

**MINUTES  
KING WILLIAM COUNTY  
BOARD OF SUPERVISORS  
MEETING OF MAY 21, 2012**

At a regularly scheduled meeting of the Board of Supervisors of King William County, Virginia, held on the 21<sup>st</sup> day of May, 2012, beginning at 7:00 p.m. in the Conference Room of the County Administration Building, order was called with the following present:

C. T. Redd III, Chairman  
T. J. Moskalski, Vice-Chairman  
S. K. Greenwood (arrived at 7:15 p.m.)  
T. S. Stone  
O. O. Williams

T. L. Funkhouser, County Administrator  
D. M. Stuck, County Attorney

**RE: REVIEW OF MEETING AGENDA**

Chairman, C. T. Redd III called the meeting to order at 7:00 p.m. and agenda changes were discussed.

There was general discussion of the meeting agenda items.

The Board recessed and moved to the Board Meeting Room of the County Administration Building to continue the meeting.

Chairman, C. T. Redd III called the Board of Supervisors meeting to order at 7:30 p.m.

**RE: APPROVAL OF MEETING AGENDA**

On motion by T. S. Stone, seconded by O. O. Williams, with the following roll call vote, the Board adopted the agenda for this meeting as presented by the County Administrator with the following change: item 8g was added under the Consent Agenda – Resolution #12-45 Approval of the King William County School Board VRS Rate.

Those members voting:

S. K. Greenwood	Aye
T. S. Stone	Aye
O. O. Williams	Aye
T. J. Moskalski	Aye
C. T. Redd III	Aye

**RE: PUBLIC COMMENT PERIOD – SPEAKERS: ONE OPPORTUNITY OF 3  
MINUTES PER INDIVIDUAL OR 5 MINUTES PER GROUP ON NON-PUBLIC  
HEARING MATTERS**

The Chairman opened the First Public Comment Period.

There being no persons to appear before the Board the Chairman closed the First Public Comment Period.

**RE: CONSENT AGENDA**

On motion by T. J. Moskalski, seconded by T. S. Stone, with the following roll call vote, the Board approved the following items on its Consent Agenda:

a. Minutes of the Regular Meeting of April 23, 2012; and minutes of the King William County Board of Supervisors and West Point Town Council meeting of May 10, 2012, as presented.

b. Claims against the County for the month of May, 2012, in the amount of \$948,717.37 as follows:

(1) General Fund Warrants #76317-76433 in the amount of \$423,305.18; ACH Direct Payments for #2269-2358 in the amount of \$161,630.27; Direct Deposits #185,106.89 in the amount of \$185,106.89; and Electronic Tax Payment in the amount of \$67,542.98.

(2) For informational purposes, Social Services expenditures for the month of April, 2012, Warrants #309205-309240 in the amount of \$36,033.73; ACH Direct Payments #606-626 in the amount of \$10,678.76; Direct Deposits #2765-2783 in the amount of \$31,814.75; and Electronic Tax Payment in the amount of \$11,031.84.

(3) For informational purposes, Comprehensive Services Act Fund expenditures for the month of April, 2012, Warrants #76309-76316 in the amount of \$23,613.18; and ACH Direct Payments #2265-2268 in the amount of \$7,959.79.

(4) There were no tax refunds for the month of May, 2012.

c. Adopted the following Resolution #12-28, VRS Employer Contribution Rates for Counties, Cities, Towns, School Divisions and Other Political Subdivisions (In accordance with the 2012 Appropriation Act Item 468(H)):

RESOLUTION #12-28  
Employer Contribution Rates for Counties, Cities,  
Towns, School Divisions and Other Political Subdivision  
(In accordance with the 2012 Appropriation Act Item (468)(H)).

BE IT RESOLVED, that King William County 55150 does hereby acknowledge that its contribution rates effective July 1, 2012 shall be based on the higher of a) the contribution rate in effect for FY 2012, or b) seventy percent of the results of the June 30, 2011 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2012-14 biennium (the "Alternate Rate") provided that, at its option, the contribution rate may be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(l) resulting from the June 30, 2011 actuarial value of assets and liabilities (the "Certified Rate"); and

BE IT ALSO RESOLVED, that King William County 55150 does hereby certify to the Virginia Retirement System Board of Trustees that it elects to pay the following contribution rate effective July 1, 2012:

The Certified Rate of 11.39%

BE IT ALSO RESOLVED, that King William County 55150 does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

NOW, THEREFORE, the officers of King William County 55150 are hereby authorized and directed in the name of King William County to carry out the provisions of this resolution, and said officers of King William County are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by King William County for this purpose.

d. Adopted the following Resolution #12-29, VRS Member Contributions by Salary Reductions for Counties, Cities, Towns and Other Political Subdivisions (in accordance with Chapter 822 of the 2012 Acts of Assembly (SB497):

RESOLUTION #12-29  
Member Contributions by Salary Reductions for Counties, Cities,  
Towns and Other Political Subdivisions  
(In accordance with Chapter 822 of the 2012 Acts of Assembly (SB497))

WHEREAS, King William County 55150 employees who are Virginia Retirement System members who commence or recommence employment on or after July 1, 2012 ("FY2013 Employees" for purposes of this resolution), shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code § 414(h) on a pre-tax basis upon commencing or recommencing employment; and

WHEREAS, King William County 55150 employees who are Virginia Retirement System members and in service on June 30, 2012, shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code § 414(h) on a pre-tax basis no later than July 1, 2016; and

WHEREAS, such employees in service on June 30, 2012, shall contribute a minimum of an additional one percent of their creditable compensation beginning on each July 1 of 2012, 2013, 2014, 2015, and 2016, or until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, King William County 55150 may elect to require such employees in service on June 30, 2012, to contribute more than an additional one percent each

year, in whole percentages, until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the second enactment clause of Chapter 822 of the 2012 Acts of Assembly (SB497) requires an increase in total creditable compensation, effective July 1, 2012, to each such employee in service on June 30, 2012, to offset the cost of the member contributions, such increase in total creditable compensation to be equal to the difference between five percent of the employee's total creditable compensation and the percentage of the member contribution paid by such employee on January 1, 2012.

BE IT THEREFORE RESOLVED, that King William County 55150 does hereby certify to the Virginia Retirement System Board of Trustees that it shall effect the implementation of the member contribution requirements of Chapter 822 of the 2012 Acts of Assembly (SB497) according to the following schedule for the fiscal year beginning July 1, 2012 (i.e., FY2013):

Type of Employee	Employer Paid Member Contribution	Employee Paid Member Contribution
Plan 1	0%	5%
Plan 2	0%	5%
FY2013 Employees	0%	5%

BE IT FURTHER RESOLVED, that such contributions, although designated as member contributions, are to be made by King William County in lieu of member contributions; and

BE IT FURTHER RESOLVED, that pick up member contributions shall be paid from the same source of funds as used in paying the wages to affected employees; and

BE IT FURTHER RESOLVED, that member contributions made by King William County under the pick up arrangement shall be treated for all purposes other than income taxation, including but not limited to VRS benefits, in the same manner and to the same extent as member contributions made prior to the pick up arrangement; and

BE IT FURTHER RESOLVED, that nothing herein shall be construed so as to permit or extend an option to VRS members to receive the pick up contributions made by King William County directly instead of having them paid to VRS; and

BE IT FURTHER RESOLVED, that notwithstanding any contractual or other provisions, the wages of each member of VRS who is an employee of the County of King William shall be reduced by the amount of member contributions picked up by King William County on behalf of such employee pursuant to the foregoing resolutions.

NOW, THEREFORE, the officers of King William County 55150 are hereby authorized and directed in the name of King William County to carry out the provisions of this resolution, and said officers of the County of King William are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by King William County for this purpose.

e. Adopted the following Resolution #12-37, Appointments to the Middle

Peninsula Broadband Authority:

RESOLUTION #12-37  
Resolution of Appointments to the  
Middle Peninsula Broadband Authority

WHEREAS, the Middle Peninsula Broadband Authority (the Authority) was created on May 14, 2010 by concurrent resolution of the Counties of Essex, King and Queen, King William and Mathews; and

WHEREAS, Section IV of the Articles of Incorporation of the Authority provides for the appointment of members of the Board of Directors of the Authority; and

WHEREAS, a former County Administrator of King William County was previously appointed a Director with said appointment co-terminus with employment; and

WHEREAS, the King William County Director position of the Authority is vacant and the current Authority Board does not have a provision for alternate representation should an appointed Director be unable to attend an Authority meeting,

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of King William County appoints Trenton L. Funkhouser as the King William County Director of the Authority,

BE IT FURTHER RESOLVED, the Board of Supervisors of King William County appoints Travis J. Moskalski, as an alternate King William County Director of the Authority, and requests the Authority consider taking action(s) necessary to provide for the appointment of alternate Directors for the Board of Directors of the Authority.

f. Adopted the following Resolution #12-38, Dispatch Services Assistance:

RESOLUTION #12-38  
DISPATCH SERVICES ASSISTANCE

WHEREAS, a proposed contract for Consolidated Dispatch Services ("proposed contract") will be considered at a public hearing conducted by the Town Council of the Town of West Point on May 21, 2012 and at a public hearing conducted by the Board of Supervisors of King William County on June 25, 2012; and

WHEREAS, situations may arise, before consideration of the proposed contract by the respective parties, where it is necessary for the King William County Sheriff's office to provide Dispatch Services to the Town,

NOW THEREFORE BE IT RESOLVED, the King William Board of Supervisors supports the King William County Sheriff's office in taking, and authorizes the County Administrator to take, any appropriate and reasonable action(s) should a situation arise wherein the Town of West Point requires assistance with Dispatch Services.

g. Adopted the following Resolution #12-45, VRS Employer Contribution Rates for Counties, Cities, Towns, School Divisions and Other Political Subdivisions (in accordance with the 2012 Appropriation Act Item 468(H)) for King William County School Board:

RESOLUTION #12-45  
Employer Contribution Rates for Counties, Cities,  
Towns, School Divisions and Other Political Subdivisions  
(In accordance with the 2012 Appropriation Act Item 468(H))

BE IT RESOLVED, that King William County Board of Supervisors does hereby acknowledge that the King William County Schools (employer code 55550) has made the election for its contribution rate to be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(I) resulting from the June 30, 2011 actuarial value of assets and liabilities; and

BE IT ALSO RESOLVED, that the King William County Board of Supervisors does hereby certify to the Virginia Retirement System Board of Trustees that it concurs

with the election of the King William County Public Schools (employer code 55550) to pay, as required by item 468(H) of the 2012 Appropriation Act, the Certified Rate of 8.35% and does not select the optional alternate rate of 7.64%, and

BE IT ALSO RESOLVED, that King William County Board of Supervisors does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

NOW, THEREFORE, the officers of King William County Schools (employer code 55550) are hereby authorized and directed in the name of the King William County Board of Supervisors to execute any required contract to carry out the provisions of this resolution. In execution of any such contract which may be required, the seal of the King William County Board of Supervisors, as appropriate, shall be affixed and attested by the Clerk.

Those members voting:

T. S. Stone	Aye
O. O. Williams	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Aye
C. T. Redd III	Aye

**RE: PRESENTATIONS TO THE BOARD**

a. Virginia Peninsula Public Service Authority (VPPSA) Service Agreements – Drop Off Recycling, Resolution #12-43 and Solid Waste Disposal, Resolution #12-44 – The County Administrator introduced Stephen Geissler, Executive Director of VPPSA; present tonight to address three items generally and for informational purposes. He said two items require Board action; the first item is an extension of a Drop Off Recycling Services agreement and the second item is a Solid Waste Disposal Services agreement. Both items have been considered by the VPPSA Board and now require action from King William County as a member of VPPSA. The third item does not require Board action, Mr. Geissler explained how member localities will be asked to consider renewing the operations agreement, also referred to as the master agreement, with VPPSA.

Presentation of Drop Off Recycling Service Agreement – Resolution #12-43 - Mr. Geissler addressed the Board and explained that VPPSA is a regional governmental organization that provides solid waste management services to its members and jurisdictions consisting of 10 cities and counties. Members included are Hampton, Poquoson, Williamsburg, York, James City, Matthews, Middlesex, Essex, King & Queen and King William. He explained the VPPSA organization is governed

by a Board of Directors consisting of one representative from each city/county; Mr. Funkhouser serves as the board member for King William County.

Continuing Mr. Geissler said that Drop Off Recycling services have been available in King William County since 1993; services are currently provided at the transfer station, convenience centers and the landfill. He briefly reviewed the items that are collected at the locations and the costs associated with the services provided. He stated the current Drop Off Recycling Services Agreement expires on June 30, 2012, and asked that the Board consider the approval of a one year extension to the agreement.

Ms. Stone asked for clarification of why the VPPSA Board of Directors only approved a one year extension to the current Drop Off Recycling Services Agreement.

Mr. Geissler stated the one year extension is related to the master agreement and the goal is to get all current agreements in sync to have a five year term; he said he will explain in detail later in his presentation.

On motion by T. S. Stone, seconded by T. J. Moskalski, with the following roll call vote, the Board approved the following Resolution #12-43, Authorizing the County Administrator to execute a Drop Off Recycling Services Agreement with VPPSA:

RESOLUTION #12-43  
A RESOLUTION AUTHORIZING  
THE COUNTY ADMINISTRATOR TO EXECUTE  
DROP OFF RECYCLING SERVICES AGREEMENT WITH VPPSA

WHEREAS, on June 25, 2007, the Virginia Peninsulas Public Service Authority (VPPSA) and the County of King William entered into a Service Agreement for Drop Off Recycling Services; and

WHEREAS, the Service Agreement expires on June 30, 2012, but has provisions for one five year renewal or five one year renewals; and

WHEREAS, at a regular meeting of April 6, 2012, the VPPSA Board of Directors approved an extension of one year for the Service Agreement; and

WHEREAS, by letter dated May 14, 2012 from Stephen B. Geissler, VPPSA Executive Director, VPPSA proposed, to the County of King William, an extension of one year to the Service Agreement for Drop Off Recycling; and

WHEREAS, the Board of Supervisors wishes to authorize the County Administrator to act on its behalf to effect the Drop Off Recycling Services Agreement,

NOW THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors this 21<sup>st</sup> day of May, 2012, that the County Administrator be, and he is hereby, authorized to act on behalf of the County of King William to execute a one year extension of the Service Agreement for Drop Off Recycling, and that the County Administrator is further authorized to sign any and all instruments necessary to carry out the intent of this resolution, provided that any such instrument is approved as to form by the County Attorney.

Adopted this 21<sup>st</sup> day of May, 2012

Those members voting:

O. O. Williams	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Aye
T. S. Stone	Aye
C. T. Redd III	Aye

Presentation of Solid Waste Disposal Services Agreement – Resolution #12-44-

Continuing Mr. Geissler said VPPSA has also provided waste hauling and disposal services to King William County since 1993; the current Solid Waste Disposal Services Agreement expires on June 30, 2012. VPPSA issued an RFP for disposal services in February 2012; four proposals were received. Mr. Geissler said during the VPPSA April 2012 meeting the Board of Directors approved agreements with BFI, County Waste Systems and Waste Management for solid waste disposal services. He explained the term of the Solid Waste Service Agreement, presented to the Board for consideration, is for two years.

On motion by T. J. Moskalski, seconded by T. S. Stone, with the following roll call vote, the Board approved the following Resolution #12-44, Authorizing the County Administrator to Execute a Solid Waste Disposal Services Agreement with VPPSA:

RESOLUTION #12-44  
A RESOLUTION AUTHORIZING  
THE COUNTY ADMINISTRATOR TO EXECUTE  
SOLID WASTE DISPOSAL SERVICES AGREEMENT WITH VPPSA

WHEREAS, in February 2012, the Virginia Peninsulas Public Service Authority (VPPSA) issued a Request for Proposals (RFP) for Solid Waste Disposal Services on behalf of the counties of Essex, King William, Mathews and Middlesex; and

WHEREAS, at a regular meeting of April 6, 2012, the VPPSA Board of Directors approved agreements with three firms – 1) BFI Waste Systems of Virginia, LLC, 2) County Waste, LLC and, 3) Waste Management Disposal Services of Virginia, Inc.; and

WHEREAS, VPPSA has provided the County of King William with copies of the approved agreements with the three firms; and

WHEREAS, VPPSA has provided the County of King William with a proposed Agreement, between VPPSA and the County of King William, for Solid Waste Disposal Services; and

WHEREAS, the Board of Supervisors wishes to authorize the County Administrator to act on its behalf to effect the Solid Waste Disposal Services agreement,

NOW THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors this 21<sup>st</sup> day of May, 2012, that the County Administrator be, and he is hereby, authorized to act on behalf of the County of King William to execute a Solid

Waste Disposal Services agreement between VPPSA and the County of King William, and that the County Administrator is further authorized to sign any and all instruments necessary to carry out the intent of this resolution, provided that any such instrument is approved as to form by the County Attorney.

Adopted this 21<sup>st</sup> day of May, 2012

Those members voting:

T. J. Moskalski	Aye
S. K. Greenwood	Aye
T. S. Stone	Aye
O. O. Williams	Aye
C. T. Redd III	Aye

VPPSA Presentation of Proposal for Continued Operation of the Middle Peninsula Solid Waste System – Mr. Geissler reviewed some history of the services provided by VPPSA to its member jurisdictions of the Middle Peninsula Solid Waste System. He explained that VPPSA is governed by a Board of Directors; the committee meets every other month. Projects are made available to each member and the decision to participate in any project is made by the governing body of that member jurisdiction. The VPPSA Board of Directors cannot obligate any member city or county to participate, and pay for, any project. He explained that the policies for the operation of the Middle Peninsula Solid Waste System are established by the Middle Peninsula Oversight Committee, which is comprised of the Board members from the five Middle Peninsula Counties. The committee meets every other month, when the Board of Directors does not meet.

Mr. Geissler stated that VPPSA and the counties of Essex, King William, Mathews and Middlesex entered into a number of agreements in 1993 for VPPSA to finance, construct, equip and operate four transfer stations, one in each county, and to contract for landfill disposal services for the counties. With the proceeds from the issuance of revenue bonds, VPPSA provided funding to construct the transfer stations, purchase and install compactors at the transfer stations, purchased vehicles and containers for waste disposal and recycling. VPPSA also provided funding for the closure of landfills in Essex, King William and Mathews.

In October 1993, all four counties stopped accepting waste at the landfills and directed waste to the transfer stations. In 1996, Essex and King William counties asked VPPSA to expand services provided at the convenience centers; VPPSA equipped, staffed and provided hauling services at those sites. Since 1996, VPPSA

has had requests from the counties to expand services, currently staffing and waste hauling services are provided to 20 stations in the 5 counties. In addition VPPSA has provided recycling services for scrap metal, tires, used motor oil and antifreeze.

Mr. Geissler stated the agreements to operate the transfer stations and convenience centers, in the five counties, and to provide hauling services, expire June 30, 2013. VPPSA proposes to continue operation of the Middle Peninsula Solid Waste System through execution of Service Agreements with all five counties.

Continuing Mr. Geissler said through the cooperation of the five counties, a system has been developed that provides high quality, efficient and cost effective waste management services to the Middle Peninsula counties. The counties maintain control over the operation of the system through the oversight committee. The annual operating budget for the system is approved by the committee; as a result the County representatives have direct control over the cost of the system. The committee has charged VPPSA with providing services, in addition to staffing and waste hauling from the transfer stations and convenience centers, without additional fees. He reviewed additional services that have been provided to King William County since 2005.

Mr. Geissler said the provisions of the proposed service agreement will be very similar to those agreements that have been in place during VPPSA's operation of the Middle Peninsula Solid Waste System for the past 19 years. The most significant change will be the term of the agreement; the agreements executed in 1993 had a term of 20 years. The agreements to be considered will have a term of ten years with options for renewal of ten years.

In closing, Mr. Geissler stated VPPSA and each individual county involved are required to conduct a public hearing for the intent to operate a regional solid waste management system and to make certain findings. He said VPPSA Staff will work with County personnel by providing a resolution for consideration of adoption after the public hearing and developing a notification schedule. He reminded the Board that due to the timing of budget adoptions a public hearing would need to occur during the King William County Board of Supervisors meeting of September 24, 2012.

b. Public Hearing – Proposed Lease of Old Jail to King William County Historical Society – The County Administrator mentioned that previous discussions

have occurred with the Board of the proposed renovation of the Old Jail; he said the facility is not being used currently. The King William Historical Society has expressed an interest in taking a lead in renovating this wing of the building to provide space not only for their mission and activities but also to support the court functions that occur there on a regular basis. The KWHS has been soliciting funds for this renovation project and are prepared to assist the County with development of renovation plans and associated construction documents. He explained that County Staff is prepared to supervise the proposed work.

Continuing he said a proposed lease is before the Board for consideration and is very similar to the current lease and consolidates the lease of the wing that currently houses the Museum. He stated a public hearing is required for the proposed lease.

Chairman Redd pointed out that the Circuit Court Judge has indicated a strong desire for the renovations of this area. He declared the public hearing open.

1. Carl Fischer of the 2<sup>nd</sup> District, and current President of the King William Historical Society, spoke in favor of the approval of the proposed lease. He stated the KWHS is eager to work to restore the Old Jail building for use as the County Administrator has pointed out. Mr. Fischer said depending on funds received the KWHS proposes to renovate the two bathrooms within the building for handicap accessibility.

2. Dan Wright of the 2<sup>nd</sup> District spoke in favor of the approval of the proposed lease for the renovation of the Old Jail wing of the Historical Courthouse.

There being no other persons to speak for against this matter before the Board Chairman Redd declared the public hearing closed.

On motion by T. J. Moskalski, seconded by O. O. Williams, with the following roll call vote, the Board approved the following Resolution #12-27, Authorizing the County Administrator to Execute a Lease of Real Property Interests of the Historical Courthouse:

RESOLUTION #12-27  
A RESOLUTION AUTHORIZING  
THE COUNTY ADMINISTRATOR TO EXECUTE  
A LEASE OF REAL PROPERTY INTERESTS OF THE  
HISTORICAL COURTHOUSE

WHEREAS, the County of King William is the owner of a historic Courthouse and Court Green on Horse Landing Road; and

WHEREAS, the historic Circuit Court building is located at 239 Horse Landing Road, the adjacent former offices and records room of the Clerk of the Circuit Court are located at 227 Horse Landing Road and the adjacent former Jail and Administrative Offices of the County are located at 253 Horse Landing Road; and

WHEREAS, the King William County Historical Society currently operates a museum and visitors center within the facilities associated with 227 Horse Landing Road as part of lease approved by King William County on December 12, 2005; and

WHEREAS, the King William County Historical Society has expressed a desire to also lease the facilities associated with 253 Horse Landing Road for the purposes of renovating the facilities to provide supporting spaces for activities of the King William County Historical Society and activities conducted in the historic Circuit Court building; and

WHEREAS, the Board of Supervisors wishes to authorize the County Administrator to act on its behalf to effect the lease of the facilities adjacent to the historic Circuit Court Building,

NOW THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors this 21<sup>st</sup> day of May, 2012, that the County Administrator be, and he is hereby, authorized to act on behalf of the County of King William to execute a lease of property interests in the historic Courthouse, and that the County Administrator is further authorized to sign any and all instruments necessary to carry out the intent of this resolution, provided that any such instrument is approved as to form by the County Attorney.

Adopted this 21<sup>st</sup> day of May, 2012

Those members voting:

T. J. Moskalski	Aye
S. K. Greenwood	Aye
T. S. Stone	Aye
O. O. Williams	Aye
C. T. Redd III	Aye

**RE: OLD BUSINESS**

There was no old business brought before the Board.

**RE: NEW BUSINESS**

There was no new business brought before the Board.

**RE: ADMINISTRATIVE MATTERS – TRENTON L. FUNKHOUSER,**

**COUNTY ADMINISTRATOR**

- a. Land Use Assessment – Resolution #12-39 King William County Land Use Assessment – The County Administrator stated this is a follow up effort to address questions that were raised after the reassessment process was completed early last year. Historically some citizens have been concerned that there may be some questions on some applications and their validity. He stressed this is not directed at the Commissioners office or alleging there is anything incorrect. At this time there is no consideration of changing the land use program, however there is always the

option for the Board to consider changes to the program. The resolution before the Board, for consideration, merely requests that Staff, in cooperation with the Commissioners office, enforce the review of applications in accordance with State Code to ensure equity in the application of land use assessment and the associated taxation.

C. T. Redd III asked for clarification if the land use policy is available online.

The County Administrator stated the County Code is available online and the State Code references are available online under the legislation information services.

Sally Pearson, Commissioner of the Revenue, added that the land use application is a State form and is available online; she will check to see if a link can be added to the County website for supporting information.

O. O. Williams said he feels if the code is enforced stricter then the program will be fair to the people we are working with. He also said he has noticed small areas of land are in the program that does not look like they are being farmed; his understanding is that was the purpose of the land use program.

S. K. Greenwood said his understanding is this resolution is to ensure the code is being enforced and the Board will review the land use program.

T. J. Moskalski commented that he does not see any changes that need to be made to the land use code. He also feels strict enforcement of the code should be followed.

T. S. Stone stated her assumption is the code is being enforced as it has been approved and authorized. She is surprised there may be some in the program that should not be there based upon County or State Code. She is in complete support of staff making adjustments and enforcing the program guidelines.

On motion by T. S. Stone, seconded by T. J. Moskalski, with the following roll call vote, the Board approved the following Resolution #12-39, King William County Land Use Assessment:

RESOLUTION #12-39  
KING WILLIAM COUNTY  
LAND USE ASSESSMENT

WHEREAS, §58.1-3231 of the Code of Virginia provides for the adoption of a local ordinance establishing use value assessment and taxation; and

WHEREAS, Sections 70-71 through 70-77 of the Code of King William County provide for the administration of the County's use value assessment and taxation program; and

WHEREAS, the Commissioner of the Revenue of King William County is the local assessing officer charged with the receipt and review of applications seeking classification, assessment and taxation of property on the basis of use(s) defined by § 58.1-3230 of the Code of Virginia; and

WHEREAS, §58.1-3233 of the Code of Virginia provides additional information regarding the criteria associated with the four classifications of real estate eligible for use value assessment and taxation; and

WHEREAS, the Board of Supervisors supports the Commissioner of the Revenue in the approval of applications for use value assessment and taxation that meet all applicable criteria of the Code of Virginia and the Code of King William County; and

WHEREAS, the Board of Supervisors requests the Commissioner of the Revenue to deny applications for use value assessment and taxation that do not meet all applicable criteria of the Code of Virginia and the Code of King William County; and

WHEREAS, § 58.1-3234 of the Code of Virginia states, in part, "Continuation of valuation, assessment and taxation under an ordinance adopted pursuant to this article shall depend on continuance of the real estate in a qualifying use, continued payment of taxes as referred to in §58.1-3235, and compliance with other requirements of this article and the ordinance and not upon continuance in the same owner of title to the land"; and

WHEREAS, to avoid the penalties of Section 70-76 of the Code of King William County owners should verify the acreage and associated qualifying uses(s) of their properties within the use value assessment and taxation program and promptly report to the Commissioner of the Revenue any changes in the status of their properties,

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of King William County hereby requests the Commissioner of the Revenue to strictly enforce applicable state and local regulations associated with the administration of the County's use value assessment and taxation program.

Adopted this 21<sup>st</sup> day of May, 2012

Those members voting:

T. S. Stone	Aye
O. O. Williams	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Aye
C. T. Redd III	Aye

b. Financial Management Polices – Resolution #12-40 – Identity Theft (Red Flag) Policy, Resolution #12-41 – Financial Audit Committee, and Resolution #12-42 – Financial Audit Committee, Appointment of Board of Supervisor Representative –

i. Identity Theft (Red Flag) Policy – Resolution #12-40 – The County Administrator explained that there are two initial polices staff is proposing, both in response to last year's audit, as well as general management practices. The first is an Identity Theft Policy; with this particular policy there is a legal requirement to adopt.

The primary focus of this policy is to help identify identity theft when processing utility accounts but is also used for other related transactions. The Federal Trade Commission (FTC), the federal bank regulatory agencies, and the National Credit Union Administration (NCUA) have issued regulations (the Red Flag Rules) requiring financial institutions and creditors to develop and implement written identity theft prevention programs, as part of the Fair and Accurate Credit Transactions (FACT) Act of 2003. The auditors recommended that the County adopt a policy as soon as practical.

On motion by T. J. Moskalski, seconded by O. O. Williams, with the following roll call vote, the Board adopted the following Resolution #12-40, Identity Theft (Red Flag) Policy:

RESOLUTION #12-40  
IDENTITY THEFT  
(RED FLAG) POLICY

WHEREAS, the Federal Trade Commission (FTC), the federal bank regulatory agencies, and the National Credit Union Administration (NCUA) have issued regulations (the Red Flags Rules) requiring financial institutions and creditors to develop and implement written identity theft prevention programs, as part of the Fair and Accurate Credit Transactions (FACT) Act of 2003,

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors does hereby adopt the following Identity Theft (Red Flag) Policy:

Identity Theft Prevention Program  
Financial Management Policy - King William County

Purpose

The County's Identity Theft Prevention Program is designed to detect, prevent and mitigate identity theft in connection with the opening of a covered account or in activities associated with an existing covered account and to provide for continued administration of the Program in compliance with Part 681 of Title 16 of the Code of Federal Regulations implementing Sections 114 and 315 of the Fair and Accurate Credit Transactions Act (FACTA) of 2003.

Definitions

Covered account means:

1. An account that a creditor offers or maintains, primarily for personal, family, or household purposes that involves or is designed to permit multiple payments or transactions. Covered accounts include utility accounts; and
2. Any other account that the creditor offers or maintains for which there is a reasonably foreseeable risk to customers or to the safety and soundness of the creditor from identity theft, including financial, operational, compliance, reputation or litigation risks.

Credit means the right granted by a creditor to a debtor to defer payment of debt or to incur debts and defer its payment or to purchase property or services and defer payment thereof.

Creditor means any person who regularly extends, renews, or continues credit; any person who regularly arranges for the extension, renewal, or continuation of credit; or any assignee of an original creditor who participates in the decision to extend, renew, or continue credit.

Identifying information is any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including: name, address, telephone number, Social Security number, date of birth, government issued driver's license or identification number, alien registration number, government passport number, employer or taxpayer identification number, unique electronic identification number, computer's Internet Protocol (IP) address, or routing code.

Identity theft means fraud committed or attempted using the identifying information of another person without authority.

Red flag means a pattern, practice or specific activity that indicates the possible existence of identity theft.

### The Program

King William County establishes an Identity Theft Prevention Program to detect, prevent and mitigate identity theft. The Program includes reasonable policies and procedures to:

1. Identify relevant red flags for covered accounts it offers or maintains and incorporate those red flags into the program;
2. Detect red flags that have been incorporated into the Program;
3. Respond appropriately to any red flags that are detected to prevent and mitigate identity theft; and
4. Ensure the Program is updated periodically to reflect changes in risks to customers and to the safety and soundness of the creditor from identity theft.

The program shall, as appropriate, incorporate existing policies and procedures that control reasonably foreseeable risks.

### Identification of Relevant Red Flags

In order to identify relevant Red Flags, King William County considers the types of accounts that it offers and maintains, the methods it provides to open its accounts, the methods it provides to access its accounts and its previous experience with Identify Theft. King William County identifies the following red flags, in each of the listed categories:

- A. Notifications and Warnings from Credit Reporting Agencies
  - Report of fraud accompanying a credit report;
  - Notice or report from a credit agency of a credit freeze on a customer or applicant;
  - Notice or report from a credit agency of an active duty alert for an applicant; and
  - Indication from a credit report of activity that is inconsistent with a customer's usual pattern or activity.
- B. Suspicious Documents
  - Identification document or card that appears to be forged, altered or inauthentic;

- Identification document or card on which a person's photograph or physical description is not consistent with the person presenting the document;
- Other document with information that is not consistent with existing customer information (such as if a person's signature on a check appears forged); and
- Application for service that appears to have been altered or forged.

#### C. Suspicious Personal Identifying Information

- Identifying information presented that is inconsistent with other information the customer provides (example: inconsistent birth dates);
- Identifying information presented that is inconsistent with other sources of information (for instance, an address not matching an address on the credit report);
- Identifying information presented that is the same as information shown on other applications that were found to be fraudulent;
- Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
- Social Security number presented that is the same as one given by another customer;
- An address or phone number presented that is the same as that of another person;
- A person fails to provide complete personal identifying information on an application when reminded to do so (however, by law social security numbers must not be required); and
- A person's identifying information is not consistent with the information that is on file for the customer.

#### D. Suspicious Account Activity or Unusual Use of Account

- Change of address for an account followed by a request to change the account holder's name;
- Payments stop on an otherwise consistently up-to-date account;
- Account used in a way that is not consistent with prior use (example: very high activity);
- Mail sent to the account holder is repeatedly returned as undeliverable;
- Notice to the County that a customer is not receiving mail sent by the locality;
- Notice to the County that an account has unauthorized activity:
- Breach in the County's computer system security; or
- Unauthorized access to or use of customer account information.

#### E. Alerts from Others

- Notice to the County from a customer, identity theft victim, law enforcement or other person that the County has opened or is maintaining a fraudulent account for a person engaged in Identity Theft.

### Detection of Red Flags

#### A. New Accounts

In order to detect any of the Red Flags identified above associated with the opening of a new account, the County's personnel will take the following steps to obtain and verify the identity of the person opening the account:

- Require certain identifying information such as name, date of birth, residential or business address, principal place of business for an entity, driver's license or other identification;
- Verify the customer's identity (for instance, review a driver's license or other identification card);

- Review documentation showing the existence of a business entity; and
- Independently contact the customer.

## B. Existing Accounts

In order to detect any of the Red Flags identified above for an existing account, the County's personnel will take the following steps to monitor transactions with an account:

- Verify the identification of customers if they request information, whether in person, via telephone, via facsimile or via e-mail;
- Verify the validity of requests to change billing addresses; and
- Verify changes in banking information given for billing and payment purposes.

### Response to Suspected Identity Theft

In the event the County's personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:

- Continue to monitor an account for evidence of Identify Theft;
- Contact the customer;
- Change any passwords or other security devices that permit access to accounts;
- Not open a new account;
- Close an existing account;
- Reopen an account with a new number;
- Notify the Department Head or County Administrator for determination of the appropriate step(s) to take;
- Notify law enforcement; or
- Determine that no response is warranted under the particular circumstances.

To prevent the likelihood of identity theft occurring with respect to utility accounts, the County will take the following steps with respect to the County's internal operating procedures to protect customer identifying information:

- Ensure the County's website is secure or provide clear notice that the website is not secure;
- Ensure complete and secure destruction of paper documents and computer files containing customer information;
- Ensure office computers are password protected and that computer screens lock after a set period of time;
- Keep offices clear of papers containing customer information;
- Request only the last 4 digits of social security numbers (if any);
- Ensure computer virus protection is up to date; and
- Require and keep only the kinds of customer information that are necessary for utility purposes.

### Updating the Program

The Program shall be updated periodically to reflect changes in risks to customers or to the safety and soundness of the organization from identity theft based on factors such as:

- The experiences of the County with identity theft;
- Changes in methods of identity theft;
- Changes in methods to detect, prevent and mitigate identity theft;
- Changes in the types of accounts the County offers or maintains;
- Changes in the business arrangements of the County, including mergers, acquisitions, alliances, joint ventures and service provider arrangements.

### Administration of Program

- The County Administrator shall be responsible for the development, implementation, oversight and continued administration of the Program.
- The Program shall train Staff, as necessary, to effectively implement the Program.
- The Program shall exercise appropriate and effective oversight of service provider arrangements.

### Oversight of the Program

1. Oversight of the Program shall include:
  - a. Assignment of specific responsibility for implementation of the Program to the County Administrator;
  - b. Review of reports prepared by Staff regarding compliance; and
  - c. Approval of material changes to the Program as necessary to address changing risks of identity theft.
2. Reports shall be prepared as follows:
  - a. Staff responsible for development, implementation and administration of the Program shall report to the County Administrator at least annually on compliance by the County with the Program.
  - b. The report shall address material matters related to the Program and evaluate issues such as:
    - The effectiveness of the policies and procedures in addressing the risk of identity theft in connection with the opening of covered accounts and with respect to existing covered accounts;
    - Service provider agreements;
    - Significant incidents involving identity theft and management's response; and
    - Recommendations for material changes to the Program.

### Oversight of Service Provider Arrangements

In the event the County engages a service provider to perform an activity in connection with one or more accounts, the County will take the following steps to ensure the service provider performs its activity in accordance with reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft:

- Require, by contract, that service providers have such policies and procedures in place; and
- Require, by contract, that service providers review the locality's Program and report any Red Flags to the County Administrator.

### Duties Regarding Address Discrepancies

King William County has procedures designed to enable the County to form a reasonable belief that a credit report relates to the consumer for whom it was requested if the County receives a notice of address discrepancy from a nationwide consumer reporting agency indicating the address given by the consumer differs from the address contained in the consumer report.

King William County may reasonably confirm that an address is accurate by any of the following means:

1. Verification of the address with the consumer;
2. Review of the utility's records;
3. Verification of the address through third-party sources; or

4. Other reasonable means.

If an accurate address is confirmed, King William County shall furnish the consumer's address to the nationwide consumer reporting agency from which the County received the notice of address discrepancy if:

1. The County establishes a continuing relationship with the consumer; and
2. The County, regularly and in the ordinary course of business, furnishes information to the consumer reporting agency.

Adopted this 21<sup>st</sup> day of May, 2012

Those members voting:

O. O. Williams	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Aye
T. S. Stone	Aye
C. T. Redd III	Aye

ii. Financial Audit Committee – Resolution #12-41 – The County

Administrator said it has also been recommended by the Auditors that a Financial Audit Committee be established. A Financial Audit Committee is intended to facilitate communications between County Administration, the Board of Supervisors and the selected Audit firm. Resolution #12-41 proposes creation of the Financial Audit Committee and provides details regarding the Committee's charge, membership, responsibilities, and operating procedures.

On motion by T. J. Moskalski, seconded by O. O. Williams, with the following roll call vote, the Board adopted the following Resolution #12-41 Establishing the King William County Financial Audit Committee:

RESOLUTION #12-41  
ESTABLISHING THE KING WILLIAM COUNTY  
FINANCIAL AUDIT COMMITTEE

WHEREAS, good corporate governance requires independent, effective assurance of the adequacy of fiscal management and reporting; and

WHEREAS, reliable audits are essential to the credibility of financial reporting by local governments; and

WHEREAS, the establishment of a Financial Audit Committee is a practical tool that counties can use to enhance the independence of the external auditor, and the reliability of the financial statements.

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors does hereby establish the King William County Financial Audit Committee under the following Charter:

King William County  
Financial Audit Committee Charter

I. Charge:

The Financial Audit Committee (Audit Committee) is a committee of the Board of Supervisors. The primary function of the Audit Committee is to assist the Board of Supervisors in carrying out its oversight responsibilities by reviewing financial information provided in the Comprehensive Annual Financial Report (CAFR), by reviewing any material weaknesses in the County's system of internal accounting controls as reported by the external auditor, and by reviewing the annual audit process and results. The Audit Committee is to provide guidance on the selection of an independent accounting firm to conduct the annual audit of fiscal reporting and compliance with federal and state laws and regulations, contracts and grants.

II. Membership:

The Audit Committee shall be appointed annually by the Board of Supervisors (typically at the Board's organizational meeting in January) and comprised of the following members:

- One member of the Board of Supervisors
- One member of the School Board (appointed by the School Board)
- County Administrator
- Superintendent of Schools
- Director of Finance for the Schools and Financial Services Manager of the County

III. Responsibilities:

- Recommend the selection, retention or termination of the County's external financial auditors.
- Review the overall plan for the audit (letter of engagement) with the external auditor and County management.
- Review the annual financial statements and audit results with the Auditors and County management.
- Review any material weaknesses in internal accounting controls, as outlined in the auditor's Management Letter to the County.
- Prepare an Audit Committee report to the Board of Supervisors.

IV. Operating Procedures:

- The Committee will meet at least twice a year, or more frequently at the discretion of the Committee, in conjunction with the County's external audit process. The Committee may meet more frequently at the discretion of the Committee to discuss other matters of concern.
- The purpose of the first meeting (typically held in June) is to discuss the auditor's preliminary fieldwork and review the auditor's scope of work and scheduling for the upcoming audit. The second meeting (typically held in November), is to discuss the Annual Financial Report, prior to its presentation to the Board of Supervisors and School Board, as well as to discuss any issues raised by the Auditor in the Management Letter or other similar correspondence.
- The Audit Committee may select a Chair, whose responsibility is to preside over the meetings, schedule the meetings and prepare a written agenda.
- Audit Committee meetings will be public meetings. The meeting agenda for regularly scheduled meetings shall be posted in the offices of County Administration and School Board three days prior to the meeting date. Agendas and written material to be reviewed at the meeting will be sent to committee members prior to the meeting.
- The Audit Committee will assist the Auditor in preparing presentation materials and will prepare and distribute minutes to the Committee members after each meeting.

Adopted this 21<sup>st</sup> day of May, 2012

Those members voting:

O. O. Williams	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Aye
T. S. Stone	Aye
C. T. Redd III	Aye

iii. Financial Audit Committee – Appointment of Board of Supervisor Representative – Resolution #12-42 – The County Administrator explained Resolution #12-42 appoints a Board of Supervisors member to the Financial Audit Committee; Ms. Stone has expressed interest in serving the committee.

On motion by T. J. Moskalski, seconded by O. O. Williams, with the following roll call vote, the Board adopted the following Resolution #12-42 appointing Board of Supervisor member Terry S. Stone to the King William County Financial Audit Committee:

RESOLUTION #12-42  
RESOLUTION OF APPOINTMENT TO THE  
KING WILLIAM COUNTY  
FINANCIAL AUDIT COMMITTEE

WHEREAS, the Board of Supervisors of King William County needs to appoint a member to the King William County Financial Audit Committee,

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of King William County appoints Terry S. Stone, Board of Supervisor Member of King William County, as a member of the King William County Financial Audit Committee.

Adopted this 21<sup>st</sup> day of May, 2012

Those members voting:

O. O. Williams	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Aye
T. S. Stone	Aye
C. T. Redd III	Aye

**RE: PUBLIC COMMENT PERIOD – SPEAKERS: ONE OPPORTUNITY OF 3 MINUTES PER INDIVIDUAL OR 5 MINUTES PER GROUP ON NON-PUBLIC HEARING MATTERS**

The Chairman opened the Second Public Comment Period.

a. Daniel Wright of the 2<sup>nd</sup> District spoke in support of reappointing Herbert L. White, Jr. to the Board of Zoning Appeals; he also commented on the dedication of all the members of this Board. Mr. Wright stated he would not like to see someone

else appointed to this Board and run the risk of losing the whole Board; in his opinion this will happen if Mr. White is not reappointed.

b. Alice Washington of the 5<sup>th</sup> District, also a member of the Board of Zoning Appeals, stated in June 2012 she will have served 22 years on this Board. Ms. Washington also spoke in support of reappointing Herbert L. White, Jr. to the Board of Zoning Appeals.

c. Herbert L. White, Jr. of the 2<sup>nd</sup> District and Chairman of the Board of Zoning Appeals expressed his appreciation of the comments made of him by the previous citizens. He commented on the need for the Board of Zoning Appeals and of the good work the Board has provided. He expressed to the Board of Supervisors his desire for consideration of reappointment to the Board of Zoning Appeals.

d. Thomas Chisholm of the 4<sup>th</sup> District and co-Chairman of the Board of Zoning Appeals stated he has been the co-Chairman for 19 years and has served the Board for 23 years. He also spoke in support of reappointing Herbert L. White, Jr. to the Board of Zoning Appeals.

There being no other persons to appear before the Board the Chairman closed the Second Public Comment Period.

#### **RE: BOARD OF SUPERVISORS COMMENTS**

All Board members thanked citizens for their participation at the monthly Board meetings.

O. O. Williams spoke of the good work the Board of Zoning Appeals has done for King William County and of the commitment of the members of this Board.

S. K. Greenwood expressed his appreciation of the large citizen turnout at the monthly meetings.

T. J. Moskalski thanked Mr. White and all of the members of the Board of Zoning Appeals for their hard work over the years. He also commented on the number of interested citizens to serve on the various Boards and Commissions for the County.

T. S. Stone also commented on the interest of citizens to serve in community service positions.

Chairman Redd thanked everyone for coming out and wished everyone a safe and happy Memorial Day holiday.

**RE: CLOSED MEETING – LEGAL MATTERS, IN ACCORDANCE WITH §2.2-3711(A)(7) OF THE CODE OF VIRGINIA, TO CONSULT WITH LEGAL COUNSEL ON A SPECIFIC LEGAL MATTER REQUIRING THE PROVISION OF LEGAL ADVICE BY COUNSEL; and PERSONNEL, IN ACCORDANCE WITH §2.2-3711(A)(1) OF THE CODE OF VIRGINIA, TO CONSIDER A PERSONNEL MATTER INVOLVING THE PERFORMANCE OF A SPECIFIC EMPLOYEE AND TO DISCUSS THE APPOINTMENT OF INDIVIDUALS TO BOARDS AND COMMISSIONS** - On

motion by T. J. Moskalski, seconded by S. K. Greenwood, and carried unanimously, the Board entered Closed Meeting pursuant to §2.2-3711(A)(7), Code of Virginia, to consult with legal counsel on a specific legal matter requiring the provision of legal advice by counsel; and pursuant to §2.2-3711(A)(1), Code of Virginia, to consider a personnel matter involving the performance of a specific employee and to consider appointment of individuals to boards and commissions.

Having completed the Closed Meeting, the Board reconvened in open meeting, on motion by O. O. Williams, seconded by S. K. Greenwood and carried unanimously.

In accordance with Section 2.2-3717(D) of the Code of Virginia, 1950, as amended, O. O. Williams moved that the King William County Board of Supervisors adopt the following resolution certifying that this closed meeting's procedures comply with the requirements of the Virginia Freedom of Information Act. This motion was seconded by S. K. Greenwood and carried with a unanimous roll call vote.

**RESOLUTION**

**WHEREAS**, the King William County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and,

**WHEREAS**, Section 2.2-3711 of the Code of Virginia requires a certification by the King William County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law,

**NOW, THEREFORE, BE IT RESOLVED**, that the King William County Board of Supervisors on this 21<sup>st</sup> day of May, 2012, hereby certifies that, to the best of each member's knowledge:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were heard,

discussed, or considered in the closed meeting to which this certification resolution applies, by the King William County Board of Supervisors.

2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the King William County Board of Supervisors.

Those members voting:

T. S. Stone	Aye
O. O. Williams	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Aye
C. T. Redd III	Aye

**RE: APPOINTMENTS**

On motion by T. J. Moskalski, seconded by O. O. Williams, with the following roll call vote, the Board reappointed David R. Ford to serve as a citizen member of the King William County Planning Commission, for a term of three years, with said term expiring June 30, 2015.

Those members voting:

O. O. Williams	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Abstain
T. S. Stone	Aye
C. T. Redd III	Aye

On motion by T. J. Moskalski, seconded by O. O. Williams, with the following roll call vote, the Board recommended to the Circuit Court of King William County Herbert L. White, Jr. to serve as a member of the King William County Board of Zoning Appeals, for a term of five years, with said term expiring June 30, 2017.

Those members voting:

T. J. Moskalski	Aye
S. K. Greenwood	Abstain
T. S. Stone	Aye
O. O. Williams	Aye
C. T. Redd III	Aye

On motion by O. O. Williams, seconded by T. S. Stone, with the following roll call vote, the Board reappointed Brenda H. Clements and appointed Thasia B. Bradley to serve as members of the King William County Social Services Board, each for a term of four years, with said terms expiring June 30, 2016.

Those members voting:

S. K. Greenwood	Abstain
T. S. Stone	Aye
O. O. Williams	Aye
T. J. Moskalski	Aye
C. T. Redd III	Aye

On motion by T. S. Stone, seconded by T. J. Moskalski, with the following roll call vote, the Board reappointed Carl R. Fischer to serve as a member of the King William County Historic Preservation and Architectural Review Board, for a term of four years; said term expiring June 30, 2016.

Those members voting:

T. S. Stone	Aye
O. O. Williams	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Abstain
C. T. Redd III	Aye

On motion by T. S. Stone, seconded by T. J. Moskalski, with the following roll call vote, the Board reappointed Eugene L. Campbell and appointed Gary L. Hogenson to serve as members of the King William County Economic Development Authority, each for a term of four years; with said terms expiring June 30, 2016.

Those members voting:

O. O. Williams	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Abstain
T. S. Stone	Aye
C. T. Redd III	Aye

On motion by T. S. Stone, seconded by O. O. Williams, with the following roll call vote, the Board appointed Charles W. Faulkner, Jr. of the 2<sup>nd</sup> District, reappointed Evelyn W. Martin at-large member, and reappointed Steven Tupponce member representing the King William County School System, to serve as members of the King William County Recreation Commission, each for a term of three years; with said terms expiring June 30, 2015.

Those members voting:

T. J. Moskalski	Aye
S. K. Greenwood	Abstain
T. S. Stone	Aye
O. O. Williams	Aye
C. T. Redd III	Aye

On motion by O. O. Williams, seconded by T. J. Moskalski, with the following roll call vote, the Board reappointed Eugene J. Rivara to serve as a citizen member of the Middle Peninsula Planning District Commission for a term of one year; with said term expiring June 30, 2013.

Those members voting:

S. K. Greenwood    Aye  
T. S. Stone         Aye  
O. O. Williams     Aye  
T. J. Moskalski    Aye  
C. T. Redd III      Aye

**RE: RECESS OF MEETING**

On motion by O. O. Williams, seconded by T. S. Stone, with the following roll call vote, the meeting was recessed until June 14, 2012, at 6:30 p.m. to conduct a closed meeting in accordance with Section 2.2-3711(A)(1) of the Code of Virginia to discuss the performance of a specific employee.

Those members voting:

T. S. Stone         Aye  
O. O. Williams     Aye  
T. J. Moskalski    Aye  
S. K. Greenwood   Aye  
C. T. Redd III      Aye

COPY TESTE:

---

C. T. Redd III, Chairman  
Board of Supervisors

---

T. L. Funkhouser,  
County Administrator  
Clerk to the Board