

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

---

IN RE: CALL TO ORDER

Chairman C. Thomas Tiller, Jr. called the meeting to order.

---

IN RE: ROLL CALL

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

All members were present with the exception of Mr. Stiers who joined the meeting at 9:13 a.m.

---

IN RE: AGRICULTURAL AND FORESTAL DISTRICT SUBCOMMITTEE REPORT/  
PRESENTATION

New Kent Planning Commissioner Dick Kontny presented a report from the Commission's Agricultural and Forestal District Subcommittee. He noted his appreciation to a number of individuals and agencies who had been instrumental in the development of the subcommittee's report. The subcommittee had been formed to review the current Agricultural and Forestal District (AFD) process and to recommend updates that would benefit the continued growth of the County and the sustaining of the traditional agricultural and forest industry of our rural county. Members of the subcommittee had met numerous times with the County Administrator, staff from the Office of the Commissioner of the Revenue, the Planning Department and the County Attorney to review the AFD process. They had also developed a checklist for Commissioner's staff to use when certifying or recertifying properties. A significant amount of time had also been spent on reviewing AFD programs from a number of other Virginia localities and the actual implementation cost to the County had been determined.

Mr. Kontny reported the AFD program had been codified in Chapter 43 of Title 15.2 in the Code of Virginia and in Chapter 62, Special Districts in New Kent County Code. The AFD program allowed for reduced land use tax on qualified lands. Just over 500 parcels containing approximately 40,000 acres had been found to qualify in 19 districts (AFD) in New Kent County. The expected land use tax relief was estimated to exceed \$1 million dollars in FY19. The report suggested the yearly cost for the Planning Department and the Commissioner's Office to review, approve or recertify parcels could run as much as \$36,000. Mr. Kontny reported FY18 Planning Department costs alone (excluding staff time) had been \$5,130.97 while the revenue generated from fees had been less than \$600.

Mr. Kontny noted that in addition to concerns regarding the actual costs to administer the program, there were also concerns regarding approval and recertification. The report indicated there were currently lands in the AFD program that had no history of productivity. Mr. Kontny pointed out it was important to note that one of the criteria for admission to an AFD was evidence of agricultural or forestal productivity. The subcommittee's research had

revealed that at least one other county in Virginia required proof of a five-year history of productivity prior to being eligible to apply to an AFD. Mr. Kontny also noted there were situations where multiple parcels were under one management plan but the plans did not delineate the type of activity and acreage of each individual parcel. This was making tax determination difficult. Mr. Kontny suggested New Kent was the last county in Virginia using an AFD program (other localities offered a land use program) and he also pointed out conservation land was in its own separate tax bracket. He also noted the Commissioner of Revenue had estimated annual staff costs associated with AFD recertification was \$5,000.

The subcommittee was recommending the following short-term goals:

- Create guidance checklist for Planning Commissioners to assist with determining qualification of parcel to be in an AFD.
- Create management plan cover sheet to be able to delineate individual parcels under a multi-parcel single management plan. Management plan to be signed and notarized by owner of management plan agreeing to perform all the requirements of plan actively.
- Increase AFD application fee to \$500 to cover expenses which included yearly certification by the Commissioner of the Revenue.

Mr. Davis and Mr. Evelyn both noted the yearly certification by the Office of the Commissioner of the Revenue was not required by Code. This had been a call made by the Commissioner. Mr. Kontny indicated the subcommittee had not been aware that this was not a requirement.

The subcommittee was also recommending the following long-term goals for the AFD program:

- To ensure historically productive agricultural and forest lands are properly maintained.
- To ensure zoning and Comprehensive Plan are in continuity with supporting AFD.
- To clarify definition of productivity and types of lands that qualify for application to an AFD.
- To ensure there is continuity in application of both Planning and Commissioner of the Revenue requirements prior to/during the application process.
- Work to get legislation to require an active five-year management plan prior to any new parcel or district being added to an AFD.
- Work to get legislation that allows counties to draw the line on adding new districts or parcels based on economic conditions. Mr. Kontny indicated that although New Kent had done this in the past, there was currently nothing in State Code that would allow for this.
- To create an enforcement program to assist the Commissioner of the Revenue in yearly certification review accountability. Ms. Paige asked for confirmation from Mr. Davis that the Commissioner of the Revenue was choosing to do this yearly review. Mr. Davis confirmed. She asked what specifically was being reviewed. Mr. Davis reported the Commissioner's Office would send out documents to land owners with properties in the AFD program asking them to sign confirming they were continuing to use the property for agricultural or forestal purposes. He also reported that land owners were sometimes asked to produce documents evidencing income. Ms. Paige asked if the Commissioner could remove property from the AFD. County Administrator Rodney Hathaway indicated only the owner could take property out of the AFD program but the Commissioner could chose to not apply the tax credit.

Mr. Kontny reported the Subcommittee was justifying increasing the fee to \$500 based on actual expenses. Mr. Davis suggested any expenses associated with the Commissioner of the Revenue should not be included because the reviews by this office were being done at their discretion. Mr. Davis also suggested certifying forestal acreage was more difficult than agricultural especially with New Kent no longer having a local forester. Mr. Evelyn agreed and suggested State Code was very vague and tighter requirements were needed. Mr. Kontny stressed the importance of being able to see that parcels in the program were actively participating and were meeting the requirements of their management plans. Board members noted they had questioned the agricultural significance of several parcels which had been approved over the years. Mr. Kontny suggested the land owner had to show that the use would be of economic benefit. Mr. Evelyn asked County Attorney Jeff Gore if the County could legally certify on the basis of economic benefit. Mr. Gore indicated he was not sure this was set out in the Code. Mr. Kontny began reading the definitions of agricultural and forestal production from the Code. Mr. Gore indicated he didn't believe the County could assess economic benefit based on these definitions but could determine if a property was being used for agricultural or forestal production.

Mr. Hathaway drew attention to the last page of the presentation which included the following three recommendations:

- Raise application fee to \$500 per application.
- Implement checklist for applicants, committees and commissioners.
- Upgrade website with comprehensive Q&A for AFD program.

He noted it was too late to implement a new fee for this year. He further noted that if the fee was to be changed, it would need to be in place prior to January 1, 2020. Mr. Stiers asked for the current AFD application fee. Mr. Hathaway reported the fee was currently set at \$300. Mr. Evelyn suggested this sounded reasonable considering the benefits. Mr. Kontny indicated the Planning Commission had felt a set flat rate would be better and noted that at one time the fee had been \$50 plus 25¢ per acre. Mr. Davis suggested the proposed checklist was good. Mr. Kontny reported another issue making certification of some parcels difficult involved leased land. He noted it was difficult to verify how the lessee was using the land. He reported the Planning Commission had often sought support and guidance from the AFD Advisory Committee and indicated this was one of the best committees he had worked with over the years. He welcomed input from the Board.

Mr. Davis asked when New Kent had set its AFD application fee at \$300. Mr. Kontny reported he believed this rate had been set around 2012. He noted that State Code allowed a maximum of \$500 or the actual cost of implementation of the program to be charged. Mr. Tiller thanked Mr. Kontny for his report and noted his appreciation to the subcommittee for all of their time and efforts.

Mr. Gore noted there was a distinction in Code between the review of the district and the review by the Commissioner's staff. The Commissioner's review was annual but the review of the district could be every four to ten years. He noted the Commissioner's review was a different process. In regard to economic benefit, Mr. Gore noted Code gave localities broad authority to consider other relevant matters one of which was anticipated trends in agricultural and forest economic conditions and technology (Code of Virginia Section 15.2-5505(F)). He indicated it would be necessary for the County to go through its usual process to implement a new fee or to change an existing fee. Mr. Kontny reported the Planning Commission had already taken action to send a recommendation for approval to the Board of Supervisors. Mr. Gore indicated he would need to review New Kent's Code to determine if the Board had been given the authority to make fee changes from time to time or if a public hearing would be necessary. Mr. Hathaway suggested there was ample time to

research this. If a public hearing was necessary, this could be addressed by the Planning Commission in October and then by the Board of Supervisors in November. This would allow sufficient time to get the word out to potential AFD applicants.

---

IN RE: CHILDREN'S SERVICES ACT (CSA) AUDIT AND BUDGET UPDATE

Children's Services Act (CSA) Director DeDreama Harrod reported the CSA, formerly known as Comprehensive Services Act had been adopted in 1994. Code of Virginia Section 2.2-5200(A) states, "It is the intention of this law to create a collaborative system of services and funding that is child-centered, family-focused and community-based when addressing the strengths and needs of troubled and at-risk youths and their families in the Commonwealth." Ms. Harrod reported that a formal audit process for CSA departments across the Commonwealth had been implemented nine to ten years ago. It had been discovered during this initial audit that many localities were not following policies and some had been forced to pay back millions of dollars. She reported she had been serving as New Kent's CSA Director for four years and had undergone her first department audit three years ago. She reported this most recent audit had gone very well and drew attention to a letter from Stephanie S. Bacote with the Commonwealth of Virginia Office of Children's Services to Assistant Finance Director, Larry Clark. The letter indicated that "no significant observations of non-compliance and/or internal control weaknesses were identified in the design or operation of the processes or services conducted on behalf of New Kent County CSA." The letter further noted that auditors had "conducted a follow-up of the quality improvement plans submitted addressing non-significant observations and determined that all tasks identified" had been completed. Ms. Harrod noted the "non-significant observations" had been in regard to the posting of Community Policy and Management Team meetings and information on meeting dates, time and location was now posted. Ms. Harrod drew attention to a second letter from Commonwealth of Virginia Office of Children's Services Executive Director Scott Reiner to County Administrator Rodney Hathaway in which he congratulated the New Kent County Children's Services Act program on the results of the recent audit. The auditor had found no deficiencies in any areas of compliance or internal controls. Mr. Reiner had stated, "I would like to acknowledge the highly professional and effective work of your CSA Coordinator Ms. DeDreama Harrod along with the Community Policy and Management Team, chaired by Assistant Finance Director Mr. Larry Clark."

Ms. Harrod drew attention to the budget side of CSA. She reviewed a spreadsheet containing the FY19 expenditure forecast as well as a comparison of actual annual expenditures from 2008 to 2018. She reported that historically CSA had been a growing cost center for the County but the forecasted expenditure for FY19 (\$535,572) would be a record low. She also reported the number of children receiving services had decreased significantly, down to 14 from 25 the previous year. She indicated the reduction in number was due in part to a number of successful adoptions. She reported most of the funds were being spent on private day placements and her department worked collaboratively with the Department of Social Services to help decrease costs. Medicaid expansion had also helped decrease costs. Noting that CSA was not the only funding source, Ms. Harrod reported that each case was evaluated to see what other resources had been used and CSA was now being considered as more of a last resort for funding. In the case of foster families, funding for some of the needed services was now covered by insurance. She noted the FY19 budget was \$1.5 million but as previously noted, the forecasted expenditure was only \$.5 million.

Mr. Hathaway noted Ms. Harrod had done an excellent job and suggested that another reason for the decrease in expenditures had been some of the policies she had put in place. He also noted she was in constant contact with the facilities (private day) and closely

monitored the progress of each child. Ms. Harrod thanked him for his comments and noted another reason for the lower expenditures was that there had been no students with residential placements in the past three years. Ms. Paige noted Mr. Hathaway had suggest it was not only the policies but in place by Ms. Harrod but also her follow up that had saved the County. She noted she was very appreciative of Ms. Harrod's follow up and her creative and visionary thinking and congratulated her on the results of the recent audit. Ms. Harrod suggested the success had been the result of a team approach with everyone working well together. She also suggested prevention was also key in decreasing or maintaining spending levels. She added that as the County grew, so would the cost but all parties would continue to work together to find other services without CSA being the "end all" solution.

---

IN RE: NEW KENT EMPLOYEE BENEFIT PLAN DOCUMENTS – RESOLUTION R-17-19

Before the Board for consideration was Resolution R-17-19 to adopt the New Kent County Employee Cafeteria Plan documents for healthcare. County Administrator Rodney Hathaway noted some of the benefit options included in the Cafeteria Plan were:

- Health Flexible Spending Account Benefit
- Dependent Care Flexible Spending Account Benefit
- Health Insurance Benefit
- Dental Insurance Benefit
- Group-Term Life Insurance Benefit
- Disability Insurance Benefit
- Cancer Insurance Benefit
- Vision Insurance Benefit
- Accidental Death and Dismemberment Insurance Benefit
- Health Savings Account Benefit

Mr. Hathaway noted that benefits such as the Flexible Spending Accounts and the Health Savings Account did not cost the County anything to offer. These accounts offered employees the opportunity to set aside pretax dollars for the specified purposes. He also noted employees could elect to purchase some benefits such as disability and cancer insurance policies.

Mr. Evelyn moved to adopt Resolution R-17-19 approving New Kent County employee benefit plan documents. He further moved to adopt the proposed Cafeteria Plan Sponsor Certification and authorize the County Administrator to execute this document. The members were polled:

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

The motion carried.

---

IN RE: AMBULANCE REVENUE RECOVERY CONTRACT

Fire Chief Rick Opett presented information on the County's ambulance revenue recovery contract. He reported the last option year on the existing contract with EMS Management & Consultants, Inc. (EMS/MC) would end on June 30, 2019. Chief Opett reported the County had originally entered into the current contract through a Chesterfield County cooperative

agreement which had since expired. He reported Rockingham County had a current cooperative agreement with EMS/MC which would be good through December 31, 2022. EMS/MC had been receiving 7.5% of the revenue collected through the Chesterfield agreement and 6.5% through the Rockingham agreement. Chief Opett requested that the Board consider authorizing the County Administrator to sign a contract with EMS/MC through the cooperative agreement with Rockingham. He reported County Attorney Brendan Hefty had reviewed the contract and had several minor revisions to work through. He indicated Fire-Rescue had been very pleased with the services provided by EMS/MC and noted the only change in this contract was the reduction in the percentage retained by the vendor. Board members asked several questions regarding recovery rates and actual costs associated with EMS calls. Chief Opett reported \$451,843 had been recovered to date this fiscal year. Approximately 47% of recovered funds were coming from private insurance companies and 41% from Medicare. The billed cost per trip was \$327 while the actual cost was \$1,081. Ms. Paige asked if EMS/MC was a billing company or a collection company. Chief Opett indicated EMS/MC was a billing company and noted New Kent County had a compassionate billing policy and there were no collections. Mr. Davis noted that every time a County ambulance was dispatched, the County lost money. He asked Chief Opett how the construction of Fire Station 5 was progressing. Chief Opett reported construction was going very well and was on schedule.

Mr. Davis moved to approve and authorize the County Administrator to sign the new cooperative contract with EMS/MC for a term of one (1) base year and three (3) option years starting on July 1, 2019 with a potential end date of June 2023, subject to legal counsel review. The members were polled:

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

The motion carried.

---

IN RE: NEW KENT COUNTY PUBLIC PROCUREMENT MANUAL AMENDMENT

County Administrator Rodney Hathaway reported the complete revision of the procurement manual had been on hold pending the possible filling of a Procurement Manager position. He noted that although this position would not be funded in the FY20 budget, he was recommending some revisions to the small purchase procurement policy. Recommendations included amending the New Kent County Public Procurement Manual to increase the small purchase limit from \$2,000 to \$5,000 which would be consistent with the Virginia Public Procurement Act (VPPA). The VPPA allowed for small purchases up to \$100,000 (and \$80,000 for professional services) without having to seek competitive quotes. New Kent was currently requiring three phone quotes and a purchase order for any purchase between \$2,000 and \$20,000 and four written quotes and a purchase order for purchases between \$20,000 and \$50,000. Purchases above \$50,000 required a formal bid process. Mr. Hathaway noted the requirement for multiple quotes and a purchase order was resulting in a two to three day delay in the purchasing process and eliminating this requirement for purchases under \$5,000 would allow for more efficient operation of the County. He suggested there were enough controls in place to manage this change and noted multiple signatures for approval would still be required. If approved, this change would be effective immediately.

Mr. Davis moved to amend the New Kent County Public Procurement Manual to increase the small purchase limit from \$2,000 to \$5,000. The members were polled:

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

The motion carried.

---

IN RE:            PROPOSED ROUTE 612/249 ROUNDABOUT

County Administrator Rodney Hathaway distributed handouts (plans by Bowman Consulting entitled "Airport Road Roundabout Landscaping Improvements" dated May 2019) depicting proposed aesthetic improvements for the Route 612/249 roundabout. He reported it had taken some time to get these plans and these were in fact the result of a second revision. He drew attention to Page 2 which depicted a brick retaining wall with three trees planted in the center surrounded by a variety of evergreen shrubs. He noted the wall would be two and a half feet tall and would include the New Kent County logo.

Mr. Davis asked what the impact would be on sight distance. Mr. Hathaway reported VDOT preferred that there be plantings in the middle of roundabouts and suggested if the line of sight was blocked, drivers would slow down and better negotiate the circle. Mr. Tiller pointed out the wall in the plans did not appear to go completely around the circle. Mr. Hathaway confirmed there would be two wall sections with one being placed at the east and another at the west approach of Route 249. He again noted these plans were the second revision for this project and reported the original plan had a suggested price tag of \$110,000. Cuts had been made to landscaping, the wall and lighting to get to a \$50,000 price. Mr. Davis asked who would be paying for this. Mr. Hathaway indicated the project could be funded with Capital Funds and would need to go through the VDOT Land Use process. Mr. Evelyn noted the other roundabouts in the County were maintained by the Farms of New Kent. Mr. Stiers asked what had happened to the group of citizens who had wanted to beautify this roundabout. Mr. Hathaway reported VDOT would not allow citizens to do the actual construction but citizens could be involved in the ongoing maintenance. Mr. Stiers asked, "Since when does the County spend money on property that is not ours?" Mr. Hathaway suggested this was not something new and cited revenue sharing for road improvements as an example. He also noted the roundabout had been constructed as a safety precaution. Sheriff Joe McLaughlin reported there had been several accidents since the roundabout had been constructed but noted the number had significantly decreased. Mr. Davis suggested if VDOT preferred landscaping in the roundabouts, they should pay for it. Mr. Evelyn asked if a consensus or a motion was needed. Mr. Hathaway indicated a motion would be needed to move forward.

Mr. Evelyn moved to proceed with sending documents for proposed landscaping at the Route 612/Route 249 roundabout to VDOT for approval. The members were polled:

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

The motion carried.

---

IN RE: APPROVAL OF PROCLAMATIONS FOR CLEAN COUNTY COMMITTEE SERVICE  
RECOGNITIONS

Before the Board for consideration were proclamations recognizing two New Kent High School students for their service on the New Kent Clean County Committee. Ms. Paige indicated she was very proud of the Clean County Committee and reported it was currently the only County committee or commission with students serving as members. The students to be recognized were Brandon Bonner and Jacqueline Yvette Clardy-Josephs. Mr. Bonner had served for just over three years, was now serving as Chairman and would be furthering his education at the University of Virginia. Ms. Clardy-Josephs had served just over a year, had previously served as Vice Chairman and would be furthering her education at Randolph-Macon College. Both students had been involved in planning an extremely successful county-wide recycling event and had also worked to promote recycling education. Ms. Paige indicated she wished to recognize these students for their commitment to New Kent County and for their dedication and service on the New Kent Clean County Committee. These proclamations would be presented to the students at the June 10<sup>th</sup> Board meeting.

Mr. Evelyn reported he had attended a recent scholarship presentation ceremony at New Kent High School and Brandon Bonner's name had been called over and over again to receive awards. Ms. Paige agreed and suggested the Board should be very proud to have students serving on County committees who were representing the County in such a professional way.

Ms. Paige moved to approve the proclamations recognizing the service of Brandon Bonner and Jacqueline Yvette Clardy-Josephs on the New Kent Clean County Committee as presented. The members were polled:

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

The motion carried.

---

IN RE: OTHER BUSINESS – REQUEST FROM THE FAMILY OF SAMUEL W. CRUMP

County Administrator Rodney Hathaway distributed copies of a letter received from the children of Samuel W. Crump. He reported Mr. Crump, who was now deceased, had been the first African American to serve on the New Kent Board of Supervisors. The family had requested their father's service be commemorated by designating Route 249 as the Samuel W. Crump Memorial Highway and by having a marker placed at the New Kent Courthouse in his honor. Mr. Hathaway reported having several conversations with Mrs. Willie Crump Anderson who was one of Mr. Crump's daughters. He indicated he had shared with Mrs. Anderson that Route 249 had previously been designated as the Martha Washington Memorial Highway. They had also discussed the Historical Highway Marker program available through the Virginia Department of Historic Resources. Historical highway markers were made of metal, were painted silver and black and could be found at numerous locations across New Kent County and Virginia. The cost to have a marker constructed and

installed was \$1,750. Mr. Hathaway reported Mrs. Anderson had been pleased with this suggestion and had indicated she would work on the wording for the marker. He also noted he would need the Board's approval for this expense. Mr. Davis suggested the historical marker was a good idea and asked where it would be installed. Mr. Hathaway reported the marker would be placed along Route 249 in the courthouse area. The general consensus was to move forward with a historical highway marker. Mr. Hathaway indicated he would not ask the Board for a formal motion until the proposed language for the marker was ready for review and consideration.

---

IN RE: CLOSED SESSION

Mr. Davis moved to go into closed session pursuant to Section 2.2-3711A.5 of the Code of Virginia for discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement had been made of the business' or industry's interest in locating or expanding its facilities in the County and pursuant to section 2.2-3711A.29 of the Code of Virginia for discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders and offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Board, involving the Pine Fork Park and Fire Station 5 construction projects and pursuant to Section 2.2-3711A.3 of the Code of Virginia for discussion and 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 future school and public facilities. The members were polled:

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

The motion carried.

Mr. Tiller noted the Board may be taking additional action after the Closed Session.

Mr. Evelyn moved to come out of closed session. The members were polled:

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

The motion carried.

Mr. Evelyn 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:

W. R. Davis, Jr.	Aye
------------------	-----

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

The motion carried.

---

IN RE: OTHER BUSINESS – FIRE ALERTING SYSTEM FOR STATION 5

Fire Chief Rick Opett reported expected costs for the fire alerting system for Station 5 had come in higher than expected. He asked the Board to consider approving the transfer of \$81,203.02 from the SCBA Capital Improvement line item to the Fire Station Alerting Capital Improvement line item to award a contract to U.S. Digital for the purchase and installation of a fire alerting system for Station 5.

Mr. Davis moved to transfer \$81,203.02 from the SCBA Capital Improvement line item to the Fire Station Alerting Capital Improvement line item to award a contract to U.S. Digital for the purchase and installation of a fire alerting system for Station 5. The members were polled:

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

The motion carried.

---

IN RE: ANNOUNCEMENT OF UPCOMING MEETINGS

Mr. Tiller announced the next regularly scheduled meeting of the Board of Supervisors would be held at 6:00 p.m. on Monday, June 10, 2019, and the next work session at 9:00 a.m. on Wednesday, June 26, 2019, both in the Boardroom of the County Administration Building.

---

IN RE: ADJOURNMENT

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

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

The motion carried.

The meeting was adjourned at 12:02 p.m.