

**MINUTES**  
Board of Supervisors  
County of Prince George, Virginia

January 3, 2018

**2018 Organizational Meeting**

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

**MEETING CONVENED.** The 2018 Organizational Meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 6:00 p.m. on Wednesday, January 3, 2018 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Percy C. Ashcraft, County Administrator.

**ATTENDANCE.** The following members responded to Roll Call:

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

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

**INVOCATION.** Mr. Hunter gave an invocation.

**PLEDGE OF ALLEGIANCE TO U.S. FLAG.** Mr. Webb led the Pledge of Allegiance to the United States Flag.

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

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

**ORGANIZATIONAL MEETING**

**O-1. Election of Board of Supervisors Officers for 2018.**

**A. Resolution; Election of Chairman.** Mr. Brown nominated Alan Carmichael. Mr. Webb nominated Donald Hunter. Mr. Hunter made a motion, seconded by Mr. Brown, to close the nominations. Roll was called on the motion to close nominations.

On roll call the vote was:

In favor: (4) Hunter, Carmichael, Brown, Waymack  
Opposed: (1) Webb  
Absent: (0)

The County Attorney, Steve Micas, stated that the roll will be called in the order the nominations were received. The first person to receive three votes will be elected Chairman.

Roll was call on the nomination of Alan Carmichael.

R-18-001

O-1A

RESOLUTION; BOARD OF SUPERVISORS CHAIRMAN FOR  
2018

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 3<sup>rd</sup> day of January, 2018, hereby elects Alan R. Carmichael, its Chairman for 2018 beginning immediately and serving until such time as a successor is appointed in 2019.

In favor: (4) Hunter, Carmichael, Brown, Waymack  
Opposed: (1) Webb  
Absent: (0)

Mr. Carmichael stated that Mr. Ashcraft and his Staff have done a great job running the County business on a day to day basis. He thanked him and his Staff along with the Board for their support. He stated that he will continue to serve and do the best that he can do to move this County forward.

**B. Resolution; Election of Vice-Chairman.** Mr. Webb nominated Donald Hunter. Mr. Brown made a motion, seconded by Mr. Webb to close the nominations. Roll was called on the closing of the nominations.

On roll call the vote was:

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

Roll was called on the nomination of Mr. Hunter for Vice-Chairman.

R-18-001A

O-1B

RESOLUTION; BOARD OF SUPERVISORS VICE-CHAIRMAN FOR  
2018

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 3<sup>rd</sup> day of January, 2018, hereby elects Donald R. Hunter, its Vice-Chairman for 2018 beginning immediately and serving until such time as a successor is appointed in 2019.

On roll call the vote was:

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

Opposed: (0)

Absent: (0)

**O-2. Resolution; Adoption of 2018 Board of Supervisors By-Laws and Rules of Procedure.** The County Attorney stated that the only change proposed in the By-Laws this year is in Section 5A providing that any item concurred in by two or more Board members shall be placed on the agenda. Mr. Webb stated that he is in favor of this change. Mr. Ashcraft stated that in the years he has been here, anytime a Board member wanted something added to the agenda, it was never opposed. This language just clarifies that. Mr. Brown proposed a change in Section 1B stating that "On any motion made or seconded by the chairman, the chairman shall relinquish chairmanship to the vice-chairman for that motion and all other Board members shall have a chance to speak to the motion before the chairman addresses the matter. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the 2018 By-Laws as amended. Roll was called on the motion.

R-18-002

O-3

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 3<sup>rd</sup> day of January, 2018 hereby adopts the attached amended By-Laws of the Board of Supervisors of the County of Prince George.

**2018 BY-LAWS AND RULES OF PROCEDURE OF  
THE BOARD OF SUPERVISORS**

BE IT RESOLVED by the Board of Supervisors of the County of Prince George, Virginia, that the following by-laws and rules of procedure shall govern the conduct of meetings of the Board of Supervisors during the 2018 calendar year.

**OFFICERS**

**Sec. 1A** The Board at its annual meeting shall elect a chairman and vice-chairman for one-year terms ending upon the election of a new chairman or vice-chairman at the organizational meeting the next January. In election years such terms shall end at midnight on December 31<sup>st</sup>. The chairman or, in his absence, the vice-chairman, shall act as presiding officer. In the absence of the chairman and vice-chairman, the longest serving Board member, alphabetically, shall serve as chairman.

**Sec. 1B** The presiding officer shall preserve order and decorum. The chairman may speak, make motions and vote on all questions, and the chairman shall decide questions of order and procedure. On any motion made or seconded by the chairman, the chairman shall relinquish chairmanship to the vice-chairman for that motion and all other Board members shall have a chance to speak to the motion before the chairman addresses the matter. The chairman may allow the public to speak to any agenda item. The chairman may set reasonable time limits for speakers and for public hearings.

**Sec. 1C** All Board members shall communicate only in their individual capacity as an elected official and shall not represent that any communication is on behalf of the entire Board or the County unless the matter has been discussed by the Board and the Board member has been designated to communicate on behalf of the Board of Supervisors.

**Sec. 1D** In accordance with § 2.2-3711, Code of Virginia, 1950, as amended, all proposed appointees to Boards, Commissions, Committees, Authorities or similar bodies shall be discussed in closed session prior to being acted upon by the Board.

**PARLIMENTARIAN AND SERGEANT-AT-ARMS**

**Sec. 2A** The County Attorney shall act as parliamentarian to the Board and his rulings on parliamentary procedure and the application of the by-laws shall be final.

**Sec. 2B** The Chief of Police and the Sheriff shall serve as Sergeant at Arms.

### **MEETINGS**

**Sec. 3A** At the organization meeting in January, the Board shall set the regular meeting times and dates for the following year, provided that the Board shall meet at least once each month. The chairman may cancel any meeting because of inclement weather and shall reschedule any cancelled meeting at the earliest possible date by sending written notice to each member of the Board.

**Sec. 3B** Special meetings of the Board may be called by two members of the Board or the chairman in accordance with §§ 15.2-1417 and 15.2-1418 of the Code of Virginia. Upon making such request, the clerk shall specify the matters to be considered and shall immediately notify in writing all members of the Board and the County Attorney. The meeting may be held within five days of the request only if waivers are signed by every member of the Board and the County Attorney, or if every member and the County Attorney attend the special meeting. The order of business at a special meeting shall follow that of a regular meeting to the greatest extent possible. The clerk shall notify the media of the time and place of such meeting and the matters to be considered.

**Sec. 3C** Closed sessions shall be held in accordance with the provisions of the Virginia Freedom of Information Act, § 2.2-3700 et seq. Code of Virginia. Board members recognize the necessity to maintain confidentiality as to all matters discussed in closed session.

## VOTING

**Sec. 4A** A quorum shall consist of at least three members of the Board. A majority of a quorum shall be sufficient to carry any question except tax issues, the incurring of debt and appropriations in excess of \$500, all of which shall require a majority of the full Board for adoption. No Board member is required to vote on any question, but an abstention, although not a vote in favor of carrying a question, shall be counted as a vote for the purpose of determining a quorum. A tie vote shall defeat the motion, resolution or issue voted on, provided that all zoning cases must be disposed of by a motion approved by a majority of those voting. In the event that a tie vote occurs when a member of the Board is absent, the matter is automatically added to the Board's next meeting agenda, at which time a vote will be taken on the original motion. An abstention is considered a vote for all purposes and defeats a motion requiring a unanimous vote. The Board shall not designate a tiebreaker pursuant to § 15.2-1421 of the Code of Virginia.

**Sec. 4B** Any vote by a Board member is final once cast. Planning Commission decisions are final once made. No ordinance, resolution or motion previously voted upon by the Board shall be brought forward for reconsideration during the same meeting of the Board and shall be final unless changed by the Board at a subsequent meeting in accordance with applicable law.

**Sec. 4C** If the maker of a motion and the member seconding the motion agree, a motion may be amended or withdrawn. Only one substitute motion shall be in order for a main motion. All motions to defer or table shall be to a date certain. Prior to voting on a motion to defer or remand, the Board shall hear public comment on the issue of deferral or remand if the scheduled item requires a public hearing.

## AGENDA

**Sec. 5A** The County Administrator shall prepare an agenda in consultation with the Chairman one week prior to a regular meeting; provided that any item concurred in by two or more members shall be placed on an agenda. The agenda shall be available to Board members no later than five calendar days prior to a regular meeting. The agenda shall be available for public inspection in the County Administrator's office.

**Sec. 5B** No matter on the scheduled agenda shall be considered after 11:00 p.m. without the unanimous consent of the Board. Any matter not heard shall be automatically continued to the next appropriate scheduled meeting of the Board.

## ORDER OF BUSINESS

**Sec. 6A** The order of business at a regular meeting shall be as follows:

- a. Call to order.
- b. Invocation.
- c. Pledge of Allegiance.
- d. Public comment period.
- e. Adoption of agenda including requests to postpone actions, additions, deletions or changes in the order of presentation for any agenda item.
- f. Order of consensus ("consent agenda") with the first item being approval of the minutes from the previous meeting. Reading of the minutes shall be automatically dispensed with. The Board may only correct minutes after approval upon a showing that a clerical or administrative mistake was made.
- g. Presentation of Commendations.
- h. Reports.
- i. Supervisors' comments.
- j. County administrator's comments.

- k. County business not requiring a public hearing; including appointments. Tabled or deferred items shall be considered first. All appointments shall be made by vote of a majority of the full Board.
- l. Public hearings.
- m. Adjournment.

The County Administrator shall schedule closed sessions as appropriate.

**Sec. 6B** The consent agenda shall be considered by the Board as a single item requiring one motion and one vote. There shall be no debate regarding individual items on the consent agenda. Any Board member may remove an item from the consent agenda for comment by the Board prior to the vote. Any item removed shall be voted on separately after voting on the consent agenda.

### **PUBLIC COMMENT**

**Sec. 7A** Those persons wishing to speak at a public hearing will be asked to sign in with the clerk and to limit their remarks to the time limit determined by the chairman. A speaker, when recognized by the chairman, shall stand and state his or her full name, place of residence and group affiliation, if any, before proceeding.

**Sec. 7B** Written comments submitted to the Clerk of the Board will be included as part of the Board packet, if possible.

**Sec. 7C** Public comment is for citizens to address the Board about any issue not listed for a public hearing on the agenda for the meeting. It is not intended to be a question and answer period or for interchange between the Board and the speaker. Comments must be germane to the services or practices of the County. The chairman may require speakers to confine their remarks to a set time limit. The chairman may direct appropriate staff to later respond to any questions posed by the speaker.



**Sec. 7D** Persons speaking before the Board will not be allowed to:

- a. Campaign for public office;
- b. Promote private business ventures;
- c. Use profanity or vulgar language;
- d. Engage in personal attacks or insults; or
- e. Address pending litigation.

### **ZONING**

**Sec. 8A** All zoning cases, (including all forms of conditional zoning, special exceptions and substantial accord determinations) shall be considered and voted on by the Board within the time limits prescribed by the Code of Virginia after consideration and recommendation of the Planning Commission.

**Sec. 8B** Without further action by the Board, all rezoning applications (including all forms of conditional zoning, special exceptions and substantial accord determinations) are automatically referred to the Planning Commission for its recommendation upon completion of a zoning application with the Planning Department.

### **USE OF AUDIO VISUAL EQUIPMENT AT BOARD MEETINGS**

**Sec. 9** Audio-visual equipment, cameras and recording devices may be used in a non-disruptive way in the meeting room, provided however, that any placement of such equipment in or around the Board of Supervisors' tables shall be first approved by the Clerk. Such devices shall be turned off or removed during any closed session.

### **SUSPENSION OR AMENDMENT OF BY-LAWS AND RULES OF PROCEDURE**

**Sec. 10** These by-laws and rules of procedure may be suspended for an individual agenda item or amended for the remainder of any calendar year by a unanimous vote of the full Board.

**Sec. 11** The Board of Supervisors will reference The Ethical GPS Navigating Everyday Dilemmas, VML for guidance on ethical service by elected officials.

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

Opposed: (0)

Absent: (0)

**O-3. Resolution; Adoption of Board of Supervisors 2018 Meeting Schedule.** There was some brief discussion regarding the possibility of changing the January 16 Pre-Budget Worksession. The decision was made to leave the schedule as it is for now and maybe change the date at the first regular Board meeting. Mr. Hunter made a motion, seconded by Mr. Skalsky, to approve the 2017 Meeting Schedule as amended. Roll was called on the motion. Roll was called on the motion.

R-18-003

O-3

RESOLUTION; ADOPTION OF BOARD OF  
SUPERVISORS MEETING SCHEDULE FOR 2018

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 3<sup>rd</sup> day of January, 2018, hereby adopts the following meeting schedule for the Year 2018 pursuant to Section 15.2-1416 of the Code of Virginia (1950, as amended); and

BE IT FURTHER RESOLVED That the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia is established as the Board's regular meeting location.

**YEAR 2018 REGULAR MEETING SCHEDULE  
PRINCE GEORGE COUNTY BOARD OF SUPERVISORS**

<u>Regular Meeting Date</u>	<u>Location</u>	<u>Closed</u>	<u>Meeting Time</u>		<u>Public Hearings</u>
			<u>Worksession</u>	<u>Business</u>	
Tuesday, January 9, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Tuesday, January 16, 2018	Boardroom		5:30 p.m. (PreBudget Work Session)		
Tuesday, January 23, 2018	Boardroom	6:00 p.m.		7:00 p.m.	7:30 p.m.
Tuesday, February 13, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Tuesday, February 27, 2018	Boardroom	6:00 p.m.		7:00 p.m.	7:30 p.m.
Wednesday, March 7, 2018	Boardroom		6:00 p.m. (Budget Work Session)		
Tuesday, March 13, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Wednesday, March 14, 2018	Boardroom		6:00 p.m. (Budget Work Session)		
Tuesday, March 20, 2018	Boardroom		6:00 p.m. (Budget Work Session)		
Tuesday, March 27, 2018	Boardroom	6:00 p.m.		7:00 p.m.	7:30 p.m.
Tuesday, April 3, 2018	Boardroom		6:00 p.m. (Budget Work Session)		
Tuesday, April 10, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Tuesday, April 24, 2018	Boardroom	6:00 p.m.		7:00 p.m.	7:30 p.m.
Tuesday, May 8, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Tuesday, May 22, 2018	Boardroom	6:00 p.m.		7:00 p.m.	7:30 p.m.
Tuesday, June 12, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Tuesday, July 10, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Tuesday, August 14, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Tuesday, September 11, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Tuesday, September 25, 2018	Boardroom	6:00 p.m.		7:00 p.m.	7:30 p.m.
Tuesday, October 9, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Tuesday, October 23, 2018	Boardroom	6:00 p.m.		7:00 p.m.	7:30 p.m.
Wednesday, Nov. 14, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.
Tuesday, November 27, 2018	Boardroom	6:00 p.m.		7:00 p.m.	7:30 p.m.
Tuesday, December 11, 2018	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.

Meeting Time

<u>Regular Meeting</u>					
Tuesday, January 8, 2019	Boardroom	5:00 p.m.	6:00 p.m.	7:00 p.m.	7:30 p.m.

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

Opposed: (0)

Absent: (0)

**O-4. Consideration of Appointments – Board, Commissions, Committees, Authorities:  
Resolution of Appointment(s):**

**A. Resolution; Appointment of Board of Supervisors Member to Local  
Emergency Planning Committee.** Mr. Hunter made a motion, seconded by Mr. Webb

to appoint Mr. Floyd M. Brown, Jr. to the Local Emergency Planning Committee. Roll was called on the motion.

R-18-004

O-4A

RESOLUTION; APPOINTMENT; BOARD OF SUPERVISORS MEMBER TO LOCAL EMERGENCY PLANNING COMMITTEE.

WHEREAS, Prince George County established a Local Emergency Planning Committee (LEPC) also known as the Citizen Corps consistent with Federal Public Law 99-499, the Superfund Amendments and Reauthorization Act of 1986, under Title III, section 301. The name of this organization is the Prince George County Local Emergency Planning Committee and Citizen Corps, hereinafter referred to as the PGLEPC; and

WHEREAS, One of the membership requirements of the LEPC is a local elected official.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 3<sup>rd</sup> day of January, 2018, hereby appoints Floyd M. Brown, Jr. to serve as the Board of Supervisors representative to the Prince George County Local Emergency Planning Committee and Citizen Corps for a term effective immediately at the pleasure of the Board.

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

Opposed: (0)

Absent: (0)

**B. Resolution; Appointment of Board of Supervisors Member to Crater Planning District Commission (One-Year Term).** Mr. Brown made a motion, seconded by Mr. Webb, to appoint Marlene J. Waymack. Roll was called on the motion.

R-18-005

O-4B

RESOLUTION; APPOINTMENT OF BOARD OF SUPERVISORS MEMBER TO CRATER PLANNING DISTRICT COMMISSION (ONE-YEAR TERM)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 3<sup>rd</sup> day of January, 2018, hereby appoints Marlene J. Waymack to serve as the Board of Supervisors representative to the Crater Planning District Commission for a

term of one year beginning retroactively on January 1, 2018, and ending on December 31, 2018, or until a successor is appointed by the Board.

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

**C. Resolution; Appointment of Board of Supervisors Member to Metropolitan Planning Commission (One-Year Term).** Mr. Brown made a motion, seconded by Mr. Hunter, to appoint Mr. T. J. Webb to the Metropolitan Planning Commission.

R-18-006

O-4C

RESOLUTION; APPOINTMENT OF BOARD MEMBER  
(ONE-YEAR TERM) – METROPOLITAN PLANNING  
ORGANIZATION COMMITTEE

WHEREAS, The term of Mr. T. J. Webb expired on December 31, 2017.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 3<sup>rd</sup> day of January, 2018 does hereby appoint T. J. Webb to serve a one-year term on the Metropolitan Planning Organization Committee beginning January 1, 2018 and ending on December 31, 2018.

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

**D. Resolution; Appointment (One-Year Term) – Board of Supervisors Member to Virginia Gateway Region.** Mr. Hunter made a motion, seconded by Mr. Webb to appoint Chairman Alan R. Carmichael to the Virginia Gateway Region. Roll was called on the motion.

R-18-007

O-4D

RESOLUTION; APPOINTMENT (ONE-YEAR TERM) – BOARD OF  
SUPERVISORS MEMBER TO VIRGINIA GATEWAY REGION

WHEREAS, the Articles of Incorporation of the Virginia Gateway Region (formerly “Appomattox Basin Industrial Development Corporation”) provide that

participating localities may appoint a representative from the governing body for a term of one year;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 3<sup>rd</sup> day of January, 2018 that it hereby appoints Alan R. Carmichael as the representative from the governing body; and

BE IT FURTHER RESOLVED That this term shall commence on January 1, 2018 and end on December 31, 2018, or until appointment of a replacement by the Board.

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

Opposed: (0)

Absent: (0)

**E. Notice of Appointment of Chairman to “Chief Local Elected Officials” Board of the Regional Workforce Development Board.** Mr. Ashcraft stated that this is a Chairman appointment by Statute. There is no need for a vote. He just wanted to give the Board notice that Chairman Carmichael will automatically serve on this Board.

#### **OTHER MATTERS**

**A. Discussion of Procedure for Offering Prayer.** Mr. Ashcraft and the County Attorney led a discussion regarding the Board offering public prayer in a legal manner. Mr. Micas gave a presentation on several examples of how the Supreme Court has banned prayer in public settings. Legislative invocations are a separate category of public prayer that is still allowed. There are various ways to give invocations that are legal. Invocations are prayers that seek divine guidance only for the elected body. For that reason, the audience cannot be asked to join in prayer. The audience cannot be asked to stand for the Board’s invocation. Mr. Micas stated that in his opinion, the invocations of this Board have been appropriate. Mr. Brown stated that while he understands the audience cannot be asked to stand, he would like to see the Board stand. Mr. Micas stated that is appropriate as long as the audience is not asked and expected to stand. If the audience chooses to stand, it is not a problem as long as the Board does not ask them to.

**B. Discussion of Presentation of Commendation.** Chairman Carmichael led the discussion on this matter stating that would like to see presentation of commendations made more personable without feeling the need to read “word for word” repetitive facts of the actual resolution of commendation. He would like to see this Board take a different approach on this matter and present it together as a Board and “speak from the heart.” Mr. Ashcraft added that it doesn’t necessarily have to be a plaque all of the time. It can be a letter of recognition or whatever the Board deems appropriate in that circumstance. Mr. Webb stated that in the process, he would hate to see anyone’s commendation “dewatered.” Therefore, he thinks it requires more thought and discussion in the future.

**C. Statement by Floyd M. Brown, Jr.** Mr. Brown made the following disclosure required under the Conflict of Interest Act:

“For many years, my mother has served on the Prince George Board of Zoning Appeals and my father has served on the Prince George Planning Commission. Both of them receive compensation for serving on those bodies. The Board of Zoning Appeals among other responsibilities hears appeals from the decision of the Planning Director and on occasion the Board of Supervisors could decide to appeal Circuit Court decisions made by the BZA related to variances, special exceptions, or decisions of by the Planning Director. The Planning Commission has final responsibility related to subdivision approval and makes recommendations to the Board of Supervisors in matters related to certain County Code changes, the County Comprehensive Plan, the Capital Improvement Plan, and rezoning requests. I normally will not have a conflict of interest that would prevent me from participating fully as a member of the Board of Supervisors in these kind of matters related to the BZA or the Planning Commission solely because my parents participated in the decision prior to the matter reaching the Board of Supervisors. The Virginia Conflict of Interest Act only prohibits me from participating in matters coming before the Board which could have a personal financial impact either negatively or positively on me. Since these decisions and recommendations from the BZA and Planning Commission typically do not affect me personally or financially, I intend to fully participate in these transactions because I can do so fairly, objectively, and in the public interest. I will, of course, maintain normal professional discretion and preserve confidences that I receive as part of my job. I would ask that the Clerk transcribe this statement and place it in the transcript of the minutes.”

#### **SUPERVISORS' COMMENTS**

Mr. Carmichael asked the Board if they had any comments prior to adjournment. Mr. Carmichael stated that this Board was off to a great New Year. He shared his vision for the County over the next year under his Chairmanship.

Mr. Hunter wished everyone a safe venture through the cold temperatures and the winter weather. He sent his thoughts and prayers to everyone that has experienced loss in the County. He wished everyone a Happy New Year.

Mr. Webb also sent his thoughts out to everyone and wished everyone a safe and Happy New Year.

Mrs. Waymack thanked everyone for coming and stated that she looks forward to working with this Board.

Mr. Brown thanked everyone for coming and expressed how much he looks forward to working with this Board as well.

**ADJOURNMENT.** Mr. Hunter moved, seconded by Mr. Webb, that the meeting be adjourned. Roll was called on the motion.

On roll call the vote was:

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

Opposed: (0)

The meeting adjourned at 7:15 p.m.

[Draft Minutes prepared January 16, 2018, for consideration on January 23, 2018;  
adopted by unanimous vote.]

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Alan R. Carmichael  
Chairman, Board of Supervisors

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Percy C. Ashcraft  
County Administrator