

MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
PLANNING COMMISSION JOINT MEETING OF APRIL 12, 2021

A joint meeting of the Board of Supervisors and the Planning Commission of King William County, Virginia, was held on the 12th day of April 2021 beginning at 7:00 p.m. in the Administration Building Board Room of King William County and via Zoom.

Agenda Item 1. CALL TO ORDER

Chairman Moskalski called the meeting to order.

Chairman Rhoads called the meeting to order.

Agenda Item 2. ROLL CALL

The Board of Supervisors members were polled:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1 st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

The Planning Commission members were polled:

Bonnie J. Hite	Aye
John B. Breeden	Aye
Stephen K. Greenwood – Vice Chair	Aye
Donald M. Wagner	Aye
Janie Rhoads – Chairman	Aye

Agenda Item 3. REVIEW AND ADOPTION OF MEETING AGENDA

Supervisor Moskalski moved for the adoption of the agenda for this meeting as presented by the County Administrator.

Planning Commission Chairman Janie Rhoads requested the Planning Commission recess or adjourn after Agenda Item 4; Chairman Moskalski approved the change to the agenda without amendment.

Upon motion of Supervisor Hodges, seconded by Supervisor Garber, the meeting agenda was adopted by the following roll call vote:

Supervisor, 1 st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

Janie Rhoads, Chairman of the Planning Commission, requested a roll call for the adoption of the meeting agenda.

The members were polled:

John B. Breeden	Aye
Bonnie J. Hite	Aye
Stephen K. Greenwood – Vice Chair	Aye
Donald M. Wagner	Aye
Janie Rhoads –Chairman	Aye

Agenda Item 4. PRESENTATIONS

Rebecca Cobb of Berkley Group presented a Zoning and Subdivision Ordinance update including the process to date, survey results, stakeholder meetings, lot sizes in the A-C district, accessory dwellings, short term business rentals, event venues, site plan requirements during rezoning, and the proposed schedule and next steps. Two more joint work sessions and an open house are to be held with anticipated final hearings in October 2021.

Chairman Moskalski open the meeting to discussion. Several comments were made by the Board members and Planning Commission. A request was made to provide a copy of the presentation to Board Members and add it to the county website for public access. The Board of Supervisors members requested a copy of the current draft in Microsoft Word.

The presentation was concluded by Ms. Cobb with a discussion of proposed joint work sessions between the Planning Commission and the Board of Supervisors.

Chairman Moskalski called on Planning Commission Chairman Rhoads to make a motion to adjourn or recess at this time if they wished. Chairman Rhoads requested a motion to recess the Planning Commission’s portion of the meeting and to reconvene at the April 27, 2021 meeting.

Upon the motion of Mr. Greenwood, seconded by Mr. Breeden, the Planning Commission recessed by the following roll call vote:

Bonnie J. Hite	Aye
John B. Breeden	Aye
Stephen K. Greenwood – Vice Chair	Aye
Donald M. Wagner	Aye
Janie Rhoads –Chairman	Aye

Agenda Item 5. WORK SESSION MATTERS

a. Fire and EMS Update

Chief Stacy Reaves provided a Fire and EMS update on the continued assistance of COVID-19 vaccinations, FEMA funeral assistance for grant funding for families of those who have passed away due to COVID-19, and an update regarding the smoke detector program.

Travis Moskalski recognized the West Point Fire Department for their job well done this morning for a structure fire in the town.

b. Visions Software Update

Emily Teagle, Senior Fiscal Specialist, provided an update on Visions Software and conversions. Visions is working to revert the 2021 real estate values to the 2020 values and should be completed soon. As of April 5th, the GIS mapping program is being hosted by Visions and is still under construction. The current timeline to have all GIS information up to date is May 1, 2021.

c. Edmunds Software Update

Travis Wolfe, Systems Engineer, provided an Edmunds Software Update stating that migration is on schedule. The current timeline for taxes to go live is May 3, 2021 and permitting should go live in the month of May. Mr. Wolfe is currently working with Department of Social Services and VJCCC to get access for VPN through their firewall system. Currently, Nita McInteer, Human Resources Manager, is using Bright to manually input monthly timesheets. Employees will have the ability to input their times for supervisor approval utilizing the financial portion of the Edmunds system. However, this is still being tested out.

d. King William County Schools Transfer Update

Natasha Joranlien, Director of Financial Services, presented a summary of the treasurer's transfers to the schools through March 31, 2021 and a summary of county revenues received for school funding through February 28, 2021.

e. FY2021 Revenues and Expenditures through March 31, 2021

Natasha Joranlien, Director of Financial Services, presented a summary of FY2021 Revenues and Expenditures through March 31, 2021. The FY2021 budget was prepared and approved in April 2020 with a conservative approach to projections for FY2021 due to the COVID-19 pandemic. The revenues received by the County through March 31, 2021 appear to be stable, therefore it is the intention of staff to prepare a budget amendment to utilize revenues and cost savings to offset additional expenditures that were not part of the FY2021 budget projections.

f. FY2022 .85 Tax Levy Exercise

Natasha Joranlien, Director of Financial Services, provided the FY2022 .85 Tax Levy Exercise results the Board requested illustrating two scenarios that would impact revenue and school appropriation.

Agenda Item 6. OLD BUSINESS

Planning Commission Discussion

Steve Hudgins, Interim County Administrator, discussed Planning Commission representation as requested by the Board in a previous discussion on March 8, 2021 due to the desire to have equal representation from each district and how it may require adding additional Planning Commission Representatives. The Board also requested that County staff reach out to three Native American tribes to ascertain if they had a desire to have specific representation on the Planning Commission. The Planning Commission was created by resolution in 1968. Two of three Native American Tribes had not responded, and the Upper Mattaponi Tribe stated they were not interested but would possibly like to work on the steering committee for the Comprehensive Plan.

Chairman Moskalski opened the Board for discussion.

Mr. Garber, Mr. Greenwood, and Mr. Hodges would like to see equal representation of one member per district and the Chairman could be at large and not adding any additional members per se.

Chairman Moskalski stated the Board would need to seek legal counsel to find out what the appropriate course of action would be and regroup at the regular meeting on April 26, 2021.

Mr. Greenwood expressed concern that administration should be tracking Board/Commission/Committee applications as they are kept on file for two years. The Board requests that administration put this in place.

Agenda Item 7. BOARD REVIEW OF PROPOSED APRIL 16, 2021 WORK SESSION MEETING AGENDA

Proposed Daylong Budget Session

Chairman Moskalski opened the Board to discussion regarding the proposed April 16, 2021 work session agenda.

Board members had concerns if there was anyone who would not be able to make their allotted time or if the allotted presentation time would be delayed. County staff will work to ensure they will be in touch with each presenter to either come in earlier or delay.

Agenda Item 8. BOARD OF SUPERVISORS' COMMENTS

Board members discussed concerns with timeliness of meeting agendas, limiting the number of amended agendas, and requested that administrative staff stay within the timeframe for future meetings.

Agenda Item 9. CLOSED MEETING

a. Motion to Convene Closed Meeting

Upon motion of Supervisor Moren, seconded by Supervisor Hodges, the Board acted to convene a Closed Meeting pursuant to § 2.2-3711 (A)(1) to consider a personnel matter involving the interview of a prospective candidate for employment.

The roll call vote on the motion was as follows:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1 st District: William L. Hodges	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

b. Motion to Reconvene in Open Session

Having completed the Closed Meeting, Chairman Moskalski reconvened the joint work session in Open Session.

c. Certification of Closed Meeting

Chairman Moskalski called for a motion to approve Standing Resolution 1 (SR-1) In accordance with Section 2.2-3717(D) of the Code of Virginia, 1950, as amended.

Supervisor Hodges moved that the King William County Board of Supervisors adopt the following SR-1 Resolution certifying that the Closed Meeting was conducted in conformity with the requirements of the Virginia Freedom of Information Act; the motion was seconded by Supervisor Greenwood.

The roll call vote in favor of this motion was as follows:

Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1 st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

**STANDING RESOLUTION – 1 (SR-1)
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 2.2-3711 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 12th day of April 2021, 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.

DONE this the 12th day of April 2021.

Agenda Item 10. ADJOURN OR RECESS

Upon motion of Supervisor Garber, seconded by Supervisor Hodges, the meeting was adjourned by the following roll call vote:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1 st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

COPY TESTE:

Travis J. Moskalski, Chairman
Board of Supervisors

Kristi Gibson
Interim Deputy Clerk to the Board