

AGENDA

Board of Supervisors
County of Prince George, Virginia
Regular Meeting: January 14, 2020
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

VDOT Discussion on No Through Truck Restriction Requests
L3 Harris Maintenance Agreement
Fire and EMS Apparatus Recommendations

INVOCATION

PLEDGE OF ALLEGIANCE TO U.S. FLAG

PUBLIC COMMENTS

ADOPTION OF AGENDA

ORDER OF CONSENSUS

- C-1. Draft Minutes – December 9, 2019 Special Called Meeting; December 10, 2019 Regular Meeting Minutes; December 16, 2019 Pre-Budget Worksession; and January 2, 2020 Organizational Meeting.
- C-2. Resolution; Commendation; Delegate Riley Ingram; Service to Prince George County.
- C-3. Resolution; Modification to FY2019-2020 Position Chart.
- C-4. Resolution in Support of Legislation Improving Local Fiscal Impact Review Process.

PRESENTATIONS

- S-1. Resolution; Commendation; Delegate Riley Ingram; Service to Prince George County.
- S-2. Christmas Decoration Winners: Christmas Elegance - Ronald and Michelle Davis; Religious Display - Lisa and Scott Brooks; Best Use of Lights - Jason and Lori Smith; Judges Choice - Claiborne and Betty Rhodes; Best Overall - Ryan Edwards; Face Book Like Contest Winner - Claiborne and Betty Rhodes.
- S-3. Christmas Card Contest Winner: Lauren Vaughan
- S-4. Christmas Parade Winners: Best Decorated Float - Oakland Baptist Church

Best Decorated Public Service Vehicle - Jefferson Park Volunteer Fire Department; Most Spirited/ Themed - PGHS DECA; Judges Choice - Oldies But Goodies; Best Overall Entry - Rack and Roll Saddle Club; Most Entertaining - Gotta Dance! Performance.

SUPERVISORS' COMMENTS

COUNTY ADMINISTRATOR'S COMMENTS

REPORTS

- VDOT** – Diana Bryant
- Text to 911** – Chief Keith Early

TABLED ITEMS

ORDER OF BUSINESS

- A-1. Resolution: Authority to Advertise a Public Hearing Regarding the Proposed Allocation of an Amount Not to Exceed \$170,767.87 for Walton HVAC Improvements Phase I of Proceeds and Interest from the County's Previously Issued \$9,450,000 General Obligation Bond (Public Facilities Improvements Projects), Spring Series 2019.

- A-2. Six-Month Work Plan.
- A-3. Resolution; Living Shoreline Landowner Agreement with the James River Association.
- A-4. Transfer of Special Exception SE-90-25 from Barnette F. Maple to Lorraine Maple for Special Exception to store portable toilets in an A-1, General Agricultural District at 11401 Old Stage Road and is identified as Tax Map 260(03)00-001-A.
- A-5. Resolution; Award of Contract and Appropriation for JEJ Moore Athletic Complex Facilities Improvements for 2021 Dixie Softball World Series in the Amount of \$145,648.23.
- A-6. Resolution: Award of Contract (Emergency Communications Center Work Consoles \$118,157).
- A-7. Resolution; Appropriation State Nonarbitrage Program (SNAP) Interest Proceeds – Series 2018 (\$85,758.66 to Cover Courthouse Lower Level Renovation Overage).
- A-8. Consideration of Appointments – Board, Commissions, Committees, Authorities:
Resolution of Appointment(s):
 - A. Resolution; One Appointment (Four-Year Term) – Crater Youth Care Commission.

PUBLIC HEARINGS

- P-1. SPECIAL EXCEPTION SE-19-08: Request of Alexander Olivieri-Rodriguez pursuant to §§ 90-53(53), and (55) to permit a cottage industry home occupation on a parcel of five acres or more in area and a home occupation in an accessory building within an A-1, General Agricultural District. The request property is located at 6419 Tradewinds Drive and is identified as Tax Map 250(05)00-007-0. The Comprehensive Plan indicates the property is suitable for agricultural uses. (Planning Commission Public Hearing 12/19)
- P-2. SPECIAL EXCEPTION SE-19-09: Request of Shari and Roger Boisclair pursuant to §§ 90-103(52), and (53) to permit a cottage industry home occupation on a parcel of five acres or more in area and a home occupation in an accessory building within an A-1, General Agricultural District. The request property is located at 18360 Loving Union Road and is identified as Tax Map 600(05)00-004-0. The Comprehensive Plan indicates the property is suitable for agricultural uses. (Planning Commission Public Hearing 12/19).

ADJOURNMENT

Board meeting format: Closed Session 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

January 14, 2020

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, January 14, 2020 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Donald R. Hunter, Chairman.

ATTENDANCE. The following members responded to Roll Call:

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

Also present was: Percy Ashcraft, County Administrator; Jeff Stoke, Deputy County Administrator; Betsy Drewry, Deputy County Administrator; Julie C. Walton, Deputy County Administrator; and Dan Whitten, County Attorney.

CLOSED SESSION

E-1. Resolution; Closed Session for (i) Section 2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of a specific public officers, appointees or employee of the public body; I further move that such discussion shall be limited to appointment to the Crater Youth Care Commission, and; (ii) Section 2.2-3711.A.8 – Consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel; I further move that such discussion shall be limited to the provision of legal advice relating to fiscal management, and; (iii) Section 2.2-3711.A.5 – Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. Such discussion shall be limited to the discussion of a business or industry to be located in the Southpoint Industrial Park. Mrs. Waymack made a motion, seconded by Mr. Carmichael, that the Board convene closed session for (i) Section 2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of a specific public officers, appointees or employee of the public body; I further move that such discussion shall be limited to appointment to the Crater Youth Care Commission, and; (ii) Section 2.2-3711.A.8 – Consultation with legal counsel regarding specific legal matters requiring the provision of legal

advice by such counsel; I further move that such discussion shall be limited to the provision of legal advice relating to fiscal management, and; (iii) Section 2.2-3711.A.5 – Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. Such discussion shall be limited to the discussion of a business or industry to be located in the Southpoint Industrial Park.

R-20-005

E-1.

RESOLUTION; CLOSED SESSION FOR (I) SECTION 2.2-3711.A.1 – DISCUSSION OR CONSIDERATION OF THE ASSIGNMENT, APPOINTMENT, PROMOTION, PERFORMANCE, DEMOTION, SALARIES, DISCIPLINING OR RESIGNATION OF A SPECIFIC PUBLIC OFFICERS, APPOINTEES OR EMPLOYEE OF THE PUBLIC BODY; I FURTHER MOVE THAT SUCH DISCUSSION SHALL BE LIMITED TO APPOINTMENT TO THE CRATER YOUTH CARE COMMISSION, AND; (II) SECTION 2.2-3711.A.8 – CONSULTATION WITH LEGAL COUNSEL REGARDING SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY SUCH COUNSEL; I FURTHER MOVE THAT SUCH DISCUSSION SHALL BE LIMITED TO THE PROVISION OF LEGAL ADVICE RELATING TO FISCAL MANAGEMENT, AND; (III) SECTION 2.2-3711.A.5 – DISCUSSION CONCERNING A PROSPECTIVE BUSINESS OR INDUSTRY OR THE EXPANSION OF AN EXISTING BUSINESS OR INDUSTRY WHERE NO PREVIOUS ANNOUNCEMENT HAS BEEN MADE OF THE BUSINESS' OR INDUSTRY'S INTEREST IN LOCATING OR EXPANDING ITS FACILITIES IN THE COMMUNITY. SUCH DISCUSSION SHALL BE LIMITED TO THE DISCUSSION OF A BUSINESS OR INDUSTRY TO BE LOCATED IN THE SOUTHPOINT INDUSTRIAL PARK

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 14th day of January, 2020, does hereby vote to enter closed session for (i) Section 2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of a specific public officers, appointees or employee of the public body; I further move that such discussion shall be limited to appointment to the Crater Youth Care Commission, and; (ii) Section 2.2-3711.A.8 – Consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel; I further move that such discussion shall be limited to the provision of legal advice relating to fiscal management, and; (iii) Section 2.2-3711.A.5 – Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. Such discussion shall be limited to the discussion of a business or industry to be located in the Southpoint Industrial Park.

On roll call the vote was:

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

Opposed: (0)

Abstained: (0)

E-2. Resolution; Certification of Closed Session. At 6:05 p.m., Mr. Carmichael 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 Hunter 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-20-005A

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 14th day of January, 2020 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)

Chairman Hunter called a recess at 5:43 p.m. The meeting reconvened at 6:00 p.m. for a worksession.

WORK SESSION

Mr. Scott Thornton of the Virginia Department of Transportation gave an update on the recent no through truck restriction requests on Halifax, Rowanty, Lansing and Lampe Roads. Mr. Thornton stated that, unfortunately VDOT does not recommend moving forward with those routes. Lampe, Lansing and Templeton Roads were previously studied last year and they do recommend those routes. However, if you went with Halifax, Lampe, Lansing, and Rowanty, you would be restricting the detour route for roads that have already been stated "not suitable for truck traffic." Mr. Carmichael asked if these roads were looked at individually or as a group. Mr. Thornton stated that they have to look at them as a group. Mr. Carmichael stated that he believed the main area of concern was Lansing and Lampe and when that petition was put out, the others piggy-backed off of it. Mr. Thornton confirmed that Lansing, Lampe, and Templeton are recommended for a truck restriction. Since the study has already been done. They could immediately start moving forward on that restriction with a public hearing. Mr. Carmichael stated that if it is okay with the Board, he would like to see them move forward with Lansing, Lampe, and Templeton. Mr. Thornton stated that there has been a recent speed study request by

a citizen on Pole Run Road between Hines Road and Route 10 for a possible reduction from 45mph to 35mph. Mr. Thornton stated that VDOT does not recommend a speed reduction there, but if the Board wants to move forward with a speed study, they can. Mr. Webb stated that he would not support that right now. Mr. Brown stated that he would like to talk to the citizen before he made a decision to move forward.

Police Chief Keith Early and Mr. Wayne Stack, Consultant with Altairis Technology Partners, gave a brief update on the subsequent 20-year maintenance agreement for the recently approved L3Harris Radio public safety land mobile radio project. The 20-year maintenance agreement is at an annual cost of \$566,630 for 19 years after the first year. Staff will come back before the Board on January 28 for approval of the maintenance agreement. No money will be due until after one year of acceptance of the radio system, which will be around December, 2022. Chief Early clarified for Mr. Webb that this agreement does include software updates. Mr. Stack gave a presentation on the maintenance contract. The purpose of the contract is to ensure the contracted 20-year life of the system. It also ensures that the new radio system keeps up with advancing technology. It provides a dedicated full-time service technician resident in Prince George County with an on-call 24/7 365 days a year service. It is an infrastructure maintenance with a hardware refresh in years seven and 14. It includes software updates. Total maintenance cost is \$10,766,000. The technician will also serve in the roll of system administrator. Mr. Webb asked what the response time will be if there is an issue on a weekend. Mr. Stack stated that are three levels of response, with Level 1 being a two-hour response time, Level 2 would be four hours, and Level 3 would be the next business day. These levels are defined in the contract based on types of occurrences. The level of occurrence is automatically determined through the system, but it can be overridden. Mr. Stack also clarified for Mr. Webb that there are performance measures in the system to determine if it is running as it should. He also clarified for Chairman Hunter that there would be a back-up from Harris if the technician is out of town.

Mr. Brad Owens, Director of Fire and EMS, reported on the conclusions of the Apparatus Replacement Committee. They have been working on specifications to replace some apparatus. Those apparatus are Tanker 4 in Burrowsville, Engine 1 at Prince George, Engine 5 at Jefferson Park, and Heavy Rescue in Carson. The Committee has decided that they would like to continue to go with Peirce Manufacturing, which is currently the majority of the fleet. They met back in December to talk about caps on what the apparatus costs were going to be. They agreed on \$400,000 for the tanker, \$600,000 per engine, and \$750,000 for the heavy rescue unit. Any additional items, including equipment, lights, etc. would be paid by the individual fire companies. The County issued a debt for \$2.5 million in the Fall which went into the apparatus replacement fund creating a total fund balance of \$2,687,739.36. The total project cost came in at \$2,408,374. The apparatus replacement fund will be utilized \$2,365,000 and the remaining \$43,374 will come from the companies. This leaves a fund balance of \$322,739.36, which will be utilized towards a new medic unit in the next year. They will be asking for approval on this appropriation on January 28. Mr. Carmichael asked if they will be taking the old four out of service. Mr. Owens stated that the tanker from Burrowsville will be removed and assessed with the tanker at Station 7 and it will be decided which one is the best to keep for reserve. The rescue from Carson will be sold and they are requesting that the money will go back to them for equipment. An engine from Disputanta and an engine from Jefferson Park will be coming out of service. Engine 1 will rotate down to either Station 7 or Station 8 and Engine 5 will rotate down to replace those units. All units taken out will go to auction and they are requesting that those proceeds go back to the apparatus replacement fund with the exception of Carson's unit. He also stated that they will continue to search for grant opportunities.

Chairman Hunter called a recess at 6:42 p.m. The meeting reconvened at 7:00 p.m.

Invocation. Mr. Brown gave the Board's invocation.

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

PUBLIC COMMENTS. Chairman Hunter 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 7:03 p.m. There was no one to speak and the public comments period was closed.

APPROVAL OF AGENDA. Mrs. Waymack added Item A-8B as an appointment to the US Census Count Committee. The County Attorney requested that Item A-3 be deleted for more information. Mr. Brown made a motion, seconded by Mr. Webb, to adopt the agenda as amended. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

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

C-1. Draft Minutes – December 9, 2019 Special Called Meeting; December 10, 2019 Regular Meeting; December 16, 2019 Pre-Budget Worksession; and January 2, 2020 Organizational Meeting Minutes were approved as presented.

R-20-006

C-2.

**RESOLUTION; COMMENDATION; DELEGATE RILEY INGRAM;
SERVICE TO PRINCE GEORGE COUNTY**

WHEREAS, From 1992 to 2020, Riley Ingram served as a member of the Virginia House of Delegates, representing the [62nd](#) District east of [Richmond](#), made up of parts of [Chesterfield](#), [Henrico](#) and [Prince George Counties](#) and the city of [Hopewell](#); and

WHEREAS Delegate Riley Ingram's dedicated service to the County quickly earned him the respect of members of the Board of Supervisors, County Staff, and its citizens; and

WHEREAS Delegate Ingram's commitment to the region led to his appointment to the House Committee on Counties, Cities and Towns in 1998 where he chaired from 2002 to retirement; and

WHEREAS, During his tenure, Delegate Riley Ingram also served on the Appropriations Committee, General Laws Committee, Militia and Police Committee, Mining and Mineral Resources Committee, and Privileges and Elections Committee; and

WHEREAS, Delegate Riley Ingram has always been a friendly face for Prince George County Officials throughout his service in the General Assembly; and

WHEREAS, Delegate Ingram strived to be an excellent representative for Prince George County during General Assembly Sessions and was always very instrumental in keeping Prince George County knowledgeable every step of the way; and

WHEREAS, Prince George County will always be grateful to Delegate Riley Ingram for his professionalism, his integrity, his patriotism, his devotion to duty, and above all, his friendship;

NOW, THEREFORE, BE IT RESOLVED this 14th day of January 2020, that the Prince George County Board of Supervisors hereby commends and congratulates Delegate Riley Ingram for his exceptional leadership in the 62nd District of the Virginia House of Delegates for 28 years; and

BE IT FURTHER RESOLVED that this Board sincerely thanks Delegate Ingram for his conscientious and responsible actions in protecting the County's position while continuing to provide the exceptional service to County citizens that they had come to expect from such a great man.

R-20-006A

C-3.

RESOLUTION; MODIFICATION TO FY2019-2020 POSITION CHART

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of Prince George County this 14th day of January 2020, hereby approves the requested changes to the FY2019-2020 Position Chart and that no changes be made to the chart without Board approval regardless of what other County policies may state.

R-20-006B

C-4.

RESOLUTION IN SUPPORT OF LEGISLATION TO IMPROVE THE PROCESS FOR REVIEW OF LEGISLATION WITH LOCAL FISCAL IMPACT

WHEREAS, each year the General Assembly considers thousands of pieces of legislation, many of which have a significant impact on local governments; and

WHEREAS, in recognition of the need for localities to have an opportunity to review and analyze legislation that may require additional expenditures of local funds or reduce local revenues, Virginia Code sets out a process for the Commission on Local Government to develop local fiscal impact statements for such bills, with the assistance of local volunteers; and

WHEREAS, under the current process, the large volume of bills and the rapid pace of the legislative session limit the time that is available for the review of bills with implications for local government finances; and

WHEREAS, the local volunteers who assist with the fiscal impact review process take on this responsibility in addition to their regular duties, often during the same time as local budgets are being finalized; and

WHEREAS, prior to 2010, legislation that had a local fiscal impact was required to be introduced by the first day of the General Assembly session, which allowed some additional time for the legislation to be reviewed by the Commission on Local Government and local staff, but this requirement was eliminated in the 2010 session, compressing the opportunity for review of legislation in subsequent General Assembly sessions; and

WHEREAS, additional time to review legislation would allow for a more thorough understanding of the potential ramifications of bills affecting local finances; and

WHEREAS, a robust analysis of legislation affecting local governments benefits policymakers, as localities work in partnership with the state to deliver critical services to Virginia residents;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Prince George County expresses its support for legislation that would provide additional time for review and analysis of legislation with a fiscal impact on localities, as well as direct further consideration of additional ways to improve the review process.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

PRESENTATIONS

S-1. Resolution; Commendation; Delegate Riley Ingram; Service to Prince George County. Chairman Hunter and the Board presented the commendation to Delegate Riley Ingram.

S-1. Christmas Decoration Winners: Christmas Elegance – Ronald and Michelle Davis; Religious Display – Lisa and Scott Brooks; Best Use of Lights – Jason and Lori Smith;

Judges Choice and Most Facebook Likes – Claiborne and Betty Rhodes; and Best Overall – Ryan Edwards. Mr. Keith Rotzoll, Director of Parks and Recreation, and Mr. Mike Purvis, General Services Director, presented the award winners.

S-2. Christmas Card Contest Winner: Lauren Vaughan. Mr. Josh White of the Prince George Ruritan Club presented the award to Miss Lauren Vaughan.

S-3. Christmas Parade Winners: Best Decorated Float Winner – Oakland Baptist Church; Best Decorated Public Service Vehicle Winner – Jefferson Park Volunteer Fire Department; Most Spirited/Theme Winner – PGHS DECA; Judges Choice Winner – Oldies But Goodies; Most Entertaining – Gotta Dance!; Best Overall Entry – Rack and Roll Saddle Club. Mr. Rotzoll and Parade Judges, Mr. Yoti Jabri and Ms. Teresa Knott, presented the awards to the winners.

SUPERVISORS COMMENTS

Mrs. Waymack thanked everyone for coming.

COUNTY ADMINISTRATOR COMMENTS

Mr. Percy Ashcraft announced that County Offices will be closed on January 17 for the Lee/Jackson Holiday and January 20 for the Dr. Martin Luther King, Jr., Holiday.

REPORTS

VDOT – Mr. Scott Thornton of the Virginia Department of Transportation stated that crews are currently doing trash pick-up throughout the County. They are also working on site distance by trimming back trees and working on ditching, shoulder repair, and pothole repair. Pole Run repair started this week and will continue to be closed for the next few weeks. Mr. Webb asked if that will be a patch or an overlay. Mr. Thornton stated that it will be an asphalt repair. Mr. Brown stated that he will be sending an email addressing concerns regarding the proposed turn lane coming up on Queen Street.

Text to 911 – Chief Keith Early gave a presentation on the new Text to 911 program. It is available and working in Prince George County. This is for deaf, hard of hearing, injured who cannot speak, or in dangerous situations when the victim is in hiding and needs to remain quiet. The emergency text message is simply sent to 911. You must have a texting data plan and it does not work when you are in a roaming mode. All cell service plans should be set up to send you an immediate undeliverable response if your text does not go through.

PUBLIC HEARINGS

P-1. SPECIAL EXCEPTION SE-19-08: Request of Alexander Olivieri-Rodriguez pursuant to § § 90-53(53), and (55) to permit a cottage industry home occupation on a parcel of five acres or more in area and a home occupation in an accessory building within an A-1, General Agricultural District. The request property is located at 6419 Tradewinds Drive and is identified as Tax Map 250(05)00-007-0. The Comprehensive Plan indicates the property is suitable for agricultural uses. (Planning Commission Public Hearing 12/19). Mr. Horace Wade of the Planning Department stated that the applicant is requesting a Special Exception for a cottage industry home occupation on a parcel of five acres or more in area occurring within an accessory

building. The specific type of cottage industry involves the customization of apparel and gifts by operating an embroidery and printing business. The applicant would also like employees to work from the business as well. This is an existing property and was reviewed for compliance with the Uniform Statewide Building Code at time of construction. The Planning Commission held a public hearing and there were no public comments. There was limited discussion at the Planning Commission meeting which clarified that more than two employees may be employed, however per one of the conditions, no more than two may be present on the property at one time. County Staff and the Planning Commission recommend approval of the request. The applicant confirmed for Mrs. Waymack that the property is on a gravel surface road. Chairman Hunter opened the public hearing at 7:43 p.m.

Anna Williams (6411 Tradewinds Drive). Ms. William expressed a concern about delivery trucks coming in and out and tearing the road up.

Alexander Olivier-Rodriquez (6419 Tradewinds Drive). Mr. Olivier-Rodriquez, the applicant, stated that UPS and the postal service delivers supplies. Unfortunately, he has contacted his neighbors to maintain the road since it is a shared road and has gotten no response. He stated that if he ever gets to the point where customers are constantly going in and out, he will have a brick and mortar store at another location.

There was no one else to speak and the public hearing was closed 7:48 pm. Mr. Carmichael made a motion, seconded by Mr. Brown, to approve the special exception as presented. Roll was called on the motion.

O-20-01

P-1.

SPECIAL EXCEPTION SE-19-08: Request of Alexander Olivieri-Rodriguez pursuant to Prince George County Zoning Ordinance Sections 90-53(53), and (55) to permit a Cottage Industry Home Occupation on a parcel of five acres or more in area and a Home Occupation in an accessory building within an A-1, General Agricultural District, for the purpose of operating an embroidery and printing business. The request property is located at 6419 Tradewinds Drive and is identified as Tax Map 250(05)00-007-0. The Comprehensive Plan indicates the property is suitable for agricultural uses.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-19-08 is granted as an amendment to the official zoning map with the following conditions:

1. This Special Exception request is granted to Alexander Olivieri-Rodriguez for Cottage industry home occupation on a parcel of five acres or more in area and Home occupation within an accessory building on Tax Map 250(05)00-007-0 for the purpose of operating an embroidery and printing business which customizes apparel and gifts.

2. A maximum of two (2) employees other than those who are family and live on the premises may be present on the premises in conjunction with the use.
3. Hours of operation for employees shall be limited to Monday – Friday, 8:00 am – 6:00 p.m., and Saturdays 10:00 a.m. – 4:00 p.m.
4. There shall be no outside storage of materials associated with the home occupation.
5. If the requested use of the premises is abandoned for a period of twenty-four (24) consecutive months, then the Special Exception shall become null and void.
6. This permit may be revoked by the County of Prince George or its designated agent for failure by the applicants to comply with any of the listed conditions or any provision of Federal, State or County regulations.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

P-2. SPECIAL EXCEPTION SE-19-09: Request of Shari and Roger Boisclair pursuant to § 90-103(52), and (53) to permit a cottage industry home occupation on a parcel of five acres or more in area and a home occupation in an accessory building within an A-1, General Agricultural District. The request property is located at 18360 Loving Union Road and is identified as Tax Map 600(05)00-004-0. The Comprehensive Plan indicates the property is suitable for agricultural uses. (Planning Commission Public Hearing 12/19). Mr. Tim Graves of the Planning Department stated that the applicant is requesting a Special Exception for a cottage industry home occupation on a parcel of five acres or more in area occurring within an accessory building. The specific type of cottage industry involves woodturning to create various wood and acrylic products to be sold at off-site locations such as craft shows and flea markets. There would be no retail sales on the premises and no employees. This is an existing property and was reviewed for compliance with the Uniform Statewide Building Code at time of construction. County Staff and the Planning Commission recommend approval with conditions, including removing sawdust. Chairman Hunter opened the public hearing at 7:54 p.m. There was no one to speak and the public hearing was closed. Mr. Webb made a motion, seconded by Mrs. Waymack, to approve the special exception as presented. Roll was called on the motion.

O-20-02

P-2.

SPECIAL EXCEPTION SE-19-09: Request of Shari and Roger Boisclair pursuant to Prince George County Zoning Ordinance Sections 90-103(52), and (53) to permit a Cottage Industry Home Occupation on a parcel of five acres or more in area and a Home Occupation in an accessory building within an R-A, Residential-Agricultural District, for the purpose of operating a business producing wood craft

products. The request property is located at 18360 Loving Union Road and is identified as Tax Map 600(05)00-004-0. The Comprehensive Plan indicates the property is suitable for agricultural uses.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-19-09 is granted as an amendment to the official zoning map with the following conditions:

1. This Special Exception request is granted to Shari and Roger Boisclair for a Cottage industry home occupation on a parcel of five acres or more in area and Home occupation within an accessory building on Tax Map 600(05)00-004-0, for the purpose of operating a business producing wood and acrylic craft products.
2. At the end of each day, the applicants shall remove all sawdust, wood shavings, wood chips, etc. to an outside trash can, for the purposes of fire prevention.
3. The applicants shall take appropriate measures to ensure compliance with the County's Noise Ordinance.
4. If the requested use of the premises is abandoned for a period of twenty-four (24) consecutive months, then the Special Exception shall become null and void.
5. This permit may be revoked by the County of Prince George or its designated agent for failure by the applicants to comply with any of the listed conditions or any provision of Federal, State or County regulations.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

ORDER OF BUSINESS

A-1. Resolution: Authority to Advertise a Public Hearing Regarding the Proposed Allocation of an Amount Not to Exceed \$170,767.87 for Walton HVAC Improvements Phase I of Proceeds and Interest from the County's Previously Issued \$9,450,000 General Obligation Bond (Public Facilities Improvements Projects), Spring Series 2019. Ms. Betsy Drewry, Finance Director, stated that the School Division needs to make HVAC improvements at the existing Walton Elementary School and has a funding deficit of \$170,767.87 for Phase I of those improvements. There are unallocated Spring 2019 bond proceeds in the amount of \$160,782. \$273,473 was originally allocated for bond issuance costs, and only \$112,691 was used. A public hearing is required for use of bond proceeds for a purpose not specified during the bond issuance public hearing. Mr. Webb made a motion, seconded by Mrs. Waymack, to authorize the advertisement of the public hearing. Roll was called on the motion.

R-20-007

A-1.

RESOLUTION: AUTHORITY TO ADVERTISE A PUBLIC HEARING REGARDING THE PROPOSED ALLOCATION OF AN AMOUNT NOT TO EXCEED \$170,767.87 FOR WALTON HVAC IMPROVEMENTS PHASE I OF PROCEEDS AND INTEREST FROM THE COUNTY'S PREVIOUSLY ISSUED \$9,450,000 GENERAL OBLIGATION BOND (PUBLIC FACILITIES IMPROVEMENTS PROJECTS), SPRING SERIES 2019

NOW, THEREFORE BE IT RESOLVED: That the Board of Supervisors of the County of Prince George this 14th day of January, 2020, does hereby authorize the advertisement of a public hearing notice regarding the proposed allocation of an amount not to exceed **\$170,767.87** for *Walton Elementary School HVAC improvements Phase I* from tax-exempt bond proceeds and accumulated interest of the County's previously issued \$9,450,000 in Spring 2019 General Obligation Bonds. The public hearing date will be February 11, 2020.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-2. Six-Month Work Plan. Mr. Percy Ashcraft, County Administrator, presented the Six-Month Work Plan for the period of January through June 2020. This work plan incorporates goals established by the County Administrator and reaction to policy decisions made by the Board of Supervisors. It is not to be confused with day-to-day tasks that are assigned to each department. There are 302 goals submitted and agreed upon by County Staff and Administration.

A-4. Transfer of Special Exception SE-90-25 from Barnette F. Maple to Lorraine Maple for Special Exception to store portable toilets in an A-1, General Agricultural District at 11401 Old Stage Road and is identified as Tax Map 260(03)00-001-A. Mr. Horace Wade stated that Mrs. Lorraine L. Maple, the applicant, in requesting Special Exception S.E. 90-25 for storage of portable toilets be transferred from Barnett F. Maple to her, as her husband has passed and she now owns and runs the business from the property. Mr. Webb made a motion, seconded by Mrs. Waymack, that the transfer be approved as presented. Roll was called on the motion.

R-20-008

A-4.

Request of Lorraine L. Maple to transfer Special Exception 90-25 from Barnett F. Maple to Lorraine L. Maple for Special Exception to Store Portable Toilets in an A-1, General Agricultural District at 11401 Old Stage Road and is identified as Tax Map 260(03)00-001-A.

WHEREAS Barnett F. Maple, applicant did on the 6th day of April, 1990 make an application, identified as S.E. 90-25 to the Board of Supervisors of the County of Prince George

for a special exception pursuant to Section 17-33(48) – Storage of Portable Toilets, “The Code of the County of Prince George, Virginia”; and

WHEREAS said application requested a special exception to store portable toilets at 11401 Old Stage Road (Tax Map: 260(03)00-001-A, Blackwater District); and

WHEREAS the property is zoned A-1, General Agricultural; and

WHEREAS the Board of Supervisors on the 23rd day of October, 1990 gave due consideration to all of the factors set forth in Section 17-2 of the County Code; and

WHEREAS the notice and hearing requirements of Section 15.1-431 on the 23rd day of October, 1990, the Code of Virginia (1950, as amended) were observed; and

WHEREAS the Board of Supervisors on the 23rd day of October, 1990 found that it was empowered by the Zoning Ordinance to grant the special exception for which the application was made by Barnett F. Maple; and

WHEREAS the Board of Supervisors gave due consideration on the 23rd day of October, 1990 to the interests of the adjacent properties and to the interest of the general public; and

WHEREAS the Board of Supervisors found on the 23rd day of October, 1990 that the interests of the adjacent properties and the interests of the general public would not be adversely affected by the granting of the special exception for which application was made by Mr. Maple; and

WHEREAS the Board of Supervisors of the County of Prince George on the 23rd day of October, 1990 granted to Barnett F. Maple the special exception for which the application was made; and

WHEREAS, Lorraine L. Maple is the current owner of the property located at 11401 Old Stage Road and requests that Special Exception 90-25 be transferred and granted to her.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 14th day of January, 2020 that Special Exception 90-25 be transferred and granted to Lorraine L. Maple.

BE IT FURTHER RESOLVED that this special exception may be transferrable or assignable to future property owners.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-5. Resolution; Award of Contract and Appropriation for JEJ Moore Athletic Complex Facilities Improvements for 2021 Dixie Softball World Series in the Amount of \$145,648.23.

Mr. Jeff Stoke stated that in preparation of the 2021 Dixie Softball World Series, Staff has requested quotes for the following items to improve the facilities at JEJ Moore Athletic Complex: banners for poles, infield covers, playground, soft toss nets, and a safety net for the left field to protect balls from reaching the playground. Total cost of the request per the bids is \$145,648.23. Staff is requesting approval to use tourism surplus funds to purchase and install the projects. Mr. Carmichael made a motion, seconded by Mrs. Waymack, to approve the resolution as presented. Roll was called on the motion.

R-20-009

A-5.

RESOLUTION; AWARD OF CONTRACT AND APPROPRIATION FOR JEJ MOORE ATHLETIC COMPLEX FACILITIES IMPROVMENTS FOR 2021 DIXIE SOFTBALL WORLD SERIES IN THE AMOUNT OF \$145,648.23.

WHEREAS, Prince George County, VA has been awarded the 2021 Dixie Softball World Series for the 7/8 and 9/10 age groups. Staff has begun the process of preparing the facilities and experience for the visitors staying in our community; and

WHEREAS, The County's Fiscal Year 2019 Comprehensive Annual Financial Report (CAFR) shows an audited fund balance of \$290,776 in the tourism fund supplied by the lodging tax. Funds in the tourism account, by state law, can only be utilized for tourism purposes; and

WHEREAS, Staff has bid out or recommends use of cooperative contracts for the following items to improve the facilities at JEJ Moore Athletic Complex: Banners for poles (20) \$254.60; Infield covers (4) \$19,770; Playground (1) \$112,061.58*; Soft toss nets (4) \$2,394.40; and a Safety net (1) \$11,167.65 for the left field fence of field #1 to protect balls from reaching playground. Total cost of the request per the bids and cooperative contracts is \$145,648.23; and

WHEREAS, the playground* has a cost that exceeds \$50,000 and award requires approval by the Prince George County Board of Supervisors and staff recommends award to MTS Recreation in the amount of \$112,061.58.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 14th day of January, 2020, hereby awards the contract to MTS Recreation for the playground purchase in the amount of \$112,061.58 and approves a total appropriation from the tourism fund balance in the amount of \$145,648.23. The board does hereby authorize and appropriate the following increase of funds within the 2019-2020 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>
Tourism Fund		
Expenditures:		
0213-08-301-2131-45652	Tourism Fund – Ball Tournaments	\$145,648.23
Revenues:		
0213-40-900-8208-399999	Tourism Fund, Fund Balance	\$145,648.23

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

A-6. Resolution; Award of Contract (Emergency Communications Center Work Consoles \$118,157). Chief Keith Early stated that the Board approved an award of contract to L3Harris for a replacement Public Safety Radio System on November 26, 2019. As part of the project budget and borrowings, the purchase of new work consoles/stations for the Emergency Communications Center is planned. Sufficient funds to purchase the ECC work consoles/stations as part of the radio system have been borrowed. Purchase through Russ Bassett Corporation using a cooperative HGAC contract is recommended in the amount of \$118,157.90. The award of contract will allow the County to move forward with replacing five existing work consoles/stations and to add one new work station. The existing work consoles are original to the 2005 existing radio system purchase. After 15 years of use, two consoles are currently at risk of collapse and the remaining consoles have diminished functionality. This purchase will improve ECC safety, efficiency and effectiveness. The new consoles will be compatible with equipment being purchased in the upcoming radio system replacement. Mr. Webb asked where the money is coming from. Ms. Drewry clarified that it is part of the radio project and would not require an additional appropriation. Mr. Webb made a motion, seconded by Mr. Brown, to approve the resolution as presented. Roll was called on the motion.

R-20-010

A-6.

RESOLUTION; AWARD OF CONTRACT (EMERGENCY COMMUNICATION CENTER WORK CONSOLES \$118,157.90)

WHEREAS, Replacement of Emergency Communications Center (ECC) Work Consoles was included as part of the Public Safety Radio System replacement borrowings, Bond Series 2017 and 2018; and

WHEREAS, A cooperative HGAC contract is available for County use to purchase ECC Work Consoles from Russ Bassett Corporation for \$118,157.90 including delivery and installation; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with Russ Bassett Corporation for \$118,157.90 to move forward with the purchase of six (6) ECC Work Consoles and related equipment.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 14th day of January, 2020, hereby awards the contract for ECC Work Consoles to Russ Bassett for \$118,157.90 and authorizes the County Administrator to execute a contract with Russ Bassett Corporation.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-7. Resolution; Appropriation State Nonarbitrage Program (SNAP) Interest Proceeds – Series 2018 (\$85,758.66 to Cover Courthouse Lower Level Renovation Overage). Ms. Drewry stated that the Board received information related to interest earnings in multiple State Nonarbitrage Program (SNAP) accounts from various bond issuances at its retreat on September 28, 2019. The Board provided positive feedback and consensus to appropriate some amounts to cover overage for the Courthouse Lower Level Renovation. Final payments for this project were made on December 30, 2019. The requested appropriation is in the amount of \$85,758.66. Appropriation of additional amounts for other projects will be brought to the Board as individual projects are finalized and bid. Mr. Carmichael made a motion, seconded by Mrs. Waymack, to approve the resolution as presented. Roll was called on the motion.

R-20-011

A-7.

RESOLUTION; APPROPRIATION STATE NONARBITRAGE PROGRAM (SNAP) INTEREST PROCEEDS – SERIES 2018 (\$85,758.66 TO COVER COURTHOUSE LOWER LEVEL RENOVATION OVERAGE)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 14th day of January, 2020, does hereby authorize the following increase of funds within the 2019-2020 Budget, 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:

APPROPRIATIONS

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>Expenditures (CIP FUND):</u>	
0311-02-010-3140-48130 Courthouse Lower Level Renovation Project	\$85,758.66
<u>Revenue:</u>	
0311-40-900-8208-399999 CIP Fund, Fund Balance	\$85,758.66

On roll call the vote was:

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

Opposed: (0)
Absent: (0)

**A-8. Consideration of Appointments – Board, Commissions, Committees, Authorities:
Resolution of Appointment(s):**

A. Resolution; One Appointment (Four-Year Term) – Crater Youth Care Commission.
Mr. Carmichael made a motion, seconded by Mrs. Waymack, to reappoint Mr. William F. Gandel.
Roll was called on the motion.

R-20-012

A-8A.

**RESOLUTION; APPOINTMENT OF ONE MEMBER TO
CRATER YOUTH CARE COMMISSION (FOUR-YEAR
TERM).**

WHEREAS, The term of Mr. William F. Gandel will expire on January 13, 2020; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 14th day of January, 2020 does hereby appoint Mr. William F. Gandel to the Crater Youth Care Commission effective January 14, 2020 and ending on January 13, 2024.

On roll call the vote was:

In favor: (5) Hunter, Brown, Webb, Waymack, Carmichael
Opposed: (0)
Absent: (0)

B. Appointment of One Member to US Census Count Committee. Mrs. Waymack made a motion, seconded by Mr. Webb, to appoint Mr. Bruce Waymack. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Hunter, Brown, Webb, Waymack, Carmichael
Opposed: (0)
Absent: (0)

ADJOURNMENT. Mr. Brown moved, seconded by Mr. Webb, to adjourn to January 27, 2020 at 5:00 p.m. for a closed session meeting in the Community Room of the Human Services Building. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Hunter, Brown, Webb, Waymack, Carmichael
Opposed: (0)
Absent: (0)

The meeting adjourned at 8:19 p.m.

[Draft Minutes prepared January 21, 2020 for consideration on January 28, 2020; adopted by unanimous vote.]

Donald R. Hunter
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator