation of this new revenue included:

- a payroll increase totaling \$218,421 for four firefighter positions,
- new computer system lease (Tyler Munis) totaling \$228,886,
- school set-aside increase of two pennies totaling \$520,716,
- additional transfer to schools totaling \$100,000,
- net personnel requests totaling \$228,821 and
- contingencies for health insurance increases and VML insurance renewal totaling \$155,990.

Mr. Hathaway noted the four firefighter positions had been approved in FY17 and had been funded through a FY17 budget amendment. Because of this, funding for these positions was appearing as a new expenditure in FY18. The additional transfer to schools was \$50,000 short of the School Board's proposed budget. Mr. Hathaway also noted departmental requests had come in \$40,673 lower than FY17 funding levels and an additional \$110,112 in cuts had been made to departmental budgets.

Mr. Hathaway provided details on the proposed \$228,821 in personnel requests.

- Position Upgrades were being recommended for two building inspector positions (\$3,609 each). Individuals holding these positions had received additional certifications. He pointed out the County encouraged employees to continue their education and suggested it was important to reward them when they did so. Mr. Hathaway reported 37 position requests had been received from County departments and noted most of those requests had not made it to the budget recommendations.

He reported department managers had justified several of the requests by suggesting the employees were doing a good job. Mr. Hathaway suggested that doing a good job was an expectation of all positions and not a reason for a salary increase.

- Recommendations included the reduction of the CSA (Children's Services Act) full-time administrative assistant position to part-time (-\$27,438). Mr. Hathaway noted this department was functioning much more efficiently and the full-time position was no longer warranted.
- The addition of an Economic Development Director position was also being recommended (\$118,638). Mr. Hathaway noted the current Community Development Director was also responsible for Economic Development. He noted both positions were important to the future success of the County and the County needed someone who could focus on Economic Development. The recommendation was to fill this position effective July 1, 2017 and to leave the Community Development Director position vacant until January 1, 2018. During this time period, one individual would be expected to perform the duties of both positions. Mr. Hathaway indicated the County needed someone to be out there telling our story and pitching New Kent County and he suggested it would take a full-time person to do this. Mr. Tiller asked how many individuals were currently working in the Community Development department. Community Development Director Matthew Smolnik noted there were 18 employees including Environmental and Economic Development staff and both full-time and part-time positions had been included. This count also included employees located at the Visitor's Center. Mr. Tiller asked if some of the responsibilities of the Community Development Director could be redistributed to current positions and eliminate the need for the Community Development Director position. Mr. Hathaway suggested that due to legal responsibilities one person needed to be responsible for the department. Mr. Davis suggested the County's current approach to Economic Development had not been very productive in the past fifteen years. He suggested the structure of taxes in the County was out of whack and pointed out that taxes generated from houses and land were paying for everything. He suggested housing development was not economic development. He stated, "We probably need to do this because what we've been doing in the past hasn't been working."
- A position upgrade was being recommended for the Payroll Administrator (\$2,896). He noted the individual holding this position had recently completed a certification program resulting in the recommended upgrade.
- The Board had approved a part-time Deputy Emergency Management Coordinator position in FY17 (\$39,237).
- A part-time custodial position was also recommended (\$15,959). Mr. Hathaway noted the County was now responsible for cleaning more buildings and there had been no new staff added in many years.
- A salary increase was also being recommended for the Human Resources Administrative Assistant (\$2,361). This individual would be taking on the additional responsibilities associated with the administration of the VML Where the Rubber Meets the Road campaign. Mr. Hathaway noted the County should see additional revenue from participation in this program. Mr. Evelyn asked if there was any certification tied to this increase. Mr. Hathaway indicated there was no certification but noted the County would receive a 5% premium reduction for participating in the program. This was estimated to be \$13,000 and plans were to share a portion of this premium reduction with this position.
- The addition of a Procurement Manager position was also being recommended (\$50,766). Mr. Hathaway noted this position would be responsible for centralized

purchasing and the disposition of surplus property. If approved, the position would not be effective until January 1, 2018. Mr. Hathaway suggested there would be some savings by centralizing purchasing. Mr. Davis asked if the School Board would also be using this position. Mr. Hathaway indicated he had discussed this with School Superintendent Dr. David Myers and ultimately it would be their decision. He indicated he was hopeful schools would also utilize this position. Mr. Tiller drew attention to the salary listed in the handout and asked if it was expected that the position would save this much in a year. Mr. Hathaway suggested it would take several years to begin to show significant savings. Mr. Tiller asked what would happen if it was determined there was no savings. Mr. Hathaway indicated the Board could take action to remove funding for the position. Mr. Evelyn asked what office space was planned for this position. Mr. Hathaway noted the current County Attorney's office was being considered. He noted the County Attorney's office was vacant most of the time and when the County Attorney would be in, the Administration Office conference room could be made available to them. Ms. Paige noted there was much more to the Procurement Manager position than centralized purchasing and disposal of surplus property. She suggested this individual would also be responsible for developing policies and procedures for purchasing, managing contracts to assure timely renewals and establishing a list of approved vendors. She suggested there were many ways this position could save the County money but a specific amount would be hard to project. She stated, "I feel very confident in telling you there will be a significant savings." Mr. Davis indicated he wasn't sure how the Vehicle Maintenance Facility handled purchasing of auto parts but suggested this position could provide support in that area also. He also asked if this individual would be responsible for negotiating fuel contracts. Mr. Hathaway indicated they would negotiate fuel contracts and would be responsible for handling all RFPs. Mr. Davis asked if this position would result in the need for changes to County purchasing policy. Mr. Hathaway noted the first thing he would like this individual to work on would be the policy and he suggested the County's current policy was in desperate need of revamping. Mr. Davis asked Dr. Myers for his thoughts on the Procurement Manager position. Dr. Myers suggested that from a procedural standpoint the position would be very beneficial. He added that purchasing would be more efficient and the position would keep the departments in compliance with the rules and regulations. As had previously been stated, he agreed that it could take several years to see any savings.

- The addition of a new Deputy position (\$40,138) and a new Communications Officer position (\$26,792) were both being proposed. Mr. Hathaway reported the Sheriff had requested two Deputies and two Communications Officers but the recommendation was for one of each. Mr. Tiller asked how many Communications Officers was the department down now. Sheriff Joe McLaughlin indicated they were down two positions due to recent retirements. He reported three were scheduled for day shift and two were scheduled for night shift. He indicated the department was interviewing for these positions and it would take six months to have an individual trained and certified. He also reported calls totaling 17,483 had been received in 2016 which was up from the previous year.
- A realignment study was to be conducted in the Department of Social Services office by the State. \$15,000 was budgeted to address any recommended realignments.

Mr. Davis asked for the adoption status of the State budget. Mr. Hathaway reported the budget had not been adopted. Assistant Finance Director Larry Clark noted it had been suggested the budget would be adopted on Friday, February 24<sup>th</sup>. Mr. Hathaway noted current recommendations in the General Assembly included 2% salary increases for the DSS

Director and employees, constitutional officers, the Registrar and the Electoral Board. The General Assembly recommendations were also expected to include a 2% increase for SOQ (Standards of Quality) funded school positions.

Mr. Hathaway also noted a new Utility Locator position was being requested by Public Utilities. This individual would be responsible for marking and mapping line locations. Public Utility Director Larry Dame reported the County was routinely notified by Miss Utility to go out and mark County utility lines. He noted that most localities had their own locator on staff. He noted if a contractor hit a line that had been marked, the contractor would be responsible for the cost of repairs. If the contractor hit a line that the County had not marked, repairs would be the County's responsibility. Mr. Dame indicated his department currently had two individuals marking lines but noted this was not the primary responsibility of either of those positions.

Mr. Davis indicated he didn't have "a whole lot of heartache" with these recommendations although he hated to spend the money. He noted the Board could continue to make changes to the budget but would not be able to go up on the tax rate.

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IN RE:           FY18 FEE SCHEDULE

County Administrator Rodney Hathaway distributed copies of proposed changes to the FY18 fee schedule. He noted the Planning Commission had reviewed the recommendations, held a public hearing and had forwarded a favorable recommendation to the Board. Changes included:

- The addition of a Daily Aircraft Staging Fee at the airport - \$35.00 per day. Mr. Hathaway noted planes frequently few in for a day or two and were not being charged. He noted the ultimate goal was for the airport to be self-sufficient and this fee would generate some additional revenue. He also reported that other airports were charging similar fees.
- Increases were recommended for a number of Building Development fees. Mr. Hathaway noted the recommended fees were in line with surrounding localities that were similar in size.
- Amendments to fees for amusement device rides were also recommended. Mr. Hathaway noted the County was required to inspect this equipment and these fees would help offset the cost. Roller coasters over 30 feet and generators for amusement events had been added as new fees. Mr. Davis asked if the fee for generators would apply to small generators. Building Official Clarence Jackson indicated these fees were State regulated and it was his understanding they would only apply to large generators feeding multiple items. Mr. Davis suggested the wattage should be included to make this clearer. Mr. Stiers asked if this would apply to large spotlights. Mr. Jackson suggested a permit was needed for some of the larger lights. Mr. Stiers asked if multiple lights were used, would a permit be needed for each one. Mr. Jackson suggested this was something that would fall under Fire-Rescue and they could better answer. Mr. Stiers asked if these fees would also apply to charity events. Mr. Jackson indicated fees were not waived for charity events. He also noted he did not have the authority to waive fees. That decision would be up to the Board. He pointed out some fees were waived for schools because they utilized County buildings. Mr. Stiers noted the fifth fee down on the list of Building Development fees had actually gone down and asked why. Mr. Jackson noted this reduction had been the result of a typo and should have been listed as \$87.00. Mr. Hathaway noted these fees had already been to the Planning Commission when the typo had been discovered. He suggested if this was

to be changed now, it would be necessary to go back to the Planning Commission and the additional cost of advertising would be more than the additional revenue generated by the fee. He suggested if the fee had been set higher and the Board wished to lower it, they could do so but they could not go up after Planning Commission approval. County Attorney Brendan Hefty indicated that because this was a general fee schedule he believed the Board could make the correction and move forward with the fee set at \$87.00. He indicated he would confirm this and get back to the Board.

Mr. Davis called for a brief recess at 10:05 a.m. The meeting reconvened at 10:15 a.m.

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IN RE: HERITAGE PUBLIC LIBRARY BUDGET DISCUSSIONS

Heritage Public Library representatives had requested an opportunity to defend the Library's FY18 budget request. Copies of the Library's FY18 budget request as well as a letter providing additional details were provided. Library Director Barbara Winters and Library Board of Trustees Member William Leary were present to answer any questions the Board may have. County Administrator Rodney Hathaway indicated the County had received a FY18 budget request of \$203,961 from the Library. He noted his recommendation for the Library's FY18 budget was flat funding at \$169,466 which was \$34,495 lower than the request. Mr. Hathaway indicated he had just received the letter from the Library and had not had an opportunity to review its contents.

After taking a few moments to review the letter, Mr. Davis indicated he liked the idea of utilizing volunteer labor through the Social Services VIEW & SNAP programs. He noted Social Services Director Jon Martz was present and asked him how many hours these individuals could work. Mr. Martz noted both the TANF and SNAP programs required recipients to either work or volunteer. Mr. Martz indicated he was not sure benefit recipients would be able to provide the needed services consistently. He did note the people could not be forced to work or volunteer but if they were not meeting this requirement, they would lose benefits. Mr. Martz suggested there would be some participation but didn't think it could be counted on to provide consistent services.

Mr. Evelyn noted it had been stated during discussion regarding relocating the Library that no additional funds would be needed this year. Mr. Leary noted the Library was currently relying on donations to make up the difference between New Kent's proportional share of the budget and what the Library was actually receiving from the County. He suggested the Library could not depend upon donations consistently to make up the difference. The Library was requesting the County increase their participation and pay their fair share. Mr. Leary also pointed out the Library was expecting increases in operational costs in the areas of janitorial services, telephone and other utilities. Ms. Winters indicated she didn't believe the Board was recognizing the fact that the Library had always been funded at a level that did not allow it to meet its obligations. The Library had been making up for this by going out and getting donations. She noted the Library was allocated approximately \$2,000 for programs but actually spent about \$8,000. One such program was the summer reading program and she reported this program had always been funded through donations. She suggested the Library had always had a deficit and she expected it would be greater once the Library moved to its new location. She reported there had been some costs associated with the relocation that had not been considered and gave the need for security cameras as an example. She noted because the new location would have two floors cameras would be needed to effectively monitor activities. She also noted the existing phone system would not be sufficient and additional costs would be associated with a new system.

Mr. Stiers asked if the Library was also anticipating being open an additional day once it relocated. Ms. Winters indicated the Library was very interested in looking at its schedule to see where it could provide more services. Mr. Leary indicated the Library was currently open four and a half days a week and would like to expand to five and a half days. Ms. Winters noted if the Library was funded at the proposed level, they would not be able to get much additional staff and could open some hours on Thursday but not a full day. She noted the cost of adding one additional day to the operating schedule would be \$13,400.

Mr. Evelyn asked about the Library Foundation and if Foundation funds could be used to fund some of the mentioned needs such a security cameras. Ms. Winters suggested this was a good question and pointed out the Library Foundation was paying for the cabling in the new building at a cost of \$11,000. She pointed out that State funds could not be used because the Library would not be the owner of the building. She also reported the Foundation was paying for the alarm system. Ms. Winters suggested the Foundation was not a way to fund ongoing programs. Mr. Evelyn asked how much money the Foundation had raised. Mr. Learn noted the Foundation had set a fundraising goal of \$200,000 and approximately 25% had been raised to date. Ms. Winters indicated the community was very supportive and generous and it was clear they wanted the Library.

Ms. Paige asked if the plan was to use volunteers only for janitorial services or would they also be used in other ways to support operations. Ms. Winters noted Mr. Martz had indicated there may not be enough participants to provide support at the desired level on a consistent basis. She noted the building would have to be cleaned and suggested the increased number of janitorial hours could possibly be reduced but could not be eliminated. Ms. Paige asked how much the Library was currently paying for janitorial services. Ms. Winters indicated the budget was \$6,800. Ms. Winters noted another consideration was that the Library had never paid for water. Water had been included as a part of the rental fees paid at its current location and she wasn't sure what the cost would be at the new location. Ms. Paige indicated she had thought the County's funding of the Library would have been less since the County would own the building and there would be no rental payments. She indicated she was surprised to see the Library asking for additional funding.

Mr. Stiers asked if there was any way the County's current custodial staff could handle the addition of the Library. Mr. Hathaway suggested it would not be possible without another full-time position. He suggested if the Board could make the new half-time position currently in the proposed budget a full-time position the Library could be added. After additional discussions it was determined this option would actually cost more than funding the Library's janitorial line item.

Mr. Evelyn noted the share of operating expenses to be shared with Charles City County were not much different from FY17 (\$181,338) to FY18 (\$181,947). He suggested the additional expenses to be incurred at the New Kent location were only \$9,200 and noted he did not understand why the request was higher. Ms. Winters pointed out the Library's budget was based on the assumption that income would be \$203,961. Mr. Hathaway also noted the total funding for FY17 had included \$30,000 for rent. Total funding for FY17 had been \$199,466 and requested funding for FY18 was \$203,961. Ms. Winters noted the Library's Financial Officer was present and asked if she could speak. The Financial Officer noted a \$27,819 deficit was anticipated for FY17. She also pointed out the County's allocation for rent in FY17 had been at 75% (\$30,000) of the usual annual allocation and the proposed allocation for FY18 was \$1. The Finance Officer noted the Library was asking for full funding this year and again pointed out the \$27,819 deficit for FY17. Mr. Evelyn

asked what was causing the deficit. Ms. Winters suggested the deficit was the result of flat funding. She indicated the Library had received the same funding from the County for the eight years she had been here. Mr. Evelyn pointed out the Library was also receiving funding from the State and asked if that funding had also been flat. Ms. Winters indicated the Library did receive State funding but noted the amount fluctuated based on the locality's funding level. The Library Finance Officer also noted the figures provided for operating the New Kent branch of the Library only included 70% of the total budget. The remaining 30% was paid by Charles City. Mr. Evelyn noted the Library had been allocated \$200,000 in FY17 and they were assuming actual costs to operate in FY18 to be \$204,000. The Finance Officer confirmed this was what they were assuming. Mr. Leary noted what the Library was saying was that New Kent's share of the FY18 budget was \$204,000. The County's FY18 budget proposal for the Library was \$169,466 which would result in a significant shortfall. Mr. Leary noted the shortfalls that had existed in the past had been made up with donations. Ms. Paige asked if the Library was saying the County had never given them enough to cover expenses. Mr. Leary indicated this was correct; the County had never given the Library enough funding to meet its obligations. Mr. Leary noted the bad part of this was that the drop in New Kent funding would result in a drop in State funding.

Ms. Winters noted the Library thanked the Board for the new building and for being as generous as they had been in the past. Mr. Evelyn asked if the renovation project at the Library's new location was on schedule. Ms. Winters indicated that the project was on schedule and plans were for the Library to be closed the last week of March for the move.

Mr. Hathaway asked the Board for guidance on the Library's request for an additional \$34,595 dollars in funding. Mr. Davis asked if this additional funding would mean the Library would be open for 48 hours a week. Ms. Winters indicate this level of funding would not assure 48 hours a week but would allow for some hours on Thursdays. She reminded the Board the cost to add an additional day to the operating hours would be almost \$14,000. Mr. Davis asked for the Library's current operating schedule. Ms. Winters reported operating hours were Monday and Tuesday 10:00 a.m. to 8:00 p.m., Wednesday 10:00 a.m. to 6:00 p.m., closed on Thursday, 9:00 a.m. to 5:00 p.m. on Friday, 10:00 a.m. to 2:00 p.m. on Saturday and closed on Sunday. She noted the Library really wanted to be open on Thursdays and were looking at opening from 3:00 p.m. to 7:00 p.m.

Mr. Davis suggested the Board should move forward with an advertisement including the additional funding request. Mr. Hathaway indicated he would provide information on where this additional funding could be found. Mr. Davis suggested the Board may want to consider tying Library funding to actual population. Mr. Davis asked for the Board's suggestions on what level of additional funding should be advertised. Mr. Evelyn suggested \$15,000 and Mr. Stiers suggested \$25,000. Mr. Evelyn suggested some of the budget items were capital items which could possibly be covered by the Foundation. Mr. Davis suggested the Board had spent a lot of money in the new location and it needed to be open enough for citizens to enjoy it. Ms. Winters suggested the Library was willing to look at how best to schedule operation hours. Mr. Evelyn suggested it would be hard to estimate costs for some of the line items since the Library would be operating from a new location. He suggested that a more accurate reflection of operating costs at the new location would be available for the next budget cycle. Ms. Paige indicated agreement with the suggested \$15,000 increase. Mr. Stiers suggested the Board advertise a \$25,000 increase with the understanding the number could be adjusted later. Mr. Davis suggested the Board reach a consensus on the amount of additional funding. Ms. Paige, Mr. Evelyn and Mr. Tiller suggested advertising at \$15,000. Mr. Stiers and Mr. Davis suggested \$25,000. The budget will go to advertisement with an additional \$15,000 in proposed funding for the Library.

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IN RE:           SCHOOLS FUNDING

County Administrator Rodney Hathaway noted the Board had discussed the funding request received from the schools at the budget retreat. He noted the proposed FY18 budget was \$50,000 short of the \$150,000 request and asked if the Board wished to discuss this any further. Mr. Davis noted it had always been his opinion that if teachers were receiving raises County employees should also be given raises. He asked School Superintendent Dr. David Myers if schools were giving employees a step raise and a 2% raise. Dr. Myers indicated the raise was a 1.5% step and a .5% cost of living adjustment. Mr. Davis suggested total compensation for school employees would actually go up by more than 2% once increases for healthcare were considered. Dr. Myers indicated most of the increase in benefits was due to VRS which was expected to go up \$271,000 which was an 11% increase. Mr. Davis suggested County employees had the same VRS as school employees and asked if the County's VRS was also going up. Dr. Myers noted that VRS for professional staff was not the same as for County employees and all school divisions were seeing this increase this year. He indicated VRS rates for non-professional school employees were similar to those of County employees. Mr. Evelyn asked Dr. Myers if he was comfortable with the expected level of State funding. Dr. Myers suggested he had been until a week ago when new calculations had been received suggesting the funding would go down by \$2,000 to \$50,000. He suggested there appeared to be an effort to funnel additional funds to counties with reduced enrollments. He noted New Kent was the opposite of that with enrollment continuing to increase. He pointed out New Kent was currently ranked 120<sup>th</sup> out of 132 divisions in per pupil expenditures which made this very frustrating but the County had no control over this. Mr. Davis asked Board members for comments. Mr. Tiller suggested the Board split the difference and advertise at \$125,000. There was some discussion suggesting the advertisement be at the \$150,000 level with the understanding this could be adjusted. Mr. Davis noted the Supervisors were trying to finish the budget earlier this year so schools would have more time for issuing contracts. Ms. Paige asked for clarification regarding the purchase of Chromebooks. She noted the County had committed to pay \$300,000 the first year, \$200,000 the second year and \$100,000 the third year. She noted the County had paid \$200,000 last year and was proposing the payment of an additional \$200,000 again this year. She noted the Board was also proposing an additional \$100,000 on the operating side and questioned the request for an additional \$50,000. Dr. Myers noted the additional \$100,000 for Chromebooks was on the capital side of the budget and pointed out the division would have requested an additional \$250,000 if the County had not proposed the additional capital funding. He also indicated the division expected the cost of the Chromebooks to come down in the near future. Mr. Davis asked the Board for their opinions on increasing the proposed budget for schools. Mr. Stiers indicated he would rather see the budget advertised with an additional \$150,000 allocated to the schools. After some discussion, the general consensus was to advertise the budget with an additional \$125,000 allocation to schools.

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IN RE:           BUDGET DISCUSSION SUMMARY

County Administrator Rodney Hathaway noted today's budget discussions had resulted in increasing the budget by \$40,000 with \$15,000 designated for the Library and \$25,000 designated for schools. An increase to allow for a 1.5% salary increase for County employees was also noted. Mr. Hathaway recommended the additional \$40,000 be taken from CSA (Child Services Act) funding which including previous recommendations would result in a reduction of \$48,000. Assistant Finance Director Larry Clark noted that State funding for CSA would also be reduced by a proportionate amount based on local funding.

Taking both reductions into account, total funding would be reduced by \$111,000. Mr. Hathaway indicated the County generally kept a healthy reserve in this account but could never know exactly what they could be hit with.

Mr. Evelyn noted there had been a big presentation on the need for fire apparatus at the last meeting and reminded the Board they needed to also consider these needs. He suggested it may be a good idea to advertise a one cent increase in real estate taxes noting that the Board could drop the rate if they wished to do so. Mr. Hathaway noted the bids were in for the fire station and the County was currently renegotiating the price. He also noted engineering and architectural work was in progress. He suggested until a final price for the fire station could be determined, not much guidance could be given. He pointed out Fire-Rescue's request for the purchase of equipment had indicated a one cent increase would be needed in FY19. Mr. Hathaway noted if the Board wished to move forward with the purchase of the apparatus, they would need to do so now because of the 300+ day build period. Ms. Paige asked if the payoff on the purchase of the equipment was 15 years. Mr. Hathaway indicated it was 15 years.

Mr. Stiers suggested the County was going to need the new equipment and Chief Opett was trying to stay ahead of the game. He suggested it was possible the County would not need to increase taxes to cover the debt service on the purchase. Mr. Hathaway suggested this was very unlikely and noted Chief Opett had indicated six new firefighters would be needed to staff the new station and this alone would require an additional one cent in funding. Mr. Hathaway noted he had not thought about advertising a rate increase of one cent this year but noted it would give the County more cushion if there were cost overruns with Station 5. Mr. Davis suggested the Board could hold off on any tax increases for another year. He pointed out one newspaper had already quoted the Board as saying "No Tax Increases".

Ms. Paige again expressed concerns regarding the County's plans to build a fire station without having numbers showing what it was going to cost. She hypothetically asked would someone build a house without knowing its total cost. She noted she didn't want to be surprised as she had been with the Library. Mr. Davis noted the County had borrowed \$2.2 million for the fire station. Fire Chief Rick Opett noted the figures of \$1.8 to \$2.2 million included furnishings for the new station. Additional operating expenses were estimated to be \$47,000 per year and six additional personnel would be needed at a cost of \$360,000. Chief Opett noted the annual debt service on the fire station was approximately half a penny of real estate tax. Mr. Tiller asked if the \$2.2 million loan included equipment for Station 5. Chief Opett indicated it did not include equipment. Mr. Davis asked the Board what they wished to do with the request for additional fire apparatus. Mr. Evelyn suggested that since an order did not need to be placed until July, the Board should spend some additional time at the next meeting discussing its options. Mr. Hathaway also noted the Board would need to adopt a resolution for the bank to authorize the loan.

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IN RE:                    PROPOSED ATLANTIC COAST PIPELINE RESOLUTION

Mr. Davis distributed copies of a proposed resolution in support of the Atlantic Coast Pipeline and asked Board members to review it and share their thoughts on supporting it. Mr. Davis indicated he had received this information from the Dominion Resources legal department. Mr. Evelyn reported his company provided services to Dominion Resources and for this reason he would recuse himself from any discussions on this topic. The general consensus of the four remaining members was to support the adoption of the proposed resolution. The clerk was instructed to prepare the resolution in final form for presentation and adoption by the Board at the March 13, 2017 meeting.

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IN RE: REFUSE SITES – ADDITIONAL HOURS

Mr. Stiers asked if the Board needed to discuss additional funding for opening two County refuse sites one additional day. Mr. Hathaway indicated the estimated cost of one additional day was \$6,500 dollars per site. The Board had requested tonnage information on the two sites prior to making a decision and Mr. Hathaway suggested that information should be available from CVWMA (Central Virginia Waste Management Authority) by the Board's next regular meeting.

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IN RE: CLOSED SESSION

Mr. Evelyn moved to go into Closed Session pursuant to Section 2.2-3711A.7 of the Code of Virginia for consultation with legal counsel and briefings by staff members or consultants pertaining to probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; involving Public Utilities in the Farms of New Kent. The members were polled:

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

The motion carried.

Mr. Tiller moved to return to open session. The members were polled:

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

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

The motion carried.

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IN RE: ADJOURNMENT

Mr. Davis announced that the next regularly scheduled meeting of the Board of Supervisors would be held at 6:00 p.m. on Monday, March 13, 2017 and the next work session would be held at 9:00 a.m. on Wednesday, March 29, 2017. Both meetings would be held in the Boardroom of the County Administration Building.

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

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

The motion carried.

The meeting was adjourned at 11:42 a.m.