

THE REGULAR MEETING OF THE BOARD OF SUPERVISORS WAS HELD ON THE 4th DAY OF NOVEMBER IN THE YEAR TWO THOUSAND TWO OF OUR LORD IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING AT 6:00 P.M.

IN RE: INVOCATION AND PLEDGE OF ALLEGIANCE

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

IN RE: ROLL CALL

Julian T. Lipscomb	Present
Rebecca M. Ringley	Present
James H. Burrell	Present
Dean E. Raynes	Present
W. R. "Ray" Davis, Jr.	Present

Chairman Davis called the meeting to order.

IN RE: CONSENT AGENDA

Mr. Christie presented the Consent Agenda, which consisted of the following: approval of the minutes of the October 8, 2002, work session and regular meeting; adoption of Resolution R-40-02 - authorization to proceed with contract for Phase III of the Sidewalk Plan with Williamsburg Environmental Group; adoption of Resolution R-51-02, declaring November 8, 2002 as Community & Regional Planning Day in New Kent County; authorization to spend \$516.00 to pay for flu shots for County employees (43 employees at \$12 each); reimbursements for septic tank pumpouts totaling \$340 - \$175 to Jimmy and Rebecca Adams and \$165 to Lisa Foster; Appropriations for FY2002-2003: to appropriate additional funds to the school due to higher than anticipated ADM \$260,501.00; to appropriate grant funds for the Jamestown 4-H Educational Center to support the Community That Cares program, \$15,000.00; to appropriate CDBG and VDOT Grant funds for project completion, \$449,788.61; to appropriate additional State funds for Social Services \$6,000.00; Total Supplemental Appropriation \$677,289.61; \$676,689.61, Money-in/Money-out \$4,425.56, and \$6,000.00 from the General Fund Balance; Appropriations for FY2002-2003: to carry forward funds for Virginia Department of Fire Programs Fund to Aid Localities \$4,425.56; Total Supplemental Appropriation, \$4,425.56; -0- Money-in/Money-out; \$4,425.56 from General Fund Balance; budget transfers for the month of October, 2002; monthly revenues during October 2002 - \$1,507,794.87; monthly expenditures during October 2002 - \$2,552,284.42; Treasurer's Report - total cash as of September, 2002 - \$12,622,356.74.

Mrs. Ringley moved to approve the Consent Agenda as presented. The members were polled:

Julian T. Lipscomb	Aye
Rebecca M. Ringley	Aye
James H. Burrell	Aye
Dean E. Raynes	Aye
W. R. "Ray" Davis, Jr.	Aye

The motion carried.

IN RE: PRESENTATION OF APPRECIATION RESOLUTIONS

Mrs. Ringley presented a framed copy of Resolution R-41-02 to the family of Criscella B. Otey. She shared some of her memories of Cris, recounted some of her contributions to the community and the schools, and read the Resolution aloud for those in attendance. Kenn Otey accepted the Resolution and

thanked the Board of Supervisors, School Board, and the community for the kindness shown to the family since his wife's death.

Mr. Burrell presented a framed copy of Resolution R-46-02 to Charles Moss, reading the Resolution aloud. He recounted some of Mr. Moss' community efforts in the past, including his work with the MIND (Men In Need Of Direction) program and as a youth mentor. Mr. Moss thanked the County for its support over the years, thanked his family for their support, and thanked God for giving him strength and encouragement.

Mr. Davis presented a framed copy of Resolution R-49-02 to Richard S. "Dick" Ellyson in appreciation of his service to New Kent County, reading the Resolution aloud. Mr. Lipscomb joined in the presentation, and thanked Mr. Ellyson for his dedication and service to the County and the community. Mr. Ellyson thanked the Board and the County Attorney, and commended county employees and administrative staff for their help during his term as Interim County Administrator.

IN RE: CITIZENS COMMENT PERIOD

Chairman Davis opened the Citizens Comment Period.

Phillip Felts reminded everyone that it was important to vote tomorrow on the very important issues that are on the ballot.

There being no one else signed up to speak, Chairman Davis closed the Citizen Comment period.

IN RE: ELECTED OFFICIALS REPORTS

Sheriff Howard reported a change in procedure in the Animal Protection Unit. For many years, the APU has used gas for euthanizing animals. He was contacted by Jean Bridgeforth on behalf of Save Our Shelters (SOS) about changing to lethal injections. She arranged for a veterinarian to come down and demonstrate the procedure, and the SOS vet now comes down every week, brings the equipment and drugs, and euthanizes the animals for the County at no charge. This is a financial savings to the County, and is more humane for the animals.

Sheriff Howard reported that, for the fourth time since he has been Sheriff, his department has won first place in the National Chief's Challenge Award. On October 8, Corporal Lee Bailey and Sheriff Howard traveled to Minneapolis, Minnesota to the AICP Conference, which was attended by 17,000 Chiefs and Sheriffs from all of the world, to receive this award. First place prize was a free trip to the Conference for Corporal Bailey, who heads up this program and who developed an idea to increase the use of seatbelts among the high school students. This proposal was presented to and adopted by the School Board. As a result of the program, seat belt use among high school students has been dramatically increased. There have been inquiries about the program from Drive Smart Virginia, which is considering adopting the program on a statewide basis, as well as from the National Highway Safety Administration.

Corporal Bailey reported that although the countywide seatbelt average was 75% (a little higher than the State average), use at the high school was between 48% - 54%, based on surveys conducted by the Sheriff's Department. They devised a program calling for a mandatory seat belt use policy when arriving or departing from school grounds. First offense by a student who is observed being unrestrained results in a verbal notice and documentation in the student's file. A second offense results in a letter being sent home to parents. Third offense results in the loss of parking privileges for one week. Fourth offense results in the loss of parking privileges for the remainder of the year. Drive Smart Virginia performed a survey on the first day of school which showed a 91% use rate. At the end of the first week, after letters were sent home, the use rate was at 98%, which is the highest level of school use anywhere in the state. DMV has since presented the Sheriff's Department with its traveling trophy, which is the first time it has been presented to a department in the Richmond area (which encompasses 32 counties, 5 cities, and 2 or 3 towns). Corporal Bailey attributed their success to the leadership and support of the Sheriff, and thanked the Board for its support.

Sheriff Howard reported that Cellular 911 is not yet 100% in place. Testing has not yet been completed by Sprint and Triton. His office is receiving some cellular 911 calls - during the last week checked, there were 55 cellular 911 calls received, which represents 2% of all calls (1500 in a 5-day period) coming into his office. Some of the cellular 911 calls are from outside the County. He hopes to have the system on line by the next Board meeting at which time he would like to have his staff make a report.

Mr. Davis questioned about the system's ability to trace cellular 911 calls. Sgt. Gardner explained that cellular 911 calls come through a trunk line rather than a landline. Under Phase I, information is provided as to caller, phone number, carrier, and location within 114 miles. Phase II will be able to pinpoint the location of the caller within 132 feet. They hope to be into Phase II by the meeting in December. However, because of the state's budget cuts, the Virginia Wireless Board has reported that some of the mapping (which comes under Phase II) may be delayed. Sgt. Gardner explained that even though a caller may be in one county when he or she places a call, a closer tower in an adjacent county may pick up that call.

Mr. Lipscomb reminded residents to vote tomorrow. He also discouraged the defacing of campaign signs.

Mrs. Ringley commended the Schools and Sheriff's Department for their handling of the situation during the recent sniper attacks, and praised their efforts trying to alleviate the fears and concerns of students, parents and staff. She reminded everyone to remove their campaign signs as soon as possible after the election.

Mr. Burrell reported that he will have reports next month from upcoming meetings of the Richmond Metropolitan Convention and Visitors Bureau and the Colonial Community Criminal Justice Board. He reminded the citizens of the new recycling containers at the refuse sites, which are easier to use and are saving the County money. He encouraged residents to vote tomorrow, no matter what side of the issue they are supporting, and joined Mr. Lipscomb in asking voters not to deface campaign signs.

Mr. Raynes joined in the reminder to vote.

Mr. Davis agreed with everyone, and reminded that there are new voting machines which may result in a little longer time at the polls.

IN RE: STAFF REPORTS

Mr. Christie announced the release of two new RFPs in the coming weeks - one for a new fire engine and one for generators for the water systems at Five Lakes, Woods Edge and Sherwood Estates. Work continues on Fire Station No. 1. The Board Room will be open on Election night for those who want to monitor election results. Wednesday night, at 7:00 p.m. is the final public meeting for the update to the Comprehensive Plan, the focus of which is housing and land use.

IN RE: RESIDENT ENGINEERS REPORT

R. E. Prezioso, Resident Engineer with VDOT, reported general compliance regarding location of the campaign signs and looks forward to the cleanup after the Election. He indicated work done in the County in the last 30 days included mowing and trash pick up, ditch cleaning along 155 and 106, dead tree removal, and patching on the interstate and secondaries. Turn lane projects on Route 249 at both 155 and 665 are near completion. The contractor is back to work on the project on Route 60 at Bottoms Bridge, working to get signals installed and doing some of the final grading. There have been delays because of the unusually cold weather, which has prevented some of the paving work which requires 50° surface temperature. They are working towards a December completion, but that is highly dependent upon the weather.

He reported that the Six-Year Plan will be presented for Public Hearing at the December Board meeting. The Plan to be presented is the same one discussed last month, with the addition of a development project for Route 665 and preliminary engineering project for the paving of Route 658 (dirt road).

He reported that his records show that the Children in Play signs which were requested by the Board were installed; however, a field review showed no signs. He will do some further investigation - he feels that either the signs were installed in the wrong place or they were installed and have since disappeared.

Mrs. Ringley requested whether Mr. Prezioso had received any information regarding MPO funding for the turn lane off Route 60. He reported that he would be working with Mr. Homewood to get that into the next revision.

IN RE: VETERANS DAY

Chairman Davis presented Resolution R-52-02, as the result of a suggestion from his sister, Ms. Coles, a head teacher at the Middle School, that the Board honor veterans in New Kent by the adoption of a Resolution. He read the Resolution aloud and then moved for its adoption. Mrs. Ringley asked that a copy of the Resolution be available for the Middle School to use on November 11. The members were polled:

Rebecca M. Ringley	Aye
James H. Burrell	Aye
Dean E. Raynes	Aye
Julian T. Lipscomb	Aye
W. R. "Ray" Davis, Jr.	Aye

The motion carried.

IN RE: FIRE COMPANY 4

David Mihalcoe appeared, representing a group of individuals working to organize a volunteer fire department in Lanexa. To date, they have 16 people signed up to become firefighters. They have held several meetings, trying to determine what they need to do. He has contacted General Steel Company to see if it would donate a building, and that request was denied. He reported that a 80 x 120 x 20 building would cost about \$50,000; it would cost \$30,000 to put it up on a concrete slab; totally finished would be around \$130,000. No fundraisers have been held but they did hand out information at the New Kent County Fair. They are looking at land just off Route 60 around Waterside Drive. There may be a fire truck that they can get. They are planning fundraising to get money to purchase the land and building but that will take time. He reported that if they could get 20 members, they could get recognition from the County and could approach the Department of Fire Programs to get their FDID number. A membership drive is planned in the Lanexa area. They have chosen the name "Lanexa Volunteer Fire and Emergency Medical Services". Their next step is to determine whether there is any funding available from the County, and to have fundraisers and membership drives.

Mr. Lipscomb indicated that this group needs the Board's moral support and backing. Since this fire house will be in either District 4 or District 5, they will need interaction with supervisors from both of those districts. Mr. Davis said that the County will extend the same support to this fire department as it does to the rest, including moral support and equipment. Mr. Mihalcoe reminded the Board of the funds that are paid to James City County to provide services to that part of the county. Mr. Lipscomb inquired whether Mr. Davis or Mr. Raynes could find a place for them to meet in Lanexa, and suggested that they make arrangements through Mr. Gallaher. He asked that the Board be notified of meetings. Mrs. Ringley echoed those sentiments, suggesting that one or two Board members should attend each meeting to help in the planning phase. Mr. Raynes asked that Mr. Mihalcoe call him and he will be glad to help.

Lamont Myers presented the Fiscal Impact Analysis that is a part of the Comprehensive Plan, and was developed to provide a quantifiable basis for future land use decisions. They have tried to estimate future public service demands in the County, at different projected growth rates, based on projected growth in population and housing. He thanked John Crump, Commissioner of the Revenue, and Laura Rice from his office, for their immeasurable assistance in assembling data necessary for this analysis.

The methodology involved is to examine the fiscal impact of different types of housing (tract housing v. custom), project ahead, and in the absence of any new economic development, determine any negative ramifications on the County's operating budget.

First examined were existing conditions: there are 5,000+ occupied dwellings units in the County, with an existing inventory of about 5,000 buildable parcels, which includes approximately 1,400 10+ acre parcels zoned A-1, but does not include about 2,350 additional lots that have been conceptually approved in the Kentlands project but not yet zoned and approved (would increase number of buildable lots to 7,300). The ultimate build-out would depend on the density the Board chooses to adopt in the A-1 and some of the other areas, but could very easily range from 45,000 to 80,000 or more in future population.

He presented 30 year projections (which are separate from projections of the Virginia Employment Commission). He considered housing starts, which are approaching 200 new residential building permits a year; extrapolated for the next ten years, which results in projections of 6,900 households (1800 persons) by 2010, up to 12,400 households (31,000 persons) by 2030. He has projected that the average household size in New Kent, although shrinking, will be slightly above that of the nation and the region (because of its rural nature and school systems, New Kent has become a "community of choice" for those in the child rearing years). In determining the impact of new residential development, he used the current County average of .48 school age children per household and assumed operating costs only (no capital costs). Regarding new tract homes (average value of \$160,000), taking into account what can be expected in terms of all types of tax revenues (retail sales at current levels, personal property tax at current levels which average \$15,000 per household, real estate tax, decals, and consumer utility tax), the County can expect to lose \$1,000 per year per new tract home. Looking at new custom homes (taxable value of \$250,000), the numbers approach the break even point (projecting slightly higher property taxes but no increase in retail sales taxes). These numbers will vary dramatically when the number of children in a household increase.

Assuming a ratio of 70% tract homes to 30% custom homes, and in the absence of any new economic development, there is a projection of annual operating shortfalls of \$2,300,000 in 2010; \$4,100,000 in 2020, and \$6,200,000 in 2030. Several ways to decrease the projected deficits include: increasing new non-residential development, retail sales opportunities in particular; increasing the ratio of custom to tract housing and increasing the amount of age restricted housing. However, these must be done in the context of providing housing opportunities for all (the young and those on fixed and lower incomes), and cannot be exclusionary.

The estimated tax revenues per acre of land were projected to be: industrial/wholesale - \$2,300; grocery retail - \$19,150; free-standing retail - \$8,550; office - \$3,100; and gas/convenience - \$13,150. The County's current per capita sales is \$4,111 which is less than half of the statewide average is \$9,709. Suggested ways to increase retail sales include attracting retailers in general merchandise, clothing and furniture; position retail development opportunities near neighboring jurisdictions in order to draw from non-county residents; and attract visitor and tourist-related development (which increases revenue to the county without impacting county services). By increasing the County's per capita retail sales to the statewide average (in order to reach that number, based on 2 ½ people per household, some dollars will have to be brought in from outside of the County, and there will have to have an aggressive lodging and tourism type of industry), the projected annual operating deficits could be reduced 40 - 60%. Even with aggressive retail promotional campaign, the County will still need to absorb 40 - 50 acres per year for

office, light industry, warehousing and heavy industry. This will require the development of mixed-use business parks near the interstate exchanges, flexible zoning and provision of public utilities. Based upon these figures, the County will need to set aside 750 - 1,000 acres for retail use; 1,000 for heavy industry; 1,000 for mixed use business (these figures include existing commercial nodes as well as new areas).

The County also needs to effectively manage residential growth, and can do that by managing density levels as well as by attracting higher value housing (not at the expense of housing for all), housing for age-in-place adults and elderly, and resort-type development. There is need for public infrastructure in existing villages in Eltham, Providence Forge, Bottoms Bridge, the Courthouse, and Lanexa, all of which (except the Courthouse) are located near the County line. Public infrastructure (particularly sewer) dramatically increases the revenue per acre of land, because there is no requirement for land for primary and secondary drain fields.

Mr. Raynes commented that every report that is received stresses the need for infrastructure in order to attract business. He suggested that the Board renew its efforts to bring sewer to Bottoms Bridge, and direct Mr. Christie to contact officials in Henrico County and reopen that dialogue. A good deal was made with Henrico years ago and the County needs to move forward.

Mr. Burrell concurred with Mr. Raynes' comments, believing that there would be tremendous revenues received as a result of the business growth generated by bringing sewer to Bottoms Bridge, and agreed that the County should move forward with that.

Mrs. Ringley questioned Mr. Myers as to how long the County would need to absorb the 40-50 acres per year for business. Mr. Myers indicated that would be 40-50 acres per year over a 30 year period, but that figure could be reduced with some effective growth management. Mrs. Ringley agreed that this was a good time for Mr. Christie to become familiar with the agreement with Henrico County and asked that he re-familiarize the Board with exactly what those terms are and what execution of that agreement means to the County immediately and in the years to come. Regarding the advantages of the County's interstate interchanges and the earlier discussion of the legislative agenda, she suggested the County consider requesting another interchange at Route 612, which would take some of the burden off of the Bottoms Bridge interchange and offer an additional area for potential business growth. Regarding attracting lodging to the area, she believes that the County would have to appeal to the General Assembly for the right to enact a lodging tax, similar to the admissions tax.

Mr. Burrell reported that the Board, in past years, had considered an interchange at Route 612, but the price was too high. He doubts that the VDOT budget could afford that now, but it would not hurt to ask.

Mr. Lipscomb asked if the \$2,300,000 shortfall by 2010 was based just on operating expenses, and no capital projects, which Mr. Myers confirmed. That shortfall would dramatically increase with capital projects of building schools, purchase of school buses, etc. Mr. Burrell commented that shortfall would translate to 23 cents on the real estate tax rate, to which Mr. Myers responded that, as the population grows, one cent on the rate would generate more than the current \$100,000 figure.

Mr. Christie was asked to have the information regarding the agreement with Henrico County to provide sewer service to Bottoms Bridge, available for review at the December work session.

IN RE: MANDATORY WATER RESTRICTIONS

County Attorney, Phyllis Katz, reported that the emergency ordinance regarding water restrictions that the Board adopted in September, was only effective for sixty days. The Ordinance under consideration tonight has the same restrictions and provisions, and has been advertised.

Chairman Davis opened the Public Hearing.

Paul Bostic, a resident of Five Lakes, asked the Board for clarification of the Ordinance regarding business vehicle washing. He operates a hauling business and needs to regularly clean his brand new

dump truck. It is very costly for him to have it commercially washed. He wanted some direction from the Board as to whether he is allowed to wash his own business truck under the ordinance, or if the wording could be changed to allow that. Mr. Davis and Ms. Katz explained that the County is not allowed to change the provisions of the Governor's Executive Order. The County can make the provisions more stringent, but not less stringent. There was discussion whether Mr. Bostic's washing of his truck would be covered under "essential for business use". Mrs. Ringley suggested that the State needs to provide an interpretation of the language so the County may pass the information on to its citizens and those charged with enforcing the ordinance. Mr. Christie offered to help Mr. Bostic obtain clarification.

Diane Walls, a resident of Eltham, requested by what authority can an owner of a private well be told that they cannot use their own water. She has called the Governor's office but has not received a response. She feels that the State and County are making criminals of those who are using their own water. Mr. Burrell explained that the premise is that all wells are drawing from the same aquifers and that overuse by some would affect others.

Charles Frazier expressed his concerns about the Chesapeake Bay Act and the drilling of wells, and urged the Board to use common sense in enforcing the water restrictions. He also asked that the Board notify citizens when the water restrictions have been lifted.

Lee Myers had signed up to speak but was not present when called.

There being no one else signed up to speak, Chairman Davis closed the Public Hearing.

Mr. Lipscomb suggested that the Ordinance be limited to 120 days at which time it can be re-addressed. The Ordinance will automatically be lifted in the Governor lifts his ban.

Mr. Lipscomb moved to adopt Ordinance O-28-02, amended to provide that the restrictions shall remain in effect until March 10, 2003, or so long as Executive Order No. 33 remains in full force and effect, whichever is the shorter period of time. The members were polled:

James H. Burrell	Aye
Dean E. Raynes	Aye
Julian T. Lipscomb	Aye
Rebecca M. Ringley	Aye
W. R. "Ray" Davis, Jr.	Aye

The motion passed. Mr. Christie will try to get clarification from the State on some of the issues brought up tonight.

There was a five minute break at 8:00 p.m.

IN RE: ARTICLE II, CHAPTER 82 (ENVIRONMENT) OF THE NEW KENT COUNTY CODE

Chairman Davis explained that there will be no vote on this item or the next, in that the County is still waiting to get approval by the State on the language in the ordinances. Anyone signed up to speak tonight will be allowed to do so, and the Public Hearings will be continued to the next meeting. If changes are not substantial, there will be no need to re-advertise, but the Board will give the public a chance to comment on any changes. The County Attorney reported that the State had been reviewing the draft ordinances for four months. The people who have signed up to speak tonight will receive copies of any changes to the ordinance so that they can make a decision whether to come back to the next meeting.

Chairman Davis opened the Public Hearing. There being no one signed up to speak, Chairman Davis closed the Public Hearing.

Mrs. Ringley moved to continue consideration of Ordinance O-29-02 to the December meeting of the Board of Supervisors. The members were polled:

Julian T. Lipscomb	Aye
Rebecca M. Ringley	Aye
James H. Burrell	Aye
Dean E. Raynes	Aye
W. R. "Ray" Davis, Jr.	Aye

The motion carried.

IN RE: CHAPTER 94 (WATERWAYS) OF THE NEW KENT COUNTY CODE

Chairman Davis reported that there was a mistake in the way this was advertised: rather than requiring "all septic tanks in the County" to be pumped out every five years, it should read "all septic tanks that are located in the RPA or RMA".

Courtney Jones, Environmental Planner, reported that since the issue was being tabled until next month, she would choose to make her presentation then, once the State has completed its reviews. She mentioned that the septic pumping is found under Chapter 38, Health and Sanitation, and not in Chapter 94, and that will not be a part of the Ordinance and should not have been listed. One of the citizens who had signed up for the Public Hearing pointed out that the pumping of septic systems was included in the Ordinance, under Sec. 94-38 (a) (7). Ms. Jones reported that when the ad was drafted, it was hoped that the section could be included in Chapter 94, but under good drafting practices, she felt it should be included in Chapter 38, where it is already located. She indicated that the septic tank pumping requirement will not be a part of the issue to be discussed next month.

Because of the confusion, Mr. Lipscomb moved not to have the Public Hearing tonight, and re-advertise after clarification. Mrs. Ringley inquired whether septic tank pumping will be discussed at all next month. Ms. Jones reported that it may come up in Chapter 94; however, suggesting that every septic tank in New Kent County be pumped, will not come up. Ms. Katz clarified that Chapter 94 will only pertain to septic tanks located in the Chesapeake Bay Protection Area. The question that has not been addressed in any advertised ordinance and is not before the Board, is whether that requirement should be county-wide or not. As the Ordinance is written now, no changes pertaining to septic pumping is being made. Ms. Jones indicated that there were several different people working on this issue, which resulted in the confusion. Mrs. Ringley suggested that those who had signed up for the Public Hearing be permitted to speak tonight, and thereafter staff will attempt to answer any questions during the discussion period. Mr. Lipscomb then withdrew his motion to defer the public hearing.

Chairman Davis opened the Public Hearing.

George Philbates stated that there are septic tanks in the County that do not need to be pumped every five years. Pumping a septic tank in dry weather can result in collapse of the drain field. He understands why a septic tank that is located in a marshy, low wetland, would need to be pumped, but thinks others that are working properly should be left alone.

Mr. Lipscomb reminded that the County requires only septic tanks that are located in the Resource Protection Area and Resource Management Area be pumped. The county-wide pump-out requirement was removed in September of 1999.

Lloyd Christian, a contractor, understands the requirement for pumping septic tanks in the RPA, but does not understand the need regarding RMAs. He complained about the County's requirements regarding silt fences, and encouraged the County to use common sense. He feels there is duplication of efforts among agencies. He also cited problems with the killing of bacteria by household use of chlorine bleach - septic systems need bacteria in order to work properly.

Lucy Simons, a 30 year resident, questioned why it is required to have septic tanks pumped, since the system works on bacterial action. She said it makes no sense, and that septic systems should be left alone. She encouraged that the requirement be eliminated.

Mr. Baker had signed up to speak but was not present when called.

There being no one else signed up to speak, Chairman Davis closed the Public Hearing.

Mr. Lipscomb moved to continue consideration of this Ordinance until the December meeting. The members were polled:

Rebecca M. Ringley	Aye
James H. Burrell	Aye
Dean E. Raynes	Aye
Julian T. Lipscomb	Aye
W. R. "Ray" Davis, Jr.	Aye

The motion carried.

IN RE: APPOINTMENTS

The Board will continue to make appointments to various committees.

Mr. Lipscomb had no appointments for District One.

Mrs. Ringley had no appointments for District Two. She reported that she understood there was resignation from the Heritage Library Board and asked staff to follow up.

Mr. Burrell had no appointments for District Three

Mr. Raynes had no appointments for District Four.

Mr. Davis had no appointments for District Five

Regarding appointments to Boards and Commission not delegated by district, Mr. Burrell reported that Jesse Meekins was recovering from back surgery, and Mr. Burrell will check with him before re-appointing him to the Public Facilities Authority.

Mrs. Ringley asked for another copy of the information regarding the representative to the Capital Area Health Advisory Council, as she is trying to find someone to fill that spot.

IN RE: MEETING SCHEDULE

The next regularly scheduled meeting of the Board of Supervisors will be held at 6:00 p.m. on Monday, December 9, 2002. Chairman Davis announced that this meeting will be continued until November 26, at 5:30 p.m. for a meeting with Senator Thomas Norment at the clubhouse at Traditions Royal New Kent golf course.

IN RE: ADJOURNMENT

The meeting was continued until November 26, 2002, at 5:30 p.m. There being no further business, the meeting was suspended at 8:35 p.m.
