



County of King William, Virginia
Est. 1702

**BOARD OF SUPERVISORS
WORK SESSION MEETING OF SEPTEMBER 14, 2020 – 7:00 P.M.
KING WILLIAM COUNTY ADMINISTRATION BUILDING
KING WILLIAM, VIRGINIA**

AMENDED AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Review and Adoption of Meeting Agenda**
- 4. Work Session Matters:**
 - a. Local Businesses Comments to the Board on COVID-19 Impact
 - i. Jake's Tire Shop – *Anthony Wilson*
 - b. Fire and EMS Presentation – *Stacy Reaves, Chief of Emergency Services*
 - c. CARES Relief Funds Update – *Natasha Joranlien, Director of Financial Services*
 - d. Notice of Public Hearing to Adopt New Time Schedule for Reassessment - *Bobbie Tassinari, County Administrator*
 - e. Notice of Public Hearing to Amend the Continuity of Government Ordinance - *Bobbie Tassinari, County Administrator*
- 5. Board of Supervisors' Requests**
- 6. Closed Session**
 - a. Motion to Convene Closed Meeting – (A)(5)
 - b. Motion to Reconvene in Open Session
 - c. Certification of Closed Meeting
 - d. Action on Closed Meeting (if necessary)
- 6. Adjourn or Recess**

AGENDA ITEM 4.a.

Local Business Comments

No Attachments

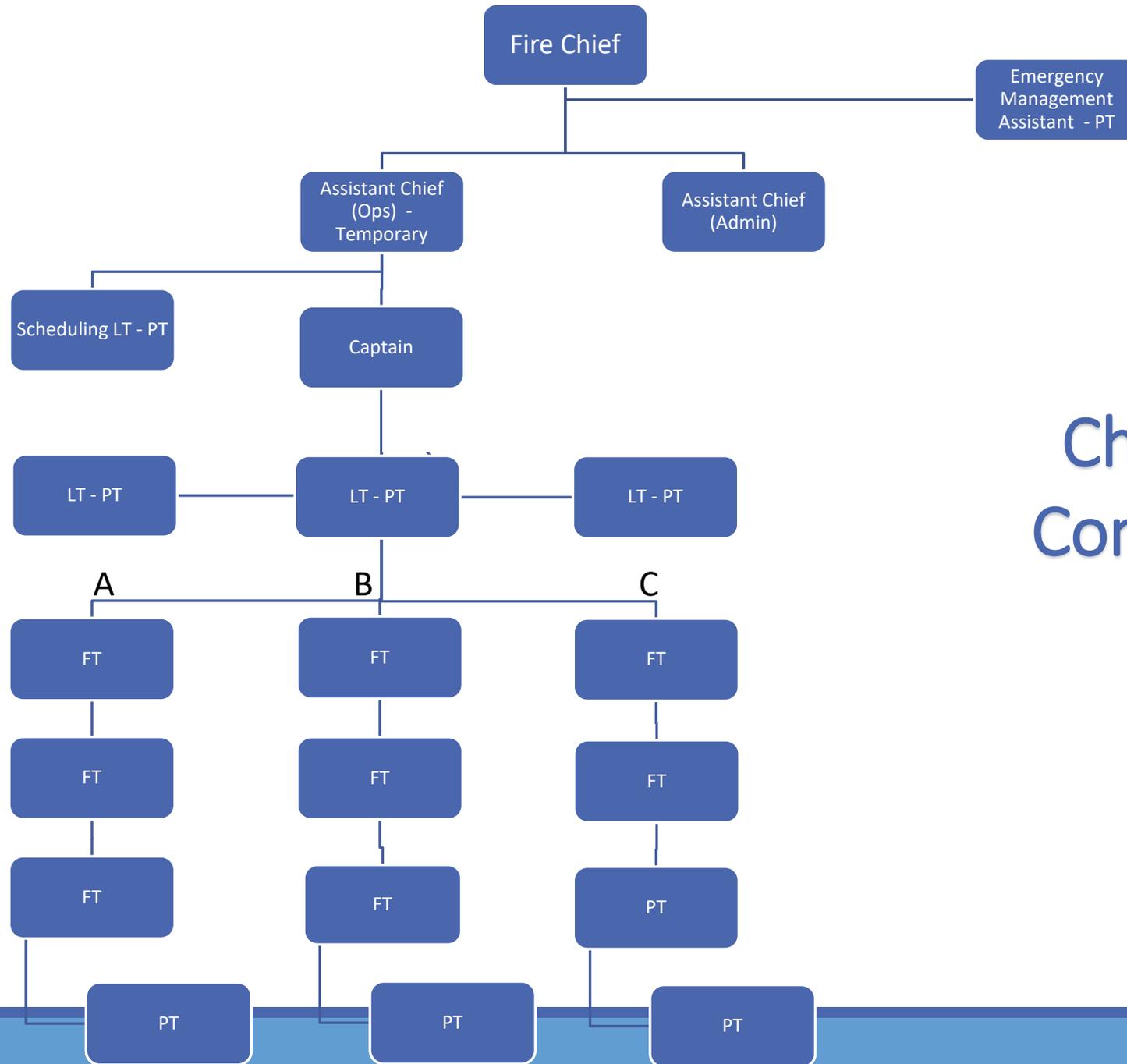
AGENDA ITEM 4.b.
Fire and EMS
Presentation



Board of Supervisors Work Session

SEPTEMBER 14 2020

FIRE CHIEF STACY REAVES



Chain of Command



Staffing



Career Staffing Report

- Currently staffing 4 FF/EMT positions per day
- 1 of the 4 positions is being filled with PT workers except C shift, which has 2 PT
- 2 FT positions are being backfilled with PT during the application and hiring process
- Struggling to fill positions with the PT staff due to inconsistent availability and limitations due to the COVID 19 pandemic

Projected Career Staffing Needs

- Total full time needed to fully staff station and support the schedule is 6 per shift with 1 for vacation coverage and sick
 - Still short 3 positions for all 3 shifts to provide a fully staffed station with the exception of C Shift which needs 4
- Seven days are staffed in a week
 - Will respond to any call in any area when needed and when able



KWFE Volunteer Staffing Report

- 5 KWFE volunteers:
 - 1 Fire only works a few shifts a month
 - 4 EMS only
 - 2 EMS only out on extended leave and no recent activity
 - 2 EMS only
 - 1 works every other Friday
 - 1 works a few shifts a month
- The remainder of the volunteers were either hired by KWFE (6) in full/part time positions or chose to reapply as volunteers with other departments
- Two volunteers funded for EMT-B did not complete the course, causing a loss of \$1000.00 for KWFE

King William County Fire & EMS Volunteers			
Title	EMS Certification	Fire Certification	Notes
EMT Advance	EMT Advanced	NONE	
Paramedic	Paramedic	NONE	Leave of Absence
EMT	EMT	NONE	No Recent Attendance
EMT	EMT	NONE	
Firefighter	NONE	Firefighter I & II	



Volunteer 3 Year Plan

- Due to inadequate staffing and vacancies the current priority is focused toward recruiting and retaining career staff. The absence of FT employees has created multiple NUA situations for the county. Once onboarded it takes several weeks to months for new employees to be completely cleared to operate independently as providers and operators of the apparatus. Even with the new hires it will take an extended amount of time to see fully functional FF/EMTs.
- 3 Year Plan for Volunteers:
 - 1 – Develop a strategic plan to develop a volunteer program for station 1.
 - 2 – Recruit and schedule classes to develop any new volunteers which may be attracted by a recruitment campaign.
 - 3 – Utilize funding devoted specifically to recruitment, development and retention of volunteers through programs established specifically for volunteers. Assess the program for strengths and weaknesses to improve continued efforts to increase quality volunteerism and service delivery using the combination system.



Apparatus



Apparatus	Condition	Capability	Additional
Ambulance 1 (M1)	New – 2019	ALS Transport	
Ambulance 2 (M12)	New – 2018	ALS Transport	
Ambulance 3 (M13)	Reserve – Non-Operational	ALS Transport	End of Life (near future replacement)
Engine 1 (E1)	Operational - 2010	Fire and ALS Non Transport	
Engine 2 (E12)	Non- Operational OOS	Fire and ALS Non Transport	OOS Requires \$50,000 in repairs to be operational
Tanker 1 (T1)	Operational	Water Supply	Reliable, but will need to be replaced
Brush 1 (BR1)	Operational	Brush Fire Response	End of Life (near future replacement)
FR Unit 1 (FR1)	Operational	Fire and BLS Non Transport	Pickup truck – functioning
Crown Victoria	Operational	Support Command Vehicle	End of Life (near future replacement)
Tahoe 1 (Chief 1)	Operational	Fire Chief Command Vehicle	High mileage (161,000)
Tahoe 2 (Asst Chief 1)	Operational	Assistant Fire Chief Command Vehicle	High mileage (130,000)

Will be developing a 5-10 year replacement plan. Will be discussed with the Board of Supervisors.



Onboarding Costs

Current funds are being directed towards ensuring equipment, gear, apparatus and the station are up to standards established by NFPA. Funds are also being utilized to recruit and retain firefighters.

Item	Description	Cost
Turnout Gear	Helmet, Boots, Gloves, Hood, Coat, Pants, SCBA Mask	\$3508
<ul style="list-style-type: none"> Full Time Uniforms 	Station wear for non firefighting duties, including EMS	\$990.29
<ul style="list-style-type: none"> Part Time/ Volunteer Uniforms 	Station wear for non firefighting duties, including EMS	\$439.20
Training Academy	Dependent on academy	\$6,000-\$8,000
Academy Uniform	Uniform times for academy	\$500.00
Training Academy Supervisor	16 weeks	\$21,500-\$29,500
Recruit Salary	16-22 weeks (based on a \$40,500/yr salary)	\$12,461.54-\$17,134.62
Probationary Salary	12 months	\$42,500
Benefits	Short term/Long term disability, EAP, Health, Retirement, Group Life, LODA, Workers Comp (\$15,125.25)	\$4,653.92 – \$6,399.14

Written into contract will be an obligation of length of employment with KWFE for uncertified recruits enrolled in an academy

	EMT	EMT-A	EMT -P	CPR	FF1	FF2	Hazmat Ops	ICS700	ICS800	ITR1	ITR2	EVOC	BPO	DPO	Rural Water	Mayday FF Down	RIT	Veh Ext. 1	Intro to Aerial
Richmond 20 Weeks	X			X	X	X	X	X	X			X	X	X	X	X			X
Henrico 24 Weeks		X	X	X	X	X	X	X	X			X	X	X	X	X	X	X	X
Hanover 16 Weeks	X			X	X	X	X	X	X			X	X		X	X			
Chesterfield 22 Weeks	X	X			X	X	X	X	X			X	X	X	X	X			
HHRTFA 11-12 months	X	X		X	X	X	X	X	X	X	X	X	X	X		X	X	X	X

**Participating Jurisdictions HHRTFA: Williamsburg, James City, Newport News, Norfolk, Chesapeake, Suffolk, Franklin, Hampton, York, Portsmouth (Subject to change) – Broken into two 18 week semesters

**Caroline County hires pre-trained personnel



CERT

Community Emergency Response Team



- The Community Emergency Response Team (CERT) program educates volunteers about disaster preparedness for the hazards that may impact their area and trains them in basic disaster response skills through:
 - CERT Introduction – Roles and responsibilities for community preparedness, personal preparedness, and the role of CERTs.
 - CERT Organization, ICS, and Terrorism Awareness – Organization, rescuer safety, documentation, and team organization. Defines terrorism, targets, weapons, and ways to prepare for a terrorist incident.
 - Medical Operations Parts 1 & 2 – How to recognize life-threatening conditions and how to perform triage. Public health considerations such as hygiene and sanitation, medical treatment areas, patient evaluation, and basic treatment of burns, wounds, fractures, etc.
 - Fire Safety & Suppression – Fire chemistry, fire and utility hazards, how to operate a fire extinguisher, fire suppression safety, and hazardous materials.
 - Emergency Communications and Disaster Psychology – Discusses emergency and non-emergency phone calls, information on the 911 system, and the job of the 911 dispatchers and call takers and discusses the psychological impact of a disaster on rescuers and victims.
 - Light Duty Search & Rescue – Pulls together everything learned in the previous units and adds situation size-up, victim searches and simulated rescue operations.
 - Tabletop Exercises and Graduation - Review, tabletop exercise - students work in teams to manage a mock disaster. Certificates of Completion are presented and a backpack of supplies is provided to each student who attended all eight classes.



Planned Training



To improve service to the community from the providers:

- Image Trend (report collecting)
- Cornerstone (ambulance billing) Training will be based on improving narrative writing skills
- Bon Secours/VCU (developing medical partnerships – ex. Stroke training) High acuity patient assessment treatment and transport decision making
- All volunteer members will be invited to all appropriate training



Community Engagement and Exercises



- EMT program in King William County High School giving students access to training and education towards a future in fire and EMS
- Rappahannock Community College – Form a relationship with their EMT and Advanced EMT program to support the college and draw future personnel (ex. RCC program requires an internship; could be completed with KWFE).
- MCI Drill – Coordinate a tabletop exercise with the Sheriffs Department
- 4 Suggested Scenarios
 1. Nestle Purina plant fire or explosion
 2. Citgo gas station fire at Central Garage
 3. Active shooter at King William High School



Recommendations



- Conduct a work session with the Board of Supervisors, West Point Volunteer Fire Department and Mangohick Volunteer Fire Department quarterly to ensure a cohesive approach to providing King William County with exceptional EMS and fire services.

AGENDA ITEM 4.c.
CARES Relief
Update
No Attachment

AGENDA ITEM 4.d.



King William County
Est. 1702

Board of Supervisors

County Administrator

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
C. Stewart Garber, Jr., Fourth District
Edwin H. Moren, Jr., Fifth District

MEMO

DATE: September 14, 2020

TO: King William County Board of Supervisors

FROM: Bobbie Tassinari, County Administrator

RE: Public Hearing to Adopt New Time Schedule for Reassessment

SUMMARY

Code of Virginia, Title 58.1. Taxation, Chapter 32. Real Property Tax, §58.1-3252. In counties. There shall be a general reassessment of real estate every four years. Any county that, however, has a total population of 50,000 or less may elect by majority vote of its board of supervisors to conduct its general reassessment at either five-year or six-year intervals.....Nothing in this section shall affect the power of any county to use the annual or biennial assessment method as authorized by law.

Also, see §58.1-3260, §58.1-3259, §58.1-3254 and §58.1-3253.

The County currently is operating under a six-year assessment period per King William Code Section 70-45. Staff is requesting the County adopt a four-year period for the reassessment via Ordinance 09-20.

BACKGROUND

Two attempts were made to procure a qualified firm to conduct the 2019 general reassessment resulting in unsatisfactory results. The Board of Supervisors adopted Ordinance 21-17 extending the reassessment from 4-years (January 2019) to 6-years (January 2021). This was done in order to allow staff time to either hire an in-house tax assessor or procure services from a qualified contracted vendor.



King William County
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Board of Supervisors

County Administrator

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
C. Stewart Garber, Jr., Fourth District
Edwin H. Moren, Jr., Fifth District

ACTION REQUESTED

Informational Only - The Public Hearing has been posted per Code and will be held September 28, 2020 at the regular Board of Supervisors meeting.

ATTACHMENT(S)

- Ordinance 21-17 – An Ordinance to Delay the General Reassessment of Real Estate in King William County Until January 1, 2021
- Public Hearing Notice – September 28, 2020
- DRAFT Ordinance Setting the General Reassessment of Real Estate in King William County at a Four-Year Period



County of King William, Virginia
Est. 1702

Board of Supervisors

ORDINANCE 21-17

AN ORDINANCE TO DELAY THE GENERAL REASSESSMENT OF REAL ESTATE IN KING WILLIAM COUNTY UNTIL JANUARY 1, 2021

WHEREAS, Section 70-45 of the King William County Code provides for the general reassessment and equalization of assessments of all real property in the county on a four-year cycle, with the next such general reassessment being effective on January 1, 2019, and

WHEREAS, Virginia Code Section 58.1-3252 authorizes the King William County Board of Supervisors to select a reassessment interval of four, five or six years, and Virginia Code Section 58.1-3254 authorizes the Board to order a reassessment in any year, and

WHEREAS, two attempts have been made to procure a qualified firm to conduct the 2019 general reassessment and the Board is not satisfied with the number of firms that have responded to the County's procurement solicitations and the resulting lack of competition for the work, and

WHEREAS, the Commissioner of Revenues has provided real estate sales data that indicates the current assessed valuation of real property in the County is generally in line with market prices, and

WHEREAS, the Board has directed County staff to explore alternatives for conducting general reassessments in the County and wishes to provide adequate time for staff to analyze the options and present the information to the Board for consideration, and

WHEREAS, if January 1, 2020 is established as the effective date of the next general reassessment, it is estimated that the Board will need to choose an alternative no later than January 1, 2018, and if January 1, 2021 is established as the effective date of the next general reassessment, a decision will be needed no later than January 1, 2019, if adequate time is to be provided to hire necessary staff and acquire supplies, or to contract for services, and

WHEREAS, the Board finds that it is more reasonable and realistic to establish January 1, 2021 as the effective date of the next reassessment in order to allow for more thorough research and deliberation;

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, that the Board of Supervisors of King William County, Virginia, does this 23rd day of October, 2017, establish January 1, 2021 as the effective date of the next general reassessment for King William County in the place of January 1, 2019 established by Section 70-45 of the King William County Code.

ADOPTED this the 23rd day of October, 2017.

The vote on the foregoing was as follows:

Supervisor, First District: William L. Hodges – Vice Chairman	Aye
Supervisor, Second District: Travis J. Moskalski – Chairman	Aye
Supervisor, Third District: Stephen K. Greenwood	Aye
Supervisor, Fourth District: David E. Hansen	Aye
Supervisor, Fifth District: Robert W. Ehrhart II	Aye

ATTEST:

Travis J. Moskalski, Chairman
King William County Board of Supervisors

Olivia L. Schools
Deputy Clerk of the Board of Supervisors

**KING WILLIAM COUNTY, VIRGINIA
NOTICE OF INTENT TO ADOPT AND
PUBLIC HEARING**

**An Ordinance to Update the Schedule for the General
Reassessment of Real Estate in King William County from a Six
Year Period to a Four-Year Period**

The Board of Supervisors of King William County, Virginia, will hold a Public Hearing on Monday, July 27, 2020 at 7:00 p.m., or as soon thereafter as the matter may be heard, in the Board Meeting Room of the County Administration Building, 180 Horse Landing Road, King William, Virginia, to receive public comment and to consider the ordinance captioned above.

Ordinance #07-20 will amend the effective date of the next general reassessment of real property in the county. The Board of Supervisors at the October 23, 2017 meeting extended the existing four-year schedule to a six-year schedule with the current reassessment to be effective January 1, 2021. With this Ordinance, the County would schedule reassessments to be effective every four years with the next reassessment scheduled for January 1, 2025.

All interested persons may appear and present their views at the above time and place. If a member of the public cannot attend, comments may be submitted by mail to 180 Horse Landing Road #4, King William, VA 23086; by fax to (804) 769-4964, or by email to countyadmin@kingwilliamcounty.us. Comments received by 12:00 noon on the day of the hearing will be distributed to Board members and made a part of the public record. A complete copy of the proposed ordinance may be viewed in the Office of the County Administrator at 180 Horse Landing Road, King William, VA, during regular business hours, Monday thru Friday from 8:30 a.m. to 4:30 p.m. or at www.kingwilliamcounty.us. Anyone needing assistance or accommodation under the provisions of the Americans with Disabilities Act should contact the County Administrator's Office at (804) 769-4927 or countyadmin@kingwilliamcounty.us.

By the authority of
Bobbie H. Tassinari
County Administrator
Clerk to the Board

ORDINANCE 09-20

**AN ORDINANCE SETTING THE GENERAL REASSESSMENT OF REAL ESTATE EVERY
FOUR-YEARS IN KING WILLIAM COUNTY**

WHEREAS, Section 70-45 of the King William County Code provides for the general reassessment and equalization of assessments of all real property in the county on a six-year cycle, with the current general reassessment being effective on January 1, 2021; and

WHEREAS, Virginia Code Section 58.1-3252 authorizes the King William County Board of Supervisors to select a reassessment interval of four, five or six years, and Virginia Code Section 58.1-3254 authorizes the Board to order a reassessment in any year; and

WHEREAS, the proposed Ordinance has been advertised by the Board of Supervisors and a public hearing was conducted on September 28, 2020 concerning the matter; and

WHEREAS, the Board of Supervisors has determined the four-year reassessment period provides an assessment value more current with economic trends for both the citizens and the local government.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, that the Board of Supervisors of King William County, Virginia, does this 28th day of September, 2020, establish January 1, 2025 as the effective date of the next general reassessment for King William County in the place of January 1, 2027 established by Section 70-45 of the King William County Code.

AGENDA ITEM 4.e.



King William County
Est. 1702

Board of Supervisors

County Administrator

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
C. Stewart Garber, Jr., Fourth District
Edwin H. Moren, Jr., Fifth District

MEMO

DATE: September 14, 2020

TO: King William County Board of Supervisors

FROM: Bobbie Tassinari, County Administrator

RE: Public Hearing to Amend the Continuity of Government Ordinance

SUMMARY

When the COVID-19 emergency began, none of us had any idea how long it would last. As a result, when adopting the continuity of government ordinance earlier this year, in order to ensure it did not exceed 6 months from the end of the emergency as required by statute, the ordinance was drafted to expire upon 6 months unless readopted/extended. The pandemic emergency is ongoing and not likely to end soon.

Thus, the County Attorney is recommending the continuity of government ordinance be amended to refer to the pandemic emergency as ongoing and amend it to declare that the continuity of government ordinance shall remain in effect until the sooner of the date 6 months after the state emergency declaration is lifted by the Governor or the County Administrator's local declaration of emergency is lifted, or both.

BACKGROUND

- January 31, 2020, the United States Health and Human Services Secretary declared a public health emergency for the entire United States to aid the healthcare community in responding to the novel coronavirus or "COVID-19"
- March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic
- March 12, 2020, by Executive Order No. 51, Governor Ralph S. Northam declared a state of emergency in the Commonwealth of Virginia due to the spread of the COVID-19 virus, and declared the anticipated effects of COVID-19 to be a continuing disaster within the meaning of Virginia Code Section 44-146.16



King William County
Est. 1702

Board of Supervisors

County Administrator

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Travis J. Moskalski, Second District
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Edwin H. Moren, Jr., Fifth District

- March 13, 2020, the President of the United States found and proclaimed that the COVID-19 outbreak in the United States constitutes a national emergency, beginning March 1, 2020
- March 17, 2020, Governor Northam, jointly with the Virginia State Health Commissioner, declared a continuing public health emergency in Virginia resulting from the spread of COVID-19 virus, and imposed stringent measures to combat the spread of COVID-19, including restricting the number of persons permitted to gather in certain public spaces to 10 persons or less, and has issued a series of later orders amending those measures and taking further measures to protect the public health
- March 18, 2020, the County's Director of Emergency Management issued, pursuant to Virginia Code Section 44-146.14, a Declaration of Emergency in the County due to the spread of COVID-19
- March 26, 2020, the Board confirmed or ratified the local Declaration of Emergency and it continues in effect
- April 23, 2020, Governor Northam, jointly with the Virginia State Health Commissioner, issued additional limitations on certain medical procedures
- May 18, 2020, the County's Director of Emergency Management recommended and was re-adopted Ordinance 02-20 Instituting Emergency Procedures to Ensure Continuity of the County Government in Response to COVID-19 Disaster
- July 1, 2020, by Executive Order No. 67, Governor Ralph S. Northam continued the state of emergency in the Commonwealth by issuing guidelines for individuals and businesses to follow to limit the spread of COVID-19 and these guidelines remain in effect until rescinded by executive order
- July 31, by Executive Order No. 68, Governor Ralph S. Northam imposed new restrictions on counties and cities of the Commonwealth that were experiencing an increase in positive cases of COVID-19

ACTION REQUESTED

Informational Only - The Public Hearing has been posted per Code and will be held September 28, 2020 at the regular Board of Supervisors meeting.

ATTACHMENT(S)

- Public Hearing Notice – September 28, 2020
- DRAFT ORDINANCE INSTITUTING CONTINUED EMERGENCY PROCEDURES TO ENSURE THE CONTINUITY OF LOCAL GOVERNMENT IN KING WILLIAM COUNTY IN RESPONSE TO THE COVID-19 DISASTER

**KING WILLIAM COUNTY, VIRGINIA
NOTICE OF PUBLIC HEARING –
READOPTION OF ORDINANCE 10-20
AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE
COUNTY OF KING WILLIAM, VIRGINIA, INSTITUTING
CONTINUED EMERGENCY PROCEDURES TO ENSURE THE
CONTINUITY OF LOCAL GOVERNMENT IN KING WILLIAM
COUNTY IN RESPONSE TO THE COVID-19 DISASTER.**

Notice is hereby given that the Board of Supervisors of King William County, Virginia, will hold a public hearing, in the Boardroom of the County Administration Building at 180 Horse Landing Road, King William, Virginia, on Monday, September 28, 2020 at 7:00 p.m., or as soon thereafter as the hearing may be convened, to receive comments prior to considering re-adoption of Ordinance 10-20.

All interested persons may participate and present their views at the above time. If a member of the public cannot participate, comments may be submitted by mail to 180 Horse Landing Road #4, King William, VA 23086; by fax to (804) 769-4964, or by email to countyadmin@kingwilliamcounty.us. Comments received by 12:00 noon on the day of the hearing will be distributed to Board members and made a part of the public record. Anyone needing assistance or accommodation under the provisions of the Americans with Disabilities Act should contact the County Administrator's Office at (804) 769-4927 or countyadmin@kingwilliamcounty.us, where the full text of the ordinance is on file, to receive a copy for inspection.

ORDINANCE 10-20

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF KING WILLIAM, VIRGINIA, INSTITUTING CONTINUED EMERGENCY PROCEDURES TO ENSURE THE CONTINUITY OF LOCAL GOVERNMENT IN KING WILLIAM COUNTY IN RESPONSE TO THE COVID-19 DISASTER.

WHEREAS, on January 31, 2020, the United States Health and Human Services Secretary declared a public health emergency for the entire United States to aid the healthcare community in responding to the novel coronavirus or "COVID-19"; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic; and

WHEREAS, on March 12, 2020, by Executive Order No. 51, Governor Ralph S. Northam declared a state of emergency in the Commonwealth of Virginia due to the spread of the COVID-19 virus, and declared the anticipated effects of COVID-19 to be a continuing disaster within the meaning of Virginia Code Section 44-146.16; and

WHEREAS, on March 13, 2020, the President of the United States found and proclaimed that the COVID-19 outbreak in the United States constitutes a national emergency, beginning March 1, 2020; and

WHEREAS, on March 18, 2020, the County's Director of Emergency Management issued, pursuant to Virginia Code Section 44-146.14, a Declaration of Emergency in the County due to the spread of COVID-19; and

WHEREAS, the Board confirmed or ratified the local Declaration of Emergency on March 26, 2020 and it continues in effect; and

WHEREAS, on March 17, 2020, Governor Northam, jointly with the Virginia State Health Commissioner, declared a continuing public health emergency in Virginia resulting from the spread of COVID-19 virus, and imposed stringent measures to combat the spread of COVID-19, including restricting the number of persons permitted to gather in certain public spaces to 10 persons or less, and has issued a series of later orders amending those measures and taking further measures to protect the public health; and

WHEREAS, on April 23, 2020, Governor Northam, jointly with the Virginia State Health Commissioner, issued additional limitations on certain medical procedures; and

WHEREAS, on July 1, 2020, by Executive Order No. 67, Governor Ralph S. Northam continued the state of emergency in the Commonwealth by issuing guidelines for individuals and businesses to follow to limit the spread of COVID-19 and these guidelines remain in effect until rescinded by executive order; and

WHEREAS, on July 31, by Executive Order No. 68, Governor Ralph S. Northam imposed new restrictions on counties and cities of the Commonwealth that were experiencing an increase in positive cases of COVID-19; and

38 **WHEREAS**, federal, state, and local health officials have repeatedly advised that
39 gatherings of people can spread COVID-19 and prolong the disaster caused by the pandemic;
40 and

41 **WHEREAS**, the usual and necessary operations of government, by law, often requires
42 gatherings of persons, which are incompatible with the limitations on physical assembly
43 occasioned by the COVID-19 public health crisis and make it difficult or impossible for the
44 Board and other public bodies to safely physically assemble to conduct meetings and hold
45 public hearings in accordance with ordinarily applicable procedures; and

46 **WHEREAS**, the Board of Supervisors understands and acknowledges that the public
47 health threat posed by COVID-19 constitutes a real and substantial danger to persons in the
48 County of King William, that the limitations on physical assembly of persons are necessary
49 to protect the public health; and that the Board of Supervisors and other County boards,
50 commissions, committees, authorities and other public bodies must conduct themselves
51 accordingly; and

52 **WHEREAS**, Virginia Code Section 15.2-1200 provides: "Any county may adopt such
53 measures as it deems expedient to secure and promote the health, safety and general welfare
54 of its inhabitants which are not inconsistent with the general laws of the Commonwealth.
55 Such power shall include, but shall not be limited to, the adoption of quarantine regulations
56 affecting both persons and animals, the adoption of necessary regulations to prevent the
57 spread of contagious diseases among persons or animals and the adoption of regulations for
58 the prevention of the pollution of water which is dangerous to the health or lives of persons
59 residing in the county."; and

60 **WHEREAS**, Virginia Code Section 15.2-1413 authorizes any locality, by ordinance, to
61 provide for methods to assure continuity in its government in the event of a disaster such as
62 that created by the spread of COVID-19; and

63 **WHEREAS**, Virginia Code Section 15.2-1413 authorizes such measures to remain in
64 effect for a period not exceeding six months after such disaster; and

65 **WHEREAS**, the Board of Supervisors wishes to ensure the continuity of County
66 government during the remainder of the COVID-19 pandemic and believes the adoption of
67 this Ordinance is required to do so.

68 **NOW, THEREFORE, BE IT ORDAINED** by the Board of Supervisors of the County of King
69 William, Virginia:

- 70 1. That, in accordance with Virginia Code Section 15.2-1413, the following emergency
71 procedures are hereby continued to the extent permitted by law to ensure continuity
72 of local government:
- 73 a. Any process, procedure, matter or transaction which typically allows for the
74 physical presence of the public in a county building that has been declared or in
75 the future is declared to be closed to the public while the Governor's Emergency

76 Orders related to COVID-19 are in effect is hereby suspended unless conducted in
77 accordance with this Ordinance or other provision of law.

78 b. The County Administrator is authorized to take actions objectively reasonable and
79 necessary in the public interest to alter schedules, arrange for alternative
80 procedures consistent with this ordinance, provide programming and services,
81 pay bills, engage contractors, hire employees, issue quarantine orders, set and
82 manage a succession plan effective in the event of unavailability of staff, adjust
83 administrative processes and procedures in light of the disaster, all in keeping
84 with the U.S. Centers for Disease Control and Virginia Department of Health
85 guidance/directives, and consistent with State and Local Declarations of
86 Emergency and other directives and law.

87 c. Meetings required, and agenda items scheduled or proposed to be considered by
88 the Board of Supervisors and other county boards, commissions, committees,
89 authorities and other public bodies, for the duration of the local COVID-19
90 emergency, are deemed continued and extensions therefor are hereby ordered if
91 the body does not meet as permitted herein or in other applicable law and take
92 action during that time, including those items for which applicable law requires
93 an affirmative action to be taken within a particular time and failure to act is
94 deemed approval.

95 d. Meetings of the Board of Supervisors and other county boards, commissions,
96 committees, authorities and other public bodies may be held through electronic
97 communication means with a quorum of members participating but without a
98 need for a quorum of members physically present in a single location, in
99 accordance with the provisions of Virginia Code Section 2.2-3708.2(A)(3),
100 including the public notice requirements, and at such a meeting may consider any
101 item of business which the public body deems essential or is appropriate for the
102 continuity of the work of the public body.

103 e. Such meetings may be held without permitting members of the public to be
104 physically present in a single location or in the same physical location as any of
105 the public body members, so long as alternative arrangements for public access
106 to such meetings are made. Such alternative public access may be electronic,
107 including but not limited to audio, telephonic, or video broadcast.

108 f. For any matter considered by the Board or other county public body while this
109 Ordinance is in effect which typically requires open doors, public attendance, or
110 public participation by law, such requirements are hereby altered and may be met
111 by electronic, telephonic, and/or written means by the body, which may meet
112 electronically or in person or in some combination thereof as circumstances may
113 permit.

114 g. For any matter considered requiring public comment or hearing, such will be
115 allowed, solicited or received by the body by electronic, telephonic, and/or
116 written means prior to the vote on such matter. All such comments will be heard

117 by or provided to the members of the body and made a part of the record of such
118 meeting.

119 h. Notices of meetings will be provided by email directly to those who have elected
120 in writing in the previous calendar year to receive such notices under the Virginia
121 Freedom of Information Act, and if practicable, will also be provided on the county
122 website and by other means selected by the County Administrator. To the extent
123 practicable, notices will also be provided as provided by general law.

124 2. That the provisions in Section 1 of this Ordinance shall be in effect until repealed by
125 this Board or expiration of a period not exceeding six months from the date the
126 Governor of Virginia rescinds the state of emergency presently declared, whichever
127 comes first. This Ordinance may be amended as provided herein or by general law.
128 Upon repeal or expiration of this Ordinance, the matters referenced herein shall
129 resume operation in accordance with normal practices and procedures.

130 3. This Ordinance shall be effective upon adoption.

131

DRAFT

AGENDA ITEM 5.
BoS Requests'

AGENDA ITEM 6.

I move that we enter closed session as permitted by the Virginia Freedom of Information Act Section 2.2-3711(A)(5) to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in King William County as requested by the VEDP.

CLOSED MEETING MOTIONS

- PERSONNEL** – In accordance with Section 2.2-3711(A)(1) of the code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to consider a personnel matter involving the (choose from list below):

1. appointment of individuals to Boards and Commissions.
 2. interview of a prospective candidate for employment

(or the)

- | | | |
|---|---|--|
| <input type="checkbox"/> 3. Employment | <input type="checkbox"/> 6. Promotion | <input type="checkbox"/> 9. Salary |
| <input type="checkbox"/> 4. Assignment | <input type="checkbox"/> 7. Performance | <input type="checkbox"/> 10. Discipline |
| <input type="checkbox"/> 5. Appointment | <input type="checkbox"/> 8. Demotion | <input type="checkbox"/> 11. Resignation |

of a specific public officer/appointee/employee.

- PUBLIC PROPERTY** – In accordance with Section 2.2-3711 (A)(3) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting regarding real property used for a public purpose, specifically pertaining to (choose one of the following):

1. the acquisition of real property for a public purpose.
 2. the disposition of (name publicly held real property involved).

because discussion in an open meeting may adversely the bargaining position or negotiating strategy of the Board.

- PROTECTION OF PRIVACY OF INDIVIDUALS** – In accordance with Section 2.2-3711(A)(4) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting regarding a personal matter not related to public business in order to protect the privacy of individuals.

- PROSPECTIVE BUSINESS OR INDUSTRY OR EXPANSIONS OF EXISTING BUSINESS OR INDUSTRY** – In accordance with Section 2.2-3711(A)(5) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to discuss a prospective business or industry or expansion of an existing business or industry where no previous announcement has been made.

- INVESTING OF PUBLIC FUNDS** – In accordance with Section 2.2-3711(A)(6) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to discuss the investing of public funds where competition or bargaining is involved and where discussion in open session would adversely affect the financial interest of the County.

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- LEGAL MATTERS** – In accordance with Section 2.2-3711(A)(7) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to (choose one of the following):
- 1. consult with legal counsel, consultants, and/or staff on a matter of actual litigation in which the County is involved.
 - 2. consult with legal counsel, consultants, and/or staff on a matter of probable litigation in which the County may become involved.

because discussion in an open meeting may adversely the litigation position or negotiating strategy of the Board.

- LEGAL MATTERS** – In accordance with Section 2.2-3711(A)(8) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to consult with legal counsel on a specific legal matter (identify matter in general terms at a minimum) requiring the provision of legal advice by counsel.

- HAZARDOUS WASTE SITING** – In accordance with Section 2.2-3711(A)(14) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to discuss the terms, conditions, and provisions of a hazardous waste siting agreement after a finding in open meeting that an open meeting will have an adverse effect upon the negotiating position of the Board or the establishment of the terms, conditions and provisions of the siting agreement, or both.

- TERRORIST ACTIVITY** – In accordance with Section 2.2-3711(A)(19) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to:

- 1. discuss plans to protect public safety relating to terrorist activity or specific cybersecurity threats or vulnerabilities and briefings by staff members, legal counsel, law-enforcement, or emergency service officials concerning actions taken to respond to such activity or a related threat to public safety;
- 2. discuss reports or plans related to the security of any governmental facility, building or structure, or the safety of persons using such facility, building or structure.

- PUBLIC CONTRACTS** – In accordance with Section 2.2-3711(A)(29) of the Code of Virginia, because discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Board, I move that the Board of Supervisors convene in Closed Meeting to:

- 1. discuss the award of a public contract involving the expenditure of public funds;
- 2. interview bidders or offerors;
- 3. discuss the terms or scope of a public contract.

BOARD OF SUPERVISORS
COUNTY OF KING WILLIAM
KING WILLIAM, VIRGINIA

Resolution

At a [regular or special] meeting of the King William County Board of Supervisors held in the King William County Administration Building, on the _____ day of _____, 20____:

Present

Vote

William L. Hodges
Travis J. Moskalski
Stephen K. Greenwood
C. Stewart Garber, Jr.
Edwin H. Moren, Jr.

On motion of _____, seconded by _____, which carried _____, the following resolution was adopted:

A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT REGARDING MEETING IN CLOSED MEETING

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 2.2-3712 D. 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 by the King William County Board of Supervisors this the _____ day of _____, 20____, hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (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.