

THE REGULAR WORK SESSION OF THE NEW KENT COUNTY BOARD OF SUPERVISORS WAS HELD ON THE 27<sup>TH</sup> DAY OF JULY IN THE YEAR TWO THOUSAND ELEVEN OF OUR LORD IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING IN NEW KENT, VIRGINIA, AT 3:00 P.M.

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IN RE: CALL TO ORDER

Chairman Evelyn called the meeting to order and announced that Mr. Davis would be late arriving. He also advised that he would need to leave early and would be changing the order of some of the Agenda items.

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IN RE: ROLL CALL

Thomas W. Evelyn	Present
David M. Sparks	Present
James H. Burrell	Present
Stran L. Trout	Present
W. R. Davis, Jr.	Absent (arrived at 3:10 p.m.)

All members were present once Mr. Davis arrived.

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IN RE: REGIONAL CAREER AND TECHNICAL CENTER

School Superintendent Robert Richardson, Jr. briefed the Board on the possibility of opening a regional career and technical education center in the former Science Wing on the Historic School campus. He explained that a Consortium currently made up of school divisions from King & Queen, King William, Charles City, Middlesex and New Kent Counties, began planning for such a center in 2004. He commented that considering the glut of job-seekers with bachelor and master degrees, the need for technical education was never greater, considering that between 40% and 60% of high school graduates in the participating school divisions elected not to enter college and there was a need for them to graduate prepared "for something other than working in a fast food restaurant". He spoke about the need for a well-designed program that focused on industry certifications.

He reviewed the career pathways planned to be offered: Health Science CPN/LPN; Diesel Technology; Science-Technology-Engineering-Math (S.T.E.M.)/Pre-engineering; Trades and Industry/HVAC and refrigeration; Agriculture Ed. Option 1 horticulture and Option 2 turf grass and landscaping; Information Technology – modeling and simulation; and Law, Public Safety & Security.

He advised that the Diesel Technology program had recently been added to the proposed curriculum because two diesel technology instructors from J. Sargeant Reynolds Community College (JSRCC) who lived in New Kent, had read about the proposed program in one of the local newspapers and contacted the Consortium, offering to bring their labs to the Center and teach classes through JSRCC. He indicated that the instructors had inspected the Old Bus Garage and said that it would be well-suited for such a program.

Dr. Richardson provided programming information and course descriptions for each of the proposed career pathways and confirmed that all would provide high school credit and dual-enrollment credit through Rappahannock Community College (RCC). He added that some students would come out of the programs with their associate's degree, while others, especially those in health care fields that required internships, might need another year or

so at either RCC or JSRCC. He clarified that the program would only be open to 11<sup>th</sup> and 12<sup>th</sup> graders, and its hours would be the same as the school schedule.

He reviewed a proposed floor plan for the Science Wing, advising that classrooms could be used for different programs in the morning and afternoon sessions. He advised that there was no renovation plan yet for the Old Bus Garage, but they had contacted the Environmental Protection Agency and Codes Compliance to determine what the requirements would be.

He indicated it was understood by all Consortium member that should New Kent County pay for the renovations to the Science Wing, then those funds would be repaid to the County over a period of time on an agreed-upon schedule from the Center's annual operating budget. He emphasized that through grants and other funding sources, the Center would need to be self-supporting, and its costs would be shared by all participating divisions.

He indicated that the Consortium had agreed to fund the Old Bus Garage renovations, estimated at \$50,000, from the balance of an existing State Planning grant, and the only thing needed from New Kent for that project was an agreement that it be used for classroom space.

There was discussion regarding dissatisfaction with Richmond Technical Center (RTC). He explained that the four Consortium members using RTC were all experiencing declining enrollments in that program. He reported that the current annual tuition to attend RTC was \$3,600 per student. He advised that New Kent had 17 students scheduled to go back to RTC to finish up their programs, and only 9 returned, with the others reporting that the programs did not "have what I need". He explained that New Kent had no control over the programs offered at RTC and there was no "invitation for input". He was not sure how many total divisions used RTC for its students.

Dr. Richardson reviewed a proposed implementation plan and timeline that ended with an opening of the Center in the fall of 2012. He reported that "Bridging Communities Technical Center" seemed to be the favorite name for the Center and that if the project became a reality, then New Kent County would be the fiscal agent for the program, as required by State Code.

He reviewed a proposed student survey that would be distributed in the fall of 2011 to determine and promote interest.

He reported that the Chambers of Commerce in each of the localities involved had demonstrated support, and that Dominion Virginia Power had committed not only their support but also to help staff classrooms with its engineers on a rotating basis in science and math.

He indicated that there could be as many as 120 student slots during the first year of operations, with slots apportioned by percentage based on total student enrollment. He advised that New Kent should have about 40% of the slots, and that each division would have to commit to fund its allotment of slots even if it didn't have students filling all of them; however, he anticipated there would be flexibility and opportunity for some "horse-trading".

Dr. Richardson explained that students could not enroll in more than one career pathway as it would be impossible to meet the other requirements for a high school diploma.

Mr. Evelyn asked about the estimated cost of renovation of the Science Wing. County Administrator Cabell Lawton advised that the high-end of the estimates was around \$700,000, but the final cost depended on the work needed for the access and the proposed renovation of other parts of the Historic School campus.

Dr. Richardson emphasized that the Consortium had been aggressive in looking at other funding sources; however, there were few if any available to help with renovation costs, as most were for operations. He indicated that two S.T.E.M. grants applied for, if approved, would fully support the first three years of operations of that program (covering computers, teachers and materials) and that the President of RCC had applied for a grant through the State Community College System to help with some start-up costs and operations as well. He added that grant funding for operations would likely accelerate the payback of the renovation costs to New Kent.

Mr. Trout asked about the length of commitment from the Consortium members. Dr. Richardson advised that all members had signed a Letter of Commitment but the length had not been discussed. He advised that he would bring that up at an upcoming meeting, but he felt that all of the divisions were "in it for the long haul" as the need for the program "was not going away any time soon".

Dr. Richardson briefly reviewed some of the renovations that were needed in the classrooms in the Science Wing and indicated that the modifications would not be so great that they would prevent the classrooms from being used for other purposes or from being converted back to traditional classrooms if there was a need in the future. He confirmed that the outfitting of the classrooms would be paid for by the jurisdictions.

He indicated that based upon the 120 days estimated for completion, having the building ready by January 2012 would allow the Consortium to outfit the classrooms, post positions, recruit and hire.

There was discussion regarding the legal requirements for the County. County Attorney Michele Gowdy was asked to look into what would be required of the Board and of the School Board, and how New Kent could be best protected. It was agreed that this would be a good topic for the upcoming joint meeting between the School Board and Board of Supervisors.

Mr. Burrell commented that it had been shown that when career and technical training was available to students, the percentage of students graduating increased.

Mr. Evelyn advised that he had received several complaints from residents about the lack of technical training available to New Kent students.

Mr. Sparks projected that if the Center became a reality, it could provide an opportunity for evening adult classes, workforce training, and retraining opportunities for those who had lost their jobs. Dr. Richardson agreed that the renovated classroom space would be appropriate for those uses.

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IN RE: VIRGINIA STATE UNIVERSITY REQUEST FOR SCHOLARSHIP FUNDING

Millard Stith, Major Gifts Officer, Corporate & Government Giving, Virginia State University (VSU), asked the Board for scholarship funds of \$1,000 to \$3,000 in its next budget.

He advised that there were between eight and nine jurisdictions that provided scholarship funding to VSU for students from their localities, and he expected funding from four or five new ones next year. He explained that whatever amount New Kent provided would be matched in a like amount with funds from corporate donors, and awarded to students from New Kent based on need and grades. He advised that any unused funds would be carried over to the following year and would earn interest. He indicated that several New Kent teachers were enrolled in VSU's masters program and that there were between 10 and 15 students from New Kent living on the VSU campus, with probably more who were living off campus.

He spoke about some of the current VSU projects.

Mr. Trout remarked that he did not think New Kent gave money to any college or university out of its budget, and suggested that the School's Educational Foundation might be a more appropriate vehicle. Mr. Stith explained that foundations normally raised funds to enhance school system programs and provide scholarships for graduates, whereas the funds he was seeking would be for deserving students already within the VSU system who needed help to "get over a hump".

Mr. Sparks commented that although he felt this was a deserving program, if New Kent did this for VSU, other colleges "would be rolling in the door" and he had a concern about showing favoritism to one university over another. Mr. Stith responded that he did not think that the small amount he requested was "large enough to get their interest".

He summarized by asking that the Board keep his request in mind when putting together its next budget, and remarked that it would be a good investment for New Kent and its students, and he promised the money would be spent judiciously.

The Chairman thanked Mr. Stith for attending and advised that the Board would discuss this further and have the County Administrator get back with him.

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IN RE:                   COMPREHENSIVE PLAN

The Board discussed how to move forward on the Comprehensive Plan update and whether a special work session should be scheduled in August. Mr. Trout suggested that such a work session would provide an opportunity for the Board to look at all of the comments that had been received and then determine whether changes would necessitate additional Planning Commission action.

Ms. Gowdy advised that the Board had either 60 or 90 days to take action on items forwarded by the Planning Commission, but she felt those requirements would be met as long as the Board continued to move forward.

There was additional discussion on how to handle the process and it was agreed to hold a special work session at 3 p.m. on August 17, 2011.

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IN RE:                   REMOVAL OF SIGNS IN STATE RIGHTS-OF-WAY

Mr. Lawton reviewed that he had been working on a process whereby County staff could remove signs within the VDOT rights-of-way that were impeding the line-of-sight at some of the County intersections. He indicated that the required permit from VDOT included a bond that would indemnify the State in the event that a County employee was injured while

conducting this activity and an initial estimate of \$7,500 had been received from the County's liability insurance carrier, with the latest estimate at \$2,500.

There was disagreement among the Board members on whether this was needed and why County employees should be doing work that should be done by State staff. The County Attorney advised that she had received information from a resident attorney who felt that the County staff would be covered under its liability policy and should not need a special bond.

Mr. Lawton advised that he would continue to work on the issue but he would not send County employees out to remove the signs until the matter had been settled.

Mr. Evelyn advised that he had received a number of complaints about the signs and would like to see them removed, but if the majority of the Board didn't want to do it, then he wouldn't push it.

It was noted that the County's sign ordinance did not pertain to the State's rights-of-way.

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IN RE: FIRE-RESCUE STAFFING CHANGES

Fire Chief Tommy Hicks, EMS Coordinator Lisa Atkins Baber, and Battalion Chief Cricket Gerald were present to brief the Board on staffing changes taking place on August 1, and to clear up any misperceptions resulting from a recent press release.

Chief Hicks indicated that his department's goal continued to be "maintaining a fluid response with limited resources critical to mitigation of fire and EMS emergencies" and that their success in maintaining an average response time of 7 minutes 19 seconds was attributable to the scheduling of coverage with a combination of paid staff, volunteers, and mutual aid companies from Hanover, West Point and James City. He spoke about the challenges of handling mass casualty events on the interstate, which had led to putting some of the administrative staff back into the field to fill the gaps in staffing. He indicated that there had been a 54% increase in calls since 2007, resulting in an average of 6.7 hours a day when the County did not have any fire or EMS coverage, but fortunately the response time of 7 minutes 19 second was still being maintained. He explained that if there was only one crew in service, it would be centrally posted at Station 1. If two crews were posted, one would be at Station 1 and the other at Station 2 to cover the western end of the County. Three crews would allow coverage at the eastern end of the County. He emphasized that all staff was cross-trained to serve all geographic areas and his department would continue to "staff broad before staffing deep" since a quick response was the best, and that decisions on staffing would continue to be based solely on providing the best coverage.

Handouts were distributed that included incident reports by time of day and by type, as well as schedule comparisons and roles and responsibilities of the station captains, both volunteer and paid. Chief Hicks advised that he was trying to work the part-time staff into 12-hours shifts at Station 2, where there was a strong volunteer base. He noted that the majority of the calls were EMS-related rather than fire-related. He reported that with the change in staffing, schedules for August contained no times where there was only one crew on duty and more times where three crews were available.

Mr. Trout asked whether an ambulance had been stationed, as planned, in the Courthouse area. Chief Hicks advised that, unfortunately, the ambulance he had planned to locate at

the Courthouse had been needed to fill gaps in the fleet resulting from the breakdowns and repairs of some of the other units.

Mr. Trout asked if the Providence Forge Volunteer Rescue Squad had been able to help fill some of the coverage gaps. Chief Hicks advised that he attended a recent "very productive" meeting with the Rescue Squad who was working on revamping its schedule so that it would have crews available at the peak demand times so that it could participate more.

Mr. Evelyn asked if the shifting of staff would improve response times. Chief Hicks suggested that the response time should remain unchanged, but it would provide more depth to cover sick leave and other unexpected absences.

Chief Hicks confirmed that New Kent still had an ambulance at Black Creek in Hanover, and there continued to be "great response" into New Kent from that station.

Mr. Davis asked about the status of the volunteer company at Station 3. Chief Hicks advised that there were a few volunteers there and there was a recruitment push planned for after August 1 tied to a reopening of the improved Station, together with a grand opening of Station 4 with a volunteer recruitment effort in that area as well.

There was also discussion regarding the availability of Advanced Life Support (ALS) certified staff and Basic Life Support (BLS) certified staff. Chief Hicks reported that 54% of the crews currently included ALS-certified staff, and with the August realignment, that percentage should increase to 70% or 71%.

He reported that in-house billing for ambulance services was still going well and he would provide updated numbers to the Board again in the fall.

Mr. Trout asked, in the future, that the Board be notified in advance when a press release was being sent out.

Chairman Evelyn departed the meeting at 4:33 p.m. and Vice Chairman Trout assumed the gavel. The Board took a short break and then resumed its meeting.

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IN RE: AFFORDABLE HOUSING ADVISORY COMMITTEE UPDATE

Planner Matthew Ebinger and Affordable Housing Advisory Committee (AHAC) Chair Karen Cameron updated the Board on the work of this Committee. The recommendations were as follows:

- 1. With the aid of the New Kent County Affordable Housing Advisory Committee, develop and adopt a workforce housing policy or ordinance that will serve the unmet housing needs of the County and the region. Such policy or ordinance may include the use of housing unit density bonus incentives in return for the provision of workforce housing units.*
- 2. Actively explore efforts to develop workforce housing units that require no continuing governmental intervention in the development or ownership process, including the negotiation of proffers for workforce housing units in private developments.*
- 3. Promote the development of mixed-income, mixed-density developments in which a variety of housing unit types, including multi-family units and residential units above*

*commercial uses, are dispersed throughout the developments, are available for households of diverse income levels, and are in harmony with the scale of existing developments in the community.*

4. *Explore the implementation of the waiving or reducing of Land Development, Public Utilities, and Zoning and Subdivision Fees as an incentive for the provision of workforce housing.*
5. *Target publicly funded or publicly sponsored housing programs for the provision of housing services to County residents and persons employed in the County.*
6. *Continue efforts to attract funds from Federal and State sources for the development, preservation, and rehabilitation of workforce housing.*
7. *Explore partnerships with non-profit housing organizations in order to promote workforce housing development and services in New Kent County.*

Ms. Cameron clarified that workforce housing was for those earning 50% to 80% of the median household income for the region, which would include starting teachers and deputies.

She advised that the AHAC was willing to help draft an Request for Proposal (RFP) to find a non-profit agency to help with the program. Mr. Ebinger advised that unfortunately, most jurisdictions that had similar programs were larger and had housing authorities in place.

There was discussion as to whether the AHAC should continue its work. Mr. Lawton commented that although the cost of housing had decreased, an affordable housing tool would be helpful; however, the cash proffers might not be able to be used as suggested. He indicated that the Board's first decision needed to be whether it wanted the AHAC to continue its work and, if so, determine how to move forward. Ms. Gowdy advised that if the Board wanted the AHAC to continue, then it would have to amend its charter.

Ms. Cameron reported that it was the consensus of the AHAC members that it should have one more meeting to assist with the RFP. She projected that the economy would eventually improve and New Kent needed to be prepared and "have something it could use" when there was increased interest in development. She added that the AHAC would be very disappointed if no action were taken.

Mr. Sparks commented that he felt the issuance of an RFP was premature and that the recommendation would need to be considered by the Planning Commission.

Mr. Trout remarked that the AHAC might need to stay in force through that process. Following discussion, Mr. Davis moved to extend the Committee's charter to June 30, 2012. The members were polled:

David M. Sparks	Aye
James H. Burrell	Aye
Stran L. Trout	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Absent

The motion carried.

It was confirmed that meetings of the AHAC could be scheduled on an as-needed basis. Board members thanked the AHAC members for their hard work and commitment. Ms. Gowdy noted that the AHAC may need to consider an amendment to its bylaws as well, which could be accomplished at its next meeting.

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IN RE: FIELD MAINTENANCE EQUIPMENT

Parks & Recreation Director Kim Turner and Park Operations Supervisor Jason Baldwin were present to review a request to purchase a reel mower to maintain the playing fields.

Ms. Turner explained that the current mowers would soon need replacing, and they requested permission to purchase a used reel mower that would improve the quality of the mowing and reduce man hours. She indicated that the fields were being used six to seven days a week and often times mowing had to be done on Sunday mornings in order to accommodate the field schedules. She reported that there was in excess of \$20,000 in the Capital Improvements Plan (CIP) for a master plan and in light of the fact that a lot of that work would be done by staff, she suggested that \$12,000 of those funds could be transferred to an equipment line item in the CIP to cover the mower purchase. She confirmed that her department already had a trailer that could be used for the mower.

Mr. Baldwin added that the used diesel mower they were looking to purchase came with a six-month warranty and the preventive maintenance work could be performed at the Vehicle Maintenance Facility.

Mr. Lawton confirmed that there were funds in the CIP for the master plan which had been approved in FY10 and carried forward.

Mr. Sparks moved to approve the transfer of \$12,000 from the Master Plan to an equipment line item in the Capital Improvement Plan budget. The members were polled:

James H. Burrell	Aye
Stran L. Trout	Aye
W. R. Davis, Jr.	Aye
David M. Sparks	Aye
Thomas W. Evelyn	Absent

The motion carried.

Vice Chairman Trout thanked Ms. Turner and her staff for their work. She advised that she would be meeting with the Board in the fall with a department update.

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IN RE: 2011 AGRICULTURAL AND FORESTAL DISTRICT (AFD) APPLICATIONS

Environmental Planning Manager Amy Walker reviewed that public hearings on thirteen AFD applications were scheduled before the Board at its August 8 meeting. She indicated that if all were approved, the total acreage in the AFD program would increase by 10%, adding just over 3,000 acres. She noted that several parcels were 100 acres or more in size. She indicated that there was one application where the one acre allocated by the Commissioner of Revenue as a housing site was in the agricultural portion rather than in the wooded portion and the applicant had contacted the Commissioner about the issue.

Ms. Walker reported that all of the applications had been considered by both the AFD Advisory Committee and the Planning Commission, and received favorable recommendations for approval.

She confirmed that this round of applications would finish up the AFD restructuring process. She advised that she did not have the figure on the tax consequences of these additions but would have the information at the public hearings on August 8.

Board members thanked Ms. Walker for her work on the AFD realignment.

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IN RE: BUILDING OFFICIAL UPDATE

Building Official Clarence Jackson advised that Virginia had adopted a new building code in March of 2011 and the County had a one-year grace period to "bring everyone up to speed" on the changes. He advised that his department had already conducted one contractor training and hoped to have more before enforcement of the new code began on March 1, 2012. He predicted that the Board might receive complaints from some of their constituents and he briefly reviewed some of the more significant changes.

He reported that a new home would have to have a carbon monoxide detector if it had a fuel-fired furnace or an attached garage; all new homes would be required to have a mounted fire extinguisher in the kitchen; and sheds would not need a building permit unless they were at least 200 square feet (changed from a current minimum of 150 square feet).

He suggested that a change that would trigger the most complaints was the requirement that any attic space with 70 square feet of floor space, 35 square feet of ceiling space, and/or 7 feet in height would be required to have a set of code-compliant stairs as it would be considered a habitable attic that could be easily finished off later.

It was confirmed that New Kent's Code would not have to be changed as it incorporated whatever State Code was in existence.

Mr. Jackson indicated that he would advise the Board as to the dates of future workshops in case any of them wanted to attend.

Regarding building activity, he reported that County building permits were down 10% compared to the previous year, which he attributed to the reluctance of banks to lend money and not a lack of consumer interest in building.

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IN RE: VACATION OF CONSOLIDATION PLAT

Neillee Katona, a law school summer intern with the County Attorney's Office, briefed the Board on an upcoming public hearing on a proposed ordinance to vacate a previously recorded plat of consolidation.

She advised that adoption of the ordinance would vacate a plat that had consolidated lots in Land Bay 1 of the Farms of New Kent planned unit development, and would reinstate the original platted lots. She indicated that the attorneys for the developers were agreeable to reverting the lots to their original status.

Board members thanked Ms. Katona for her work and wished her good luck as she entered her third year of law school.

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IN RE: FINANCIAL ITEMS

Financial Services Director Mary Altemus reviewed a request that the Board approve the following items:

a. FY11 Supplemental Appropriations:

1. Funds to cover overage in AFD budget, \$7.00

\$(7.00)	Total
\$ 7.00	From General Fund fund balance

b. FY12 Supplemental Appropriations:

1. Funds to cover freight for forms printer, \$346.00

\$(346.00)	Total
\$ 346.00	From Capital fund balance

c. FY12 Carry Forward Appropriations

1. County Capital (Fund 7) CIP from FY11 to FY12, \$2,632,999.72

\$(2,632,999.72)	Total
\$ 2,632,999.72	From Fund 7 fund balance

She advised that included in the Carry Forward Appropriations were the funds for the Parks and Recreation Master Plan which would be carried forward and then adjusted to transfer the \$12,000 for the mowing equipment, as previously approved by the Board.

Mr. Davis moved to approve the FY11 and FY12 Supplemental Appropriations and FY12 Carry Forward Appropriations, as presented. The members were polled:

Stran L. Trout	Aye
W. R. Davis, Jr.	Aye
David M. Sparks	Aye
James H. Burrell	Aye
Thomas W. Evelyn	Absent

The motion carried.

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IN RE: CONTRACT CHANGE ORDERS – PUBLIC UTILITIES PROJECTS

Available to review a request for Public Utilities contract change orders were Public Utilities Director Larry Dame, and Engineers Kris Edelman and Roger Hart from Malcolm Pirnie.

Mr. Dame reviewed that the change orders were in the amount of \$98,136.12 on the contract with Godsey & Son for the reclaimed water force main and \$196,529.45 on the contract with English Construction for the Parham wastewater plant upgrade. He explained that two significant factors leading to these change orders were a wetlands area on Route 33 that required an unanticipated directional drilling, and a change in the bore required at the intersection of Routes 155 and 33.

He reported that reclaimed water was being sent to customers and that billings had gone out totaling \$5,600 for the first month of operations. He indicated that, based on that billing, the amount invested in the system should be recouped by the County in seven years.

Mr. Hart spoke about the state and national publicity that New Kent was receiving for its reclaimed water program, and how New Kent was being touted by the Department of Environmental Quality as the "poster child" for keeping nutrients out of the rivers.

Mr. Dame spoke about how New Kent was participating in a nutrient credit bank and would receive money back at the end of the year for its share of the profits from the sale of credits. He indicated that reclaimed water could not be transported to the County's customers when the holding lakes were full (from rainfall) and in those times the water had to be discharged. He reminded that there was another advantage of having the reclaimed water system in place because the County would be able to expand its plant without having to get another waste allocation because it was not discharging to the Bay. He advised that there was a recent bill introduced in the General Assembly that would require all wastewater treatment plants to have a reclaimed water system by 2020 and, although it had failed, he suspected that it would be re-introduced.

He explained that the Chickahominy plant was no longer operating, but the storage tanks there were being used for reclaimed water.

He confirmed that the requested change orders were the final ones for the contracts and the projects were complete other than a few punch list items. He spoke about how well the new plant was operating and how pleased they were with the low nutrient levels.

Mr. Sparks moved to approve the project closeout changes for the Reclaimed Water Line and the Parham Landing WWTP Upgrade Projects. The members were polled:

W. R. Davis, Jr.	Aye
David M. Sparks	Aye
James H. Burrell	Aye
Stran L. Trout	Aye
Thomas W. Evelyn	Absent

The motion carried.

It was reported that a grand opening of the upgraded plant and the reclaimed water system was tentatively scheduled for October of 2011.

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IN RE: MEETING SCHEDULE

The Vice Chairman announced that the next regularly scheduled meeting of the Board of Supervisors would be held at 6 p.m. on August 8, 2011, a joint meeting with the School Board at 5 p.m. on August 8, 2011, and a special work session on the Comprehensive Plan Update would be held at 3 p.m. on August 17, 2011, all in the Boardroom of the County Administration Building, New Kent, Virginia.

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IN RE: CLOSED SESSION

Mr. Trout announced that the Board did not anticipate taking any action after the Closed Session.

Mr. Sparks moved to go into Closed Session for discussions relating to real property pursuant to Section 2.2-3711A.3 of the Code of Virginia involving disposition of government-owned property and for discussion of award of public contract pursuant to Section 2.2-3711A.30 of the Code of Virginia involving the award of a public contract involving the expenditure of public funds. The members were polled:

David M. Sparks	Aye
James H. Burrell	Aye
Stran L. Trout	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Absent

The motion carried. The Board went into Closed Session.

Mr. Burrell moved to return to Open Session. The members were polled:

James H. Burrell	Aye
Stran L. Trout	Aye
W. R. Davis, Jr.	Aye
David M. Sparks	Aye
Thomas W. Evelyn	Absent

The motion carried.

Mr. Sparks made the following certification:

Whereas, the New Kent County Board of Supervisors has convened in a Closed Session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia requires a certification by the Board that such Closed Session was conducted in conformity with Virginia law;

Now there be it resolved that the Board hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from open session requirements by Virginia law were discussed in Closed Session to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the Closed Session were heard, discussed or considered by the Board.

The Vice Chairman inquired whether there was any member who believed that there was a departure from the motion. Hearing none, the members were polled on the certification:

Stran L. Trout	Aye
W. R. Davis, Jr.	Aye
David M. Sparks	Aye
James H. Burrell	Aye
Thomas W. Evelyn	Absent

The motion carried.

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IN RE: CONTINUATION

Mr. Sparks moved to continue the meeting until August 8, 2011 at 5 p.m. The members were polled:

W. R. Davis, Jr.	Aye
David M. Sparks	Aye
James H. Burrell	Aye
Stran L. Trout	Aye
Thomas W. Evelyn	Absent

The motion carried.

The meeting was suspended at 6:12 p.m.