

MINUTES
KING WILLIAM COUNTY
BOARD OF SUPERVISORS
MEETING OF JULY 22, 2002

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF KING WILLIAM COUNTY, VIRGINIA, HELD ON THE 22ND DAY OF JULY, 2002, BEGINNING AT 7:00 P.M. IN THE BOARD ROOM OF THE KING WILLIAM COUNTY ADMINISTRATION BUILDING AT KING WILLIAM COURTHOUSE, THE MEETING WAS CALLED TO ORDER WITH THE FOLLOWING PRESENT:

D. L. WRIGHT, CHAIRMAN
E. P. STEROWSKI, VICE-CHAIRMAN
L. E. BYRUM, JR.
R. S. DIGGS
C. T. REDD, III

L. M. CHENAULT, COUNTY ATTORNEY
FRANK A. PLEVA, COUNTY ADMINISTRATOR

RE: ADOPTION OF AGENDA

On motion by C. T. Redd, III, seconded by L. E. Byrum, Jr. and carried unanimously, the Board adopted the agenda for this meeting as presented by the County Administrator.

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

Herb White, a resident of 1186 Mill Road (State Route 647) near Aylett, addressed the Board concerning the possibility of the Board making a request to VDOT to lower the speed limit on Route 647 to 45 MPH or less. Mr. White indicated he made this request once before, about a year ago, and that VDOT did not lower the speed limit at that time. Since then, two fatalities have occurred and one vehicle was totally demolished on this route. With the location of the new Aylett Post Office at the intersection of Routes 360 and 647, many travelers are now using Route 647 as a cut through road to the post office, thereby, creating even more traffic on this route. In addition, with more homes being built on this route, more families with small children are moving in, and he feels all of this is now a safety issue for VDOT to again consider lowering the speed limit to 45 MPH.

Tom Smiley, Chairman of the King William County Industrial Development Authority, addressed the Board concerning Item #15, Appointments to the IDA Board of Directors, on the Board's agenda for this meeting. He stated that the terms of Cynthia Rinaldi and James Ellis Boyer are expiring and that both individuals have expressed an interest in reappointment. The third vacancy on the IDA was created when Robert Brake resigned. Mr. Smiley requested the Board to reappoint Mrs. Rinaldi and Mr. Boyer as the IDA has a bond issue coming before it in the very near future, and since Mr. Brake was serving on the IDA from the West Point area of the County, that someone from that area be appointed to fill his vacated, unexpired term.

RE: CONSENT AGENDA

On motion by L. E. Byrum, Jr., seconded by C. T. Redd, III and carried unanimously, the Board approved the following items on its consent agenda:

- a. Minutes of the regular meeting of June 24, 2002
- b. Claims against the County for June, 2002, Accrual in the amount of \$1,484,649.10

and \$867,899.13 in the General Fund for July, 2002, as follows:

(1) General Fund Warrants #51337-51571; #13919-13922; and #13918 in the amounts of \$638,552.55; \$42,938.83; and \$467.36; Direct Deposits #3711-3815 in the amount of \$139,926.35; and Electronic Tax Payment in the amount of \$46,481.40

(2) For informational purposes, Social Services expenditures for the month of June, 2002, Warrants #301778-301842 in the amount of \$29,298.00; Direct Deposits #621-637 in the amount of \$20,378.15; and Electronic Tax Payment in the amount of \$7,230.65

(3) For informational purposes, Circuit Court expenditures for the month of June, 2002, Warrants #51301-51309 in the amount of \$5,875.73 and Direct Deposits #48-50 in the amount of \$6,942.22

(4) For informational purposes, Comprehensive Services Act Fund expenditures for June, 2002, Warrants #51311-51335 in the amount of \$57,651.54

(5) Tax Refunds for the month of June, 2002, in the amount of \$1,001.22

c. Approved the employment of Tommy Lee Mustian to the position of Groundsperson in the Public Works Department

d. Adopted a Resolution Requesting the Industrial Development Authority of King William County, Virginia, to Issue Revenue Bonds to Finance the County Courthouse Building Project. (See attached copy of Resolution)

RE: VDOT MATTERS – CHARLIE STUNKLE, RESIDENT ENGINEER

VDOT Resident Engineer, Charlie Stunkle, appeared before the Board to report on the following:

a. Considering of Lowering Speed Limit on Mattaponi & Pamunkey Rivers Bridges - Mr. Stunkle indicated that approximately 1 ½ to 2 months ago, representatives from the Town of West Point, the Counties of King William, King and Queen, and New Kent met to discuss the mechanical failures of the Eltham Bridge and the Lord Delaware Bridge. The idea of lowering the speed limit on these bridges was offered to VDOT as a means to reduce the deterioration of the bridges. Mr. Stunkle reported that New Kent County and the Town of West Point have sent letters to VDOT supporting this speed reduction on the two bridges.

C. T. Redd, III stated that some time in the past, steel plates were installed on the road surface leading onto the bridges which lowered the speed of vehicles and this backed up traffic for 1 ½ to 2 miles around the clock, 24 hours, 7 days. He, therefore, motioned that King William County not support this speed limit lowering, and that a letter be prepared by the County Administrator to be sent to VDOT, the Town of West Point, and the Counties of King and Queen and New Kent, advising

of this.

Route 647 –D. L. Wright requested Mr. Stunkle to investigate the possibility of lowering the speed limit on Route 647 (Mill Road) as was requested by Mr. Herb White in the public comment period previously in this meeting. Mr. Stunkle responded that he would ask the Traffic Engineer to revisit this route to see if any conditions have changed.

Route 601 - Mr. Stunkle indicated that the surface overlay on Route 601 (Edgar Road) up to the Caroline County line has been completed.

Route 644 - Construction on Route 644 (Old Foot Path Road) is now underway.

Route 671 - The paving project on Route 671 (Mangohick Circle) has been completed.

Route 604 to Corinth Heights - D. L. Wright suggested that a yellow center line be installed on Route 604 to Corinth Heights. Mr. Stunkle indicated that in order to install a yellow line, a roadway must meet certain qualifications – must have an 18 feet wide pavement and must have a traffic count of at least 500 vpd. He further indicated that the new secondary road traffic counts are now available so he will recheck.

Final Allocation Figures Received for FY 02-03 - Mr. Stunkle advised that his office has now received the final revised Six Year Plan allocation figures for FY 02-03 in the amount of \$603,706.00.

RE: VPI AND SU COOPERATIVE EXTENSION SERVICE

a. **Adoption of Resolution of Appreciation of Service for J. D. Hutcheson, Retiring Farm/Business Management Extension Agent** - On motion by L. E. Byrum, Jr., seconded by C. T. Redd, III and carried unanimously, the Board adopted the following resolution of appreciation of service for Mr. J. D. Hutcheson, retiring Farm/Business Management Extension Agent.

RESOLUTION OF APPRECIATION

JOHN “J. D.” HUTCHESON

WHEREAS, Mr. John “J. D.” Hutcheson recently retired from his position as the Farm/Business Management Extension Agent after 20 years of service in King William County; and,

WHEREAS, Mr. Hutcheson has worked for the Virginia Cooperative Extension since 1972, working in Cumberland and Amelia Counties before coming to King William County in 1982; and,

WHEREAS, Mr. Hutcheson earned a Bachelor of Science Degree in Agriculture Education from Virginia State College in 1972 and a Master’s Degree in Agriculture Education from Virginia State University in 1982; and,

WHEREAS, during his time as an Extension Agent, Mr. Hutcheson’s responsibilities included providing leadership in educational programs in agricultural production economics, and implementing programs in record keeping, financial statements, credit management, tax management, estate planning, land leasing, and agricultural marketing; and,

WHEREAS, committed to continued education for farmers, Mr. Hutcheson developed lesson plans for teaching computer workshops and wrote spreadsheets including balance sheets, cash flow statements, and a depreciation calculator; and,

WHEREAS, Mr. Hutcheson has received numerous honors and awards throughout his career, including recognition for his years of service from Virginia Polytechnic Institute and State University and the United States Department of Agriculture; and,

WHEREAS, Mr. Hutcheson served as a member of numerous professional organizations including the Virginia Extension Service Association, the National Association of County Agriculture

Agents, the Forestry Advisory Committee at Virginia State University and the State Agriculture Advisory Committee; and,

WHEREAS, Mr. Hutcheson has contributed to numerous commissions from the national level down to the local level including the Southern Extension Farm Management, Marketing and Public Affairs Committee; the Vegetable Industry Research & Education Needs Committee for the Northern Neck Farmers Market; the Statewide Agricultural Sustainability Advisory Committee, the annual Virginia Farm & Small Business Income Tax Conference; the Technical Advisory Committee; the Agribusiness Management Expertise Identification Committee; the Eastern District Advisory Committee and the Extension Agent Focus Crops Department of Planning & Budgeting Committee; and,

WHEREAS, married to Dorothy Hutcheson, the couple have one daughter, Johnette, and one son, John.

NOW, THEREFORE, BE IT RESOLVED, that the King William County Board of Supervisors recognizes Mr. Hutcheson and congratulates him on all of his accomplishments during his 30 years of service with the Virginia Cooperative Extension; and,

BE IT FURTHER RESOLVED, that the King William County Board of Supervisors acknowledges Mr. Hutcheson's leadership, dedication to the farming community, and commitment to King William County; and,

BE IT FINALLY RESOLVED, that a copy of this resolution expressing the sense of this Board of Supervisors on this matter shall be conveyed to Mr. Hutcheson, and shall be spread upon the meeting minutes of said Board of Supervisors.

Mr. Hutcheson was in attendance at this meeting, and upon its reading and adoption by the Board, the above resolution was presented to Mr. Hutcheson.

b. **Introduction of Matthew Lewis, Agriculture Extension Agent** - Mrs. Gwen Roy, Unit Coordinator with the VPI & SU Extension Service in King William County, introduced Mr. Matthew Lewis, the new Agriculture Extension Agent to be working in the County. Mr. Lewis will be replacing Mr. Chris Lawrence, who has moved to Augusta County.

RE: BAY AGING, INC. – ALLYN GEMERЕК, PRESIDENT

Allyn Gemerek, President of Bay Aging, Inc., thanked the Board for the support shown to Bay Aging, Inc. over the past years. He indicated that the name of the agency was recently changed from Chesapeake Bay Agency on Aging, Inc. and briefly reviewed some of the programs and services provided by Bay Aging to King William County.

RE: MATTAPONI & PAMUNKEY RIVERS ASSOCIATION, INC. – REQUEST TO PLACE SIGNAGE AT JUDY'S SWAMP LANDING

A request was presented from Billy Mills, Executive Director of the Mattaponi & Pamunkey Rivers Association, Inc. (MPRA), for approval to install and maintain a water trail kiosk-type sign at Judy's Swamp Landing. MPRA is currently developing the York River Water Trail across more than 100 miles of tidal Mattaponi, Pamunkey, and York Rivers, and would like to install a pre-constructed kiosk at Judy's Swamp on the Pamunkey River. The primary purpose of the water trail and the kiosks and exhibits is to inform residents and visitors with useful and interesting information about

river boating safety, courtesy, natural history, flora and fauna, fisheries, and the cultural history of the rivers dating from the time when the first Native Americans greeted settling Englishmen. Under a License Agreement with the Virginia Department of Game and Inland Fisheries and King William County, MPRA currently maintains an installed kiosk at the Lester Manor public boat landing.

On motion by L. E. Byrum, Jr., seconded by C. T. Redd, III and carried unanimously, the Board approved the request of the MPRA to install and maintain a water trail kiosk-type sign at Judy's Swamp Landing on the Pamunkey River, with the support of a tri-party contractual letter.

RE: KING WILLIAM COUNTY TRICENTENNIAL CELEBRATION – GENE CAMPBELL, PRESIDENT – UPDATE ON ACTIVITIES

Gene Campbell, representing the Tricentennial Celebration Committee, updated the Board on upcoming events throughout the remainder of the year, with the final culmination event to be held on Friday, December 20th at 6:00 p.m. This will be the "Time Capsule Burying Ceremony" and an "old fashioned" Christmas on the Courthouse Green.

Mr. Campbell requested the Board's permission to bury the "Time Capsule" on County property on the Courthouse Green. He indicated that only a small area will be needed for this burial, approximately a 12" x 24" space. In addition, a plaque will be placed over the burial site to indicate its location and to indicate that it is to be recovered in 50 years. The Committee is now taking suggestions on what to put in the Capsule.

On motion by L. E. Byrum, Jr., seconded by R. S. Diggs and carried unanimously, the Board approved the request of the Tricentennial Celebration Committee to bury the Time Capsule on County property on the Courthouse Green.

RE: FY-03 BUDGET MATTERS

a. Discussion of Authorization for Public Hearings on Adoption of a BPOL Tax and Repeal of Merchants' Capital Tax - On motion by L. E. Byrum, Jr., seconded by C. T. Redd, III and carried unanimously, the Board set the date of August 26, 2002, at its next monthly meeting beginning at 7:00 p.m. for a public hearing to consider adoption of a BPOL Tax and the Repeal of the Merchants' Capital Tax, and authorized advertisement of said public hearings.

b. Discussion of Potential Food and Beverage Tax - Terri Hale, Assistant County Administrator, indicated that during the budget process for the current fiscal year, the Board discussed the possibility of including, on the Fall Election Ballot, a Referendum question for a Food and Beverage Tax. The Code of Virginia, 1950, as amended, Sections 24.2-682 through 24.2-684, authorizes localities to levy such a tax, provided that it is approved by a majority of eligible voters. Ms. Hale further stated that the Circuit Court Clerk must receive the Court Order for the Referendum question no later than sixty days prior to the election.

On motion by R. S. Diggs, seconded by L. E. Byrum, Jr. and carried unanimously, the Board instructed the Assistant County Administrator and the County Attorney to move forward with the preparations to place a referendum question for a food and beverage tax on the November, 2002, election ballot.

RE: COURT HOUSE FACILITY PROJECT – STATUS REPORT AND CONSIDERATION OF PROJECT CLERK-OF-THE-WORKS POSITION

a. Status Report - Frank A. Pleva, County Administrator - The County Administrator reported that as of July 29th, bid documents for the project will be available for purchase through the engineer, and that on September 5th, bids will be due and opened. The Board will award bid and contract for the construction at its September 23rd meeting. Construction should begin in October/November, 2002, with an anticipated completion date of Spring, 2004.

b. Consideration of Clerk-of-the-Works Position - The County Administrator informed the Board that representatives of Wiley & Wilson, the Project Architect and Engineer, recommend the employment of a Clerk-of-the-Works for the Courts Facility project given its size, complexity, and cost. The current compensation for a position on this nature averages between \$20 and \$25 per hour, plus reimbursement of direct out of the pocket expenses, such as mileage for project-related use of the Clerk's personal motor vehicle. It is anticipated that a Clerk will typically spend 20 to 30 hours per week on a project of this size and nature.

On motion by L. E. Byrum, Jr., seconded by C. T. Redd, III and carried unanimously, the Board authorized advertisement for a Clerk-of-the-Works position for the Courts Facility Project.

RE: REGIONAL ANIMAL SHELTER – STATUS REPORT AND UPDATE ON THREE COUNTY OPERATIONAL AGREEMENT

a. Status Report - Frank A. Pleva, County Administrator - The County Administrator reported that in September, the bid plans and specifications will be finalized by the architect and the invitation to bid will be published. Bids will be due, and opened in October, with construction beginning in November, 2002, and an anticipated completion date of May, 2003.

b. Update on Three County Operational Agreement - Mr. Pleva also reported that as of yet, he has no draft Operational Agreement for the Board's consideration. The County Attorney for King and Queen County is drafting this Agreement and it will be presented in August.

Mr. Pleva further reported that the parcel of land in King and Queen is going through the zoning process and once this is completed, King and Queen County would like the permission of the other two counties, King William County and Essex County, to exercise the option to purchase this property at a cost of \$55,000.00. Each county will pay 1/3 of this amount.

On motion by C. T. Redd, III, seconded by L. E. Byrum, Jr. and carried unanimously, the Board authorized the purchase of the land in King and Queen County for construction of the regional animal shelter at a cost of \$55,000, with King William County paying its 1/3 share of the amount.

RE: APPOINTMENTS

a. Industrial Development Authority Board of Directors – Three Members, Two for Four Year Terms and One to Complete a Vacated, Unexpired Term Ending June 30, 2004 - Terms of Cynthia Rinaldi and James Ellis Boyer Expired 6/30/02 (Ms. Rinaldi and Mr. Boyer seek reappointment), and R. F. Brake Resigned his Term Ending 6/30/04 - On motion by E. P. Sterowski, seconded by R. S. Diggs and carried unanimously, the Board reappointed Mrs. Cynthia Rinaldi and Mr. James Ellis

Boyer to serve a four year term on the King William County Industrial Development Authority. Said terms will expire June 30, 2006.

In discussing the appointment to fill the vacated, unexpired term of Mr. R. F. Brake, the Board determined that it should consider the request made by the Chairman of the Industrial Development Authority earlier in this meeting, to appoint someone from the West Point area of the County, as Mr. Brake was serving from that area. Therefore, at the request of L. E. Byrum, Jr., action on this appointment to fill the vacated, unexpired term ending June 30, 2004, was tabled for 30 days.

RE: DISCUSSION OF BOARD RETREAT

Assistant County Administrator, Terri Hale, indicated that several Board members have inquired about planning a Retreat in order to set some short and long term goals and to prioritize upcoming projects. Ms. Hale advised that she has contacted Mike Chandler from Virginia Tech, who, approximately two years ago, provided a proposal to the County. Mr. Chandler, however, retired June 30th. In addition, Ms. Hale reported that she contacted Tom Davidson, who also previously has given the County a proposal. Ms. Hale presented an updated proposal from Tom Davidson for facilitator services, and explained that a proposal should be coming in a few days from Mike Chandler.

L. E. Byrum, Jr. motioned that the County Administrator be directed to establish a goal and priority setting Retreat for the Board. This motion died for the lack of a second.

The Board discussed this matter and various members indicated they are in favor of holding a Retreat for goal and priority setting, but are opposed to paying County funds to an individual to conduct such a meeting.

Several Board members indicated that there is a real need at this time for the Board to establish some guidelines for directive management.

By general consensus, the County Administrator was directed to bring back to the Board at its August meeting, one or more proposals for a Board Retreat.

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

No persons appeared to speak.

RE: BOARD OF SUPERVISORS' COMMENTS

L. E. Byrum, Jr. stated his opinion that the Board should really consider having a facilitator to conduct a Board Retreat for goals and priorities setting for the County.

D. L. Wright suggested that Brian Purvis bring the newly employed Groundsperson in the Public Works Department, Mr. Tommy Lee Mustian, to the August Board meeting.

There being no further business to come before this Board, the meeting was adjourned.

COPY TESTE:

D. L. Wright
Chairman

Frank A. Pleva
County Administrator