

A REGULAR MEETING WAS HELD BY THE NEW KENT COUNTY BOARD OF SUPERVISORS ON THE 11TH DAY OF DECEMBER IN THE YEAR TWO THOUSAND EIGHTEEN IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING, NEW KENT, VIRGINIA, AT 6:00 P.M. THIS MEETING HAD ORIGINALLY BEEN SCHEDULED FOR DECEMBER 10, 2018 AND HAD BEEN MOVED DUE TO INCLEMENT WEATHER.

IN RE: CALL TO ORDER

Chairman 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

Mr. Tiller gave the invocation and led the Pledge of Allegiance.

IN RE: CONSENT AGENDA

The Consent Agenda was presented as follows:

1. Minutes
 - a. October 31, 2018 Work Session Minutes
 - b. November 14, 2018 Regular Session Minutes
2. Miscellaneous
 - a. Approval of November 6, 2018 General Election Abstracts of Votes
3. Refunds
 - a. ~~REFUND – Real Estate Tax – Veteran Exemption~~
 - b. REFUND – Canceled Building Permit – BP# 000674-2018
 - c. REFUND – Canceled Building Permit – BP# 22074-2018
4. FY19 Supplemental Appropriations
 - a. Program Income Received for FY19 - CDBG Plum Point Grant Participants, \$173.
 - b. Donations to the Animal Shelter, \$6,180.
 - c. Gifts & Donations to Fire/Rescue - Donna Starkey, (\$100) and to Parks & Recreation - Grand Illumination Proceeds, (\$569), \$669.
 - d. Funds for FY18 Grand Illumination: Active Life Fitness Center, (\$100), Maurice Alfred Gauthier, (\$1,000) and Capital Landing Home & Garden Center, LLC, (\$1,000), \$2,100.
 - e. Funds for Security Detail: New Kent County Public Schools - NKHS Sporting Events, (\$621.68 & \$1,412.91), \$2,034.59.
 - f. Youth Sports Scholarship Funds: NK Girls Softball League, \$300.

- g. Funds received from VML Insurance: Fire/Rescue - Deer Strike Veh #974 - DOL 11/9/18, (\$1,337.67), Airport - Water Heater Replacement - DOL 10/23/18, (\$127.48) and Public Utilities - Lightning Damage to Generator Control Panel - DOL 7/23/18, (\$2,111.02), \$3,576.17.
- h. Grant Funds received by the Sheriff's Office from VML for the FY19 Risk Assessment Grant to Install Hornet Deer Avoidance Devices on all Patrol Vehicles, \$230.
- i. 2018 Litter Grant Award, \$4,913.
- j. Farms of New Kent Proffer - Received April 2018, \$100,000.

\$120,175.76 - Total
(\$12,794.26) - Total In/Out - General Fund (1101)
(\$230.00) - Total In/Out - Grants (1106)
(\$4,913.00) - Total In/Out - Litter Fund (1115)
(\$127.48) - Total In/Out - Airport (1210)
(\$100,000.00) - Total In/Out - Capital Projects (1302)
(\$2,111.02) - Total In/Out - Water/Sewer (1514)

- 5. FY19 Interdepartmental Budget Transfers
 - a. General Services - From Reserved for Contingency to County Access Control Upgrade, \$27,000.
- 6. Treasurer's Report: Cash as of October 2018, \$29,854,867.74.

Ms. Paige drew attention to Item 3.a. REFUND – Real Estate Tax – Veteran Exemption. She asked for permission to remove this item from the consent agenda and requested a deferral and an explanation of the \$10,230.70 refund request. Mr. Davis commented that the Board did not have much explanation in their packet for this request.

Mr. Tiller moved to approve the Consent Agenda as presented and that it be made a part of the record, with the following change: removal of Item 3.a. REFUND – Real Estate Tax – Veteran Exemption. 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: VIRGINIA DEPARTMENT OF TRANSPORTATION - RESIDENCY
ADMINISTRATOR'S REPORT

VDOT Resident Administrator Marshall Winn said that with the recent snow storm everyone had been expecting one to three inches and received seven inches in Charles City and about 10 inches in New Kent. He referred to it as a "perfect storm" because VDOT was able to plow easily.

Mr. Winn noted a written report had been provided on maintenance items completed over the past thirty days which had included a variety of work at various locations throughout the County and that this report had been completed prior to the snow storm so it did not include any of the snow removal efforts.

Mr. Winn reported that the 2/10 mile markers on Interstate 64 were completed at a total cost of about \$36,000. He said there were a little over 200 signs placed.

Mr. Winn also reported he had met with CSX along with Mr. Stiers the previous week and that it had been determined that the 16-inch steel casing pipe needed to be replaced under the railroad tracks and it would be replaced with a 36-inch pipe. Mr. Stiers added that the State Corporation Commission had sent a representative to this meeting and that the issue should be take care of in the next 30 days.

Mr. Winn said he would forward results of the Tunstall Road speed study to Mr. Tiller and Mr. Hathaway.

Mr. Winn told Mr. Davis that there was no VDOT permit for a guard rail in Barhamsville because it had been installed on private property. Mr. Davis commented that he had been contacted by members of that community concerning the installation of the guard rail.

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

Mr. Evelyn commented that he was impressed with VDOT's snow efforts.

Mr. Davis said he felt it "made a world of difference" putting down brine before the snow started. He commented that there were a number of trees for VDOT to get up now and that he still had constituents in District 5 that were without power.

Mr. Stiers commented that VDOT had done a phenomenal job with snow removal. He added that there was a tree leaning over the roadway on Carriage Road due to the snow. He thanked VDOT again for the phenomenal job they had done all year long.

Ms. Paige thanked VDOT for doing all they could do to keep roads safe all year. She referred to herself as an advocate for VDOT.

Mr. Tiller said he appreciated all of VDOT's efforts.

Mr. Evelyn commented that he had recently attended a groundbreaking ceremony for three Habitat for Humanity homes and asked about a Children at Play sign on McLaughlin Lane where the three families with several small children would live. Mr. Winn said that he thought that was usually done through the home owners association. Mr. Hathaway said that he would look into this and commented that VDOT was just one of the steps of the process. Mr. Evelyn gave Mr. Winn two addresses for mailboxes that had been knocked down during VDOT's snow removal efforts.

IN RE: SMALL BUSINESS CLOSE UP

Mr. Stiers announced he had arranged for a Small Business Close Up for this meeting when it had previously been scheduled for December 10. Due to inclement weather the meeting had been postponed to December 11 and the individual who was slated to appear before the Board was no longer available. He suggested this business owner may be able to attend the January 15, 2019 meeting and speak to the Board members at that time.

IN RE: CITIZENS COMMENT PERIOD

Chairman Evelyn opened the Citizens Comment Period.

Charles Karow of 4800 Windy Lane, Barhamsville, said that he would like to break from tradition where Citizens Comment Period was mostly used to voice a complaint. He said he would like to publicly express his thanks to VDOT for all of their hard work in getting roadways clear during the recent snow storm. He finished his remarks by saying he didn't promise he wouldn't have complaints in the coming year.

There being no one else signed up to speak, the Citizens Comment Period was closed.

IN RE: PRESENTATION OF FY18 CAFR

Megan Argenbright, CPA and Director of Brown, Edwards & Company, L.L.P. indicated she had distributed copies of the FY18 Comprehensive Annual Financial Report (CAFR) to the Board members. Ms. Argenbright reported she had been with Brown for 12 years and this was her second year in New Kent. She suggested it had been an interesting year with a new software system, and the Director of Financial Services having been out during the audit and still the CAFR was submitted on time. She told the Board the CAFR had been submitted with an unmodified opinion and that is what a locality wants to receive.

Ms. Argenbright drew attention to the 25-page management letter. She said this was written by the County and urged that if someone was only going to read one part of the CAFR, this would be the part.

Another highlight of the document was Note 17 to the Financial Statements, which was adoption of new standard and prior period restatement. The new standard required governments provided defined benefit postemployment benefits to recognize the long-term obligation for those benefits as a liability for the first time, and to more comprehensively and comparably measure the annual costs of other postemployment benefits. The statement also enhanced accountability and transparency through revised and new note disclosures and required supplementary information, including disclosing descriptive information about the types of benefits provided, how contributions to the plans were determined, and assumptions and methods used to calculate the liability.

She indicated that guidance was also given on bank reconciliation procedures as the County was currently working in two systems while converting over to new Tyler Munis software. Ms. Argenbright noted improvements with timely submittal of Disclosures/Conflict of Interest forms.

Mr. Evelyn commented that this year seemed to go much more smoothly than the previous year. Ms. Argenbright agreed saying, "now that we know what to expect."

Ms. Paige acknowledged the efforts of the County's Financial Services Director Mary Altemus as well as the Assistant Director Larry Clark, as well as their commitment to excellence. Ms. Argenbright commented that they were both the most enthusiastic and "attention to detail clients" she had with Brown, Edwards & Company, L.L.P.

The Board thanked Ms. Argenbright for her presentation.

IN RE: NEW KENT COUNTY NG9-1-1 MIGRATION PROPOSAL

County Administrator Rodney Hathaway introduced Steve Marzloff, Public Safety/GIS Director at Virginia Information Technologies Agency (VITA).

Mr. Marzloff directed the Board's attention to a Power Point presentation and began by saying that the current 911 network is actually nine networks, not just one, with limited ability to process data. He said that as an example if James City County gets a New Kent County call, they must transfer the call but that the call details, location, etcetera, was not transferred. He added that the system is still an old analog system, with no texting ability, and would be going to IP technology in order to meet the demands of new telecommunications technologies.

Mr. Marzloff said that migration to the Next Generation 9-1-1 system had begun in Virginia with Fairfax County. He said an AT&T contract procured through an RFP was available to all localities and was the recommendation of the Virginia 9-1-1 Services Board. Mr. Marzloff told the Board that there were 32 localities in the network and that Chesterfield and Richmond were two localities considered to be in "our network."

Mr. Marzloff said that New Kent had a good GIS system and said that the County would be well served to continue their investment in that system. He said that in their review of the GIS system, the match rate between addresses and the system was "very close."

Delving into the funding for the migration, Mr. Marzloff indicated that the 9-1-1 Services Board would pay for the following costs: equipment and systems, connectivity, and Legacy 9-1-1 charges, giving the bottom line cost to be \$274,080.41. Also included in that cost would be the monthly recurring cost, which was currently \$1,394.56 and was proposed to increase to \$4,781.44, Mr. Marzloff said. The 9-1-1 Services Board would pay the difference of \$3,386.88 for a period of 24 months after deployment. The options going forward were as follows: utilize Fairfax's contract, execute an RFP (he mentioned that Virginia Beach is in the process of doing this) or to search for and review other procurement options.

Mr. Hathaway asked if there was a deadline to get funding. Mr. Marzloff said funding was available until all localities migrated.

Mr. Evelyn asked about other localities in the network. Mr. Marzloff said there were 22 localities that had decided to move forward and of those he mentioned Mathews County, and the City of Emporia.

Ms. Paige asked who would negotiate between the current provider, being Verizon, and AT&T. Mr. Marzloff said that AT&T would provide everything needed and that Verizon would only be used as the local phone provider. Ms. Paige asked what was "very close" as far as GIS was concerned. Mr. Marzloff said that with existing 9-1-1 records and GIS maps, there was a 92 percent match rate. He added that the rate increased to 99 percent once variations in road names were considered.

Mr. Evelyn said that the County Attorney and staff should review the Fairfax contract. Mr. Hathaway said that he would request a copy of the document.

IN RE: ELECTED OFFICIALS' REPORTS

Mr. Davis said that he had nothing to report.

Mr. Stiers announced that the annual Thanksgiving feast was, once again, a huge success. He also announced that the Cox Group would be presenting "Christmas Project" at New Kent Middle School on Saturday with proceeds going to the Forge Foundation.

Ms. Paige announced that the decision on Interstate 64 widening would be made in January. She thanked first responders – New Kent Sheriff’s Office, New Kent Fire-Rescue and dispatchers for all that they do. She announced that the first meeting for Relay for Life 2019 would be held on December 18 at 6:00 p.m. in the New Kent County Administration Building Boardroom. She thanked Reverend Milton Hathaway, a member of the New Kent clergy group that was present in the audience, for committing himself to being at the Board meeting. She wished everyone a Merry Christmas and a Happy New Year.

Mr. Tiller said that he would like for the Board to look into the Rural Crossroads building development standards, specifically mentioning the intersections at Routes 612, 106, and 155. He asked that the standards be sent to the Planning Commission and that something be done similar to the Bottoms Bridge Overlay District at these intersections. Mr. Hathaway asked for a motion concerning this item. Mr. Tiller moved to direct the Planning Commission to develop proposed ordinance amendments for the establishment of an Overlay District for areas identified as Rural Crossroads in the County’s Vision for 2040 Comprehensive Plan. 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.

Mr. Evelyn said that it had been “a hell of a year” with the rumored casino and proposed combat range, among other things. He said that the town hall meeting, held in May, showed “what we can do in a small community.” Mr. Evelyn thanked staff and wished everyone a safe and merry Christmas.

IN RE: STAFF REPORTS

Mr. Hathaway thanked everyone for attending the Grand Illumination event on Sunday, November 25. He added that without community support and donations, this community event would not be possible.

IN RE: OTHER BUSINESS

Mr. Evelyn asked that the Board thought about considering a proposed policy concerning the “substantial” amount of money the County would be receiving once Colonial Downs reopened. He told the Board that he felt this “one-time money” should be used to pay down debt and that he felt that with a new school to be built, the County really needed to think about the debt threshold. He said he would like to direct staff, at the beginning of the year, to “hold back” money before departments “started jumping on it.” Mr. Evelyn concluded his thoughts by saying, “I feel like we would be giving back to our citizens as well.” Mr. Stiers said that he whole heartedly agreed and “don’t spend every nickel you have.” Ms. Paige and Mr. Davis echoed their agreement and Mr. Davis said that he felt the County had refinanced well and should continue to make good choices. The general consensus was for staff to keep this in mind as they planned and proposed the FY20 budget.

IN RE: APPOINTMENTS

There were none.

IN RE: MEETING SCHEDULE

The Chairman announced that the next regularly scheduled meeting of the Board of Supervisors will be held at 6:00 p.m. on Tuesday, January 15, 2019 in the Boardroom of the County Administration Building. The Board will also meet for a joint meeting with the Economic Development Authority at 8:30 a.m. on Thursday, December 20, 2018 at The Trojan Grill, 11833 Aspengraf Lane, New Kent, VA. There will be no December work session.

IN RE: CONTINUATION OF MEETING

Mr. Tiller moved to continue the meeting until December 20, 2018 at 8:30 a.m. 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.

The meeting was recessed at 7:08 p.m.