

AGENDA
Board of Supervisors
County of Prince George, Virginia
Regular Meeting: February 9, 2021
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.**

This meeting is being held electronically in accord with Virginia Code Section 15.2-1413. The meeting is accessible by:

If you would like to participate in the meeting via Zoom -

<https://zoom.us/j/5053851421?pwd=V2pjSHFneFRLUUE2bjNqQnR3emZoUT09>

Meeting ID: 505 385 1421

Password: 200726

One tap mobile

+19294362866,,5053851421#,,1#,200726# US (New York)

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During the public comment period you may raise your hand using the Zoom controls on your screen or press *9 on your phone. Visit the Zoom Help Center for more information.

If you would like to watch the meeting in real time use this link:

<https://www.youtube.com/c/princegeorgevirginia>

Public comments may be made in person during any meeting. You may also submit any public comments on our website at

https://www.princegeorgecountyva.gov/departments/board_of_supervisors/public_comment_for_m.php.

Any public comments received via Zoom, in person or by website form up until the public comment section is closed by the Chairman of the Board of Supervisors on February 9th shall be entered into the meeting minutes.

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

~~Volunteer Tax Relief Ordinance [4]~~
COVID Call Center Demonstration
Company One Bingo Presentation
Discussion of Establishment of Citizen Committees:
 Youth Task Force
 Pastor Committee
 Senior Citizens Task Force
 Inclusion Diversity Equality Cabinet
Discussion of Assessment Tool for Board of Supervisors

INVOCATION

PLEDGE OF ALLEGIANCE TO U.S. FLAG

PUBLIC COMMENTS

ADOPTION OF AGENDA

ORDER OF CONSENSUS

- C-1. Draft Minutes – January 5 Organizational Meeting; January 7 Pre-Budget Work Session; January 12, 2021 Regular Meeting; and January 21 Pre-Budget Work Session.
- C-2. Resolution; Commendation; Jean Hargrave; Service to Prince George County.
- C-3. Resolution; Commendation; Officer Ronald Sisson; Service to Prince George County.
- C-4. Resolution: Appropriation of Department of Criminal Justice Services Recruitment and Retention Funds (\$36,310.00).
- C-5. Resolution; Proclamation; Black History Month; February 2021.
- C-6. Resolution; Modification to FY2020-2021 Position Chart for the Addition of One FTE in the Position of Drug Court Administrator.**
- C-7. Resolution; Appropriation and Budget Transfer to Relocate Drug Court Treatment Program From RCJA to the Court System (Appropriation of \$22,860 RCJA Fund Balance & Budget Transfer of \$74,484 From RJCA to Local Drug Court Program).**

PRESENTATIONS

- S-1. Resolution; Commendation; Officer Ronald Sisson; Service to Prince George County.
- S-2. Resolution; Proclamation; Black History Month; February 2021 (Presented to Reverend Dr. Sylvia Tucker of the Prince George Chapter of the Southern Christian Leadership Conference and Presented to Mrs. Mary Ruffin of the NAACP).

SUPERVISORS' COMMENTS

COUNTY ADMINISTRATOR'S COMMENTS

REPORTS

VDOT – Crystal Smith
Property Maintenance Report – Lt. Paul Burroughs and Charles Harrison
CWC Update – Mike Purvis
Procurement for Towing County Vehicles – Betsy Drewry
Fire and EMS Capital Projects – Mike Purvis

POSTPONED ITEMS

- T-1. Resolution; Authorization to Hold a Public Hearing on January 26, 2021 to Consider Adoption of an Ordinance to Amend The Code of the County of Prince George, Virginia, 2005, as Amended, to Revise the Location of a Polling Place Within the Courts Building Election District from Main Floor of Courts Building, 6601 Courts Drive to Gregory Memorial Presbyterian Church, 6300 Courthouse Road.

- T-2. Resolution; Appointment of Two Members to Prince George Planning Commission (Four-Year Term).

ORDER OF BUSINESS

- A.1. Resolution; Proposed Revisions Prince George County Personnel Policy; Section 230.1 Through 230.29, Entitled *Procurement Policy*.
- A-2. Resolution; Appropriation (\$347,122 School Textbook Fund, Fund Balance).
- A-3. Resolution: Award of Contract for Feasibility Study for Water Infiltration Mediation at Regional Heritage Center (\$9,294).
- A-4. Resolution: Award of Annual Services Contract for Routine and Emergency Utility Repairs.
- A-5. Resolution: Award of Contract for Route Analysis and Route Selection for the Route 10 Waterline Extension.
- A-6. Resolution: Appropriation Economic Development Fund Balance for Return of Commonwealth Opportunity Grant, \$200,000.
- A-7. Discussion of Melvin L Davis Oil Company, Inc. ABC License Application.

- [ADDED] **A-8. Adoption of Resolution Continuing a Three-Year Average of State Land Evaluation and Advisory Council (SLEAC) Agricultural Land Use Rates.**

PUBLIC HEARINGS

- P-1. PUBLIC HEARING; REZONING CASE RZ-20-06 Request of Lampe Management Company, Inc. to conditionally rezone 6.48 acres from R-1, Limited Residential to B-1, General Business. The property is located at the northwestern quadrant of the intersection of South Crater Road and Birdsong Road and is identified as portions of Tax Maps 330(OA)00-003-0 and 330(OA)00-006-0. The Comprehensive Plan indicates the property is suitable for village center uses.
- P-2. PUBLIC HEARING; SPECIAL EXCEPTION SE-20-02 Request of Lampe Management Company, Inc. pursuant to Prince George County Zoning Ordinance Section 90-393(15) to permit warehousing with indoor storage on 11.63 acres within a B-1, General Business District, for the purpose of operating a mini-storage facility. The property is located at the northwestern quadrant of the intersection of South Crater Road and Birdsong Road and is identified as portions of Tax Maps 330(OA)00-003-0 and 330(OA)00-006-0. The Comprehensive Plan indicates the property is suitable for village center uses.
- P-3. Public Hearing; Resolution; Ordinance Amendment to Establish a Dedicated One Cent Real Estate Tax for Fire Equipment.
- P-4. Public Hearing; Ordinance To Amend “The Code of the County of Prince George, Virginia,” as Amended, by Amending §6-146 to Clarify the Language for a Dog Running at Large and to Provide for a Civil Penalty of up to \$100 for Dogs Running in a Pack Which is Defined as the Dog Running at Large in the Company of One or More Dogs that are Also Running at Large.

ADJOURNMENT

Board meeting format: Closed 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

February 9, 2021

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, February 9, 2021 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Floyd M. Brown, Jr., Chairman.

ATTENDANCE. The following members responded to Roll Call:

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

Also present was: Percy C. Ashcraft, County Administrator; Jeff Stoke, Deputy County Administrator; Betsy Drewry, Deputy County Administrator; Julie 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 (a) Commissioner of Revenue’s Office, (b) Parks and Recreation Department, and (c) Planning Commission; (ii) Section 2.2-3711.A.7 – Consultation with legal counsel pertaining to actual or possible litigation; I further move that such discussion shall be limited to Opioid litigation, and; (iii) Section 2.2-3711.A.8 – Consultation with legal counsel regarding legal advice on a Utility fee reimbursement. Mrs. Waymack made a motion, seconded by Mr. Hunter, 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 (a) Commissioner of Revenue’s Office, (b) Parks and Recreation Department, and (c) Planning Commission; (ii) Section 2.2-3711.A.7 – Consultation with legal counsel pertaining to actual or possible litigation; I further move that such discussion shall be limited to Opioid litigation, and; (iii) Section 2.2-3711.A.8 – Consultation with legal counsel regarding legal advice on a Utility fee reimbursement.

R-21-020

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 (A) COMMISSIONER OF REVENUE’S OFFICE, (B) PARKS AND RECREATION DEPARTMENT, AND (C) PLANNING COMMISSION; (II) SECTION 2.2-3711.A.7 – CONSULTATION WITH LEGAL COUNSEL PERTAINING TO ACTUAL OR POSSIBLE LITIGATION; I FURTHER MOVE THAT SUCH DISCUSSION SHALL BE LIMITED TO OPIOID LITIGATION, AND; (III) SECTION 2.2-3711.A.8 – CONSULTATION WITH LEGAL COUNSEL REGARDING LEGAL ADVICE ON A UTILITY FEE REIMBURSEMENT

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of February, 2021, 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 (a) Commissioner of Revenue’s Office, (b) Parks and Recreation Department, and (c) Planning Commission; (ii) Section 2.2-3711.A.7 – Consultation with legal counsel pertaining to actual or possible litigation; I further move that such discussion shall be limited to Opioid litigation, and; (iii) Section 2.2-3711.A.8 – Consultation with legal counsel regarding legal advice on a Utility fee reimbursement.

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 6:00 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 Brown 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-21-020A

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 9th day of February, 2021 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, Hunter, Carmichael

Opposed: (0)

Absent: (0)

WORK SESSION

Company One Bingo Presentation

Chief Kevin Foster of Prince George Volunteer Fire Station (Company One) gave a department history of fundraising, including carnivals, stews, bingo, raffles, dances, and pork butts. These events allow for discretionary funds outside of the County’s operating budget and provides flexibility to purchase needed and wanted items faster. It also provides fellowship among volunteers. Company One is looking at a new option for fundraising in electronic instant bingo gaming machines. These machines are provided by Grover Gaming (NC) and currently in all local VFW’s, American Legions, Elks, Moose and other not for profits. This is not the Queen of Hearts skill games found in convenient stores or vape lounges and taxed by the Commonwealth of Virginia. There is no costs to the department to obtain, no maintenance costs, and these are state-of-the-art machines. It would be a true 50%-50% split between Grover and PGVFD. The payout Kiosk will allow players to redeem winnings without the volunteers having to handle money. The machines are connected via internet for reporting purposes. There would be a weekly ACH debit from PGVFD new bank account. A room would be converted to a gaming room with 6-9 machines. They would need 1-2 persons on-site. Parking would be in their lot, upper lot or back lot until renovations are complete. They would develop a safety plan for players and responding volunteers. They would control who comes and goes and decide times of operation and days of the week. In addition, they are still interested in weekly bingo games and are in discussions with Lancaster Bingo for tablet bingo. Henrico Ruritan Club has a used up-to-date console for \$2500 and \$500 delivery. In addition, Sandston Moose Lodge has three LED boards they will donate. Electronic Tablets would provide POS hardware and software to

provide for accounting and reporting. It would require 6-8 people weekly and kitchen help (existing teams and auxiliary members). They have plenty of chairs but may need to replace some tables and need to mock setup to see how many people they could have. They would probably need to wait until the pandemic restrictions have been raised because safety standards would need to be adhered to. Company One has accounted for \$575,000 of purchases through past bingo money. They are hoping to provide a quality, safe local interaction to lighten the financial burden of the County. Chief Foster is looking for the Board's consent to proceed with the electronic instant bingo at this time. They can update the Board on traditional sit-down bingo as restrictions are raised. Chief Foster stated that he has passed on the legal documents for the electronic bingo to the County Administrator. Chairman Brown suggested that they work with the County Administrator to get this on the Board's next business meeting.

Discussion of Assessment Tool for Board of Supervisors

Mr. Percy Ashcraft, County Administrator, stated that Michael Chandler has come up with an assessment tool for governing bodies to give a vision for what that locality may look like. Mr. Ashcraft is asking each Board member to review and give answers to the questions in the assessment and return them to the Clerk. The Clerk will produce a summary of the Board's personal assessment of where this County is going in the next five to ten years.

Discussion of Establishment of Citizen Committees

Chairman Brown stated that he and the County Administrator have been discussing the possibility of the establishment of a Youth Task Force to serve as a focus group for challenges facing the young people living and growing up in the County. This would be a citizen group working with both the County and School side. They would report to the Board but would operate without the Board telling them what to do. Second, he would like to see the establishment of a Senior Citizen's Committee to serve as a focus group on issues facing senior citizens and challenges of growing old in this generation. He would like to see options for senior facilities here in the County so senior citizens will not have to move away. The third committee would be the establishment of a group of area pastors seeking their input on the quality of life issues and needs to protect ourselves from moral decay. This could lead to strengthening daily prayer activities such as a prayer breakfast. The last committee Chairman Brown suggested is an Inclusion Diversity Equality Cabinet to bring the community, administration, and local government together by making sure they represent the community they serve. Chairman Brown asked the Board to keep an open mind and consider these committees in the near future. They can be established by taking applications from interested parties.

COVID Call Center Demonstration

County Administrator Percy Ashcraft gave a COVID update. All County buildings will remain closed to the public until March 1 because of current and anticipated spikes in the coronavirus. Only exceptions are classes and the fitness center at old Stage Road. County employees will continue to report and the public can still conduct business by contacting County offices by telephone or email. The announcement does not include activity related to court proceedings, which will soon have jury trials at the Beacon in Hopewell. The Circuit Clerk's Office in the County Courthouse continues to be open to the public through January, but will limit the number of customers to two at the front counter at one time and three will be allowed in the Record Room at one time. 2,851 confirmed cases of the coronavirus and nine deaths have been reported in Prince George County according to the Crater Health District statistics through February 7; Thirty-two County employees have tested positive. Prince George Food Bank representatives continue to see an increase in visitors since non-essential businesses have closed. Donations are very important to keep up with the increasing demand for services. COVID-19 Vaccines will be distributed by invitation only on Saturday February 13, 20 & 26 at Prince George High School. A Call Center to assist people from Prince George, Sussex, and Surry Counties with registering for the COVID-19 vaccine will be open Wednesday, February 10. Citizens can call (804) 722-8799 or (804) 862-8989 for assistance. It will be staffed by County employees and various volunteers. Ms. Alexis Grochmal of the Prince George County Police Department gave the Board a presentation demonstrating to the Board on how the citizens will be served in this call center. Ms. Libby Vinch will be managing the call center.

Chairman Brown called a recess at 6:52 p.m. The meeting reconvened at 7:00 p.m.

Invocation. Rev. Dr. Jason Cashing of Gregory Memorial Presbyterian Church, 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 Brown 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. Chairman Brown opened the public comments at 7:04 p.m.

Mr. William Steele (County Line Road). Mr. Steele stated that he has reviewed the policy for public comments and it states that the Chairman may direct appropriate staff to respond to any questions asked by any speaker. He stated that he does not know why this Board does not do that. Mr. Steele asked that in the future instead of ignoring the citizens comments and refusing to answer, that they follow their state of policy. With that said, Mr. Steele stated that he is going to ask for the fifth time, "How did you cover the \$1 million unbudgeted expenditure back in October 2020 and what did you cut to make that expenditure?" He added that the Southside of the County is not properly represented and he asks that the Board slow down until they can get properly represented.

Mr. Brian Baer (7472 Trailing Rock Road). Mr. Baer is a volunteer at Jefferson Park Fire Station and stated that he was very encouraged that he received a response from every Board member regarding his concerns at the Jefferson Park Fire Station. He told the Board that he greatly appreciates their response and the issues at Jefferson Park are still there and he would be happy to help in any way he can.

Mr. Larry Mitchell (16200 Arwood Road). Mr. Mitchell stated that he has been doing research on the stats of the population of the County. He asked the Board to take those stats into consideration when they work on the 2022 budget. He stated that there are too many topics to get to at a four-minute podium. His topics range from the 2022 budget, solar facility on Arwood Road, tax and spend, election processes and operations, safety, police operations, Arwood Road maintenance, and many other topics. Priority topics change by news events, economics, and pain in our pocketbooks. So, every time he figures out a topic to come talk about, the situations change. He wants to talk about communication between the Board and citizens. Communication comes in many methods; bi-weekly meetings, Prince George website, public comments forums, telephone, emails, and word of mouth. Prince George County's website is excellent. It is organized and visually friendly to the citizens. He proceeds to talk about what is easily accessible on the Board of Supervisors page to the citizens. He stated that they do need to improve on interaction.

Ms. Mary Jo Tison (15303 Arwood Road). Ms. Tison stated that she lost hope in this Board to do what is right for its citizens on November 10, 2020. She stated that they do not care. She stated that they are trying to make the County a test tube County by giving up its natural resources. She stated that more FOIA requests will be made. She also stated that she is hopeful about the possibility of redistricting so that they can get proper representation. She stated that elections are coming and this Board is not for the people. She stated that she has faith in the citizens of this County and it will be great again.

Chairman Brown asked that all speakers should show respect and address the Board only. Please do not personally attack Staff members.

Ginger Terrell (19580 Templeton Road). Ms. Terrell spoke against through truck traffic on Templeton Road. There have been numerous occasions where tractor-trailer trucks are using Templeton Road to avoid the scales on I-95. This is a safety hazard for the community. There was a truck accident on January 6 in the curve on Templeton that caused the road to be backed up for approximately two hours. She recalled several incidences where neighbors have been run off of the road by these trucks. She asked the Board to work with VDOT to get a No Through Truck Restriction.

Lindsey Hawkins (3479 Acorn Lane). Ms. Hawkins also spoke against through truck traffic on Templeton Road. She stated that this has been a problem for several years. She stated that her husband is a Virginia State Trooper and has pulled over several trucks for avoiding the scales. She stated that one of those trucks has been stuck in her yard before. She stated that Templeton is a very narrow road and when you meet a truck on this road, you have to practically pull over. She stated that if something is not done about this, someone will end up getting killed. She too would like to see the Board work with VDOT to get a No Through Truck Restriction.

There was no one else to speak and the public comments period was closed at 7:25 pm.

APPROVAL OF AGENDA. Mr. Hunter requested that Item A-9 be added as a modification to the FY2020-2021 Position Control Chart for Parks and Recreation and Item A-10 be added as an authorization for the advertisement of a public hearing to waive the County Ordinance for a leak adjustment. Mr. Hunter 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) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

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

C-1. Draft Minutes – January 5 Organizational Meeting; January 7 Pre-Budget Work Session; January 12, 2021 Regular Meeting and January 21 Pre-Budget Work Session.

R-21-021

C-2.

RESOLUTION: COMMENDATION; JEAN N. HARGRAVE; SERVICE TO
PRINCE GEORGE COUNTY

WHEREAS, on July 9, 1984, Jean N. Hargrave began her employment with the County of Prince George as a Secretary in the Planning Office; and

WHEREAS, on September 1, 1995, Ms. Hargrave transferred to the Finance Department as an Accounting Clerk and continued in this capacity until she retired on February 1, 2021; and

WHEREAS, throughout her career for Prince George County, spanning more than 36 years, Jean N. Hargrave has served the citizens of the County to the utmost of her ability, demonstrating commitment, integrity, and devotion in a manner bespeaking the dedication of a true public servant. Ms. Hargrave's institutional knowledge is irreplaceable and will be sorely missed by the Finance Office, the County and its citizens;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors and the County of Prince George this 9th Day of February, 2021, does hereby commend Jean N. Hargrave for a total of 36 years and 6 months of dedicated service to the County; and

BE IT FURTHER RESOLVED That the Board wishes to express their sincere gratitude for her commitment to the County and its citizens and extends to Jean N. Hargrave much happiness as she enters the next phase of her life.

R-21-021A

C-3.

RESOLUTION; COMMENDATION; RONALD W. SISSON; SERVICE TO PRINCE
GEORGE COUNTY

WHEREAS, on February 16, 2002, Ronald W. Sisson was hired as a Police Officer and continued in this capacity until he retired on February 1, 2021; and

WHEREAS, during his career, Sisson served in the Field Operations Division, as a Patrol Officer; and

WHEREAS, during his career, Officer Sisson was a General Instructor, Firearms Instructor, Range Master, ASP Instructor; and Field Training Officer; and

WHEREAS, Ronald Sisson, throughout his career, has received numerous letters of commendation from citizens and business owners of Prince George County; and

WHEREAS, Officer Sisson’s fellow co-workers refer to him as being committed and trustworthy; and

WHEREAS, throughout his remarkable career in Law Enforcement, Officer Sisson has served the citizens of the County and the Commonwealth to the utmost of his ability, demonstrating patriotism, integrity, and devotion to Law Enforcement and Public Safety 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 9th day of February, 2021 does hereby commend Ronald Sisson for completion of nineteen years of dedicated service to the County and its citizens; and

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

R-21-021B

C-4.

RESOLUTION; APPROPRIATION (\$36,310 DEPARTMENT OF CRIMINAL JUSTICE POLICE RECRUITMENT & RETENTION FUNDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of February, 2021, does hereby authorize the following increase of funds within the 2020-2021 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>GENERAL FUND</u>	
<u>Expenditure:</u>	
Police Grants – DCJS Police Recruitment & Retention	
0100-03-100-0602-46095	\$36,310.00
 <u>Revenue:</u>	
DCJS Police Recruitment & Retention Funds	
0100-20-601-8203-324105	\$36,310.00

R-21-021C

C-5.

RESOLUTION; PROCLAMATION OF FEBRUARY, 2021 AS "BLACK HISTORY MONTH."

WHEREAS, African Americans have played a decisive role in the development of the United States from the Colonial Period to modern times; and

WHEREAS, The contributions and roles played by African Americans in our Nation's history have contributed to the versatility and strength of this Country; and

WHEREAS, Traditional accounts of U. S. history have not always described African Americans’ participation in the historical evolution of this Nation; and

WHEREAS, Greater understanding of the historical roots of all major ethnic groups that settled in this County is necessary; and

WHEREAS, This year's theme for Black History Month is The Black Family: Representation, Identity, and Diversity.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of February, 2021 hereby proclaims February, 2021 as "Black History Month" in Prince George County; and

BE IT FURTHER RESOLVED By this Board that it requests the County schools to observe "Black History Month" through educational activities and programs that will depict the history of African Americans.

R-21-021D

C-6.

RESOLUTION; MODIFICATION TO FY2020-2021 POSITION CONTROL CHART FOR ADDITION OF NEW POSITION ENTITLED DRUG COURT ADMINISTRATOR

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of Prince George County this 9th day of February 2021, hereby approves the requested changes to the FY2020-2021 Position Chart and that no changes be made to the chart without Board approval regardless of what other County policies may state.

R-21-021E

C-7.

RESOLUTION; APPROPRIATION AND BUDGET TRANSFER TO RELOCATE DRUG COURT TREATMENT PROGRAM FROM RCJA TO THE COURT SYSTEM (APPROPRIATION OF \$22,860 RCJA FUND BALANCE & BUDGET TRANSFER OF \$74,484 FROM RJCA TO LOCAL DRUG COURT PROGRAM)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of February, 2021, does hereby authorize the following increase of funds within the 2020-2021 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>
COMMUNITY CORRECTIONS / RCJA FUND	
<u>Expenditures:</u>	
0217-03-300-2178-41100 – Local Comm Corrections Salaries	\$15,996
0217-03-300-2178-42100 - Local Comm Corrections FICA	\$ 1,202
0217-03-300-2178-42210 - Local Comm Corrections Retirement	\$ 2,388
0217-03-300-2178-42300 - Local Comm Corrections Health Insurance	\$ 2,974
0217-03-300-2178-42400 - Local Comm Corrections Group Life Insurance	\$ 215
0217-03-300-2178-42400 - Local Comm Corrections Disability Insurance	\$ 85
TOTAL	\$22,860
 <u>Revenues:</u>	
0217-90-901-8207-399999 – RCJA / CC Fund Balance	\$22,860

**BUDGET TRANSFER
COMMUNITY CORRECTIONS / RJCA FUND TO GENERAL FUND**

Expenditures:

Decreases (Community Corrections Fund):

0217-03-300-2176-41100 DRUG COURT SAL & WAGE	(\$29,438)
0217-03-300-2176-41200 DRUG COURT OVERTIME-	(\$14,220)
0217-03-300-2176-42100 DRUG COURT FICA-	(\$ 3,351)
0217-03-300-2176-42210 DRUG COURT RETIREMENT-VRS-	(\$ 7,015)
0217-03-300-2176-42300 DRUG COURT HOSPITAL/MED PLANS-	(\$ 6,654)
0217-03-300-2176-42400 DRUG COURT GROUP LIFE INSUR-	(\$ 693)
0217-03-300-2176-42500 DRUG COURT DISABILITY INSUR-	(\$ 183)
0217-03-300-2176-43101 DRUG COURT PROF SRVC-	(\$ 2,800)

0217-03-300-2176-45230	DRUG COURT TELEPHONE-	(\$ 720)
0217-03-300-2176-45530	DRUG COURT SUBS & LODG-	(\$ 440)
0217-03-300-2176-45540	DRUG COURT CONVENTION & EDUC-	(\$ 1,000)
0217-03-300-2176-46001	DRUG COURT OFFICE SUPPLIES-	(\$ 1,500)
0217-03-300-2176-46002	DRUG COURT FOOD SUPPLIES-	(\$ 425)
0217-03-300-2176-46004	DRUG COURT MEDICAL & LAB SUPP-	(\$ 6,000)
0217-03-300-2176-46014	DRUG COURT OTHER OPERATING SUP-	(\$ 45)
TOTAL		(\$74,484)

Increases (General Fund):

0100-02-010-0920-41100	LOCAL DRUG COURT SAL & WAGES	\$29,438
0100-02-010-0920-41200	LOCAL DRUG COURT OVERTIME	\$14,220
0100-02-010-0920-42100	LOCAL DRUG COURT FICA	\$ 3,351
0100-02-010-0920-42210	LOCAL DRUG COURT RETIREMENT - VRS	\$ 7,015
0100-02-010-0920-42300	LOCAL DRUG COURT HOSPITAL/MED PLANS	\$ 6,654
0100-02-010-0920-42400	LOCAL DRUG COURT GROUP LIFE INSUR	\$ 693
0100-02-010-0920-42500	LOCAL DRUG COURT DISABILITY INSUR	\$ 183
0100-02-010-0920-46014	LOCAL DRUG COURT OTHER OPER SUPPL	\$12,930
TOTAL		\$74,484

Revenues:

Decreases (Community Corrections Fund):

0217-20-601-8203-326212	– RCJA State Drug Court Grant	(\$59,893)
0217-10-508-8114-319210	– RCJA Drug Court Client Fees	(\$14,591)
TOTAL		(\$74,484)

Increases (General Fund):

0100-20-601-8203-326212	– Local State Drug Court Grant	\$59,893
0100-10-508-8114-319210	– Local Drug Court Client Fees	\$14,591
TOTAL		\$74,484

This action is contingent upon state approval of Drug Court Treatment grant amendment, and is based on a March 1, 2021 start date. Amounts will be revised based on hiring / implementation date.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

PRESENTATIONS

S-1. Resolution; Commendation; Police Officer Ronald Sisson; Service to Prince George County. Mr. Hunter presented the commendation to Officer Sisson in the presence of his family and co-workers.

S-2. Resolution; Proclamation; Black History Month; February 2021. Mrs. Waymack presented the proclamation to Reverend Dr. Sylvia Tucker of the Prince George Chapter of the Southern Christian Leadership Conference and Chairman Brown presented the proclamation to Mrs. Mary Ruffin of the NAACP.

REPORTS

VDOT

Ms. Crystal Smith of the Virginia Department of Transportation, gave a roads maintenance report. The drainage project at Marl Bank has been placed on hold due to some unmarked sanitary sewer lines. Koolwood Lane has been received and that project will start in the Spring. VDOT would like to present the Secondary Six-Year Plan next month and advertise in April for a May Board of Supervisors meeting. Ms. Smith stated that there was a study in March of 2019 for a no through truck restriction on Templeton. At the time, there were 52 comments opposing the restriction and only two in support of it. Therefore, the process was stopped at that point in time. Mr. Paul Hinson gave a summary on the Smart Scale applications. There were three Smart Scale applications; Hines Road realignment, roundabout at Middle Road and Jefferson Park; and the roundabout at Middle Road and County Drive. None of these projects were funded. Mr.

Carmichael asked Ms. Smith where on Templeton that study in March, 2019 was conducted. She stated that it was from Route 35 to the Sussex County line. She stated that the recommendation was from Route 35 to Rowanty Road and that a lot of those folks that were opposed to it was on Rowanty Road which was the detour. Chairman Brown stated that no car carrier should be on Templeton Road and he is more than willing to have conversations regarding this in the future with Ms. Smith. Mr. Carmichael agreed that they should do whatever they can do.

PUBLIC HEARINGS

P-1. PUBLIC HEARING; REZONING CASE RZ-20-06 Request of Lampe Management Company, Inc. to conditionally rezone 6.48 acres from R-1, Limited Residential to B-1, General Business. The property is located at the northwestern quadrant of the intersection of South Crater Road and Birdsong Road and is identified as portions of Tax Maps 330(0A)00-003-0 and 330(0A)00-006-0. The Comprehensive Plan indicates the property is suitable for village center uses. Mr. Horace Wade of the Planning Department stated that the requested rezoning for B-1, General Business is sought for a commercial development called Ample Storage. The rezoning of this parcel is to allow for development of commercial uses. The applicant is seeking B-1, General Business zoning and a companion case Special Exception SE-20-02 for warehousing with indoor storage to accommodate the proposed uses. The property included in the rezoning request consists of a 0.78-acre parcel and part of an adjacent parcel located in the Rives District of Prince George County, Virginia, at the northwest quadrant of Birdsong Road and South Crater Road as shown on the conceptual plan dated November 3, 2020. The Tax Map Parcels are 330(0A)00-006-0 and part of 330(0A)00-003-0. The current zoning of the property is R-1, Limited Residential and B-1, General Business and is partially wooded with several existing structures. The request is to rezone the remainder of Tax Map Parcel 330(0A)00-006-0 (0.08 acres) and part of tax map parcel 330(0A)00-003-0 (6.40 acres) to B-1. The applicant submitted a textual statement signed November 3, 2020. The applicant proposes to exclude certain permitted uses and those requiring special exceptions. In addition to excluding several permitted or future special exception uses, the applicant also proffers Site Development and Design requirements. A right-of-way dedication of fifteen (15) feet along Birdsong Road within the area of the proposed B-1 property shall be dedicated to the County of Prince George prior to the final certificate of occupancy being granted. The Comprehensive Plan identifies this area as appropriate for village center uses and/or commercial use. Village Center designates those areas in the Prince George Planning Area that are suitable for a mixture of residential and small-scale commercial uses to meet the needs of community residents. Commercial designates those areas where commercial developments have occurred and where future urban and suburban commercial developments are encouraged. Public water and wastewater facilities are generally available or planned for these areas. Staff finds the proposal of B-1, General Business rezoning compatible with the future land use designation for village center uses or commercial uses. On December 17, 2020, the Planning Commission recommended approval to the Board of Supervisors 6-0 after the public hearing. There were three (3) property owners that provided input in the public hearing. The concerns for the project were the total acreage of the parcels, drainage and the amount of buffering required, view at Birdsong and South Crater, Village Center Land Use designation, and setback requirements from wetlands. The applicant's representative and staff provided responses at the Planning Commission's request. Planning Commission and Staff recommend approval of this B-1, General Business conditional rezoning request subject to the proffers dated November 3, 2020 for the development of the property. The Comprehensive Plan supports the commercial use of the property.

Mr. Derrick Johnson of Timmons Group stated that this is a very good development for this area and all buildings will have a 40-foot setback from both right-of-ways. As far as use, there will be 200 vehicles per day. They have worked with VDOT to get the proper entrance and exits. There is no County water available there. They will only have two small bathrooms and will use the existing well. There are no development plans for the rest of the property. Mrs. Waymack asked how many units will there be. Mr. Johnson stated that it is 167,000 sq. feet in total and the number of units has not been decided yet. Mr. Johnson stated that it will be built in phases. Chairman Brown opened the public hearing at 8:00 p.m. There was no one to speak and the public hearing was closed. Mr. Carmichael stated that years ago the Board was presented with an opportunity to rezone property for a specific business on Puddledock Road. After the property was rezoned, the applicant sold the property and Puddledock Place was built. Chairman Brown asked Mr. Wade if a new purchaser would have to come back to the Board for a Special Exception for a new business. Mr. Wade stated that in this particular rezoning, the applicant has

proffered out specific uses. Mr. Webb made a motion, seconded by Mr. Carmichael, to approve the rezoning as requested. Roll was called on the motion.

O-21-01

P-1.

REZONING CASE RZ-20-06: Request of Lampe Management Company, Inc. to conditionally rezone 6.48 acres from R-1, Limited Residential to B-1, General Business. The property is located at the northwestern quadrant of the intersection of South Crater Road and Birdsong Road and is identified as portions of Tax Maps 330(OA)00-003-0 and 330(OA)00-006-0. The Comprehensive Plan indicates the property is suitable for village center or commercial uses.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Conditional Rezoning Application identified as RZ-20-06 is granted as an amendment to the official zoning map with the following conditions:

Pursuant to Section 15.2-2296 of the Code of Virginia (1950 as amended) and Article XVII of the Prince George County Zoning Ordinance, Lampe Management Company Inc. and B&K Farms, LLC, do hereby voluntarily proffer, as the applicant and owner of record of the property (the "Property") respectively, which is the subject of this rezoning request, that the development of the Property shall be in strict accordance with the following conditions set forth in this submission:

1. The following permitted land uses shall be excluded from the property under Section 90-392:

13. Funeral Homes
20. Waterfront business activities
24. General Advertising Signs
37. Cemeteries
38. Circuses, carnivals or similar temporary activities
39. Noncommercial fairgrounds
45. Mobile home and recreational vehicle sales, service repair

The following land uses shall be excluded from the property under Section 90-393:

6. Outdoor theater, outdoor motion picture theater
19. Commercial amusement park
21. Turkey shoot theater
25. Circuses, carnivals or similar temporary activities when organized or sponsored by commercial enterprise
29. Tree stump landfills
31. Outdoor flea markets

2. Storm water quantity and quality shall be provided for this site through development of on-site best management practices and purchase of off-site nutrient credits.
3. All storm water easements and basins shall be maintained by the property owner.
4. All utilities to serve this development will be provided underground to include, but not limited to, power, telephone, gas and cable television.
5. Compatibility must be achieved through the use of similar building massing, materials, scale, colors and other architectural features.
6. All roof-mounted mechanical equipment must be screened by a parapet wall or other material as may be approved by the Director of Community Development and Code Compliance, or designee, as part of the site plan process.
7. All ground mounted mechanical and electrical equipment must be screened by fences or vegetation and approved by the Director of Community Development and Code Compliance, or designee, as part of the site plan process.

8. All junction and accessory boxes must be integrated in the architectural treatment of the building or view minimized by landscaping.
9. A right of way dedication of fifteen (15) feet along Birdsong Road within the area of the proposed B-1 shall be dedicated to the County of Prince George prior to the final certificate of occupancy being granted.
10. The development of the subject property of this application shall be in strict accordance with the conditions set forth as proffers and as generally depicted on the schematic plan dated November 3, 2020 with respect to access and developable area. These proffers shall run with the land and shall, in the event of transfer of the Property to other parties, be enforceable against such other parties.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

P-2. PUBLIC HEARING; SPECIAL EXCEPTION SE-20-02 Request of Lampe Management Company, Inc. pursuant to Prince George County Zoning Ordinance Section 90-393(15) to permit warehousing with indoor storage on 11.63 acres within a B-1, General Business District, for the purpose of operating a mini-storage facility. The property is located at the northwestern quadrant of the intersection of South Crater Road and Birdsong Road and is identified as portions of Tax Maps 330(0A)00-003-0 and 330(0A)00-006-0. The Comprehensive Plan indicates the property is suitable for village center uses.

Mr. Wade stated that the project will consist of two phases of development. The first phase will include developing 71,500 square feet of indoor storage, manager's office, and vehicle parking. The layout of the site is such that the storage buildings form a compound with buildings backing up to the exterior property lines of the site. These buildings are used as the screening for the site as well as security. The second phase of the development will consist of developing 61,250 square feet of indoor storage in two additional buildings. The overall development of the site will be 132,750 square feet of indoor storage. Staff finds the proposal of warehousing with indoor storage compatible with the future land use designation for village center uses or commercial uses. The surrounding Tax Map parcels at the intersection of South Crater Road [US 301] and Birdsong Road are zoned B-1, General Business with compatible uses expected. Setback requirements for the B-1 zoning will require 25 ft. setbacks from South Crater Road and Birdsong Road. There is currently a mobile home community along Birdsong Road. The applicant proposes to remove all existing mobile homes from the property prior to final occupancy for the mini-storage development. Applicant should assist current residents with relocation. The applicant submitted elevation drawings dated March 11, 2019 that should be incorporated into conditions for approval. As indicated in the narrative provided with the rezoning application, the development will be required to connect to the existing gravity sewer located along South Crater Road. On December 17, 2020, the Planning Commission recommended approval to the Board of Supervisors 6-0 after the public hearing. There one (1) property owner that provided input. The request was to see the façade of the building that would locate on the site. Staff provided a depiction of the elevation for the public to see. Planning Commission and Staff recommend approval of the warehouse with indoor storage subject to the conditions as proffered by the applicant in their Proffered statement signed November 3, 2020. Mr. Webb stated that this looks like the one on Route 10 in Chester. Chairman Brown asked if any RVs, vehicles, boats, etc. stored will be seen from the road. Mr. Wade stated that they should not be seen. Mr. Derrick Johnson of Timmons Group stated that they are not proposing any outdoor vehicle storage. The buildings will be brick with metal panels. In addition, Mr. Johnson pointed out to address Mr. Carmichael's concern in the rezoning part of this item that the Special Exception does include a proffer that states that the County has the right to revoke this Special Exception for failure by the applicant to comply with any of the listed conditions. Chairman Brown opened the public hearing at 8:19 p.m.

Mr. Larry Mitchell (16200 Arwood Road). Mr. Mitchell asked how this new business would affect the budget with regard to revenue or expenditures and Fire and EMS Services.

Mr. William Steele (County Line Road). Mr. Steele stated that he agrees with Mr. Carmichael that there should be something in writing that they cannot change the kind of business that goes there. He asked the Board to consider that.

There was no one else to speak and the public hearing was closed at 8:22 p.m. Mr. Johnson added that this business will increase the County's tax base and it should not require a lot of Police or Fire Services. In addition, the applicant has proffered that if they do not do what we say, the County can take the Special Exception away. Mr. Webb made a motion, seconded by Mrs. Waymack, to approve the special exception as presented. Roll was called on the motion.

O-21-02

P-2.

SPECIAL EXCEPTION SE-20-02: Request of Lampe Management Company, Inc. pursuant to Prince George County Zoning Ordinance Section 90-393(15) to permit warehousing with indoor storage on 11.63 acres within a B-1, General Business District, for the purpose of operating a mini-storage facility. The property is located at the northwestern quadrant of the intersection of South Crater Road and Birdsong Road and is identified as portions of Tax Maps 330(0A)00-003-0 and 330(0A)00-006-0. The Comprehensive Plan indicates the property is suitable for village center or commercial uses.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-20-01 is granted as an amendment to the official zoning map with the following conditions:

1. The development of the property shall substantially conform to the conceptual plan entitled "Ample City Storage", prepared by Derrick Johnson, P.E., dated November 3, 2020 and the elevation plan entitled "Ample Storage" prepared by RND Architects, PA dated March 11, 2019.
2. Siding materials shall be hardiplank, brick, stone, stucco or finished metal panels or material having the appearance of such material. Alternative materials may be permitted if approved by the Department of Community Development and Code Compliance; however, vinyl siding shall not be permitted.
3. Vehicles, RVs, camper trailers and boats shall be permitted provided they are screened from public rights of way or any occupied dwelling and no stored item can exceed the height of the compound fence, screening or buildings to include boat masts, and satellite dishes/antennas.
4. Any freestanding signage to be of monument type and approved by staff during the Site Plan Review process.
5. Portable signs, including flashing arrow signs, shall not be permitted on the premises.
6. The gated entry into the storage area shall have a hydraulic controlled gate operated by automated keyless entry system.
7. The applicant shall be responsible for ensuring appropriate litter control measures are implemented.
8. All existing mobile homes will be removed from Tax Map 330(0A)00-003-0 prior to issuance of a final occupancy permit for the mini-storage development.
9. This special exception may be revoked by the County of Prince George Board of Supervisors or its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of Federal, State, or local regulations.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

P-3. Public Hearing; Resolution; Ordinance Amendment to Establish a Dedicated One Cent Real Estate Tax for Fire Equipment. Mr. Whitten stated that the County's Coordinated Fire/EMS System has asked the Board to commit revenue from \$.01 of the real estate tax revenue to be used exclusively for fire equipment replacement for the coordinated fire/EMS system. In order to make such an allocation permanent in a way that provides long-term predictability for a dedicated funding stream for certain fire equipment replacement, the Board should adopt an ordinance. Such an allocation for fire equipment would not be subject to a deduction for any annual transfer to the school system. The ordinance would bind future Boards of Supervisors. The allocation would not result in a tax rate increase. This Ordinance shall be effective beginning with the 2021-2022 fiscal year. Mr. Webb stated that he has a problem with vehicles being included in the description of equipment. There is already a two cents dedication for Fire Apparatus and there is a County vehicles replacement plan for all other vehicles. Therefore, he believes vehicles should fall under vehicle replacement, not this. We already have a fund established for that. Chairman Brown clarified for the public that this is not a tax increase. Mr. Whitten stated that if the Board wanted to remove vehicles from the description, it would not be a problem. Chairman Brown opened the public hearing at 8:30 p.m.

Mr. Larry Mitchell (16200 Arwood Road). Mr. Mitchell stated that he is in favor of fire equipment. However, he is not in favor of a tax increase. He asked what part of the budget should fire equipment come from.

Mr. Brian Baer (7472 Trailing Rock Road). Mr. Baer stated that this is an awesome idea. Anything fire related has a huge price tag and it will be nice to be prepared for these large expenses. He believes this is being good stewards of the County's money.

Mr. William Steele (County Line Road). He stated that this is giving a license for a tax and spend Board to increase the citizens' taxes in other ways. Mr. Steele stated that the answer is not to create an ordinance that mandates where tax dollars go. The answer is for those who are elected to do their job by protecting the tax dollars and spend it wisely at the time for the benefit of all of the citizens. If they refuse, the answer is to just get rid of them. To allow this to happen would be advocating your job. You are now saying to the citizens that you are going to mandate this money and not properly budget the money in the future. All this Board is doing is giving yourselves an opportunity to spend money. Sooner or later, the citizens are going to elect fiscal conservatives on this Board. Let us start practicing good fiscal responsibility. We do not need this type of ordinance to manage money.

There was no one else to speak and the public hearing was closed at 8:36 p.m. Mr. Webb stated that he understands it is frustrating when you do not have all of the information. He stated that he has supported this and was one of the ones who helped champion it. He stated that it is not to advocate his responsibility to the Board. It is to insure going forward that the funding is put aside to take care of the equipment the County currently has and the equipment we may need in the future. Sometimes you need to have a line item that says you will do this instead of waiting until it is too late and finding the money to pay for it. The County was blindsided by the self-contained breathing apparatus at \$1,027,000. Mr. Webb stated that he believes this is the right thing to do. This Board did use CARES money to try to get ahead of the curve on some of this equipment. We have to be more responsible long-term on how this County spends its money. Nothing stands still. Everything changes. This is a much bigger plan than people realize. You cannot keep kicking the can down the road. You must have a plan and stick to it. Chairman Brown agreed with Mr. Webb and asked that people give them a little credit. They are not dumb. If you listen to this Board's budget meetings, you will see that they are working within their means. Mr. Webb made a motion, seconded by Mrs. Waymack, to approve the ordinance with the extraction of the vehicles. Roll was called on the motion.

O-21-03

P-3.

ORDINANCE TO AMEND "THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA", 2005, AS AMENDED, BY ADDING § 74-6 TO ALLOCATE \$.01 OF THE REAL ESTATE TAX FOR FIRE EQUIPMENT REPLACEMENT FOR THE COORDINATED FIRE/EMS SYSTEM

BE IT ORDAINED by the Board of Supervisors of Prince George County:
(1) *That The Code of the County of Prince George, Virginia, 2005, as amended, is amended by adding § 74-6, as follows:*

CHAPTER 74 TAXATION

Article I. In General

SEC. 74-6: Allocation of real estate tax for fire equipment replacement.

The Board of Supervisors shall allocate the revenue from \$.01 of each year's real estate tax revenue to a fire equipment replacement fund for the coordinated fire/EMS system. Such revenue shall be used exclusively for fire equipment replacement and shall not be subject to any deduction related to annual transfers to the school system or deductions for any other purpose. "Equipment" shall mean any fire protection and lifesaving equipment not considered Fire Apparatus, as defined in §74-4. Examples include Zoll Monitors, self-containing breathing apparatus, stretchers, turnout gear, drones, generators, gas monitors, hoses, thermal imaging cameras, and stair chairs, as defined in §74-4.

(2)That this Ordinance shall be effective beginning July 1, 2021.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

P-4. Public Hearing; Ordinance To Amend "The Code of the County of Prince George, Virginia," as Amended, by Amending §6-146 to Clarify the Language for a Dog Running at Large and to Provide for a Civil Penalty of up to \$100 for Dogs Running in a Pack Which is Defined as the Dog Running at Large in the Company of One or More Dogs that are Also Running at Large. Mr. Dan Whitten, County Attorney, stated that in 2019, the General Assembly amended Section 3.2-6538 of the Code of Virginia to require localities that have a running at large ordinance to add language providing for a civil penalty up to \$100 for dogs running at large in a pack. A dog shall be deemed running at large in a pack if the dog is running at large in the company of one or more dogs that are also running at large. This language does not apply to hunting dogs. Mr. Whitten clarified for the Board that the fee would be up to the Judge. Prince George County has not had any running at large cases in the past couple of years. The Board could repeal the running at large ordinance all together. However, if they keep the ordinance, the fine is a mandate by the State. Chairman Brown opened the public hearing at 8:49 pm.

Mr. Larry Mitchell (16200 Arwood Road). Mr. Mitchell stated that he favors the ordinance and would like to see the fine increased for repeat offenders.

There was no one else to speak and the public hearing was closed at 8:51 pm. Chairman Brown asked if there is anything in the current language regarding repeat offenders. Mr. Whitten stated that the Judge could go up to as much as \$500 and there are options to add language for repeat offenders and it would require an additional hearing. Mr. Hunter stated that he would not be in favor of directing the Judge what to do. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve the ordinance amendment as presented by the General Assembly. Roll was called on the motion.

O-21-04

P-4.

ORDINANCE TO AMEND "THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA", 2005, AS AMENDED, BY AMENDING § 6-146 TO CLARIFY THE LANGUAGE FOR A DOG RUNNING AT LARGE AND TO PROVIDE FOR A CIVIL PENALTY OF UP TO \$100 FOR DOGS RUNNING IN A PACK WHICH IS DEFINED AS THE DOG RUNNING AT LARGE IN THE COMPANY OF ONE OR MORE DOGS THAT ARE ALSO RUNNING AT LARGE

BE IT ORDAINED by the Board of Supervisors of Prince George County:

(1) That The Code of the County of Prince George, Virginia, 2005, as amended, is amended by amending § 6-146, as follows:

CHAPTER 6 ANIMALS

ARTICLE II. Dogs and Cats Generally

DIVISION 4. Dogs Running at Large

Sec. 6-146. - Running at large prohibited in county.

- (a) It shall be unlawful for the owner of any dog to permit or allow such dog to run or be at large within the county. A dog shall be deemed to be at large when **roaming or running** off the property of its owner or custodian and not under the ~~direct~~ **immediate** control of the owner, custodian or his agent, either by leash, cord or chain. **A dog shall be deemed to be running at large in a pack if the dog is running at large in the company of one or more dogs that are also running at large.**
- (b) This section shall not apply to any person while engaged in a supervised formal obedience training class or show or during field trials training, hunting training, or while engaged in lawful hunting with a dog during open season. It shall be unlawful for the owner of a dog to place such dog in the custody of any other person not physically capable of maintaining effective control of such dog.
- (c) **The owner or custodian of a dog found while running at large in a pack shall be subject to civil penalty in the amount of \$100.00 per dog so found.**

(Code 1988, § 3-86)

State Law reference— Authority of county to prohibit the running at large of dogs, Code of Virginia, **§ 3.2-6538** ~~§ 3.1-796.93.2~~)

- (2) *That the Ordinance shall be effective upon adoption.*

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

Mr. Hunter made a motion, seconded by Mr. Webb, to postpone the following reports to February 23, 2021: Property Maintenance Report, CWC Update, and Procurement for Towing County Vehicles. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

REPORTS (cont'd)

Fire and EMS Capital Projects - Mr. Michael Purvis, General Services Manager, reviewed with the Board a recent structural evaluation that was performed F&R Project Engineer on January 19, 2021 on the Jefferson Park Volunteer Fire Station (Station 5). A total of five crack monitors were observed, three interior and two exterior. Of the three interior monitors, two have been completely painted over; however, they indicate little to no movement since initial set up. The third by the southwest door, the cross hairs are visible and still aligned in the initial set position. A fourth monitor, exterior above the northeast bay door where significant stair-step cracking is evident, the cross hairs are faded from exposure; however, the monitor appears to indicate little to no movement based on current relative positioning of the plates. The final and fifth monitor located on the exterior expands the control joint. Documentation from 2008 and images indicate 2mm movement horizontally and 2mm movement vertically. There is no confirming picture of initial set to verify alignment but assume the cross hairs were centered

appropriately. Comparison of the 2008 image and the 2021 image indicates approximately an additional 2mm movement horizontally and an additional 3mm movement vertically. We can deduct that this movement occurred within some unknown timeframe within the past 13 years. Also note that this movement could be exacerbated by natural thermal expansion/contraction. Review of the crack monitors which still exist at Station 5 indicate that additional movements are likely minimal to none. Existing monitors and cracking should be reviewed periodically for any indication of movement or “worsening”. Additional monitors could also be installed in new areas to allow for a fresh record of observation and documentation. Based on observations, three to four locations on the interior could be utilized for the set of fresh crack monitors. It is recommended that a site visit be scheduled once a week for a month, to take readings of the newly set monitoring program and then once a quarter thereafter. Scheduling can always be adjusted based on the movement observed. No exterior survey points and measurements by surveying techniques is warranted. Mr. Webb asked Mr. Purvis what the depth of the concrete is in the floor that is supporting the fire trucks. Mr. Purvis stated that it is about six inches thick with steel reinforcement. Mr. Webb asked what the subbase is. Mr. Purvis stated that the subbase is compact dirt. Mr. Webb stated that in some of the pictures it appears that water is seeping up through the cracks of the floor and it was not near a doorway, which leaves him to believe that there is water trapped. He asked if there is any way to get an Engineer to check the study and see if it would be worthwhile to cut sections of the floor up to redo the subsurface and put thicker concrete. Mr. Purvis did confirm for Mr. Webb that the concrete floor in Station 7 is double that. Mr. Purvis suggested that a reasonable approach might be to do some core drilling in the existing slab to determine what is there and what could be done. Mr. Webb stated that he is concerned if the subbase is dirt. Based on the facts, Mr. Webb suggested they do a thorough study to see what is there and to make certain that changes are made to the floor so that it is designed to hold those trucks. Chairman Brown agreed that they need to move forward with any studies that may be needed to get the work done properly.

POSTPONED ITEMS

T-1. Resolution; Authorization to Hold a Public Hearing on January 26, 2021 to Consider Adoption of an Ordinance to Amend The Code of the County of Prince George, Virginia, 2005, as Amended, to Revise the Location of a Polling Place Within the Courts Building Election District from Main Floor of Courts Building, 6601 Courts Drive to Gregory Memorial Presbyterian Church, 6300 Courthouse Road. Mr. Jeff Stoke, Deputy County Administrator, stated that there was a desire to relocate the polling location in the Prince George County Courthouse to the Gregory Memorial Presbyterian Church in precinct number 204. Per Code of Virginia 24.2-306, such a move must be approved 60 days prior to the general election. Staff is requesting that this item be postponed indefinitely in order to align it with the 2020 Census. Mr. Hunter made a motion, seconded by Mr. Webb, to postpone the item indefinitely. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

T-2. Resolution; Appointment of Two Members to Prince George Planning Commission (Four-Year Term). Mr. Hunter made a motion, seconded by Mrs. Waymack, to reappoint Mr. Willie Bresko, Jr. and Ms. Imogene Elder to the Prince George County Planning Commission. Roll was called on the motion.

R-21-022

T-2.

RESOLUTION; APPOINTMENT OF TWO MEMBERS TO PRINCE GEORGE PLANNING COMMISSION (FOUR-YEAR TERM)

WHEREAS, The terms of Willie Bresko, Jr., and Imogene Elder will expire on December 31, 2020; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of February, 2021 does hereby appoint Mr. Willie Bresko, Jr. and

Ms. Imogene Elder to the Planning Commission to serve a four-year term, beginning January 1, 2021 and ending on December 31, 2024.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

ORDER OF BUSINESS

A-1. Resolution; Proposed Revisions Prince George County Personnel Policy; Section 230.1 Through 230.29, Entitled *Procurement Policy*. Ms. Drewry stated that Staff recognized the need to update and expand existing Administrative Policy 230 entitled Procurement Policy to provide better internal guidance and clarification, and to increase certain procurement thresholds. Approval of the recommended policy changes will provide more specific written guidelines to department heads and employees when making purchases by: defining and updating process to follow for purchasing good / service at specific dollar thresholds; providing guidance on when bonds are required for projects (construction projects of \$100,000 or more); stating insurance requirements for vendors; allowing use of cooperative procurement; providing guidelines for curing contract issues and for formally disbarring a contracted vendors. Mr. Webb asked for clarification if the procurement threshold of \$50,000 or 25% to come to the Board is actually 25% of the total contract. Ms. Drewry confirmed that it was. Mr. Hunter made a motion, seconded by Mrs. Waymack, to approve the resolution as presented. Roll was called on the motion.

R-21-023

A-1.

RESOLUTION; PROPOSED REVISIONS PRINCE GEORGE COUNTY PERSONNEL POLICY; SECTION 230.1 THROUGH 230.29, ENTITLED *PROCUREMENT POLICY*

WHEREAS the Prince George County Personnel policy has been reviewed by staff and it has been determined that the existing policy entitled *Procurement Policy* requires modifications;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of the County of Prince George this 9th day of February, 2021, does hereby amend the Prince George County Personnel Policies by revising the policy entitled *Procurement Policy* as requested.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-2. Resolution; Appropriation (\$347,122 School Textbook Fund, Fund Balance). Ms. Drewry stated that on January 11 2021 the Prince George County School Board approved an increase in the FY2021 School Textbook Fund budget. At the end of FY2020, the School Textbook Fund had a fund balance of \$347,122 (audited number). The School division requests the appropriation of FY2020 ending fund balance for use in FY2021. Mr. Webb made a motion, seconded by Mr. Carmichael, to approve the resolution as presented. Roll was called on the motion.

R-21-024

RESOLUTION; APPROPRIATION (\$347,122 SCHOOL TEXTBOOK FUND, FUND BALANCE)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of February, 2021, does hereby authorize the following increase of funds within the 2020-2021 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>
SCHOOL TEXTBOOK FUND	
<u>Expenditure:</u>	
Textbooks - New	
0540-06-201-6004-61100-100-900-000-46012	\$347,122.00

Revenue:

Textbook Fund, Fund Balance

0540-40-900-8208-00000-000-000-000-399999

\$347,122.00

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-3. Resolution: Award of Contract for Feasibility Study for Water Infiltration Mediation at Regional Heritage Center (\$9,294). Mr. Mike Purvis, General Services Director, stated that water intrusion penetrating several windows and doors in the facility, has caused water damage into the interior wall materials as well as the front entrance door. Moseley Architects have produced a scope of work that also included consultants for this project. Downey & Scott, LLC will provide construction cost estimating services. Six Sides Building Enclosures Consulting will provide water infiltration and remediation services, as well as envelope and roof consulting to Moseley Architects. Aeon Preservation Services, LLC will provide historic preservation services with regard to repair and restoration of the damage historical materials and construction. Contract #21-04-0504 Architectural/Engineering and Project Management Services" was issued on November 12, 2020 and was awarded to Moseley Architects, P. C. Staff is recommending award of contract to Moseley Architects not to exceed \$9,294.00 and is requesting the board to authorize the County Administrator to execute a contract with Moseley Architects, P. C. not to exceed \$9,294.00. Mr. Webb made a motion, seconded by Mr. Hunter, to approve the resolution as presented. Roll was called on the motion.

R-21-025

A-3

RESOLUTION: AWARD OF CONTRACT FOR FEASIBILITY STUDY FOR WATER INFILTRATION MEDIATION AT REGIONAL HERITAGE CENTER (\$9,294)

WHEREAS, Water intrusion is penetrating several windows and doors in the Regional Heritage Center and has caused water damage into the interior wall materials as well as the front entrance door; and

WHEREAS, Moseley Architects, P.C. has provided pricing for the feasibility study for water infiltration and remediation in an amount not to exceed \$9,294.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Prince George this 9th day of February, 2021, hereby authorizes the County Administrator to execute a contract with Moseley Architects, P.C. for a feasibility study for water infiltration and remediation in an amount not to exceed \$9,294.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-4. Resolution: Award of Annual Services Contract for Routine and Emergency Utility Repairs. Mr. Frank Haltom, County Engineer, stated that an Invitation for Bid (IFB) for routine and emergency repair annual services contract was issued on December 8, 2020, and closed on January 13, 2021. Work under this contract includes the maintenance, repair, and minor construction of water lines, sewer lines, manholes and associated appurtenances. One response was received, which was from Perkinson Construction, LLC. Perkinson Construction holds the current annual service contract for utility repairs and remains in good standing with the department. The bid was reviewed by staff and is considered a responsive and responsible bid. The term is for a one-year period. This contract may be renewed by the County for four (4) years at successive one-year periods under the terms and conditions of the original contract. Staff recommends an award of the annual services contracts for routine and emergency repairs to Perkinson Construction, LLC in accordance with the terms and conditions provided for in IFB

#21-08-0600. Mr. Webb made a motion, seconded by Mr. Carmichael, to approve the resolution as presented. Roll was called on the motion.

R-21-026

A-4.

RESOLUTION: AWARD OF ANNUAL SERVICES CONTRACT FOR ROUTINE AND EMERGENCY UTILITY REPAIRS

WHEREAS, an Invitation for Bid (IFB) for routine and emergency repair annual services contract was issued on December 8, 2020, and closed on January 13, 2021; that work under this contract includes the maintenance, repair, and minor construction of water lines, sewer lines, manholes and associated appurtenances; and

WHEREAS, Perkinson Construction, LLC was the sole responsive and responsible bidder; and

WHEREAS, the contract term is for a one-year period that may be renewed by the County for four (4) years at successive one-year periods under the terms and conditions of the original contract. This contract will be effective on February 1, 2021; and

WHEREAS, an award of the annual services contracts for routine and emergency repairs to Perkinson Construction, LLC is recommended in accordance with the terms and conditions provided for in IFB #21-08-0600.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Prince George this 9th day of February, 2021, hereby awards the annual services contract for routine and emergency utility repairs to Perkinson Construction, LLC.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-5. Resolution: Award of Contract for Route Analysis and Route Selection for the Route 10 Waterline Extension. Mr. Haltom stated that after the completion of the preliminary engineering report, the Board authorized the engineering services for 24,000 linear feet of waterline to be extended along Sandy Ridge Road, Ruffin Road, and Route 10 to Jordan on the James (JOJ) and Beechwood Manor (BM) subdivisions. The County has received a proposal from WW Associates to perform the topographic survey and route selection analysis. Field survey will collect features such as property lines, right-of-way lines, streams and creeks, culvert pipes, bridge abutments, underground utilities and other pertinent features necessary for the design of the waterline. This project will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval. Staff recommends an award of the contract for route analysis and route selection to WW Associates. Mr. Hunter made a motion, seconded by Mrs. Waymack, to approve the resolution as presented. Roll was called on the motion.

R-21-027

A-5.

RESOLUTION: AWARD OF CONTRACT FOR ROUTE ANALYSIS AND ROUTE SELECTION FOR THE ROUTE 10 WATERLINE EXTENSION

WHEREAS, the Board authorized the engineering services for 24,000 linear feet of waterline to be extended along Sandy Ridge Road, Ruffin Road, and Route 10 to Jordan on the James (JOJ) and Beechwood Manor (BM) subdivisions; and

WHEREAS, the County has received a proposal from WW Associates to perform a field survey and analysis of route selection for \$52,500; and

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WHEREAS, this project will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Prince George this 9th day of February, 2021, hereby awards the contract for route analysis and route selection for the route 10 waterline extension to WW Associates for \$52,500.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-6. Resolution: Appropriation Economic Development Fund Balance for Return of Commonwealth Opportunity Grant, \$200,000. Mr. Stoke stated that Prince George County received Virginia Economic Development Partnership - Commonwealth's Opportunity Fund (COF) Grant proceeds in the amount of \$200,000 to be used for expansion at Service Center Metals and appropriated those grant proceeds to the FY2020 budget on July 9, 2019. The Board of Supervisors approved execution of a Performance Agreement related to these COF grant funds on December 11, 2018. Section 3 of the Performance Agreement indicated that the grant proceeds were to be retained by the County and disbursed in one payment to the Industrial Development Authority of Prince George County (IDA) when Service Center Metals has met targets of a capital investment of \$16,900,000 and has created and maintained 15 new jobs. The IDA will disburse to Service Center Metals within 30 days of the receipt of the grant funds. Those grant funds remain on hand in Prince George County, are currently accounted for in the Economic Development Fund, Fund Balance. Service Center Metals did not satisfy the requirements of the agreement, and will forego the VIP it was awarded concurrent with the COF. Prince George County awaits a formal request to return the funds to the Virginia Economic Development Partnership. Staff is requesting that the Board approve an appropriation of COF grant from Economic Development Fund, Fund Balance to facilitate return of funds to the Virginia Economic Development Partnership when formal request is received. Mr. Webb made a motion, seconded by Mrs. Waymack, to approve the appropriation as presented. Roll was called on the motion.

R-21-028

A-6.

RESOLUTION; APPROPRIATION RETURN OF COMMONWEALTH OPPORTUNITY FUND GRANT TO THE VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP - \$200,000

NOW, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of February, 2021, does hereby authorize and appropriate the following increase of funds within the 2020-2021 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>
Economic Development Fund	
Expenditures:	
0215-08-301-2151-45552 Reimbursement of COF Grant	\$200,000
Revenues:	
0215-90-901-8207-399999 Economic Development Fund, Fund Balance	\$200,000

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-7. Discussion of Melvin L. Davis Oil Company, Inc. ABC License Application. On January 25, 2021, Prince George County received notification from the VA ABC of the Los Arrieros Inc. ABC license application. Per state code, local governing bodies shall submit objections to the granting of a license within 30 days of the filing of the application. The Prince George County Board of Supervisors may recommend to the VA ABC: 1) approval, 2) denial,

3) approval with conditions, or 4) take no action on the notice. Any comments made by Prince George County Board of Supervisors will be submitted to the Virginia Alcoholic Beverage Control Authority. This office has spoken with Chief Early and he has no objections. VA ABC has final authority on this matter. The Board has no objections as well. Therefore, they took no action on the notice.

A-8. Adoption of Resolution Continuing a Three-Year Average of State Land Evaluation and Advisory Council (SLEAC) Agricultural Land Use Rates.. Ms. Cindy Mabe of the Real Estate Assessor's Office proposed the continuation of the three-year average for SLEAC rates. She stated that this year they have sent out a little over 1300 revalidations that were due back in November. They did receive 100% of the revalidations back. Prince George County adopted the three-year average in 2014, which helped the burden on the taxpayer from seeing increases and decreases from year to year. With the three-year average, it does not fluctuate as much. The Assessor's Office continues to recommend the three-year moving average. Mr. Webb agreed that it levels the playing field for everyone and he supports it. Mr. Hunter agreed. Chairman Brown stated that it could flip on everyone if they went the other way. Mr. Hunter made a motion, seconded by Mr. Webb, to authorize the resolution as presented. Roll was called on the motion.

R-21-029

A-8.

ADOPTION OF RESOLUTION CONTINUING A THREE-YEAR AVERAGE OF
STATE LAND EVALUATION AND ADVISORY COUNCIL (SLEAC)
AGRICULTURAL LAND USE RATES

WHEREAS, the Real Estate Land Use Program administered by the Real Estate Assessor's Office develops Agricultural Land Use Rates annually by averaging the rates published by the State Land Evaluation and Advisory Council (SLEAC) from the most current three previous years; and

WHEREAS, the Agricultural Land Use Rates published by the SLEAC have experienced a decrease of 22% for TY 2021. The continuation of calculating the Agricultural Land Use Rates annually by averaging the rates published by the SLEAC would result in a decrease in rates of approximately 8%; and

WHEREAS, §58.1-3236, Code of Virginia, 1950, as amended, allows localities the discretion to locally adopt agricultural land use rates; and

NOW THEREFORE, BE IT RESOLVED that the Board of Supervisors hereby directs the Assessor's Office to calculate the Agricultural Land Use Rates annually by averaging the rates published by the State Land Evaluation and Advisory Council (SLEAC) from the most current three previous years.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-9. Resolution; Modification to FY2020-2021 Position Control Chart for Parks & Recreation. Mr. Jeff Stoke, Deputy County Administrator, stated that the part-time Sports Tourism Coordinator position is currently vacant. The position is responsible for planning, coordinating, and promoting sports tourism within Prince George County to maximize the economic impact of events and is funded through the Tourism budget. The Sports Tourism Coordinator position is currently funded for up to \$35,000 (including FICA). Tourism and Parks and Recreation propose that the responsibilities of the part-time Sports Tourism Coordinator be incorporated into three existing full-time Parks and Recreation staff responsibilities, thus removing the part-time position. The three positions would then be reclassified to include the additional responsibilities (included). The positional changes would total \$10,838.88 +FICA +Benefits; Grand Total = \$13,441. The change would provide a \$21,560 savings to the Tourism account and providing better service by incorporating existing staff versed in facility needs and

availability. Mr. Webb stated that this is good forward thinking and made a motion, seconded by Mrs. Waymack, to approved position control chart change. Roll was called on the motion.

R-21-030

A-9.

RESOLUTION; A revision to the County's position control chart for Parks & Recreation with the following changes:

- Coordinator V, Athletics will be reclassified to Manager V, Sports & Tourism
- One Senior Grounds Maintenance Worker will be reclassified to Coordinator I, Grounds Maintenance & Tourism
- Administrative Support Specialist II will be reclassified to Administrative Support Specialist III

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

A-10. Crater Regional Chief Elected Officials Consortium; CEO Designee Certification & Alternate Members. Mr. Haltom stated that the County ordinance allows for one leak adjustment per year. The Love's Travel Center has requested a second water lead adjustment within the 12-month period. The leak occurred over three billing cycles (4-6 months) before it was fully corrected. Utilities helped them locate the leak on site, which was under a concrete pad near the gas pumps. The water from the leak could not be seen since it traveled under the concrete pad to the nearby ditch. Their first adjustment for their February bill was for \$15,036.17. Love's request is to be credited the two remaining bills for April water (\$6,700) and sewer (\$12,750.38) and June (\$4,924.98 for water and \$9,372.33 for sewer). The Utility Department pays ARWA for the water usage caused by the water leak, and therefore, a credit to Love's would be a substantial loss to the utility. However, since the leak has no impact on the Department's sewer cost, the sewer charges can be credited without any loss to the department. It is recommended to credit only the sewer charges for April and June bills, which result in a credit of \$22,122.71, with no adjustment to the water charges. A waiver of the County ordinance requires a public hearing. Staff is seeking authority to advertise a public hearing to waive the County ordinance to allow for a second leak adjustment within a 12-month period. Mrs. Waymack made a motion, seconded by Mr. Hunter to authorize the advertisement of a public hearing for March 9. Roll was called on the motion.

R-21-031

A-10.

RESOLUTION: AUTHORITY TO ADVERTISE A PUBLIC HEARING FOR A ONE-TIME WAIVER OF SECTION 82-233(C) OF THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA.

WHEREAS, County Code Section 82-233(C) defines the frequency allowed for adjustments to customer billing due to water leaks as no more than one adjustment during a 12-month period; and

WHEREAS, The Loves Travel Center, Inc. has requested a second adjustment to its bill within 12 months citing the leak that was adjusted occurred over a 6- month period.

NOW, THEREFORE BE IT RESOLVED: That the Board of Supervisors of the County of Prince George this 9th day of February, 2021, does hereby authorize the advertisement of a public hearing to consider a one-time waiver of Section 82-233(C) of the Code of the County of Prince George.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

ADJOURNMENT. Mr. Carmichael moved, seconded by Mrs. Waymack, to adjourn to 6:00 pm on February 11, 2021 for a virtual ZOOM budget work session. 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 9:42 p.m.

[Draft Minutes prepared February 17, 2021 for consideration on March 9, 2021; adopted by unanimous vote.]

Floyd M. Brown, Jr.
Chairman, Board of Supervisors

Percy C. Ashcraft
County Administrator