

AGENDA
Board of Supervisors
County of Prince George, Virginia
Regular Meeting: September 11, 2018
County Administration Bldg. Boardroom, Third Floor
6602 Courts Drive, Prince George, Virginia

Regular Meeting

Closed Session
5:00 p.m.

Work Session
6:00 p.m.

Business Meeting
7:00 p.m.

***Public Hearings Will Be Heard at 7:30 p.m.**

CALL TO ORDER

Roll Call

CLOSED SESSION

E-1. Resolution; Closed Session Motion with Topics and Code Section References to be Provided at Board Meeting.

E-2. Resolution; "Certification of Closed Session" Certifying that Only those Items Contained in the Closed Session Motion were Discussed.

WORK SESSION

Discussion of Recording of Meetings
Discussion of Streetlight Policy
Discussion of Employee Demographics

INVOCATION

PLEDGE OF ALLEGIANCE TO U.S. FLAG

PUBLIC COMMENTS

ADOPTION OF AGENDA

ORDER OF CONSENSUS

C-1. Draft Minutes – August 14, 2018 Regular Meeting Minutes.

C-2. Resolution; Appropriation of Unexpended Fy2017-18 Budgets to Fy2018-19 (\$2,077,370.00 Grants, Donations and Capital Funds).

C-3. Resolution; Proclamation; National Suicide Awareness Month – September 2018.

C-4. Resolution; Commendation; Charles Leonard; Service to Prince George County.

C-5. Resolution; Appropriation (\$10,058.50 State Library of Virginia Records Preservation Grant).

C-6. Resolution; Budget Amendment and Appropriation (\$116,000.00 from Tourism Fund Balance for Alcove and Bust Display).

- C-7. Resolution; Proclamation; Designating September as Hydrocephalus Awareness Month in Prince George County.

[ADDED] C-8. A RESOLUTION TO CONFIRM AND CONSENT TO THE DECLARATION OF A LOCAL DISASTER

PRESENTATIONS

- S-1. Resolution; Commendation; Charles Leonard; Service to Prince George County.
- S-2. Resolution; Proclamation; Designating September as Hydrocephalus Awareness Month in Prince George County.

SUPERVISORS' COMMENTS

COUNTY ADMINISTRATOR'S COMMENTS

REPORTS

VDOT – Crystal Smith

National Night Out – Chief Keith Early

[ADDED] Hurricane Florence Update – Brad Owens

TABLED ITEMS

- T-1. Discussion of New Elementary School Construction Site.
- T-2. A Resolution Concerning VDOT Access Management Entrance Spacing Requirements for 12200 South Crater Road, South Prince George, VA.
- T-3. Resolution; to Submit a Request of the Virginia Department of Transportation to Begin the Process of a Through Truck Restriction on the Portion of Templeton Road Located Between Courtland Road and the Prince George County Line, Pursuant to § 46.2-809, Code of Virginia (1950, as amended).
- T-4. Resolution; to Submit a Request of the Virginia Department of Transportation to Begin the Process of a Through Truck Restriction on the Portion of Lansing Road Located Between Templeton Road and Lampe Lane, Pursuant to § 46.2-809, Code of Virginia (1950, as Amended).

ORDER OF BUSINESS

- A-1. Resolution; Proposed Revisions; Prince George County Administrative (Personnel) Policy; Sections 110.01 Through 110.6 Entitled *County Vehicle*.
- A-2. Authorization for Public Hearing for Amendment to Utility Ordinance.
- A-3. Resolution; Authority to Advertise a Public Hearing for Adoption of the 2018 Prince George County Economic Development and Tourism Strategic Plan.
- A-4. Resolution; Authority to Advertise a Public Hearing for Abandonment of a Portion of Chudoba Parkway.
- A-5. Resolution; Authorization to Hold a Public Hearing on October 9, 2018 to Consider Adoption of an Ordinance to Amend The Code of the County of Prince George, Virginia, 2005, As Amended, to Provide for Appointment of a Clerk to the Board of Supervisors.
- A-6. Resolution; Approval of Tree Removal at 4700 Romans Road, Parcel Number 120(07)00-00A-0, Prince George County, Virginia by EMF (KLOVE Radio Station).
- A-7. Resolution; Award of Contract and Appropriation (\$46,163.50 Scott Park Master Plan – Land Planning & Design Associates).
- A-8. Resolution; Award of Contract (\$725,411 Stream Restoration Birchett Estates Reach 1 Option 2 – Phase 1).

- A-9. Resolution; Award of Contract (\$337,362.48 Stream Restoration Cedar Creek Reach 2).
- A-10. Resolution; Award of Contract (\$675,150.70 Stream Restoration Cedar Creek Reach 5 Option 1 – Phases 1, 2 and 3).
- A-11. Consideration of Appointments – Board, Commissions, Committees, Authorities:
Resolution of Appointment(s):
 - A. Resolution; Appointment (One Member) Crater District Area Agency on Aging.

PUBLIC HEARINGS

ADJOURNMENT

Board meeting format: Executive Meeting at 5:00 p.m., followed by a Business Meeting at 7:00 p.m. with Public Hearings being heard at 7:30 p.m. **Visit Prince George County website for information www.princegeorgeva.org.**

MINUTES
Board of Supervisors
County of Prince George, Virginia

September 11, 2018

County Administration Bldg. Boardroom, Third Floor
6602 Courts Drive, Prince George, Virginia

MEETING CONVENED. A regular meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 5:00 p.m. on Tuesday, September 11, 2018 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Alan R. Carmichael, Vice-Chairman.

ATTENDANCE. The following members responded to Roll Call:

Alan R. Carmichael, Chairman	Present
Donald R. Hunter, Vice-Chairman	Present
Floyd M. Brown, Jr.	Present
Marlene J. Waymack	Present
T. J. Webb	Present

Also present was: Percy C. Ashcraft, County Administrator; Jeff Stoke, Deputy County Administrator; and Steve Micas, County Attorney.

CLOSED SESSION

E-1. Resolution; Closed Session for: (1) discussion of the evaluation of the performance and compensation of a specific Board appointee pursuant to sec. 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; (2) discussion of prospective candidates for Board appointments to various committees pursuant to sec. 2.2-3711,(A)(1), Code of Virginia, 1950, as amended, and (3) consultation with legal counsel pertaining to probable litigation involving unpaid real estate taxes where such consultation would adversely affect the negotiating and litigating posture of the County pursuant to sec. 2.2-3711 (A)(7), Code of Virginia, 1950, as amended. Mrs. Waymack made a motion, seconded by Mr. Hunter, that the Board convene closed session for: (1) discussion of the evaluation of the performance and compensation of a specific Board appointee pursuant to sec. 2.2-3711, (A)(1), Code of Virginia, 1950, as amended; (2) discussion of prospective candidates for Board appointments to various committees pursuant to sec. 2.2-3711,(A)(1), Code of Virginia, 1950, as amended, and (3) consultation with legal counsel pertaining to probable litigation involving unpaid real estate taxes where such consultation would adversely affect the negotiating and litigating posture of the County pursuant to sec. 2.2-3711 (A)(7), Code of Virginia, 1950, as amended.

R-18-100

E-1.

RESOLUTION; CLOSED SESSION FOR: (1) DISCUSSION OF THE EVALUATION OF THE PERFORMANCE AND COMPENSATION OF A SPECIFIC BOARD APPOINTEE PURSUANT TO SEC. 2.2-3711, (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; (2) DISCUSSION OF PROSPECTIVE CANDIDATES FOR BOARD APPOINTMENTS TO VARIOUS COMMITTEES PURSUANT TO SEC. 2.2-3711,(A)(1), CODE OF VIRGINIA, 1950, AS AMENDED, AND (3) CONSULTATION WITH LEGAL COUNSEL PERTAINING TO PROBABLE LITIGATION INVOLVING UNPAID REAL ESTATE TAXES WHERE SUCH CONSULTATION WOULD ADVERSELY AFFECT THE NEGOTIATING AND LITIGATING POSTURE OF THE COUNTY PURSUANT TO SEC. 2.2-3711 (A)(7), CODE OF VIRGINIA, 1950, AS AMENDED

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby vote to enter closed session for (1) discussion of the evaluation of the performance and compensation of a specific Board appointee pursuant to sec.

2.2-3711, (A)(1), Code of Virginia, 1950, as amended; (2) discussion of prospective candidates for Board appointments to various committees pursuant to sec. 2.2-3711,(A)(1), Code of Virginia, 1950, as amended, and (3) consultation with legal counsel pertaining to probable litigation involving unpaid real estate taxes where such consultation would adversely affect the negotiating and litigating posture of the County pursuant to sec. 2.2-3711 (A)(7), Code of Virginia, 1950, as amended.

On roll call the vote was:

In favor: (5) Hunter, Brown, Waymack, Webb, Carmichael

Opposed: (0)

Absent: (0)

E-2. Resolution; Certification of Closed Session. At 6:07 p.m., Mr. Brown made a motion, seconded by Mr. Webb, that the Board adjourn the closed session and enter open session, certifying that to the best of each Board Members' knowledge (1) only public business lawfully exempted from open meeting requirements were discussed and (2) only matters identified in the convening motion were discussed. Chairman Robertson asked if any Board member knew of any matter discussed during the closed session that was not announced in its convening legislation. Hearing no comment from the Board, the Chairman asked that the roll be called on the motion.

R-18-100A

E-2.

RESOLUTION; CERTIFICATION OF CONTENTS OF CLOSED SESSION
PURSUANT TO SEC. 2.2-3711, ET SEQ., CODE OF VIRGINIA (1950, AS
AMENDED)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018 does hereby certify that, to the best of each Board Member's knowledge, (1) only public business lawfully exempted from open meeting requirements were discussed, and (2) only matters identified in the convening motion were discussed.

On roll call the vote was:

In favor: (5) Brown, Waymack, Webb, Carmichael, Hunter

Opposed: (0)

Absent: (0)

WORK SESSION

Ms. Kirsten Cherry, Director of IT, presented options to the Board for streamlining video of Board of Supervisors Meetings. She showed some examples of streamlined meetings from other localities and the different companies that provide this service. The Board agreed by consensus for Ms. Cherry and Ms. Teresa Knott to move forward with the RFP process.

Mr. Douglas Miles, Planning Director, and Mr. Mike Purvis, General Services Director, presented a draft County Streetlight Policy. After much discussion regarding billing from the electric companies for lights that may not exist anymore, the fiscal responsibility of the developer (owner of the property) versus the County, installation process of new streetlights, and conducting an audit of the current lights, the Board agreed by consensus to move forward with the policy.

Due to lack of time, Chairman Carmichael deferred the last work session item and called for a recess at 6:53 p.m. The meeting reconvened at 7:00 p.m.

Invocation. Following a moment of silence honoring those who lost their lives on 911, Mr. Brown gave an invocation.

Pledge of Allegiance to U.S. Flag. Mr. Webb led the Pledge of Allegiance to the U.S. Flag.

PUBLIC COMMENTS. Chairman Carmichael announced that anyone wishing to come before the Board may do so at this time. He noted that this was the time for unscheduled general public

comments. He opened the public comments at 7:06 p.m. There was no one to speak and the public comment period was closed.

APPROVAL OF AGENDA. Mr. Hunter made a motion, seconded by Mrs. Waymack, to adopt the agenda as presented. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Brown, Waymack, Webb, Carmichael, Hunter

Opposed: (0)

Absent: (0)

ORDER OF CONSENSUS. Mr. Webb made a motion, seconded by Mr. Brown, that the consensus agenda be approved as amended. Roll was called on the motion.

C-1. Draft Minutes – August 14, 2018 Regular Meeting minutes were approved as presented.

R-18-101

C-2.

RESOLUTION; APPROPRIATION OF UNEXPENDED FY2017-18 BUDGETS TO FY2018-19 (\$2,077,370.00 GRANTS, DONATIONS AND CAPITAL FUNDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby authorize the following increase of funds within the 2018-2019 Budget, such line items increased as follows, which monies to be expended in accordance with purposes authorized and approved by the Board of Supervisors of the County of Prince George:

See page 2

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Account Code</u>	<u>Description</u>	<u>Amount</u>
0100-03-100-0602-00000-000-000-000-41709 -	DMV SAFETY GRANT - SELECTIVE ENFORCEMENT WAGES	22,625.99
0100-03-100-0602-00000-000-000-000-43894 -	DRUG ENFORCEMENT K9	1,335.94
0100-03-100-0602-00000-000-000-000-45790	DONATIONS - FIRST RESPONDER FUNDS	1,991.32
0100-03-100-0602-00000-000-000-000-46013	POLICE DEPT DONATIONS - EDUC / RECREATION SUPPLIES	1,200.32
0100-03-100-0602-00000-000-000-000-46026	CHILD SAFETY SEAT PROGRAM	26.80
0100-03-100-0602-00000-000-000-000-46029	ANIMAL SHELTER DONATIONS	18,264.76
0100-03-100-0602-00000-000-000-000-46076	POLICE GRANT BRICK PAVER PROJECT	70.00
0100-03-100-0602-00000-000-000-000-48101	HARRISON FOUNDATION MACHINERY EQUIP	8,500.00
0100-02-010-0905-00000-000-000-000-46012	LAW LIBRARY BOOKS & SUBSCRIPTIONS	14,848.28
0100-03-200-0604-00000-000-000-000-48248	FIRE PROGRAM FUNDS - COMPANY 1 (PG)	38,651.73
0100-03-200-0604-00000-000-000-000-48251	FIRE PROGRAM FUNDS - COMPANY 1 (PG)	6,680.21
0100-03-200-0605-00000-000-000-000-48248	FIRE PROGRAM FUNDS - DISPUTANTA VFD	19,010.98
0100-03-200-0605-00000-000-000-000-48251	FIRE PROGRAM FUNDS - DISPUTANTA VFD	21,426.69
0100-03-200-0606-00000-000-000-000-48248	FIRE PROGRAM FUNDS - CARSON VFD	5,679.24
0100-03-200-0607-00000-000-000-000-48248	FIRE PROGRAM FUNDS - BURROWSVILLE VFD	26,242.40
0100-03-200-0607-00000-000-000-000-48251	FIRE PROGRAM FUNDS - BURROWSVILLE VFD	6,680.19
0100-03-200-0608-00000-000-000-000-48251	FIRE PROGRAM FUNDS - JEFFERSON PARK VFD	14,803.59
0100-03-200-0614-00000-000-000-000-45641	FOUR FOR LIFE (L)	13,304.74
0100-03-200-0614-00000-000-000-000-46038	LEPC DONATIONS	600.98
0100-03-200-0614-00000-000-000-000-46081	PG FIRE MUSEUM FUND (COOKBOOKS)	(52.30)
0100-03-200-0614-00000-000-000-000-46082	GUNS N HOSES	2,621.86
0100-09-401-0918-00000-000-000-000-46042	SPORTS BACKERS DONATION	35.49
0211-02-020-0204-00000-000-000-000-46028	COMM ATTY STATE ASSET FORFEITURE	30,768.45
0211-02-020-0204-00000-000-000-000-46072	COMM ATTY LOCAL ASSET FORFEITURE	2,147.48
0211-02-020-0204-00000-000-000-000-46073	COMM ATTY FEDERAL ASSET FORFEITURE	94.51
0211-03-100-0601-00000-000-000-000-46028	POLICE DEPT STATE ASSET FORFEITURE	44,443.04
0211-03-100-0601-00000-000-000-000-46072	POLICE DEPT LOCAL ASSET FORFEITURE	3,091.97
0211-03-100-0601-00000-000-000-000-46073	POLICE DEPT FEDERAL ASSET FORFEITURE	456.14
0220-04-104-2121-00000-000-000-000-41100 -	STORMWATER SALARIES	40,000.00
0220-04-104-2121-00000-000-000-000-42100 -	STORMWATER FICA	3,060.00
0220-04-104-2121-00000-000-000-000-48130	STORMWATER IMPR TO SITES	60,000.00
0220-04-104-2122-00000-000-000-000-43101	BIRCHETT ESTATES PROF SERVICES	27,800.00
0220-04-104-2122-00000-000-000-000-48160	BIRCHETT ESTATES STREAM RESTORATION	797,952.10
0220-04-104-2124-00000-000-000-000-43101	CEDAR CREEK REACH 2 PROF SERVICES	23,300.00
0220-04-104-2124-00000-000-000-000-48160	CEDAR CREEK REACH 2 STREAM RESTORAT	192,348.73
0220-04-104-2125-00000-000-000-000-43101	CEDAR CREEK REACH 5 PROF SERVICES	26,600.00
0220-04-104-2125-00000-000-000-000-48160	CEDAR CREEK REACH 5 STREAM RESTORAT	447,146.47
0620-04-104-7014-00000-000-000-000-48201	MACH & EQUIPMENT (BOND PROCEEDS)	1,467.60
0620-04-104-7014-00000-000-000-000-48402	SEWER PUMP STATION IMPROVEMENTS (BOND PROCEEDS)	2,144.30
0311-04-104-3180-00000-000-000-000-48406	CAPITAL IMPROVEMENT FUND - FOOD LION WATER SYSTEM IMPROVEMENTS	150,000.00
	TOTAL EXPENDITURES**	2,077,370.00
0100-40-900-8208-00000-000-000-000-399999	REVENUE - USE OF FUND BALANCE GENERAL FUND	224,549.21
0211-00-000-0000-00000-000-000-000-399999	REVENUE - USE OF FUND BALANCE ASSET FORFEITURE FUND	81,001.59
0220-40-900-8208-00000-000-000-000-399999	REVENUE - USE OF FUND BALANCE STORMWATER FUND	1,618,207.30
0620-40-900-8208-00000-000-000-000-399999	REVENUE - USE OF FUND BALANCE UTILITY CAPITAL FUND	153,611.90
	TOTAL REVENUES**	2,077,370.00
	**NET OF PURCHASE ORDERS FORWARD ALREADY APPROPRIATED	

R-18-101A

C-3.

RESOLUTION; PROCLAMATION; NATIONAL SUICIDE PREVENTION MONTH – SEPTEMBER 2018

WHEREAS, suicide is the 11th leading cause of all deaths in the United States and the 3rd leading cause of death among individuals between the ages of 15 to 24; and

WHEREAS, in the United States, one person completes suicide every 16 minutes; and

WHEREAS, it is estimated that 5 million people in the United States are survivors of suicide (those who have lost a loved one to suicide); and

WHEREAS, 51% of people who die by suicide use a firearm, and guns stored in the house are used for suicide 40 times more often than for self-protection; and

WHEREAS, the overall suicide rate in our country has only slightly declined from record highs in recent years, the suicide rate for those 15-24 years old has more than doubled since the mid-1950s; and the suicide rate remains highest for adults 75 years of age and older; and

WHEREAS, the stigma associated with mental illness and suicidality works against suicide prevention by discouraging persons at risk for suicide from seeking life-saving help and further traumatizes survivors of suicide; and

WHEREAS, statewide suicide prevention efforts should be developed and encouraged to the maximum extent possible; and

WHEREAS, organizations such as the American Association of Suicidology and District 19 Community Services Board which are dedicated to reducing the frequency of suicide attempts and deaths, and the pain of survivors affected by suicides of loved ones, through educational programs, research projects, intervention services, and bereavement services urge that we:

1. Recognize suicide as a national and state public health problem and declare suicide prevention to be a statewide priority;
2. Acknowledge that no single suicide prevention program or effort will be appropriate for all populations or communities;
3. Encourage initiatives based on the goals contained in the *National Strategy for Suicide Prevention*:
 - A. Promote awareness that suicide is a public health problem that is preventable.
 - B. Develop broad-based support for suicide prevention.
 - C. Develop and implement strategies to reduce the stigma associated with being a consumer of mental health, substance abuse, and suicide prevention services.
 - D. Develop and implement community-based suicide prevention programs.
 - E. Develop and implement community-based suicide bereavement support services.
 - F. Promote efforts to reduce access to lethal means and methods of self-harm.
 - G. Implement training for the recognition of at-risk behavior and for the delivery of effective treatment.
 - H. Develop and promote effective clinical and professional practices.
 - I. Increase access to, and community linkages with, mental health and substance abuse services.
 - J. Improve reporting and portrayals of suicidal behavior, mental illness, and substance abuse in the entertainment and news media.
 - K. Promote and support research on suicide and suicide prevention.
 - L. Improve and expand surveillance systems for suicide behavior.

WHEREAS, a great many suicides are preventable;

NOW, THEREFORE, IT BE RESOLVED that, the Prince George County Board of Supervisors, does hereby designate September 2018 as “*National Suicide Prevention Month*” in the County of Prince George, Virginia.

R-18-101B

C-4.

RESOLUTION; COMMENDATION; CHARLES LEONARD; SERVICE TO PRINCE GEORGE COUNTY

WHEREAS, in November 1988, Charles Leonard began his employment with the Virginia Health Department in New Kent County as an Environmental Health Specialist; and

WHEREAS, Mr. Leonard moved on the Crater Health Department in January, 1990 where he served as an Environmental Health Specialist until he was promoted to a Senior Specialist in 1994 and a Supervisor in 2000; and

WHEREAS, throughout his tenure Mr. Leonard was a trainer for the Onsite Design School and was designated field examiner for the Authorized Onsite Soil Evaluator (AOSE) program under the Virginia Department of Health; and

WHEREAS, Mr. Leonard has served on many associations and commissions, including the Commonwealth of Virginia Environmental Health Management Team, the Prince George Board of Zoning Appeals, and he was the Environmental Chair for the Virginia Public Health Association from 1997 to 1998; and

WHEREAS, Mr. Leonard received the prestigious honor of Environmental Health Specialist of the Year for the Commonwealth of Virginia in 1999; and

WHEREAS, Mr. Leonard has made customer relations the primary focus throughout his career and gave citizens personal support when needed; and

WHEREAS, throughout his remarkable career with The Health Department, Charles Leonard has served the citizens of the County to the utmost of his ability, demonstrating integrity in a manner bespeaking the dedication of a true public servant;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby commend Mr. Charles Leonard for completion of 30 years of dedicated service to the Commonwealth of Virginia, Prince George County, and its citizens; and

BE IT FURTHER RESOLVED that this Board wishes to extend to Mr. Leonard much happiness and continued success as he enters the next phase of her life.

R-18-101C

C-5.

RESOLUTION; APPROPRIATION (\$10,058.50 STATE LIBRARY OF VIRGINIA RECORDS PRESERVATION GRANT)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby authorize the following increase of funds within the 2018-2019 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0100-02-010-0202-43550	General Fund: Clerk of Court Records Preservation Services	\$10,058.50
 <u>Revenue:</u>		
0100-20-601-8205-323102	General Fund; State Records Preservation Grant	\$10,058.50

R-18-101D

C-6.

RESOLUTION; BUDGET AMENDMENT AND APPROPRIATION (\$116,000.00 FROM TOURISM FUND BALANCE FOR ALCOVE AND BUST DISPLAY)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby authorize and appropriate the following increase of funds within the 2017-2018 AND 2018-2019 Budgets, such line items increased as follows, which monies to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

FY 2017-2018		<u>AMOUNT</u>
<u>FUND/ORGANIZATION</u>		
<u>Expenditure:</u>		
Increase		

0217-08-301-2131-49199 Tourism Contingency \$88,000.00

Revenue:

0217-40-900-8208-399999 Tourism Contingency \$88,000.00

FY 2018-2019

FUND/ORGANIZATION

AMOUNT

Expenditure:

Increase

0217-08-301-2131-49199 Tourism Contingency \$28,000.00

Revenue:

0217-40-900-8208-399999 Tourism Contingency \$28,000.00

R-18-101E

C-7.

RESOLUTION; PROCLAMATION; DESIGNATING SEPTEMBER AS
HYDROCEPHALUS AWARENESS MONTH IN PRINCE GEORGE
COUNTY

WHEREAS, Hydrocephalus is a condition that has no cure with the primary characteristic being an accumulation of cerebrospinal fluid in the brain resulting in abnormal widening of ventricles in the brain, causing harmful pressure which can be fatal if untreated; and

WHEREAS, There are two primary types of hydrocephalus, congenital, appearing at birth, and acquired, which develops at birth or some point afterward; and

WHEREAS, The exact number of people who develop hydrocephalus or who are currently living with it is difficult to determine because there is no national registry of the individuals who have the condition; experts estimate that it affects more than one million Americans; and

WHEREAS, Currently the only treatment for hydrocephalus is the surgical insertion of a shunt system that diverts the flow of cerebrospinal fluid to another area of the body where it can join the normal circulatory process; and

WHEREAS, In 2009, the United States Congress passed a Resolution designating the month of September as National Hydrocephalus Awareness Month; and

WHEREAS, Prince George County joins the Virginia community of the Hydrocephalus Association, and the National Hydrocephalus Association in conjunction with leaders from professional, community, and medical-based organizations, in increasing public awareness of hydrocephalus and the needs of families, resulting in better health for all individuals;

NOW, THEREFORE, BE IT RESOLVED by the Prince George County Board of Supervisors that Prince George County designates September 2018 as Hydrocephalus Awareness Month in Prince George County.

R-18-101F

C-8.

A RESOLUTION TO CONFIRM AND CONSENT TO THE DECLARATION OF A
LOCAL DISASTER

WHEREAS, the Board of Supervisors of Prince George does hereby find that due to the impending impact of severe weather damage, caused by Hurricane Florence, Prince George County is facing an emergency as defined by § 44-146.16 causing a major disaster which has necessitated the County Administrator, Director of Emergency Management, to declare a local

emergency on September 11, 2018, in order to provide preparedness, response, recovery and other activities to protect life and property; and

WHEREAS, pursuant to the authority granted by § 44-146.21 (a) of the Code of Virginia, 1950, as amended, I, Percy C. Ashcraft, County Administrator/Director of Emergency Management for Prince George, declare the existence of a local disaster on the 11th day of September, 2018.

NOW THEREFORE, BE IT RESOLVED by the Prince George County Board of Supervisors this 11th day of September, 2018, (1) that the action of the County Administrator, as the Director of Emergency Management, in declaring a local disaster is hereby consented to and confirmed, as are all actions pursuant to that declaration; (2) that all actions, powers, functions and duties of the Director of Emergency Management and the emergency management organization have been and shall be those prescribed by State law and the ordinances, resolutions, and approved plans of the County of Prince George so as to mitigate the effects of the disaster; and (3) that once all emergency actions pursuant to the declaration of a local disaster have been taken, as determined by the Director of Emergency Management, the declared emergency shall be ended without further action of this Board.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

PRESENTATIONS

S-1. Resolution; Commendation; Charles Leonard; Service to Prince George County. Mr. Hunter presented the commendation to Charles Leonard.

S-2. Resolution; Proclamation; Designating September as Hydrocephalus Awareness Month in Prince George County. Ms. Waymack presented the proclamation to Ms. Sara-Lynn Prefontaine.

SUPERVISORS' COMMENTS

Mr. Webb reminded the public to heed all warnings and stay safe in the storm.

Mr. Brown stated that he really enjoyed interacting with the community at the Bexley Mobile Home Park Back to School Fair. He too asked all citizens to be safe.

Ms. Waymack reminded the public of the Hopewell-Prince George Community Health Center, which is supported by grants. They provide care to people with no healthcare insurance. They are billed based on their income. They also provide dental care.

Mr. Hunter talked about the recent loss in the County and asked the public to keep them in their thoughts and prayers. He also urged the public to be prepared for the storm.

Chairman Carmichael asked everyone to look out for their neighbors during the storm.

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Ashcraft stated that the Patriot Day events were very touching as we constantly remind ourselves to never forget those that lost their lives on 9/11. Due to impending Hurricane Florence, the Prince George High School Football Game vs. John Marshall will be on September 12 at 7 p.m. at the PGHS Football Stadium. Timmons Group has been listed as one of the fastest growing companies in America. Supervisor T.J. Webb has been elected Chair of the Crater Metropolitan Planning Organization (MPO). The General Assembly is in Special session to redraw districts for the House of Delegates. Star Express on Route 301 (Exit 45) is now open for business; Huddle House still under construction. The new pharmacy at Puddledock Road is also open. Condolences to the family of longtime Parks & Recreation Coach & Volunteer Reggie Jones upon his passing. Discussions are underway regarding possibility of Fort Lee utilizing Prince George County E-911 network. The Commissioner of the Revenue Darlene Rowsey has earned the distinction as 'Master Commissioner of the Revenue.'

REPORTS

VDOT – Ms. Crystal Smith of the Virginia Department of Transportation stated that they are doing a lot of maintenance work with the County, including clean-up in preparation for the potential hurricane. Based on the current forecast, they plan to begin their 24-hour operations on Thursday. They are asking citizens to stay off of the road if at all possible and do not attempt to drive through flooded roadways. She gave a brief update on the two upcoming truck restrictions on the agenda stating that in order to move forward, they need both of those resolutions approved. In regards to the Harrison Property at Exit 45 coming up the agenda, she asked the Board to eliminate this item from consideration at this time as there is no new site plan. Mr. Webb stated that the patch work on Pole Run Road needs to be fixed. It is like a speed bump. Mr. Brown thanked VDOT for addressing the visibility issue on Pole Run Road.

National Night Out - Chief Keith Early and Captain Mike Tabor presented the statistics from the 2018 National Night Out. National Night Out is a wonderful opportunity for communities in Prince George County to promote police-community partnerships, crime prevention, and neighborhood camaraderie. While this one night is certainly not an answer to crime, drugs and violence, National Night Out represents the kind of spirit, energy and determination to help make neighborhoods a safer place year round. This night celebrates safety and crime prevention successes and works to expand and strengthen programs for the next 364 days. Captain Tabor stated that this year, they are proud to say that they had 33 communities participating in the 2018 NNO activities throughout the County. From 2003 to 2018, the number of Prince George communities participating in National Night Out has increased from 1 to 33. There were approximately 2120 participants, that included 48 law enforcement officers, 74 County volunteers, three auxiliary officers, and two Police Explorers. Some of the activities included bubbles, music, Frisbee, chalk, pool, air hockey, foosball, swimming, darts, corn hole, cotton candy, Icee's, water balloon fight, toy giveaway, wagon rides, tug of war, face painting, sack races, photo area, basketball, volleyball, dancing, beanbag toss, firearm training simulator, movie trailers, "Don't be a victim" PowerPoint presentation, dodgeball, soccer, raffles, door prizes, school supply giveaway, bubble soccer, petting zoo, pony rides, kickball, indoor bowling, magician, and karaoke. A special thank you was given to Prince George County Schools, County Staff, Amerigas, Container First Services, Big Lots, the Hopewell Moose Lodge, the Board, and the County Administrator.

Hurricane Florence Update – Mr. Brad Owens, Director of Fire and EMS, gave a brief status update on Hurricane Florence. Hurricane Florence is southwest of Bermuda tracking toward the North Carolina/South Carolina area. There have been many models out there with the County relying on the National Weather Service source. The trend is tracking a little bit southwest of where it was initially projected to be hitting. While this does decrease the threat to our area, there is still a strong possibility of some devastating effects of this storm. Currently, Hurricane Florence is a Category 4 storm. The winds are about 130-140 mph. It is scheduled for landfall Friday with a width of North Carolina and Virginia put together. There is some wind projection and a lot of rainfall. The water will be the issue of this storm. Because of the saturation from the rainfall all summer, there is not going to be anywhere for this water to go. There will be a great deal of flooding on the roads. Prince George County is prepared. The Staff has been sending out weather briefings to the Emergency Management Teams and to all of the volunteer stations. They are reviewing the Emergency Operations Plan to make sure everything is up to date. There have been meetings with the Finance Director and General Services to make sure all of the contracts and vendor contacts are up to date. They are also working on their Communications Plan to make sure they are communicating as much as possible in every avenue they can to the citizens. At this time, they are still determining if and when they are going to activate the Emergency Operations Center. They are also under the considerations of Shower and Power Stations. The Governor has declared a State of Disaster which will allow any necessary resources and the Board has ratified a State of Emergency in Prince George County. Mr. Owens stressed to the public to be prepared with food, water, ice and any necessary medications. In addition, make a plan with other family members.

TABLED ITEMS

T-1. Discussion of New Elementary School Construction Site. This item has been addressed by the Board two times prior and was tabled from the August 14 regular meeting. Chairman Carmichael opened the floor for any further discussion or questions. Mr. Brown thanked Superintendent Renee Williams for her recent conversation with the media. Mr. Brown

reiterated that this Board and the County is trying to work together with the School Board. A lot of times things can get lost in the mix. The key issue is that this County needs a school. He also thanked County Engineer, Frank Haltom, for all of the right information. This Board gets it, they just need to be fiscally responsible to the citizens of the County, by making sure they are spending their money wisely. Mrs. Waymack agreed. Mr. Hunter and Mr. Webb agreed. Chairman Carmichael stated that why they may not agree 100% on every item, there will be a new school for young students to enjoy. Mr. Webb made a motion, seconded by Mr. Hunter, to accept Middle Road in the best interest of the citizens as a whole and the location.

On roll call the vote was:

In favor: (5) Waymack, Carmichael, Hunter, Webb, Brown

Opposed: (0)

Absent: (0)

T-2. A Resolution Concerning VDOT Access Management Entrance Spacing Requirements for 12200 South Crater Road, South Prince George, VA. This item was tabled from the August 14 BOS meeting. Mr. Webb stated that they want businesses in the County. However, they do not have the authority to try to override a State regulation. He stated that for him to support this and vote on it, it needs a new site plan that would work within those requirements. Chairman Carmichael and Mr. Hunter agreed. Mr. Hunter made a motion, seconded by Mr. Webb, to delete the item from the Board of Supervisors agenda until such time VDOT receives a timely site plan. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

T-3. Resolution; to Submit a Request of the Virginia Department of Transportation to Begin the Process of a Through Truck Restriction on the Portion of Templeton Road Located Between Courtland Road and the Prince George County Line, Pursuant to § 46.2-809, Code of Virginia (1950, as amended). This item was tabled from the August 14 regular meeting to allow the Board to speak to Ms. Crystal Smith of VDOT about this. Mr. Horace Wade of the Planning Department stated that this is a request for the Virginia Department of Transportation (VDOT) to start the process for a No Through Truck Restriction along Templeton Road between Courtland Road and the Prince George County Line; Chairman Carmichael requested a review of Templeton Road by VDOT for a truck restriction from Courtland Road to the County line. Based on VDOT preliminary review and discussions, VDOT officials believe the route would qualify for a truck restriction. VDOT officials also state that in order to properly restrict Templeton Road, Lansing Road would also need to be restricted. VDOT requires a resolution from the Board of Supervisors to proceed with the process for a No Through truck restriction. This step is the first of many. If the Board passes a resolution for VDOT to proceed, a public hearing will be required. The process takes four to six months to completion. VDOT has informed that in order to restrict this road, it will be required to restrict a portion of Lansing as well, which is Item T-4 this evening. Mr. Hunter asked Ms. Smith if they had talked to Sussex County about this. She stated that Sussex County does not support this so the restriction would be stopped at the County line. Ms. Smith also confirmed that the traffic study is complete and the traffic engineering division does support the No Through Truck Restriction. The resolutions are to request VDOT to post the route as a No Through Truck Restricted Route. That request actually starts the process of the approvals through all of the other agencies and departments that are required. The process is a County process and therefore the County will be required to post a public hearing. All of the truck companies will be notified and they will have a public comment period. Mr. Brown stated that he just wants to make sure that this Board is not putting a great strain on the trucking business by creating a lot of “no through truck roads.” He stated that bypassing the scales are a law enforcement issue. Mr. Smith stated that VDOT does not considering bypassing the scales when they look at a no through truck restriction. They are looking at the actual roadway conditions and the safety aspect of it. Mr. Hunter made a motion, seconded by Mr. Brown, to approve the resolution as presented. Roll was called on the motion.

R-18-102

T-3.

Resolution; To submit a request of the Virginia Department of Transportation to begin the process of a Through Truck Restriction on the portion of Templeton Road located between Courtland Road and the Prince George County Line, pursuant to § 46.2-809, Code of Virginia (1950, as amended)

WHEREAS, § 46.2-809 of the Code of Virginia provides that a locality may formally request that VDOT restrict through trucks on certain segments of primary and secondary routes in the limited number of cases where doing so will promote the health, safety, and welfare of the public without creating an undue hardship on any transportation users; and

WHEREAS, there was a request submitted to County Administration requesting a “Through Truck Restriction” along this portion of Templeton Road; and

WHEREAS, The procedures and requirements for initiating and implementing these measures are stipulated by the policy adopted by the Commonwealth Transportation Board on October 16, 2003, “Guidelines for Considering Requests to Restrict Through Trucks on Primary and Secondary Highways.”

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of Prince George County requests that the Virginia Department of Transportation begin the process of a “Through Truck Restriction” on the portion of Templeton Road located between Courtland Road and the Prince George County Line.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

T-4. Resolution; to Submit a Request of the Virginia Department of Transportation to Begin the Process of a Through Truck Restriction on the Portion of Lansing Road Located Between Templeton Road and Lampe Lane, Pursuant to § 46.2-809, Code of Virginia (1950, as Amended).

Mr. Hunter made a motion, seconded by Mr. Brown, to approve the resolution as presented. Roll was called on the motion.

R-18-103

T-4.

RESOLUTION; TO SUBMIT A REQUEST OF THE VIRGINIA DEPARTMENT OF TRANSPORTATION TO BEGIN THE PROCESS OF A THROUGH TRUCK RESTRICTION ON THE PORTION OF LANSING ROAD LOCATED BETWEEN TEMPLETON ROAD AND LAMPE LANE, PURSUANT TO § 46.2-809, CODE OF VIRGINIA (1950, AS AMENDED).

WHEREAS, § 46.2-809 of the Code of Virginia provides that a locality may formally request that VDOT restrict through trucks on certain segments of primary and secondary routes in the limited number of cases where doing so will promote the health, safety, and welfare of the public without creating an undue hardship on any transportation users; and

WHEREAS, there was a request submitted to County Administration requesting a “Through Truck Restriction” along this portion of Lansing Road; and

WHEREAS, The procedures and requirements for initiating and implementing these measures are stipulated by the policy adopted by the Commonwealth Transportation Board on October 16, 2003, “Guidelines for Considering Requests to Restrict Through Trucks on Primary and Secondary Highways.”

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of Prince George County requests that the Virginia Department of Transportation begin the process of a “Through Truck Restriction” on the portion of Lansing Road located between Templeton Road and the Lampe Lane.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

A-1. Resolution; Proposed Revisions; Prince George County Administrative (Personnel) Policy; Sections 110.01 Through 110.6 Entitled *County Vehicle*. Ms. Corrie Hurt, Director of Human Resources, stated that staff has reviewed the Administrative policy entitled County Vehicle and has a recommendation to update that policy effective September 11, 2018. This policy was cleaned up and revised due to the July adoption of the Drugs and Intoxicants policy revision. The changes would strike the reimbursement of expense for choosing to drive a personal vehicle in lieu of a County vehicle. Under 110.2 (number 6) – this was not a policy that has ever been followed and with a more stringent Drugs and Intoxicants Policy now in place, staff has recommended that this be stricken from policy. In section 110.2 (number 12) – staff felt that this was a policy that could not be enforced with cell phone usage; particularly transmitting or answering phone calls unless for official duties. We are all aware that this is impossible to enforce with as many employees drive continuously in the nature of their positions. The County Attorney’s office revised this to reflect that employees shall observe all traffic and motor vehicle laws and ensure that they are not distracted while operating a County vehicle. Most other changes are just cleaning up of the wording and striking what is no longer up to date information. Mr. Webb stated that it alleviates the question from a public eye if a County vehicle is involved in an accident and a drug and alcohol test is required afterward. Ms. Hurt stated that there is a required test if there is suspicion that alcohol or drugs are involved. Mr. Brown made a motion, seconded by Mr. Hunter, to approve the resolution as presented. Roll was called on the motion.

R-18-104

A-1.

RESOLUTION; PROPOSED REVISIONS; PRINCE GEORGE
COUNTY ADMINISTRATIVE (PERSONNEL) POLICY; SECTIONS
110.01 THROUGH 110.6 ENTITLED *COUNTY VEHICLE*

WHEREAS the Prince George County Administrative (Personnel) Policy Manual has been reviewed by staff and it has been recommended that the existing policy entitled *County Vehicle* be reviewed and considered for modification;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George, this 11th day of September, 2018 does hereby amend the Prince George County Administrative (Personnel) Policy revising the policy entitled County Vehicle as requested.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

A-2. Resolution; Authorization for Public Hearing for Amendment to Utility Ordinance. Mr. Frank Haltom, County Engineer, stated that Staff is recommending an amendment of Chapter 2 – Administration, which would require the repeal of Article V. – Departments, which requires the creation of a Public Works department and the appointment of a Director of Public Works. These requirements are fulfilled in Chapter 82 -Utilities of the County code. Sections 2-523 through 2-256 of Article V are moved to Sections 82-49 through 82-52, respectively. Staff is also recommending amendments to Chapter 82, amending the definitions of “Availability” and “Director.” Development outside the Prince George Planning Area - revises the requirement to construct “a public water (or wastewater) system” to “a private water (or wastewater) system.” The amendment also clarifies requirement to pay water and sewer availability fees and corrects minor discrepancy to the ordinance. It removes the set discount percentage for connections for new water lines and allows two years instead of 60 days to pay the connection fee. The amendment revises the water and sewer reconnection fees from \$45 to \$50. Staff is also recommending that Sec. 82-427 be added for restrictions on connections to the County utility system. This addition restricts private connections to public force main without prior approval by the Department and grants the Board authority to restrict new connections to the sewer system due to existing capacity agreements. Mr. Webb stated that we are already behind the curve on water and sewer. There was some discussion regarding the reconnection fees and notice for cutting off water. Mr. Brown expressed a concern about the time frame in which tap fees are

required to be paid. Mr. Hunter made a motion, seconded by Mrs. Waymack, to approve the resolution as presented. Roll was called on the motion.

R-18-105

A-2.

RESOLUTION; AUTHORITY TO ADVERTISE A PUBLIC HEARING FOR ORDINANCE AMENDMENTS TO CHAPTER 2 – ADMINISTRATION AND CHAPTER 82 - UTILITIES

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby authorize the advertisement of a public hearing for Ordinance Amendments to Chapter 2 – Administration and Chapter 82 – Utilities.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

- A-3. **Resolution; Authority to Advertise a Public Hearing for Adoption of the 2018 Prince George County Economic Development and Tourism Strategic Plan.** Mr. Jeff Stoke, Economic Development Director, stated that on November 28, 2017, the Prince George County Board of Supervisors awarded RFP# 18-0717-1 to Thomas P. Miller & Associates in the amount of \$69,792.38 (Econ Dev - meals tax fund) through resolution 17-133. The project was to create a 2019-2023 Economic Development and Tourism Strategic Plan for the County. The draft plan is being presented for review, to hold a public hearing on October 9, and for Board consideration for adoption. This is a voluntary public hearing to review the proposed plan so that it may be included with the 2019 Prince George County Comprehensive Plan under review next year. The total project cost was \$69,792.38 with final payment withheld until the proposed public hearing and proposed adoption date of October 9, 2018. This document will guide the economic development and tourism policy direction for at least the next five years. Mr. Hunter suggested that there be a public meeting prior to the public hearing to educate the public on the Plan. The Board agreed. Mr. Hunter made a motion, seconded by Mr. Webb to approve the appropriation as presented. Roll was called on the motion.

R-18-106

A-3.

RESOLUTION; AUTHORITY TO ADVERTISE A PUBLIC HEARING FOR ADOPTION OF THE 2018 PRINCE GEORGE COUNTY ECONOMIC DEVELOPMENT AND TOURISM STRATEGIC PLAN

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby authorize the advertisement of a public hearing for adoption of the 2018 Prince George County Economic Development and Tourism Strategic Plan.

On roll call the vote was:

In favor: (5) Webb, Carmichael, Hunter, Brown, Waymack

Opposed: (0)

Absent: (0)

- A-4. **Resolution; Authority to Advertise a Public Hearing for Abandonment of a Portion of Chudoba Parkway.** Mr. Stoke stated that Tom Wortham, Hollingsworth Companies, is requesting the partial abandonment of Chudoba Parkway between I-295 and 8025 Quality Drive (former Reinhart FoodService and owned by Hollingsworth Co.) in Southpoint Business Park. The future plan is to have a private driveway from the subject intersection to the loading dock of Service Center Metals. We believe the underlying fee simple property is owned by the Commonwealth of Virginia. If approved for abandonment by the Board, Hollingsworth would work with VDOT on purchasing the subject property. Staff has no objection to this request. With Board approval, a required public hearing may be held on October 23 using a VDOT resolution to take the first step in the abandonment process. State law requires 30 day notice period before public hearing. A dead end, cul-de-sac portion of Chudoba Parkway would be removed from the VDOT transportation system

and placed in private ownership. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

R-18-107

A-4.

RESOLUTION; AUTHORITY TO ADVERTISE A PUBLIC HEARING FOR ABANDONMENT OF A PORTION OF CHUDOBA PARKWAY.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby authorize the advertisement of a public hearing for abandonment of a portion of Chudoba Parkway.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

A-5. Resolution; Authorization to Hold a Public Hearing on October 9, 2018 to Consider Adoption of an Ordinance to Amend The Code of the County of Prince George, Virginia, 2005, As Amended, to Provide for Appointment of a Clerk to the Board of Supervisors.

Mr. Steve Micas, County Attorney, stated that for many years the County Administrator under the County Code has been designated as the Clerk to the Board of Supervisors. The actual work of the clerk, however, has been delegated to the Deputy Clerk. As the responsibilities of the Clerk have increased significantly, it is recommended that the Board consider appointing a separate Clerk to the Board and removing those job responsibilities from the job description of the County Administrator. In addition, the Board could choose to evaluate the Clerk of the Board as it would be an appointed position of the Board. Mr. Brown stated that he would be in favor of the Board evaluating the Clerk. This position would report to the Board at the pleasure of the Board. Mr. Brown made a motion, seconded by Mrs. Waymack to approve the resolution as presented. Roll was called on the motion.

R-18-108

A-5.

RESOLUTION; AUTHORITY TO ADVERTISE A PUBLIC HEARING TO ADOPT AN ORDINANCE PROVIDING FOR APPOINTMENT OF A CLERK TO THE BOARD OF SUPERVISORS

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby authorize the advertisement of a public to adopt an ordinance providing for appointment of a Clerk to the Board of Supervisors.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

A-6. Resolution; Approval of Tree Removal at 4700 Romans Road, Parcel Number 120(07)00-00A-0, Prince George County, Virginia by EMF (KLOVE Radio Station). Mr.

Stoke stated that On August 14, 2018 during a Board work session, Mr. Robert Canfield, Field Engineer for KLOVE radio, presented a request to remove approximately eight (8) trees on County-owned property on Middle Road. The subject trees are interfering with radio transmissions from a ground-based satellite dish at the cell tower adjacent to I-295. The company request is to fully remove the eight (8) subject trees at no cost to the County. A liability release form and proof of insurance would be required. The company would perform all the tree removal work after signing the appropriate liability release forms prepared by the County Attorney. The company would be required to provide proof of insurance. The County would have approximately eight (8) trees removed from County property. The trees are located behind New Jerusalem Church on Middle Road. Road access would be from the cell tower access road. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the resolution as presented. Roll was called on the motion.

A-6.

RESOLUTION; APPROVAL OF TREE REMOVAL AT 4700 ROMANS ROAD, PARCEL NUMBER 120(07)00-00A-0, PRINCE GEORGE COUNTY, VIRGINIA BY EMF (KLOVE RADIO STATION)

WHEREAS, The County of Prince George has received a proposal from EMF (KLOVE), to remove approximately eight (8) trees on Prince George County's Parcel Number 120(07)00-00A-0, 4700 Romans Road, Prince George, Virginia; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George, Virginia this 11th day of September, 2018 hereby authorizes EMF (KLOVE) to remove the subject trees with the following conditions:

- (1) EMF (KLOVE) shall provide proof of coverage of liability insurance coverage in the amount of one million dollars (\$1,000,000), with the County as an additional named insured.
- (2) EMF (KLOVE) shall sign and return a liability release prepared by the County.
- (3) EMF (KLOVE) shall remove the subject trees from the County property, leave the stumps in the ground and not excavate the soil during removal.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

A-7. Resolution; Award of Contract and Appropriation (\$46,163.50 Scott Park Master Plan – Land Planning & Design Associates). Mr. Keith Rotzoll, Director of Park and Recreation, stated that County Administration and the Director of Parks and Recreation recommend completion and finalization of the Master Plan Development for Scott Park. A cursory plan was started in 2012 with citizen input meetings and preliminary recommendations, but the plan was not finalized due to a shift in project priority. Finalization of a Master Plan would allow for long range planning to identify the best uses of property, determine best placement of park components based on topography, soil, and access, develop cost estimates for park components for budget development, and maximize grant application opportunities. Recently approved and identified potential uses with community input include Tree Time Adventures, potential site for a new Elementary School, construction of a Restroom & Concession Stand (FY2019 CIP Project), walking / fitness trails, a pond, ball fields, and a dog park (Future CIP Project). To provide an accurate estimate of the cost of preparing a Master Plan, staff prepared and issued RFP #18-0507-1 on May 1, 2018. The full RFP can be viewed on the County's Finance webpage at https://www.princegeorgeva.org/bid_detail_T16_R57.php. We received seven proposals and interviewed the three top firms. The top selection was Land Planning & Design Associates (LPDA). The staff panel included Keith Rotzoll, Director of Parks & Recreation; Julie Walton, Director of Community Development & Code Compliance; Douglas Miles, Planning Manager; and Betsy Drewry, Finance Director. LPDA provided a pricing proposal and after negotiation, a proposal totaling \$46,163.50 is recommended for approval. A copy of LPDA's proposal is attached for board review. The recommended source of funding is appropriation from Fund Balance. The timing of project identification did not lend itself for inclusion in the FY2019 operating budget. Staff is requesting the board to authorize approval of an appropriation from Fund Balance for \$46,163.50 and authorization for the County Administrator to execute a contract with LPDA for \$46,163.50. A resolution draft for board consideration is included in the board packet. The resolution approves administrative execution of a contract and the appropriation. Mr. Webb stated that the citizens were not listened to in 2012 so what would make them think they are going to be listened to now. He stated that he cannot support this without knowing where the money would come from long-term. Mr. Brown stated that this would be a waste of money if they don't stick to the Plan. Mr. Hunter made a motion, seconded by Chairman Carmichael, to approve the resolution as presented. Roll was called on the motion.

A-7.

RESOLUTION; AWARD OF CONTRACT AND APPROPRIATION (\$46,163.50 SCOTT PARK MASTER PLAN – LAND PLANNING & DESIGN ASSOCIATES)

WHEREAS, Prince George Parks & Recreation, Community Development & Code Compliance and the Prince George County Finance Department issued RFP #18-0507-1 requesting proposals for the development of a Scott Park Master Plan; and

WHEREAS, Seven (7) proposals were received and evaluated by an employee panel with the selection of Land Planning & Design Associates as the most qualified respondent; and

WHEREAS, Land Planning & Design Associates proposes and staff recommends a price of \$46,163.50 for plan completion and this project is currently not budgeted as part of the adopted FY2019 budget; and

WHEREAS, \$46,163.50 is currently available in the General Fund’s Fund Balance; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with Land Planning & Design Associates in the amount of \$46,163.50 to move forward with the master plan and staff is requesting a transfer from the General Fund’s Fund Balance as the funding source.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 11th day of September, 2018, hereby authorizes the County Administrator to execute a contract with Land Planning & Design Associates in the amount of \$46,163.50;

AND BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby authorize and appropriate the following transfer of funds within the 2018-2019 Budget, such line items modified as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>General Fund (0100) - Revenues</u>	
Increase:	
0100-40-900-8208-399999	General Fund’s Fund Balance \$46,163.50
<u>General Fund (0100) - Expenditures</u>	
Increase:	
0100-07-211-0505-43101	Parks & Recreation Professional Services \$46,163.50

On roll call the vote was:
 In favor: (3) Waymack, Webb, Carmichael, Hunter, Brown
 Opposed: (2) Webb, Brown
 Absent: (0)

A-8. Resolution; Award of Contract (\$725,411 Stream Restoration Birchett Estates Reach 1 Option 2 – Phase 1). The County Attorney stated that Items A-8, A-9, and A-10 can be heard together. Ms. Julie Walton, Director of Community Development, stated that through the Stormwater Utility Fee program, staff has identified several streams and waterways in the County that currently exhibit severe channel erosion and are affecting adjacent property owners. Most of our neighborhoods were built before stormwater regulations existed. County streams and waterways are heavily impacted by age, climate changes, heavier rainfall events, new development, and general deterioration of existing channels and vegetation. Three of the

streams identified as most severely compromised were evaluated and engineered restoration plans were developed. Construction and Bid documents were prepared and staff, with the assistance of Timmons, our contracted engineering firm, prepared and issued three (3) Invitations for Bid (IFBs) on July 19, 2018 - Birchett Estates Reach 1 – IFB #0719-1 [Options 1 & 2; Option 2 Recommended]; Cedar Creek Reach 2 – IFB #0719-2; and Cedar Creek Reach 5 – IFB #0719-3 [Options 1 & 2; Option 1 Recommended]. Copies of the IFBs can be viewed at: https://www.princegeorgeva.org/departments/finance_department/procurement/bids_rfp_announcements.php. All bids closed on August 17, 2018. The bid summary results are included in this packet for board review. Staff is recommending the completion of: (1) Birchett Estates Reach 1 –Option 2 - Phase 1 Only; (2) Cedar Creek Reach 2 – Full Completion; and (3) Cedar Creek Reach 5 –Option 1 Phase 1, 2 and 3. Remaining Series 2014D Stormwater bond proceeds and an awarded Department of Environmental Quality (DEQ) Grant will cover the majority of these project costs. Staff is recommending use of approximately \$300,000 in proceeds from a future Stormwater debt issuance to cover some of the costs of the Cedar Creek Reach 5 project. Staff is requesting the board to authorize the resolutions (4) for board consideration. The resolutions approve administrative execution of contracts for all three projects; the appropriation of debt proceeds for the Cedar Creek Reach 5 project; and the reimbursement resolution expressing the board’s intent to reimburse capital expenditures with future Stormwater debt proceeds for the Cedar Creek Reach 5 project. Ms. Walton confirmed for Mr. Webb that they are still scheduled to start in the fall. Mr. Webb made a motion, seconded by Mr. Hunter, to approve the resolution for Birchett Estates as presented. Roll was called on the motion.

R-18-111

A-8.

RESOLUTION; AWARD OF CONTRACT (\$725,411 STREAM RESTORATION BIRCHETT ESTATES REACH 1 OPTION 2 – PHASE 1)

WHEREAS, On July 19, 2018 an Invitation for Bids was advertised by CDCC and the Finance Department to obtain pricing for Stream Restoration at Birchett Estates Reach 1 (IFB 19-0719-1). The bid closed on August 17, 2018 with one response. The lowest responsive bid for Option 2 (Phase I only) was received from **River Works Restoration, Inc.** in the amount of \$725,411; and

WHEREAS, \$725,411 is available in the Stormwater fund from Series 2014D bonds issued in December of 2014; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with River Works Restoration, Inc. in the amount of \$725,411 to move forward with the stream restoration project Birchett Estates Reach 1, Option 2 – Phase 1.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 11th day of September, 2018, hereby awards the bid for Option 2 – Phase 1 of the Birchett Estate Reach 1 stream restoration project to River Works Restoration, Inc. in the amount of \$725,411 and authorizes the County Administrator to execute a contract with River Works Restoration, Inc.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

A-9. Resolution; Award of Contract (\$337,362.48 Stream Restoration Cedar Creek Reach 2). Mr. Brown made a motion, seconded by Mrs. Waymack, to approve the resolution for Cedar Creek Reach 2. Roll was called on the motion.

R-18-112

A-9.

RESOLUTION; AWARD OF CONTRACT (\$337,362.48 STREAM RESTORATION CEDAR CREEK REACH 2)

WHEREAS, On July 19, 2018 an Invitation for Bids was advertised by CDCC and the Finance Department to obtain pricing for Stream Restoration at Cedar Creek Reach 2 (IFB 19-0719-2). The bid closed on August 17, 2018 with three responses. The lowest responsive bid was received from **Fluvial Solutions, Inc.** in the amount of \$337,362.48; and

WHEREAS, \$337,362.48 is available in the Stormwater fund from Series 2014D bonds issued in December of 2014; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with Fluvial Solutions, Inc. in the amount of \$337,362.48 to move forward with the stream restoration project at Cedar Creek Reach 2.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 11th day of September, 2018, hereby awards the bid for the Cedar Creek Reach 2 stream restoration project to Fluvial Solutions, Inc. in the amount of \$337,362.48 and authorizes the County Administrator to execute a contract with Fluvial Solutions, Inc.

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

A-10. Resolution; Award of Contract (\$675,150.70 Stream Restoration Cedar Creek Reach 5 Option 1 – Phases 1, 2 and 3). Mr. Webb made a motion, seconded by Mr. Hunter, to approve the Cedar Creek Reach 5 Option 1 – Phases 1, 2, and 3 resolution as presented. Roll was called on the motion.

R-18-113

A-10.

RESOLUTION; AWARD OF CONTRACT (\$675,150.70 STREAM RESTORATION CEDAR CREEK REACH 5 OPTION 1 – PHASES 1, 2 AND 3)

WHEREAS, On July 19, 2018 an Invitation for Bids was advertised by CDCC and the Finance Department to obtain pricing for Stream Restoration at Cedar Creek Reach 5 (IFB 19-0719-3). The bid closed on August 17, 2018 with three responses. The lowest responsive bid for Option 1 (Phases 1, 2 and 3) was received from **RiverWorks, Inc.** in the amount of \$675,150.70; and

WHEREAS, \$675,150.70 is available in the Stormwater fund from Series 2014D bonds issued in December of 2014 and from a future bond issuance in the fall of 2019 or spring of 2020; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with RiverWorks, Inc. in the amount of \$675,150.70 to move forward with the stream restoration project at Cedar Creek Reach 5, Option 1 – Phases 1, 2 and 3.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 11th day of September, 2018, hereby awards the bid for Option 1 – Phases 1, 2 and 3 of the Cedar Creek Reach 5 stream restoration project to RiverWorks, Inc. in the amount of \$675,150.70 and authorizes the County Administrator to execute a contract with RiverWorks, Inc.

AND BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of September, 2018, does hereby authorize and appropriate the following increase of funds within the 2018-2019 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>StormwaterFund (0220)</u>		
Revenues:		
0220-40-900-8115-341401	Debt Proceeds	\$300,000
Expenditures:		
0220-04-104-2125-48160	Cedar Creek Reach 5 – Stream Restoration	\$300,000

On roll call the vote was:

In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown

Opposed: (0)

Absent: (0)

Mr. Webb made a motion, seconded by Mr. Brown, to approve the reimbursement resolution as presented. Roll was called on the motion.

R-18-114

**RESOLUTION OF OFFICIAL INTENT TO REIMBURSE
EXPENDITURES WITH PROCEEDS OF BONDS
OR OTHER INDEBTEDNESS**

WHEREAS, the Board of Supervisors (the "Board") of the County of Prince George, Virginia (the "County") has determined to undertake a capital improvement project to restore streams at Cedar Creek Reach 5 (the "Purchase");

WHEREAS, the Board currently expects that the cost of the Purchase, excluding the costs of the financing thereof, will be approximately \$675,150.70; and available proceeds from the Series 2014D Stormwater bond issuance executed in December of 2014 are not fully sufficient to meet that total cost with a shortfall of approximately \$300,000 with other needed stream restoration projects;

WHEREAS, the Board currently expects to incur long-term indebtedness in an amount now estimated at \$300,000 to pay a portion of the costs of the Purchase, which indebtedness may take the form of tax-exempt bonds or other types of debt; the proceeds of such indebtedness may be used either for paying costs of the Purchase directly or for repaying other indebtedness previously incurred for the Purchase or for a combination of such purposes; and

WHEREAS, the County may also advance its own funds to pay expenditures relating to the Purchase (collectively, the "Expenditures") prior to receiving reimbursement for such Expenditures from the proceeds of tax-exempt bonds or taxable debt, or both;

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County as follows:

1. The County intends to utilize the proceeds of tax-exempt bonds or notes (the "Bonds") or to incur other debt to pay Purchase costs in an amount not currently expected to exceed \$300,000.
2. The County intends that the proceeds of the Bonds be used to pay or reimburse the County for the payment of Expenditures made after the date of this Resolution or made within 60 days prior to the date of this Resolution or Expenditures which are incurred for certain preliminary costs such as architectural, engineering, surveying, soil testing, bond issuance expenses and the like. The County reasonably expects on the date hereof that it will pay or reimburse the Expenditures with the proceeds of the Bonds or other debt.
3. Each Expenditure will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, or (c) a nonrecurring item that is not customarily payable from current revenues.

4. The County intends to make a reimbursement allocation, which is a written allocation by the County that evidences the County's use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Purchase is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The County recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, and certain de minimis amounts.

5. The Board intends that the adoption of this Resolution confirms the "official intent" of the County within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.

6. The County Administrator and other officers of the County are hereby authorized and directed to take such actions, in consultation with the County's counsel, as may be necessary or desirable to implement the planning and structuring of the Bonds, including but not limited to negotiations with lenders or investment bankers for the Bonds, the selection of bond counsel to supervise the issuance of such Bonds and the engagement of such other professionals as may be necessary or desirable to assist the County in this process, but such officers shall not obligate the County on such Bonds without further approval by the Board.

7. This Resolution shall take effect immediately upon its passage.
On roll call the vote was:
In favor: (5) Carmichael, Hunter, Brown, Waymack, Webb
Opposed: (0)
Absent: (0)

**A-11. Consideration of Appointments – Board, Commissions, Committees, Authorities:
Resolution of Appointment(s):**

B. Resolution; Appointment (One Member) Crater District Area Agency on Aging.
Mr. Hunter made a motion, seconded by Mr. Brown, to table this item to September 25. Roll was called on the motion.

On roll call the vote was:
In favor: (5) Waymack, Webb, Carmichael, Hunter, Brown
Opposed: (0)
Absent: (0)

ADJOURNMENT. Mr. Brown moved, seconded by Mrs. Waymack, that the meeting adjourn. Roll was called on the motion.

On roll call the vote was:
In favor: (5) Carmichael, Hunter, Brown, Waymack, Webb
Opposed: (0)
Absent: (0)

The meeting adjourned at 9:42 p.m.

[Draft Minutes prepared September 19, 2018, for consideration on September 25, 2018; adopted by unanimous vote.]

Alan R. Carmichael
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator