

A BUDGET WORK SESSION OF THE BOARD OF SUPERVISORS WAS HELD ON THE 7TH DAY OF APRIL IN THE YEAR OF OUR LORD NINETEEN HUNDRED NINETY-NINE IN THE COURTROOM OF THE OLD COURTHOUSE AT 5:00 P.M.

IN RE: ROLL CALL

Mark A. Hennaman	Absent (arrived at 5:28 p.m.)
Julian T. Lipscomb	Absent (arrived at 5:04 p.m.)
Rebecca M. Ringley	Present
James H. Burrell	Present
Frederick G. Bahr	Present

IN RE: COMMISSIONER OF REVENUE

Mr. John Crump reviewed his goals and objectives with the Board. He said he still needs a resource that allows him to accomplish things in a short period of time regarding the computer system. He discussed keying decal information. He would like to get his office on line with other localities. He also needs technical support on a regular basis to help write programs to get his work done quicker. Bright does offer this service. Computer problems/possible solutions were discussed. He also said he had the same number of employees since 1967 and would like a year round part-time employee. The Compensation Board has said they will be looking at funding additional positions next year. He asked the Board to increase his part-time funds from \$8,000 to \$11,500 for this part-time position. The Compensation Board's criteria for office staffing was discussed. He also requested a better telephone system – his office continues to have problems with losing calls. Mr. Emerson said the entire telephone system was being replaced next year.

IN RE: VPI EXTENSION OFFICE

Ms. Sylvia Hathaway reviewed this budget. Mr. Emerson said the state picks up a portion of this budget – the County picks up 1/3 of the salaries of Sylvia and Paul, but not Frances. Ms. Hathaway requested the Board to consider a \$1,000 donation to the James City County 4-H Center as it is utilized by New Kent youths and adults.

IN RE: MIS

Mr. Jonathan Stanger reviewed this budget for the Board. The Commissioner of Revenue's concerns with the DMV line were discussed. Mr. Stanger said the calls would start going through DID and the current equipment could not be used. He was waiting for the new equipment to arrive and anticipates the installation of the new system and equipment by April 20. Also, regarding the Commissioner's request for internet services, internet access is in this budget. Systems analysis totaling \$30,000 was in the budget to study the current system, see what the County needs, and find out what is available to meet those needs. At the end of three years the County will have to purchase a new AS400 when the lease is up. Perhaps a PC based system with a server would better suit the County's needs. The study would cover all departments including the schools. He did not feel Bright has kept up with technology. Mr. Stanger said he would build a web page.

IN RE: BUILDINGS & GROUNDS

Mr. Chuck Loving reviewed this budget with the Board. Annual service contracts were discussed. Social Services will be moved on April 13 to Providence Forge. The cost of propane to heat the new courthouse was discussed.

IN RE: REFUSE

Mr. Chuck Loving said Central Virginia Waste Management was projecting an increase in the total tonnage collected. Telecommunications was up 41 percent at the Collection Centers due to the commercial rate increasing in November. Mr. Burrell suggested a cellular phone might be more feasible than the current phone rates.

IN RE: WATER & SEWER

Mr. Emerson stated these were enterprise funds that balance back on themselves. The County will be taking over the operation of the wastewater treatment plant on Route 33 in December. There is the potential for the County to become a member of the Hampton Roads Sanitation District and HRSD would operate the sewage treatment plants for the County. Mr. Emerson said he would build the budget as if the County was going to operate the sewage treatment plants and the Board could make a decision after the proposal from HRSD comes in. The County would keep the water operation as HRSD handles only sewer. Well construction in the amount of \$75,000 was budgeted for a well in Kenwood, which has failed. This expense will be paid from the water fund. Mr. Emerson said he would like to move ahead with the engineering on this project. The DEQ operational permits were discussed. Regarding the Route 33 water, it will balance back and there will possibly be some new users on this system. The Chickahominy wastewater treatment plant (Colonial Downs) is expected to be tapped into by VDOT. No debt is being held on these utilities.

IN RE: PARKS & RECREATIONS

Mr. Lee Tyson and Mr. Paul Davis presented this budget. Mr. Tyson said the Parks & Recreation Commission has developed a shared use agreement with the schools as requested by the Board last year. They requested the Parks & Recreation Director position be filled along with a permanent full-time secretary. Mr. Davis reviewed the recreation efforts they are currently providing. This budget will grow quickly once the director and secretary are hired, but a lot of the programs will pay for themselves.

IN RE: PLANNING DEPARTMENT

Mr. Lee Tyson reviewed the ISTEA grant funds (sidewalk project) of which 80 percent is funded by the grant and 20 percent by the County. The sidewalks should be under construction by August. Professional services has increased due to the need for consulting work.

IN RE: PLANNING COMMISSION

Mr. Lee Tyson said advertising has been added to cover public hearing advertising in the New Kent Chronicle. There is also an increase in the RRPDC commission membership, which is based on population.

IN RE: ZONING APPEALS

Mr. Lee Tyson said there was an increase under travel for the Board of Zoning Appeals members to attend a certification program at Virginia Tech. Also they need to update the computer system.

IN RE: WETLANDS BOARD

There was an increase in the ADP to purchase a digital camera and GPS, which is eligible for 50 percent reimbursement.

IN RE: AGRICULTURAL & FORESTAL

Mr. Lee Tyson said there were three expiring AFDs that must be advertised this year.

IN RE: HISTORIC COMMISSION

Mr. Lee Tyson said they are asking for \$10,000 with matching funds from the County for the Department of Historic Resources to do a history survey. The survey would map historic sites so they can mitigate potential zoning. Mr. Emerson said this study was previously done by the PDC, but they cannot locate it.

IN RE: SOIL & WATER CONSERVATION

Mr. Tyson said the \$12,000 request was based on their previous request.

IN RE: LITTER CONTROL

Mr. Emerson said this money is provided by the state and the Clean County Committee is working on projects to spend the funds. They are currently working on providing trash receptacles for the sidewalk project.

IN RE: AIRPORT

Mr. Lee Tyson and Mr. Michael St. Jean reviewed this budget with the Board. Maintenance issues and possible grants were discussed. Demolition is still being considered versus the cost of repairing the terminal building. Hangar renovation was discussed; and according to Mr. Tyson perimeter fencing is considered of vital importance for the airport. The runway crack sealing will be funded 90/10. Also a grant was received in the amount of \$7,000 for development of a business plan through the Promotions Department of the Department of Aviation. It will cost \$25,000 to upgrade the fuel pumps and of that

amount the state will pay \$16,000. Mr. Emerson handed out information on the solicitation of leases at the New Kent Airport. The HVAC system in the terminal building was discussed. They also requested \$300.00 for internet services at the airport to show people where we are and have weather related functions - it would require the purchase of a computer.

IN RE: ACCOUNTING

Ms. Lisa Dessofoy and Mr. Emerson presented this budget. Mr. Emerson stated the turn over audit will have to be put somewhere, he didn't know where yet.

IN RE: BOARD OF SUPERVISORS

Professional services have been reduced in this budget. More money has been put into travel and education.

IN RE: CLERK OF THE BOARD

Mr. Emerson said postal and telecommunications were up in this budget.

IN RE: ECONOMIC DEVELOPMENT

Mr. Emerson said the regional economic development organization between King William, Charles City and New Kent was being worked on through Virginia Tech. Each locality had agreed to put \$15,000 in their upcoming budget to cover the formative stages fees. The numbers were currently based on population. Mr. Emerson said he would like to get someone doing economic development for the County on a part-time basis and asked the Board if they supported this. It was the consensus of the Board to support this effort.

IN RE: DEBT SERVICES

This budget contains what the County pays for the projects they have bond money on.

IN RE: RESERVE FOR CONTINGENCY

Mr. Emerson said they currently have \$250,000 proposed for the fiscal year in the event something goes wrong or revenues don't perform correctly. If the money is not used it ends up in the capital account, which goes to the fund balance. Currently the County is at 15 percent and there is money in the capital account.

IN RE: CAPITAL PROJECTS

There is \$700,000 for the Bottoms Bridge sewer, \$48,300 estimated cost for a large item drop off at the refuse site, and the County's share of the Route 33 cross over of \$22,000 was included. Also included

was \$350,000 for Fire Station 1 – which will require engineering work to be performed this fiscal year and \$53,000 for the schools land purchase.

IN RE: MISCELLANEOUS

Mr. Emerson and Mr. Burrell told the Board of their meeting with Senator Bolling and Mr. Tolar Nolley regarding Mr. Nolley's complaint regarding the odor from the Charles City County landfill. Mr. Nolley feels the noxious smell is depreciating his property value. It was the consensus of the Board to let the Department of Environmental Quality handle this issue.

IN RE: ADJOURNMENT

The Board adjourned at 8:46 p.m.