

THE REGULAR MEETING OF THE NEW KENT COUNTY BOARD OF SUPERVISORS WAS HELD ON THE 12th DAY OF FEBRUARY IN THE YEAR TWO THOUSAND EIGHTEEN IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING IN NEW KENT, VIRGINIA, AT 6:00 P.M.

IN RE: CALL TO ORDER

Chairman Thomas W. Evelyn called the meeting to order.

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: INVOCATION AND PLEDGE OF ALLEGIANCE

Ms. Paige gave the invocation and led the pledge of allegiance.

IN RE: CONSENT AGENDA

1. Approval of Minutes
 - a. December 22, 2017 Joint Meeting with New Kent Economic Development Authority
 - b. January 8, 2018 Regular Meeting minutes
 - c. January 23, 2018 Work Session minutes
2. Miscellaneous
 - a. Approval of Chickahominy Health District FY18 Local Governmental Agreement
 - b. Approval of Emergency Procurement - White Oak Equipment Inc.
 - c. Approval of Emergency Procurement - NexGen HVAC Services LLC
 - d. Approval of Emergency Procurement - Point Services Heating & Cooling LLC
 - e. Approval of Resolution R-39-17(R1) Renewing and Amending the Historic Commission Charter
3. FY18 Supplemental Appropriations for BRIGHT
 - a. Donations to the Animal Shelter, \$405.
 - b. Funds Received from VML Insurance: Sheriff's Dept. - Veh #318 DOL 12/12/17 Deer Hit Vehicle, \$1,987.20.
 - c. Youth Sports Scholarship Funds: Sponsorship Facility Improvement - New Kent Youth Association, \$514.
 - d. Funds Received from Progressive Insurance to Cover Repair Costs Incurred from a Vehicular Collision with a NKC Public Utilities Fire Hydrant on 11/27/17, \$3,834.37.

\$6,740.57 - Total
(\$2,906.20) - Total In/Out - General Fund (1)
(\$3,834.37) - Total In/Out - Water/Sewer (98)

4. FY18 Supplemental Appropriations for MUNIS
 - a. Program Income Received for FY18 from CDBG Plum Point Grant Participants, \$109.
 - b. Donations to the Animal Shelter, \$1,034.
 - c. Extension Program Sponsorship Revenue for 2018 Ag Conference Sponsorship - Barnett Services (\$100), First Bank & Trust (\$100), Wyatt AIr-Ag, LLC (\$100), Bayer (\$100), Colonial Farm Credit, ACA (\$100), Virginia Grain Producers Association, Inc. (\$100) and Cash (\$227) and for 2018 Ag Conference Meals - North Bend Farm (\$16), \$843.
 - d. Gifts and Donations to: Fire/Rescue -Julian & Deborah Ward (\$25), Mr. & Mrs. Jefferson Davis III (\$200), New Kent Clergy Association (\$540), Danny & Mary Hunley (\$200), Winifred Jacobsen (\$100) & Samaria Baptist Church (\$500), \$1,565.
 - e. Funds for Security Detail - NKHS Sporting Events, (\$387.54 & \$193.77), \$581.31.

\$4,132.31 - Total
(\$4,132.31) - Total In/Out - General Fund (1)

5. FY18 Interdepartmental Budget Transfers
 - a. Administration – From Reserved for Contingency to Street Sign Repair & Replacement, \$4,000.
 - b. General Services - From County Facility Rehab to Admin Bld Lighting Upgrade, \$2,330.22
6. Treasurer’s Report: Cash as of December 2017, \$49,284,641.78

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

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

The motion carried.

IN RE: CITIZEN AND FIREFIGHTER HEART SAVER HERO AWARD PRESENTATION –
MRS. NANCY ROSS

Fire Chief Rick Opett reported the American Heart Association had been conducting research and providing community education for many years in an effort to improve cardiovascular health and reduce the number of deaths from cardiovascular disease . He suggested community teaching and bystander compression-only CPR were key components in reducing cardiovascular deaths. He reported quality CPR delivered as soon as possible to someone suffering from cardiac arrest could make a big difference in the patient’s outcome but many people felt helpless to act because they were untrained or feared they may hurt the victim. He announced he would like to recognize the heroic acts of individuals involved in saving the

life of Robert Mayes on October 6, 2017. Mr. Mayes had been finishing a routine day of work in a local restaurant when he collapsed. Coworkers called 911 and Ms. Nancy Ross, an untrained bystander quickly realized Mr. Mayes was not breathing and did not have a pulse. She quickly started CPR until trained personnel arrived. Career staff from Station 1 and Station 4 responded, Mr. Mayes regained his pulse and was transported to Sentara Williamsburg Regional Medical Center. From there, he was transported to VCU (Virginia Commonwealth University) Medical Center by VCU LifeEvac 3 where crew members Shannon Beam and Bob Brown worked to maintain his pulse. Mr. Mayes was discharged from VCU several weeks later and has since continued his recovery. Chief Opett suggested that if it had not been for the courageous acts of Ms. Ross, such a positive outcome would have been unlikely. He introduced Mr. Robert Mayes and invited him to join him in recognizing those who had performed heroic life-saving measures on him in October. Ms. Nancy Ross was introduced and presented with the American Heart Association's Citizen and Firefighter Heart Saver Hero Award. New Kent County Fire-Rescue first responders including Firefighter/NRP (Nationally Registered Paramedic) Richard Talley, Firefighter/EMT Chip Amen, Firefighter/EMT R. Dean Lewis (not present), Lieutenant/EMT Chris Carroll, Firefighter/NRP W. Cody VanLeliveld and LifeEvac crew members, Shannon Beam and Bob Brown were also introduced and recognized. Chief Opett also recognized Sentara Williamsburg Emergency Department staff (not present) for their role and closed by noting this was "truly a success story". Mr. Evelyn thanked Chief Opett, noted this was "a great story" and expressed his appreciation to all who had come out for this recognition.

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

Mr. Evelyn noted the Board was excited to hear about the improvements planned for Route 60. He thanked Delegate Chris Peace, Sheriff Joe McLaughlin and Board members who had been fielding calls from constituents. He suggested residents would soon see some activity.

Ashland Resident Engineer Bruce McNabb reported Route 60 was one of two construction projects on which he would be providing updates. The first construction update item was the I-64 widening project involving a four-mile section of highway from Exit 200 in Henrico County to Exit 205 in New Kent County. Copies of the Project Fact Sheet distributed at the citizen information meeting several weeks ago were included with the February 2018 Monthly Report. Mr. McNabb indicated this project include adding a travel lane and shoulder in each direction and would alleviate traffic congestion and enhance driver safety. He reported much of the work would be done in the median and should not have a tremendous impact on traffic. Two travel lanes would remain open in each direction during the daytime hours and additional lane closures could be necessary during evening hours. Construction was scheduled to begin February 2018 with the median shoulders being closed in both directions. Mr. McNabb indicated this phase of the project had already begun. Evening lane closures in both directions could be expected during early spring 2018 while outside shoulders were paved and median barriers were set. Work was expected to be in the median behind barriers with travel lanes open in both directions by late spring 2018. Work would begin on outside shoulders with traffic shifting to new inside lanes by late 2018 or early 2019. The project was expected to be completed by late summer 2019. Mr. McNabb suggested the project website (www.i64widening.org) would be the best way to receive up to date information on the project. He entertained questions. There were none.

Binders of information on the Route 60 improvement program had been distributed prior to the meeting. Mr. McNabb indicated he was calling this a program rather than a project because the scope of the work included thirteen separate projects. He suggested this was a "great set of projects" and would result in a huge improvement. This would be a three-year

program with almost \$16,000,000 invested in the thirteen projects. A list detailing the individual projects indicated projects one through five would be completed in 2018, projects six through nine in 2019 and projects ten through thirteen in 2020. Mr. McNabb pointed out the 2018 projects had all been advertised, bids were in on two and one had been awarded. He reported that in addition to these projects, the Residency was still planning to do "diamond grinding" or a similar treatment to shave off some of the "more severe pavement displacements." A map for each of the three program years depicted work locations and provided brief descriptions of the work to be performed. He noted all Route 60 pavement through New Kent was expected to be in fair to excellent condition by completion of the three-year program. The final item in the binder was a July 27, 2017 letter from VDOT Richmond District Engineer Bart Thrasher in which he described the three-year Route 60 plan. Mr. McMabb entertained questions. There were none.

Operations Manager Bruce Puffenbarger joined Mr. McNabb for the maintenance report. A written report on maintenance items completed over the past thirty days as well as items scheduled for the next thirty days had been provided. Mr. McNabb reported work completed over the past month included repairing over 500 potholes on primary and secondary routes, addressing the aftermath of two winter storms and answering thirty complaints. He reported 54 complaints had been received during that time period.

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

Mr. Davis reported a new pothole had formed on Route 33 near an area where a number of large potholes had recently been repaired. He noted Mr. Puffenbarger had previously reported inferior underlayment in this section of road. Mr. Puffenbarger agreed and noted the crew had worked to build up the underlayment in the areas previously patched.

Mr. Stiers commended VDOT on the great job they had been doing with filling potholes. He suggested he was so "elated" over the plans for Route 60 that he didn't think he would "complain about anything for three years." He thanked a number of individuals including Delegate Chris Peace and Board Chairman Thomas Evelyn who had worked to facilitate getting attention to Route 60. He also thanked the *New Kent Charles City Chronicle* for the many articles they had published noting Route 60 concerns expressed by citizens.

Ms. Paige reported a sign was down at the intersection of Routes 33 and 30 and noted she was not sure if this was VDOT's or the County's responsibility. Mr. McNabb asked for clarification regarding the type of sign. Ms. Paige indicated this was a street name sign at the Route 30/33/249 stop light. It was noted that replacement and repair of street name signs was the County's responsibility.

Mr. Tiller indicated he had a pothole to report but did not have the address with him. He indicated he would follow up with Mr. Puffenbarger regarding the address.

Mr. Evelyn noted the last few months had been tough for VDOT with the winter weather and pothole repairs. He thanked Mr. McNabb and VDOT employees for their efforts to stay on top of the potholes and he thanked Mr. McNabb and Mr. Puffenbarger for the VDOT report.

IN RE: CITIZENS COMMENT PERIOD

Mr. Evelyn opened the Citizens Comment Period and provided an overview of comment and public hearing procedures. He called Mr. Bill Clark of 5500 Lakeview Road, Quinton to the podium. Mr. Clark thanked the Board for the opportunity to speak and indicated he was present to voice concerns regarding personal property tax rates. He suggested a committee

should be formed to reevaluate personal property tax rates for RVs, trailers and watercraft. He indicated these items were lumped into one category and suggested "one size fits all" did not work and "a more structured levy" was needed. He pointed out that with current tax rates, the owner of a \$100,000 aircraft paid \$750 in taxes while the owner of a \$100,000 RV paid \$3,750. He suggested the current tax levies may have been put in place when personal property items such as these had much lower values and it was time these rates were reevaluated. He indicated he believed a more structured levy would enhance growth in the County and generate more income. He closed by noting his appreciation for anything the Board could do. Mr. Evelyn thanked Mr. Clark and indicated the Board would take his comments into consideration.

Ms. Susan Moon of 5318 Linkshire Lane, Providence Forge thanked Board members for their service and noted this was her first time to attend a Board of Supervisors meeting. She indicated she wished to speak about Land Preservation Tax Credits in relation to their use in the purchase of golf courses in the County. This issue had first been presented to the Board by a citizen at the November 12, 2017 meeting. She suggested there had been confusion around the tax credit law and how it would apply in New Kent County and the minutes of the November meeting had suggested the County Attorney would look into these questions. She noted she understood the Board may not have an answer today but she was present to see if there had been any feedback from the County Attorney and to keep this issue in the forefront. Mr. Evelyn thanked Ms. Moon for her comments and indicated someone would contact her with a response.

There being no other citizens wishing to speak, the Citizens Comment Period was closed.

IN RE: FY19 COUNTY ADMINISTRATOR'S BUDGET PRESENTATION

County Administrator Rodney Hathaway indicated it was his pleasure to introduce the proposed FY19 Budget recommendations. As had been done in the past, a budget team had been assembled to review department requests and make recommendations. Airport Manager Duane Goss had served as the department head representative this year. Other budget team members had included Finance Director Mary Altemus and Assistant Finance Director Larry Clark. Mr. Hathaway noted that although the County was transitioning to a new financial software system, the process had gone smoothly, the team had done a very good job and he thanked them for their service.

Board members had been provided copies of the proposed budget and PowerPoint presentation earlier in the evening. Mr. Hathaway noted the proposed budget was \$98,320,889 which he suggested was a shocking number he would explain in more detail later in the presentation. He noted the FY18 budget had been \$64,604,454 and most of the increase was due to one major capital project, the construction of a new elementary school. He noted the proposed FY19 budget held the tax rate at \$0.83. He reported this was a reassessment year and the equalized tax rate would be \$0.78 making the proposed budget, based on an \$0.83 tax rate, a five cent tax increase.

Mr. Hathaway reviewed a chart depicting how the \$98 million dollar budget was allocated. Top allocations included schools at \$33,314,475, new school construction at \$28,000,000, public safety at \$9,080,099, annual debt service at \$6,342,578 and administration at \$3,952,282.

Mr. Hathaway reported a projected increase of \$3,217,979 in general fund revenues for FY19. He drew attention to several revenue sources including increases of \$1,902,261 in real estate tax revenue and \$621,005 in personal property tax revenue. He also noted

increases in sales tax, meals tax and recordation taxes and suggested these increases were evidence of a strong local economy. Recommendations for the allocation of these new revenues included three additional pennies of the real estate tax rate to the school set aside for construction of the new elementary school. This would bring the annual set aside for schools to a total of seven pennies in FY19. He reported estimated annual debt service and operating cost for the new school would be \$3.9 million or approximately fourteen pennies. Assuming a 4% loan with a 25-year term, the seven penny set aside would cover the \$1.9 million debt service on the school construction. An additional seven pennies would be needed to cover the annual operating cost of \$2 million. With the new school projected to open in the fall of 2021, he noted there was time to prepare for this additional increase. Other allocations included \$300,000 to schools, the addition of eight new positions including six firefighters, the conversion of a part-time DMV Customer Service position to full-time status and funding an unfilled environmental planner position and annual debt service of \$324,133. Annual debt service on Pine Fork Park construction was estimated to be \$211,083. Mr. Hathaway reported the County had been working to set aside funding for this project for the past five years and currently had approximately \$1.2 million on hand. Assuming the County would borrow \$3 million, there would be sufficient funding to cover the park's master plan with the exception of the field house. A per diem increase for inmate confinement totaling \$177,180 was also expected. Mr. Hathaway noted this was the first increase for inmate confinement since the County entered the agreement with Henrico County in the early 90s. Salary adjustments totaling \$163,306 were also being proposed for the Sheriff's Office. Mr. Hathaway noted it was becoming more difficult to recruit and retain employees in this department. A salary analysis had been conducted and had shown New Kent was in the lower tier for deputies and dispatchers. As a result, salary adjustment of \$3,000 and \$2,000 were being proposed for full-time deputies and dispatchers, respectively. Mr. Hathaway noted that even with these increases New Kent would remain in the lower tier but would be more competitive. He reported Health insurance rates were projected to increase by 13%. He noted he was not proposing any raises for FY19 but he was recommending the County cover the premium increase so there would be no additional out-of-pocket expense for employees. He also reported Virginia Retirement System (VRS) rates would be increasing. Additional allocations of \$82,801 for Fire operating and capital funds and \$89,138 for Fire overtime were also being proposed. Mr. Hathaway indicated it was often necessary to transfer funds at the end of the year to cover Fire-Rescue overtime costs and he was recommending these expenses be budgeting up front in FY19. He pointed out the Board had met with the EDA the previous year and had discussed funding for the Business Incentive Program. As a result of these discussions, \$75,000 in FY19 funding was being proposed for the Incentive Program. Due to case load increases, additional funding of \$70,117 was proposed for CSA (Children's Services Act) and Social Services. Remaining allocations included \$64,174 for a building inspector position filled but not budgeted in FY18, \$31,900 for IT technical support and \$23,790 for public radio system maintenance. Mr. Hathaway reported County department budgets were lean and a modest increase of \$7,701 was recommended for FY19. He noted this figure included funding for outside agencies such as Richmond Regional Tourism which had requested an additional \$10,000 and additional funding to the Heritage Public Library. He also noted County Policy required that an annual contingency of at least \$300,000 be set aside. The FY18 contingency had been set above this amount and a \$73,193 reduction was proposed for FY19.

Mr. Hathaway noted recommended personnel actions including six new firefighter positions, market adjustments for full-time deputies and dispatchers, an environmental planner position and the upgrade of a part-time position in the office of the Commissioner of Revenue to full-time status had previously been reviewed. These personnel actions were budgeted at \$576,713. He also noted that because Public Utilities operated as a separate enterprise fund, position upgrades in this department had not been included in the previous

presentation. Position upgrades totaling \$8,159 were being recommended for the Public Utilities Construction and Maintenance Superintendent and Operations Superintendent positions. Mr. Hathaway reported surrounding locality pay rates for similar positions had been reviewed and these upgrades were recommended to be more competitive.

A review of employee compensation and benefits indicated:

- No salary increases for County employees
- Health insurance rates would increase by 13% but there would be no increase in employee contributions
- VRS Rates would increase from 8.72% to 9.95%
- Health Credit rates would increase from 0.20% to 0.22%
- VRS Group Term Life Insurance rates would remain level at 1.31%
- VML Auto, Liability and Workers Compensation Insurance renewal rates were not yet available and a \$15,000 contingency was being held to cover possible increases.

Mr. Hathaway noted a CIP (Capital Improvement Plan) budget totaling \$34,129,389 was being recommended. In addition to the \$28,000,000 new school construction previously mentioned, this budget also included:

- \$3,300,000 for Pine Fork Park (includes \$3 million debt)
- \$486,445 for school bus replacements – Buses were replaced on a fifteen-year cycle.
- \$398,251 for self-contained breathing apparatus for Fire-Rescue – A portion of this expenditure would be covered by grants.
- \$300,000 for an environmental assessment at the New Kent Airport – The federal government would cover 90% of this expense, the state would fund 8% and the County would be responsible for 2% or approximately \$6,000.
- \$285,000 for vehicle replacements - \$245,000 of this was for six Sheriff's Office vehicles. A seventh vehicle was needed in the General Services department.
- \$250,000 for a new ambulance
- \$250,000 for a firearms range
- \$200,000 to schools for the notebook initiative
- \$131,300 for computer replacements - Computers were on a five-year replacement schedule.

Mr. Hathaway noted this list included the major CIP projects but pointed out information on additional smaller projects totaling \$528,393 had been included in the documents provided. He also provided an overview of how the proposed CIP items would be funded.

Mr. Hathaway presented the Public Utility budget and noted no increases were being proposed for water and sewer rates or connection and availability fees. The Bottoms Bridge Service District tax rate would remain unchanged. The proposed FY19 Public Utilities budget was \$5,668,924 compared to the \$4,941,341 FY18 budget. This increase was due to additional capital projects including:

- \$300,000 to replace storage tanks and foundations at Sherwood Estates and Whitehouse
- \$250,000 for installation of a backup well at Sherwood Estates
- \$155,000 to replace the Bottoms Bridge Cary Road well
- \$105,000 for Parham Landing Pump/Motor replacements
- \$100,000 for a raw water pumping/treatment engineering report for the water treatment plant
- \$92,409 for a F550 utility truck with a crane

Mr. Hathaway closed his presentation by noting the next step would be the Budget Retreat scheduled for 9:00 a.m. on Thursday, February 22nd at the Providence Forge Recreation Center. He noted the first hour of the retreat would be a joint meeting with the School Board to review their budget requests. He entertained questions from the Board.

Mr. Tiller asked for clarification regarding the calculation of the additional three penny allocation for schools. He noted the "Allocation of New FY19 Revenues" slide appeared to suggest seven pennies at \$283,336 was equal to \$941,920. Mr. Hathaway noted \$941,920 was the value of the three new pennies at \$283,336 each plus the additional increase in value of the previously allocated four pennies which were valued at approximately \$260,000 each in FY18. Mr. Tiller then asked if the estimated \$28 million for a new school took into account that the County would be setting aside approximately \$6 million over the next three years. Mr. Hathaway pointed out that the County would need approximately \$3.9 million by the time the new school was scheduled to open in 2021. \$1.9 million would be for debt service and \$2 million to cover the operating expenses of the school. The proposed seven penny set aside would cover the principal and interest. An additional seven pennies would be needed to cover the \$2 million in operating expenses.

Mr. Evelyn noted this was the first time the Board had seen the proposed FY19 budget. He suggested the annual budget adoption was the Board's biggest job and the Board would be looking out for the citizens' tax dollars. He noted the Board took the budget process very seriously and he encouraged citizens to contact them with any comments or suggestions.

Mr. Tiller indicated he had one additional question. He noted he had thought the Cary Road well had been abandoned when the well behind the Food Lion had come on line. Mr. Hathaway reported the Cary Road well was still in operation as a backup well.

Mr. Evelyn thanked the budget team and County staff who had been involved in the proposed budget preparation.

IN RE: PUBLIC HEARING – AIR POSITIVE FLIGHT TRAINING

Before the Board for consideration was a proposed lease agreement between The Board of Supervisors of New Kent County and Air Positive, LLC for the lease of a portion of the maintenance hangar and adjoining office space at the New Kent County Airport. Airport Manager Duane Goss provided an overview of the lease. He reported that Air Positive, LLC owner Jordan Ambers had provided the necessary documents to support a productive flight school at the New Kent Airport. The proposed lease involved approximately 1,350 +/- sq.ft. of the terminal maintenance hangar and approximately 187 +/- sq.ft. of office space located at 6901 Terminal Road, Quinton, Virginia. Air Positive, LLC wished to lease the space for the purpose of providing aircraft flight training under Federal Aviation Regulation Part 61. This was a one-year lease with an option to renew annually for three additional years. Mr. Goss indicated Mr. Ambers was present and wished to introduce himself to the Board.

Mr. Ambers indicated he had been a student of both of the previous flight schools at the New Kent County Airport. He also reported he had run a flight school for three years while he was a student at Virginia Tech. He had moved back to the area approximately three years ago and was excited to start a flight school at the New Kent Airport. He suggested the Airport was a great part of the local infrastructure and he was looking forward to getting more planes and activity at the Airport. He entertained questions from the Board.

Mr. Davis asked how many planes the flight school would have. Mr. Ambers indicated plans were to have at least two planes for the first six months. He noted the previous school had five planes after its first year of operation and suggested the availability of flight instructors would be the limiting factor. He reported that he would be an instructor and would be available between fifteen and twenty hours a week. He suggested there would be three to

four additional part-time instructors and he would also be seeking one to two full-time instructors to meet customer demand.

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

Mr. Stiers asked if this lease was the same as the previous flight school's lease. Mr. Goss indicated it was the same lease. Mr. Evelyn asked if the lease had been reviewed by the County Attorney. County Attorney Brendan Hefty indicated he had reviewed the lease.

Mr. Tiller moved to approve the proposed lease between New Kent County and Air Positive, LLC for the purpose of providing a flight training school at the New Kent County Airport. The members were polled:

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

The motion carried.

IN RE: ELECTED OFFICIALS' REPORTS

Mr. Davis reported FOX News had featured a New Kent resident in a recent Power Player of the Week story. The story, which featured Charles Bowery, Executive Director of the U.S. Army Center of Military History, focused on the purpose of military art. Mr. Davis indicated it had made him proud to see something like this in the news.

Mr. Stiers suggested that much of what he had planned to report had been involving the recent meeting with the Transportation Appropriations Committee regarding Route 60 where Mr. Hathaway, Sheriff Joe McLaughlin and he had spoken. Information on the results of this meeting had been shared earlier by Mr. McNabb. He also noted he had participated in several town hall meetings in the community.

Ms. Paige invited all citizens sixty and older to come out to the Senior Connections Café and participate in a variety of activities. The Café would be open beginning at 10:00 a.m. on Tuesdays and Thursdays at The New Generation of God's Children in Faith church in Providence Forge. Bay Transit was available to provide transportation. She also noted Mr. Ercuite Travers was in the audience. She indicated Mr. Travers has always been so supportive by attending many community events, sporting events and meetings. She noted her appreciation to him for "making the County business your business". She wished everyone a Happy Valentine's Day.

Mr. Tiller indicated he had participated in a meeting with the Patriots Landing residents the previous week and Mr. Hathaway and Public Utilities Director Larry Dame had also been a part of the meeting. The purpose of the meeting had been to help the residents better understand how and why the water and sewer system in New Kent had been set up with its current structure. He noted his appreciation to Mr. Hathaway and Mr. Dame for their involvement.

Mr. Evelyn reported Mr. Hathaway, Sheriff Joe McLaughlin, Fire Chief Rick Opett and he had recently attended the funeral service of Larry Gallaher. Mr. Gallaher had been the first Fire

Chief of New Kent County. He noted the Fire-Rescue Honor Guard had taken part in the service and suggested they had done a "first class job". He indicated Mrs. Gallaher had very much appreciated their service.

IN RE: STAFF REPORTS – STATE WIDE BURN BAN

Fire Chief Rick Opett reported the state-wide burn ban would begin on Thursday, February 15th and run through April 30th. He indicated there should be no burning prior to 4:00 p.m. and burning should be no closer than 300 feet to a residence or woods.

IN RE: OTHER BUSINESS

Mr. Evelyn asked Sheriff Joe McLaughlin is there was any update on inmate litter pickup in the County. Sheriff McLaughlin reported inmates had been out on February 2nd but had been sent back after just four and a half hours due to weather conditions. He indicated litter pickup would be an ongoing project.

IN RE: APPOINTMENTS – DELEGATED BY DISTRICT

Mr. Evelyn moved to appoint George Tate, Jr. as District One representative to the Board of Road Viewers to serve a one-year term beginning January 1, 2018 and ending December 31, 2018.

Mr. Tiller moved to appoint Lawrence E. Haislip, Jr. as District Two representative to the Economic Development Authority to serve a four-year term beginning January 1, 2018 and ending December 31, 2021.

Mr. Tiller moved to appoint Thomas W. Clarke as District Two representative to the Board of Road Viewers to serve a one-year term beginning January 1, 2018 and ending December 31, 2018.

Mr. Tiller moved to appoint Henry J. Amann, Jr. as a District Two representative to the Transportation Safety Commission to complete a four-year term ending December 31, 2020.

Mr. Tiller moved to appoint Lyle Gleason as District Two representative to the Wetlands Board, Chesapeake Bay Preservation Board and the Dunes and Beaches Board to serve a five-year term beginning January 1, 2018 and ending December 31, 2022.

Ms. Paige moved to appoint Jacqueline Clardy-Josephs as District Three representative to the Clean County Committee to complete a four-year term ending December 31, 2020.

Mr. Davis moved to appoint Earlyne Leary as District Five representative to the Clean County Committee to complete a term ending December 31, 2018.

Mr. Stiers indicated there were some questions regarding the appointment of Ms. Jean Street as an alternate District Three representative to the Historic Commission when she was actually a District Four resident. County Administrator Rodney Hathaway indicated there was a possibility that the membership of this commission did not have to be appointed based on district and noted he would have to check the Commission's charter.

The members were polled:

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

The motions carried.

IN RE: APPOINTMENTS – NOT DELEGATED BY DISTRICT

Ms. Paige moved to appoint James Talley as an at large representative to the Agricultural and Forestal District Advisory Committee to serve a four-year term beginning January 1, 2018 and ending December 31, 2021.

Ms. Paige moved to appoint David Hurst as a member of the Board of Building Code Appeals/Board of Fire Prevention Code Appeals to serve a four-year term beginning January 1, 2018 and ending December 31, 2021.

Mr. Evelyn moved to nominate Lee Tyson for Circuit Court appointment as an alternate representative to the Board of Zoning Appeals to complete a five-year term ending December 31, 2021.

The members were polled:

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

The motions carried.

IN RE: APPOINTMENTS – REGIONAL BOARDS AND COMMISSIONS

Thomas W. Evelyn moved to appoint Lisa Guthrie as New Kent's representative to the TPO Citizen Transportation Advisory Board to serve a four-year term beginning January 1, 2018 and ending December 31, 2021.

The members were polled:

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

The motion carried.

IN RE: NOMINATIONS – BOARD OF EQUALIZATION

Mr. Evelyn moved to nominate William Wallace for Circuit Court appointment as a member of the Board of Equalization to serve a term ending December 31, 2018.

Mr. Tiller moved to nominate Mathew Starr for Circuit Court appointment as a member of the Board of Equalization to serve a term ending December 31, 2018.

Ms. Paige moved to nominate Amy Pearson for Circuit Court appointment as a member of the Board of Equalization to serve a term ending December 31, 2018.

Mr. Stiers moved to nominate Russell S. Beyer for Circuit Court appointment as a member of the Board of Equalization to serve a term ending December 31, 2018.

Mr. Davis moved to nominate E. Baird Jones for Circuit Court appointment as a member of the Board of Equalization to serve a term ending December 31, 2018.

The members were polled:

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

The motions carried.

IN RE: CLOSED SESSION

Mr. Tiller moved to go into closed session pursuant to section 2.23711A.1 of the Code of Virginia for consideration of the assignment of the Human Resources Manager and hiring a Procurement Manager and pursuant to section 2.23711A.29 of the Code of Virginia for discussion of the award of a public contract involving the expenditure of public funds, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Board, involving the Fire Station 5 construction project. The members were polled:

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

The motion carried.

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

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

The motion carried.

Mr. Stiers moved to certify by roll call vote that to the best of each Board 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:

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

The motion carried.

IN RE: ANNOUNCEMENT OF UPCOMING MEETINGS

Mr. Evelyn announced the next regularly scheduled meeting of the Board of Supervisors would be held at 6:00 p.m. on Monday, March 12, 2018, and the next work session at 9:00 a.m. on Wednesday, February 28, 2018, both in the Boardroom of the County Administration Building. The Board of Supervisors would also meet for a Budget Retreat at 9:00 a.m. on Thursday, February 22, 2018 at the Providence Forge Recreation Center, 9900 Carriage Road.

IN RE: ADJOURNMENT

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

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

The motion carried. The meeting adjourned at 8:30 p.m.