

AGENDA
Board of Supervisors
County of Prince George, Virginia
Regular Meeting: October 11, 2022
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.**

The meeting will be live-streamed at the following link:

https://www.princegeorgecountyva.gov/live_stream/index.php

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_form.php.

Any public comments received in person or by website form up until the public comment section is closed by the Chair of the Board of Supervisors on October 11 may be entered into the meeting minutes if desired by the citizen.

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. [2]

E-2. Resolution; “Certification of Closed Session” Certifying that Only those Items Contained in the Closed Session Motion were Discussed. [3]

WORK SESSION

Welcome Sign Update and Adopt-a-Sign Program – Yoti Jabri [4]

Land Use Rates – Brian Gordineer [5]

INVOCATION –

PLEDGE OF ALLEGIANCE TO U.S. FLAG

PUBLIC COMMENTS

ADOPTION OF AGENDA [1]

ORDER OF CONSENSUS

C-1. Draft Minutes – September 27, 2022 Regular Meeting. [6]

C-2. Resolution Dedicating an Easement of Right of Way to Dominion Energy Virginia – Burrowsville Community Center. (Dan Whitten, County Attorney) [7]

C-3. Resolution Dedicating an Easement of Right of Way to Dominion Energy Virginia- Garage Expansion Project. (Dan Whitten, County Attorney) [8]

PRESENTATIONS

SUPERVISORS' COMMENTS

COUNTY ADMINISTRATOR'S COMMENTS

REPORTS

VDOT – Crystal Smith

POSTPONED ITEMS

ORDER OF BUSINESS

- A-1. Adoption of Resolution Adopting Land Use Rates. (Brian Gordineer, Real Estate Assessor). [9]
- A-2. Discussion of a Representative of the Board of Supervisors to Cast the Vote(s) for Prince George County at the VACO Annual Business Meeting. (Jeff Stoke, County Administrator) [10]
- A-3. Resolution; Proposed Revisions Prince George County Administrative Policy; Entitled Surplus Property. (Betsy Drewry, Deputy County Administrator, Finance) [11]
- A-4. Discussion; Approval of Letter in Opposition of HB2213, "Safe Routes Act". [12]
- A-5. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):
 - A. Resolution; Two Recommendations for Appointment (Five-Year Term) – Board of Zoning Appeals. [13]

PUBLIC HEARINGS

- P-1. Public Hearing Resolution; Appropriation (\$3,724,810.50 American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds – Tranche 2). (Betsy Drewry, Deputy County Administrator, Finance). [14]
- P-2. Public Hearing Resolution; Appropriation of Unexpended Fall 2019 Series Stormwater Fund Bond Proceeds FY2021-22 Budget to FY2022-23 (\$1,809,789.62). (Betsy Drewry, Deputy County Administrator, Finance). [15]

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

October 11, 2022

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

MEETING CONVENED. Chair Marlene J. Waymack called a regular meeting of the Board of Supervisors of the County of Prince George, Virginia, to order at 5:00 p.m. on October 11, 2022 in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia.

ATTENDANCE. The following members responded to Roll Call:

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

Also present was: Jeff Stoke, 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 Section 2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of a specific public officer, appointee or employee of the public body; such discussion shall be limited to two members of the Board of Zoning Appeals; and Section 2.2-3711.A.3 – Discussion or consideration of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; such discussion shall be limited to property located off Folar Trail; and 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 a business in the Southpoint Industrial Park. Mr. Brown made a motion, seconded by Mr. Hunter, that the Board convene closed session for Section 2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of a specific public officer, appointee or employee of the public body; such discussion shall be limited to two members of the Board of Zoning Appeals; and Section 2.2-3711.A.3 – Discussion or consideration of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; such discussion shall be limited to property located off Folar Trail; and 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 a business in the Southpoint Industrial Park.

R-22-184

E-1.

RESOLUTION; CLOSED SESSION FOR SECTION 2.2-3711.A.1 – DISCUSSION OR CONSIDERATION OF THE ASSIGNMENT, APPOINTMENT, PROMOTION, PERFORMANCE, DEMOTION, SALARIES, DISCIPLINING OR RESIGNATION OF A SPECIFIC PUBLIC OFFICER, APPOINTEE OR EMPLOYEE OF THE PUBLIC BODY; SUCH DISCUSSION SHALL BE LIMITED TO TWO MEMBERS OF THE BOARD OF ZONING APPEALS; AND SECTION 2.2-3711.A.3 – DISCUSSION OR CONSIDERATION

OF THE DISPOSITION OF PUBLICLY HELD REAL PROPERTY WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE PUBLIC BODY; SUCH DISCUSSION SHALL BE LIMITED TO PROPERTY LOCATED OFF FOLAR TRAIL; AND 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 A BUSINESS IN THE SOUTHPOINT INDUSTRIAL PARK

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of October, 2022, does hereby vote to enter closed session for Section 2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of a specific public officer, appointee or employee of the public body; such discussion shall be limited to two members of the Board of Zoning Appeals; and Section 2.2-3711.A.3 – Discussion or consideration of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; such discussion shall be limited to property located off Folar Trail; and 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 a business in the Southpoint Industrial Park.

On roll call the vote was:

In favor: (4) Waymack, Webb, Hunter, Brown

Opposed: (0)

Absent: (1) Carmichael

E-2. Resolution; Certification of Closed Session. At 5:31 p.m., Mr. Webb made a motion, seconded by Mr. Brown, 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. Chair Waymack 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 Chair asked that the roll be called on the motion.

R-22-184A

E-2.

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

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of October, 2022 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: (4) Brown, Waymack, Webb, Hunter

Opposed: (0)

Absent: (1) Carmichael

Chair Waymack called a recess at 5:32 pm. The meeting reconvened at 6:00 pm.

Work Session

Mr. Yoti Jabri, Economic Development Director, gave an update on the County's Welcome Sign and introduced the newly designed Adopt-a-Sign Program. There are a total of nine Welcome Signs and two Industrial signs. At the time they were installed there was no long-term plan for landscaping or maintenance. Mr. Jabri stated that welcome signs are to have a warm and

welcoming impression. There is currently a sign at Route 10 at the Hopewell line, Route 156, Route 460, Puddledock Road, South Crater Road at LaSalle Motel, Red Roof Inn, and Shell Station, Route 10 at the Surry Line, and Courthouse Road at Tractor Supply. The two industrial signs are on Bull Hill and West Quaker Road at the Southpoint Industrial Park and Crosspointe Centre. The Adopt-a Sign Program will work with sponsorship from businesses or nonprofits to ensure signs are presented in a clean and attractive way that provides a warm welcome to visitors. For profit and nonprofit organizations/groups can adopt a sign by sponsorship. Sponsorship will be five (5) years for five thousand (\$5,000). This program will ensure that the signs are in uniform and pristine condition. The funds will go into a tourism account and annual maintenance and landscaping on the signs will be scheduled. The program saves taxpayer dollars by companies/nonprofits sponsoring welcome/industrial signs that requires annual maintenance. The sponsor will have a chance to place a sponsor sign at the sign they have adopted. Many businesses are excited to sponsor a sign and like the idea that they do not have to do the work. Only eight signs are eligible for landscaping. The other three are not due to the fact of surrounding fencing or other prohibited structures. They have been advised to stick to that of the Tractor Supply area sign. Once those eight landscapes are complete, they will have applications for businesses for sponsorship. Each sponsorship will need to be approved by the Board of Supervisors. Signs will be inspected quarterly. Mr. Hunter asked if the signs that cannot be landscaped can be moved so that all of the signs will be the same. Mr. Jabri stated that is a possibility. Mrs. Waymack stated that would be a good idea and the Board agreed so that they will all be uniform. Mr. Brown asked why the Board needs to approve the sponsors. The County Attorney stated that the County Administrator could approve the sponsorship agreements. Mr. Brown also asked if the commitment would be \$5,000 up front or \$1,000 yearly. Mr. Jabri stated that it would be upfront, but if a business insisted on yearly, they could have that contract in place. Mr. Whitten stated that there would also be an option for renewal when the five-year period is up.

Mr. Brian Gordineer, Real Estate Assessor, stated that he is requesting direction to utilize land use rates for the FY2024 general assessment. The Board was presented with two options. They could either return to using a three-year moving average of the State Land Evaluation Advisory Council (SLEAC) or adopt the SLEAC agricultural rates as presented. The Code of Virginia (Section 58.1-3239) established the State Land Evaluation Advisory Council with the mandate to determine and publish use-value estimates of eligible land for each jurisdiction participating in the use-value taxation program. Prince George County had adopted the SLEAC as presented since 1976. The SLEAC rates experienced a meteoric rise from 2009-2013. To moderate the increase in rates, the Board directed the Assessor to use a three-year moving average of SLEAC agricultural rates for valuation purposes. Since then (except for last year), the three-year moving average calculation has moderated the increase in the tax burden of qualified agricultural land use participants when compared to the stated SLEAC rates which have increased by as much as 35% in a single year. For 2023 (FY2024), the SLEAC agriculture rates have increased by 24%. Returning to the three-year moving average will result in an increase of just 8% in the agricultural land use rates from last year. There are currently 1,285 parcels in the land use category. Mr. Webb stated that he is in favor of the three-year average. Mr. Brown agreed. Mr. Hunter and Mrs. Waymack made it the consensus of the Board. There will be action taken later this evening in the business meeting.

Mr. Gordineer took a minute to speak to the Board about the Open Space category of Land Use. It has not been used extensively in Prince George County. At this point, the majority of properties that are in the Open Space category in the Land Use Program are properties that are covered by conservation and historic preservation easements, which is one of the requirements to be in the Open Space category. Currently, there are a number of property owners in the County that can no longer find people to farm their land and the properties are just sitting empty. In those conditions, the properties do not technically meet the requirements for agricultural and when you discontinue a use such as agricultural, it will trigger rollback taxes. Given that this Open Space category was approved when the Land Use Program was adopted by the County, the Real Estate Assessor's Office would like to be able to use it for those people who are no longer meeting the requirements for agricultural production and move them over to the Open Space category. Real estate devoted to Open Space Use shall mean real estate used as, or preserved for, (i) parks or recreational purposes, including public or private golf courses, (ii) conservation of land or other natural resources, (iii) floodways, (iv) wetlands as defined in § 58.1-3666, (v) riparian buffers as defined in § 58.1-3666, (vi) historic or scenic purposes, or (vii) assisting in the shaping of the character, direction, and timing of community development or for the public

interest and consistent with the local land use plan under uniform standards prescribed by the Director of the Department of Conservation and Recreation pursuant to the authority set out in § 58.1-3240, and in accordance with the Administrative Process Act (§ 2.2-4000 et seq.) and the local ordinance. Other requirements for the Open Space category, include within an agricultural, a forestall or an agricultural forestall district, subject to a perpetual easement, and subject to a recorded commitment entered into by the landowner with the governing body to keep the property the way that it is for five years. Other jurisdictions with an Open Space category include Dinwiddie, Powhatan, Chesterfield, and Henrico Counties. Mr. Webb asked what is the direct impact to the owners of this land in either scenario. Mr. Gordineer stated that once there is no longer an agricultural use in the Land Use Program, State law tells us that we need to bill rollback taxes and collect the amount that they saved for the last five years in the program. The Open Space category protects them from having to pay those rollback taxes. Mr. Webb asked if they commit to this five year agreement, what happens if the owner's lifestyle changes, i.e., they die or sell the property. The County Attorney stated that there would be language in the agreement that would detail termination to give them options. Mr. Brown asked the County Attorney if this would require an ordinance amendment. The County Attorney stated that it would and he could work with Mr. Gordineer on the language for a public hearing. Mr. Gordineer stated that they could work with the County Attorney to have a public hearing by November. The Board agreed by consensus to move forward with the Open Space category.

Chair Waymack called for a recess at 6:34 p.m. The meeting reconvened at 7:00 pm.

Invocation. Mr. Hunter 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. Chair Waymack announced that anyone wishing to come before the Board may do so at this time. She noted that this was the time for unscheduled general public comments. Chair Waymack opened the public comments at 7:01 p.m. There was no one to speak and the public comments period was closed.

APPROVAL OF AGENDA. After requesting that the VDOT report and Item A-4 be removed from the agenda, Mr. Brown made a motion, seconded by Mr. Hunter, to adopt the agenda as amended. Roll was called on the motion.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

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

R-22-185

C-2.

RESOLUTION DEDICATING AN EASEMENT OF RIGHT OF WAY TO DOMINION ENERGY VIRGINIA

WHEREAS, Dominion Energy Virginia has requested the County convey a 56'L x 15'W easement of right of way at Burrowsville Library, Tax Map Parcel 290(0A)00-021-0; and

WHEREAS, the easement of right of way will allow for the construction of an electric transmission and distribution system.

NOW, THEREFORE, BE IT RESOLVED, that the Prince George County Board of Supervisors approves the dedication of an easement of right of way to Dominion Virginia Energy to construct an electric transmission and distribution system at Burrowsville Library.

C-3.

RESOLUTION DEDICATING AN EASEMENT OF RIGHT OF WAY TO DOMINION ENERGY VIRGINIA

WHEREAS, Dominion Energy Virginia has requested the County convey a 15' wide easement of right of way at Scott Park, Tax Map Parcel 240(0A)00-011-A; and

WHEREAS, the easement of right of way will allow for the construction of an electric transmission and distribution system.

NOW, THEREFORE, BE IT RESOLVED, that the Prince George County Board of Supervisors approves the dedication of an easement of right of way to Dominion Virginia Energy to construct an electric transmission and distribution system at Scott Park.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

SUPERVISORS' COMMENTS

Chair Waymack asked everyone to please keep the people in Florida in their thoughts and prayers as they deal with the devastation of Hurricane Ian.

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Jeff Stoke, Deputy County Administrator, stated that absentee voting began on September 23 for early in-person voting (Mon-Fri, excluding Holidays), P.G. Registrar's Office, 6602 Courts Drive or 804-722-8748 for more information 8:30am - 4:30pm. Monday, October 17 is the last day to register to vote or update an existing registration for the November General Election. Friday, October 28 is the last day to request an absentee ballot to be mailed to you. The Registrar's Office will be open on Saturday, October 29, and Saturday, November 5 from 9 a.m. to 5 p.m. for in-person absentee voting. On Tuesday, November 8, "Election Day" Polling locations will be open from 6 a.m. to 7 p.m.

ORDER OF BUSINESS

A-1. Adoption of Resolution Adopting Land Use Rates. Mr. Brian Gordineer, Real Estate Assessor stated that as previously discussed, the Code of Virginia (Section 58.1-3239) established the State Land Evaluation Advisory Council (SLEAC) with the mandate to determine and publish use-value estimates of eligible land for each jurisdiction participating in the use-value taxation program. Prince George County had adopted the SLEAC as presented since 1976. The SLEAC rates experienced a meteoric rise from 2009-2013. To moderate the increase in rates, the Board directed the Assessor to use a three-year moving average of SLEAC agricultural rates for valuation purposes. Since then (except for last year), the three-year moving average calculation has moderated the increase in the tax burden of qualified agricultural land use participants when compared to the stated SLEAC rates which have increased by as much as 35% in a single yearly. For 2023 (FY2024), the SLEAC agriculture rates have increased by 24%. Returning to the three-year moving average will result in an increase of just 8% in the agricultural land use rates from last year. This request before the Board is to direct the Assessor to utilize the following rates for the FY2024 general reassessment. There are two options to either return to using a three-year moving average of the SLEAC agriculture rates or adopt the SLEAC agricultural rates as presented. Mr. Hunter made a motion, seconded by Mr. Brown to approve the three-year moving average. Roll was called on the motion.

A-1.

ADOPTION OF RESOLUTION ADOPTING 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 an increase of 21% for TY 2023. The continuation of calculating the Agricultural Land Use Rates annually by averaging the rates published by the SLEAC would result in a increase in rates of approximately 1%; 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 Real Estate 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: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

A-2. Discussion of a Representative of the Board of Supervisors to Cast the Vote(s) for Prince George County at the VACO Annual Business Meeting. Mr. Jeff Stoke, County Administrator, stated that the 2022 Annual Business Meeting of the Virginia Association of Counties will be held on Tuesday, November 15 at 10:00 a.m. at the Greater Richmond Convention Center. Article VI of the VACo By-Laws states that each county shall designate a representative of its board of supervisors to cast its vote(s) at the Annual Business Meeting. However, if a member of the Board of Supervisors cannot be present for this meeting, the Association's By-Laws allow a county to designate a non-elected official from your county or a member of a board of supervisors from another county to cast a proxy vote(s) for your county. For the County to be certified to vote at the Annual Business Meeting, a completed Voting Credentials Form or a Proxy Statement must be submitted to VACo by November 7, 2022. Mr. Webb stated that he would be in favor of Mr. Jeff Stoke, County Administrator. Mr. Brown made a motion, seconded by Mr. Hunter, to nominate Mr. Jeff Stoke, County Administrator and Chair Waymack the alternate. Roll was called on the motion.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

A-3. Resolution; Proposed Revisions Prince George County Administrative Policy; Entitled Surplus Property. Ms. Betsy Drewry, Deputy County Administrator, Finance, stated that Cliff Young, IT Director, has requested to revise the Administrative policy entitled Surplus Property for the Board's consideration, specifically to remove "Computer processing units and large printers (with original value over \$500)" from the list that must be disposed of in accordance with the policy. It will allow the exception so that the IT department can evaluate the equipment for serviceability. If they determine it to be unusable for County needs, they can process it for recycling, trade-in or surplus. Mr. Young did this at his previous employer and it was very successful. Recyclers will typically pay for items they receive and the proceeds could go towards Countywide info technology equipment. Utilizing recyclers would also reduce the logistics required for technology disposal; saving staff time, improving storage space utilization, and decreasing costs. Mr. Webb asked if these items are an asset subject to depreciation. Ms. Drewry stated that it has to be \$5000 or more to be considered a fixed asset. Mr. Webb asked if it ends up being an asset, where does the depreciation have to be for this to work? Ms. Drewry stated that they only depreciate those items that are singularly \$5,000 or more. We typically do not dispose of them within the time period until they are fully depreciated. She confirmed for Mr. Webb that none of these surplus items we are talking about here are \$5,000 or more. Mr.

Hunter made a motion, seconded by Mr. Webb, to approve the policy revision as presented. Roll was called on the motion.

R-22-187

A-3.

RESOLUTION; PROPOSED REVISIONS PRINCE GEORGE COUNTY ADMINISTRATIVE POLICY; ENTITLED *SURPLUS PROPERTY*

WHEREAS the Prince George County Personnel Policy Manual has been reviewed by staff and it has been recommended that the administrative policy entitled *Surplus Property* be reviewed and considered for revision in the County's Personnel Policies;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Prince George, this 11th day of October, 2022 does hereby amend the Prince George County Personnel Policies by approving a revision to the administrative policy entitled *Surplus Property* as requested.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

A-5. Consideration of Appointments – Board, Commissions, Committees, Authorities: Resolution of Appointment(s):

A. Resolution; Two Recommendations for Appointment (Five-Year Term) – Board of Zoning Appeals. Mr. Brown made a motion, seconded by Mr. Hunter, to recommend to the Circuit Court the appointment of Ms. Shanna Story to fulfill the interim term of the late William Kreider on the Board of Zoning Appeals. Roll was called on the motion.

R-22-188

A-5A

RESOLUTION; RECOMMENDATION FOR APPOINTMENT (INTERIM TERM) – BOARD OF ZONING APPEALS

WHEREAS, There is a vacant term on the Board of Zoning Appeals due to the passing of William Kreider;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 11th day of October, 2022 that it hereby recommends Ms. Shanna Story to the Circuit Court for appointment to the Prince George County Board of Zoning Appeals for an interim term effective immediately and ending on October 14, 2025.

BE IT FURTHER RESOLVED That upon receiving notice of confirmation of appointment, the Circuit Court Clerk shall administer the Oath of Office to Ms. Shanna Story as required by State law.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

Mr. Brown made a motion, seconded by Mr. Webb, to recommend to the Circuit Court the reappointment of Ms. Carol Woodward to the Board of Zoning Appeals. Roll was called on the motion.

R-22-188A

A-5A

RESOLUTION; RECOMMENDATION FOR APPOINTMENT –
BOARD OF ZONING APPEALS

WHEREAS, Ms. Carol Woodward’s term will expire on October 31, 2022;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 11th day of October, 2022 that it hereby recommends Ms. Carol Woodward to the Circuit Court for appointment to the Prince George County Board of Zoning Appeals for an interim term effective immediately and ending on October 31, 2027.

BE IT FURTHER RESOLVED That upon receiving notice of confirmation of appointment, the Circuit Court Clerk shall administer the Oath of Office to Ms. Carol Woodward as required by State law.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

Chair Waymack called for a recess at 7:15 pm. The meeting reconvened at 7:30 pm.

PUBLIC HEARINGS

P-1. Public Hearing Resolution; Appropriation (\$3,724,810.50 American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds – Tranche 2). Ms. Betsy Drewry, Deputy County Administrator, Finance, stated that the Federal government will deliver Tranche 2 (second installment) of \$350 billion in Coronavirus State and Local Fiscal Recovery Funds – American Recovery Plan Act (ARPA) for State, Local, Territorial, and Tribal Government to respond to the COVID-19 Emergency and Bring Back Jobs. Prince George County has received a total of \$7,449,621, and received Tranche one in August of 2021, and received Tranche two (second installment) of \$3,724,810.50 on August 11, 2022. The funds may be used by recipients to support public health expenditures, address negative economic impacts caused by the public health emergency, replace lost public sector revenue, provide premium pay for essential workers, and invest in water, sewer, and broadband infrastructure. The majority of funding, to date, has been committed to needed Utility infrastructure projects (at least \$6 Million – FY2022 and Adopted FY2023 budget. The Board took action to earmark \$235,177.00 for fiber upgrades on September 27, 2022. The budget amendment to appropriate Tranche 2 of \$3,724,810.50, if approved, requires a public hearing because the amount exceeds 1% of the adopted FY2023 budget (Adopted FY2023 budget = \$160,016,873; 1% = \$1,600,168). The Code of Virginia §15.2-2507 requires a public hearing for budget amendments exceeding 1% of the adopted fiscal plan. The Board authorized advertisement of an October 11 public hearing on September 13. The Public Hearing notice was published in the Thursday September 29, 2022 edition of The Progress Index. The FY2023 adopted budget called for the use of at least \$6 Million in Utility Infrastructure improvements. \$2,758,525 of Tranche 1 resides in Utility Projects or Utility Project Contingency, leaving \$3,241,475 of Tranche 2 for use on Utility infrastructure improvements. The appropriation reflects use of \$3,241,475 of Tranche 2 for Utility projects to reach a total of \$6 Million in Utility infrastructure improvements. The remaining balance of \$483,335.50 is shown in contingency. Staff is requesting the Board to appropriate \$3,724,810.50 of Tranche 2 federal Coronavirus State and Local Fiscal Recovery Funds- American Recovery Plan Act (ARPA). Chair Waymack opened the public hearing at 7:34 pm. There was no one to speak and the public hearing was closed. Mr. Webb made a motion, seconded by Mr. Brown, to approve the appropriation as presented. Roll was called on the motion.

R-22-189

P-1

RESOLUTION; APPROPRIATION (\$3,724,810.50 AMERICAN RESCUE PLAN ACT
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS – TRANCHE
2)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of October, 2022, does hereby authorize the following increase of funds within the

2022-2023 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>
Special Revenue Fund 0231	
 <u>Revenue:</u>	
0231-30-601-8305-330400 ARPA Coronavirus State and Local Fiscal Recovery Funds	\$3,724,810.50
 <u>Expenditure:</u>	
0231-04-104-7003-49199 ARPA Utility Project Contingency	\$3,241,475.00
0231-03-500-0612-49199 ARPA Coronavirus State and Local Fiscal Recovery Funds Contingency	\$ 483,335.50

BE IT FURTHER RESOLVED That the appropriations designated for ARPA Coronavirus State and Local Fiscal Recovery Funds will not lapse at the end of Fiscal Year 2023, but shall remain appropriated until the award period ends, which is estimated at December 31, 2024; December 31, 2026 if obligated by December 31, 2024.

On roll call the vote was:
 In favor: (4) Hunter, Webb, Waymack, Brown
 Opposed: (0)
 Absent: (1) Carmichael

P-2. Public Hearing Resolution; Appropriation of Unexpended Fall 2019 Series Stormwater Fund Bond Proceeds FY2021-22 Budget to FY2022-23 (\$1,809,789.62). Ms. Betsy Drewry, Deputy County Administrator, Finance, stated that as part of the Fall 2019 borrowing / bond issuance, \$2,100,000 was included for Stormwater projects. Upon receipt, the bond proceeds were recorded as revenue in the Stormwater Fund (Fund 0220). The related debt service payments are repaid solely from Stormwater fees (no General Fund revenues). Unlike the Capital Improvement project Fund 0311, Stormwater unexpended budgeted amounts do not automatically reappropriate / carry forward into the new fiscal year. These proceeds will be used for stormwater projects planned over the next three years. The draft resolution prepared for the re-appropriation contains language to automatically re-appropriate funds until the bond proceeds are fully expended (if approved following the public hearing). Project engineering and design is ongoing for three (3) major projects as of June 30, 2022: 1) Birchett Estates Reach 1, Phase 2; 2) Birchett Estates Reach 2; and 3) Quebec Avenue / Perrin Road. Cumulative bond funds expended as of June 30, 2022 are \$290,210.38, leaving \$1,809,789.62 of unexpended bond proceeds on June 30, 2022. Mr. Haltom and his team, along with Mrs. Walton and her staff, are working to transition the stormwater responsibilities from CDCC to the Utilities Department. Staff will work with the contracted engineering firm to complete design work and prepare Invitations for Bid (IFBs) for identified major Stormwater projects, which will utilize the majority of the Fall 2019 borrowing. Additionally, identification of new smaller Stormwater projects remains ongoing. This budget amendment of \$1,809,789.62, if approved, requires a public hearing because the amount exceeds 1% of the adopted FY2023 budget (Adopted FY2023 budget = \$160,016,873; 1% = \$1,600,168). The Code of Virginia §15.2-2507 requires a public hearing for budget amendments exceeding 1% of the adopted fiscal plan. The Board authorized advertisement of an October 11 public hearing at its September 13 meeting. The Public Hearing notice was published in the Thursday September 29, 2022 edition of The Progress Index. Chair Waymack opened the public hearing at 7:37 pm. There was no one to speak and the public hearing was closed. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the re-appropriation of \$1,809,789.62 in Stormwater Bond Proceeds to the FY2023 budget, with appropriation continuing past June 30, 2023 until proceeds are fully expended. Roll was called on the motion.

RESOLUTION; APPROPRIATION OF UNEXPENDED FALL 2019 SERIES
STORMWATER FUND BOND PROCEEDS FY2021-22 BUDGET TO FY2022-23
(\$1,809,789.62)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of October, 2022, does hereby authorize the following increase of funds within the 2022-2023 Budget such line items increased as follows, which monies to be expended in accordance with purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
Stormwater Fund	
Revenues:	
0220-40-900-8208-399999 Stormwater Fund, Fund Balance	\$1,809,789.62
Expenditures:	
0220-04-104-2126-43101 Birchett Est. Reach 1, Phase 2 Prof. Services	\$26,465.00
0220-04-104-2128-43101 Birchett Estates Quebec Drive Professional Services	\$26,778.75
0220-04-104-2129-43101 Cedar Creek Reach 2 Professional Services	\$10,971.00
0220-04-104-2199-48160 Undesignated Stream Restoration	\$1,745,574.87
TOTAL	\$1,809,789.62

BE IT FURTHER RESOLVED That the appropriations designated for Series 2019 Stormwater Bond proceeds will not lapse at the end of Fiscal Year 2023, but shall remain appropriated until the bond proceeds are fully expended.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

ADJOURNMENT. Mr. Hunter moved, seconded by Mr. Brown to adjourn. Roll was called on the motion.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

The meeting adjourned at 7:39 p.m.

[Draft Minutes prepared October 14, 2022 for consideration on October 25, 2022; adopted by unanimous vote.]

Marlene J. Waymack
Chair, Board of Supervisors

Jeffrey D. Stoke
County Administrator