

**MINUTES
KING WILLIAM COUNTY
BOARD OF SUPERVISORS WORK SESSION
JUNE 14, 2021**

A work session of the Board of Supervisors of King William County, Virginia was held on the 14th day of June 2021, beginning at 7:00 p.m. in the Board Room of the County Administration Building and via Zoom.

Agenda Item 1. CALL TO ORDER

Chairman Moskalski called the meeting to order.

Agenda Item 2. ROLL CALL

The Board of Supervisors were polled:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st 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

Agenda Item 3. REVIEW AND ADOPTION OF MEETING AGENDA

Supervisor Greenwood noted a Closed Session was needed in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia for the discussion of personnel matters. The Closed Session would be Agenda Item 6.a.

Supervisor Greenwood moved to adopt the meeting agenda as presented with the above amendment. Supervisor Garber seconded. The Chairman called for discussion. There being none, the Board of Supervisors were polled:

Supervisor, 1st 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

Agenda Item 4. PRESENTATION

a. Virginia Peninsulas Public Service Authority (VPPSA) Presentation – David A. Magnant, Executive Director

David Magnant, Executive Director of VPPSA, acknowledged the County's concerns with the level of service at the Epworth station. Mr. Magnant said VPPSA is currently facing challenges due to staffing and increased travel distance, whereas they used to cover from King William to West Point/New Kent

and now they cover King William to Chester. While the number of pulls is consistent, their distance has increased. Transportation is their biggest cost and challenge. Chairman Moskalski asked the reason for the change. Mr. Magnant said a new bid was due and County Waste has stepped away from recycling. VPPSA has gone from being paid for recycling to having to pay to deliver it, along with the increased travel distances. Mr. Magnant said this is due to lack of competition.

Mr. Magnant asked what challenges Supervisors have heard about at the stations. Vice Chair Moren said he's received reports of Epworth being full and overflowing on weekends and people having to stack things outside containers. Mr. Magnant said he has ideas for adding a second solid waste compactor at Epworth. He would like to look at comingled item containers and possibly combine existing containers into the compactors. He said his goal is to maximize efficiency in order to minimize cost.

Vice Chair Moren noted the recycling value of metal has increased and asked how that effects costs. Mr. Magnant said it is built into the budget to reduce overall costs.

Vice Chair Moren asked about tire recycling and said that people in the county have more than average. Mr. Magnant said county residents are currently allowed 12 per year. He said the VPPSA Board currently recommends what materials and how much is allowed based on their experience over the years but that number can be increased or a tire amnesty period could be established if the Board would like. Supervisor Garber asked how the 12 tire limit is tracked and said he's seen the same overflowing conditions at the site near the High School. Mr. Magnant said attendants currently ask for the resident's address when they drop off tires.

Supervisor Garber asked at what point attendants call when collection volumes are high. Mr. Magnant said Field Services comes out from Shackelfords based on the readings called in by attendants in the mornings and at 3pm. They currently have eight trucks and ten drivers who move filled containers as quickly as possible at the 16 sites they service. Because landfills are closed ½ day on Saturdays and all day on Sundays, containers cannot be unloaded on weekends.

Mr. Magnant said he is putting together a survey to ask residents their biggest frustrations. VPPSA continually works on improving services. He will send the operating rules to the County Administration for review and changes can be made if necessary. He said tire containers can be put on a property if needed. Costs are incurred when increasing hours and days open. Steve Hudgins, Interim County Administrator, said he had the cost information but there was not money in the budget for increases.

Vice Chair Moren asked when the survey will go out. Mr. Magnant said it will go to Middle Peninsula Board members first to be sure the right questions are being asked before it goes to residents.

Supervisor Garber confirmed the County's current contract expires in 2023 and asked what the price is based on. Mr. Magnant said VPPSA is a political subdivision of the state and conforms with all state guidelines. The price is based on the services each locality chooses to offer to its citizens and not on tonnage. Because VPPSA is a government agency, many costs are lower.

Mr. Magnant said he feels the King William County VPPSA sites are quite good compared with other counties and they are always seeking to improve.

Supervisor Greenwood said he receives complaints that people from other counties are dumping their trash and asked how to police this since decals are no longer required and attendants do not ask folks where they are from. He also said people have received different answers on what is and is not recyclable.

Mr. Magnant said there a new firm that has developed a technology to break down recyclables into a fuel derivative rather than into pellets, which can be reused only once. They take all recycling types 1-7, except for 5 (PVC). He believes this new technology can make recycling easier once it is rolled out.

Vice Chair Moren asked how often site operators are educated. Mr. Magnant said training is done continuously through an online employee portal and supervisors are sent out when there's an issue.

Chairman Moskalski noted many of the current challenges are because of the increasing population around Central Garage. He asked if it would be beneficial to explore home pickup in that area as the situation there will only get worse. Mr. Magnant said there are two areas VPPSA covers left to be investigated for curbside recycling and King William County is one of them. He likes the idea and thinks it is worth exploring to alleviate pressure on sites.

Supervisor Garber asked if home users would pay fees. Mr. Magnant said it is up to the County. He mentioned that in James City County, the cost is about \$7 per home and residents pay that fee to the county's enterprise fund. Other localities pay the fee rather than residents. He said doing that may entice a solid waste hauler to service the area.

Agenda Item 5. WORK SESSION MATTERS

a. School Transfers vs. Appropriation – Natasha Joranlien, Director of Financial Services

Ms. Joranlien provided information showing a total of \$10,269,546.34 has been transferred by the Treasurer to King William County Public Schools for FY2021. Appropriations total \$12,021,815.00 which leaves \$1,752,268.66 remaining available. She said real estate taxes will be coming in and she doesn't anticipate any shortfall in meeting the appropriation.

b. Treasurer Update – Mary Sue Bancroft, Treasurer

Ms. Bancroft listed the accomplishments of the Treasurer's Office including completing bankruptcy classes and collection courses; filing some warrants in debt for unpaid taxes – she noted she cannot collect after five years and she is working on completing this for unpaid taxes back to 2016 as quickly as possible; total personal property taxes owed as of January 31, 2021 were \$1,283,063.56 (excluding bankruptcies) and as of today the total due was \$741,707.41. She placed a tax sale ad in the Country Courier and believes that contributed to the amount collected. In the past, ads were only placed in the Tidewater Review. She will continue to use the Country Courier in the future.

On April 20, 2021, personal property tax delinquency notices were sent out. On May 31, 2021, Ms. Bancroft placed DMV stops on those with unpaid taxes which will not be released until all taxes are paid in full.

2000-2017 delinquent real estate taxes as of December 31, 2020 were \$597,353.56. As of June 11, 2021, delinquent real estate taxes amounted to \$455,884.99. She said the Tax Authority of Virginia handles all debts three years old and older and those were turned over in November 2020.

Ms. Bancroft commended her staff for their hard work and dedication.

Supervisor Garber asked how many properties owing delinquent real estate taxes have not come forward to address the issue. Ms. Bancroft said she did not have that figure. She said public auctions will be held on those properties at some point – probably six months out from the deadline – and it is a lengthy process.

Ms. Bancroft said she sent Real Estate Tax bills to all citizens owning property in the County and noted that some were confused because their mortgage company is responsible for paying the taxes from their escrow accounts. She said she did this purposely to give citizens the information and to let them see that rates and values had not changed. She said she would add a notice with the bills next time explaining that, if your mortgage company pays taxes on your behalf, this bill is for informational purposes only. She said sending out the bills to all citizens has brought to light many discrepancies and issues with those who have sold, bought, or finished paying off mortgages since the records have not been updated in Bright since August, 2020. Also, after seeing the tax bill, some people wanted to pay the taxes themselves rather than through escrow and mortgage companies.

Supervisor Greenwood said he would like to see an option to pay personal property taxes monthly. Ms. Bancroft said she would like to change the personal property due date away from December as the timing is very difficult for many people. She would also like to prorate personal property taxes and give people the opportunity to pay installments via ACH. Supervisor Hodges asked what prevented this from happening now and noted the Commissioner of Revenue advised people to expect a 10% increase in used car values due to COVID which would increase the amount of personal property tax owed. Chairman Moskalski said the decision to prorate is the Board's decision and said these issues will be placed on the July work session agenda for further discussion.

Supervisor Greenwood said he's heard concerns from citizens about missing notices for disability relief. Ms. Bancroft said that issue is handled by the Commissioner of Revenue.

c. American Rescue Plan Act of 2021 (ARPA) Request for Authorization – Natasha Joranlien, Director of Finance

Ms. Joranlien presented information about ARPA, including eligible uses and expenditures, and asked the Board's authorization to initiate the process of requesting funds for the County in the amount of \$3,330,798. Staff's intent is to prepare a budget to present to the Board of Supervisors for the use of the funds. All department heads can submit requests which will be compiled and presented to the County Administrator for review and recommendation to the Board. All expenditures will be paid from a specific bank account set up specifically to manage the funds.

Supervisor Garber asked if the amount included West Point. Ms. Joranlien said no, West Point and King William County Public Schools are each getting their own funds. The \$3,330,798 is for the County only.

Vice Chair Moren noted the funds come in two payments and do not need to be spent all at once.

Ms. Joranlien said the budget created would be similar to the Capital Improvement Plan and that the funds can be used for some expenses from this fiscal year. She asked the Board for their suggestions on things they money could be used for.

Supervisor Garber said two specific areas the funds could be used for are broadband and infrastructure, specifically water structures. Ms. Joranlien noted the County is not seeing a lot of lost revenue from COVID.

Supervisor Greenwood said perhaps the funds could be used for VPPSA to increase hours and days open. Mr. Hudgins, Interim County Administrator, said he believed the funds could only be used for water and sewer but he would investigate further. Ms. Joranlien said they are also reaching out to other counties to see how they're planning to use the funds.

Vice Chair Moren made a motion for the Board of Supervisors to authorize staff to initiate the process for requesting American Rescue Plan Act of 2021 funds for King William County in the amount of \$3,330,798. Supervisor Garber seconded the motion. The chairman called for any discussion.

The members were polled:

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, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

d. EMS Department Report – Stacy Reaves, Fire Chief

Chief Reaves presented the King William County Fire & Emergency Services Department Report for the period of May 24, 2021 to June 7, 2021. He noted that COVID-19 personnel policies have been updated to reflect recent CDC recommendations but are mainly the same because not all employees have been vaccinated. The Station remains closed to the public, personnel perform screenings when coming on shift, and facemasks are required when social distancing cannot occur.

He noted the recent fuel crisis has opened lines of communication between the department and local businesses and event produced lessons learned and conversations to be held regarding future plans.

The Department has been working with Lexipol to produce policies based on state and federal code and will continue with weekly meetings to produce additional policies.

Effective July 1, 2021, the state is transitioning the repository for EMS reporting from Image Trend to ESO and the County will be making the transition as well. This would streamline the process and eliminate using multiple vendors. Because the County can purchase ESO using state contract pricing, the price would be around the same as before and includes volunteer organizations while still enabling them to maintain their independence.

Ambulance 13 has been repaired to an operational level and is being used as a spare. Ambulance 1 is having warranty work performed on the power inverter and is supposed to be back today. Ambulance 12 will rotate out for preventative maintenance and a brake wear adjustment/evaluation.

Atlantic Hurricane Season officially started on June 1st. Informational packets are coming and the department is working to establish partners to provide emergency power, water, ice, and fuel. A clear shelter plan is being developed and established through a VDEM workshop and collaboration with county departments.

Vice Chair Moren asked about the possibility of running a table-top exercise to make sure everyone is up to date on procedures. Chief Reaves said they are attending a workshop to develop plans and that KWCPS, Social Services, the Sheriff's Office, and the County Administrator are also attending.

Chief Reaves said that Nestle Purina fully funded the County's Smoke Detector Program (\$3,000) which makes free smoke detectors available for residents. Smoke detectors will be given out from fire departments and there is a form that will need to be completed.

Chief Reaves expressed his appreciation for all the volunteer organizations over the past year.

Vice Chair Moren asked why not all personnel has received the COVID vaccine. Chief Reaves said it is 100% due to personal choice. Supervisor Garber asked if it could be made mandatory. Chairman Moskalski said no and we can't afford to lose people since staffing levels are already low. We can only continue to encourage people to get vaccinated. Chief Reaves said risks are minimized by enforcing PPE procedures. He noted high-level PPE is not new to Fire & EMS but there is now heightened awareness to properly use PPE. All personnel must wear masks, eye protection, and gloves for every call. He agrees that people should be vaccinated.

Chief Reaves said he is concerned about staffing levels especially as we enter the summer months where people are taking vacation time.

Supervisor Greenwood asked if volunteer organizations have to switch over to ESO. Chief Reaves said no but both agencies have chosen to do so.

e. Resolution 21-40 Honoring and Congratulating the King William County High School Class of 2021 Graduates and the West Point High School Class of 2021 Graduates – Steve Hudgins, Interim County Administrator

At the behest of Vice Chair Moren, Mr. Hudgins presented a draft resolution for review honoring Class of 2021 graduates.

RESOLUTION 21-40

A RESOLUTION HONORING AND CONGRATULATING

THE KING WILLIAM COUNTY HIGH SCHOOL CLASS OF 2021 GRADUATES AND

THE WEST POINT HIGH SCHOOL CLASS OF 2021 GRADUATES

WHEREAS, the King William County Board of Supervisors wishes to extend honor and congratulations to the King William County High School Class of 2021 Graduates and the West Point High School Class of 2021 Graduates; and

WHEREAS, the Class of 2021 Graduates worked diligently and overcame many challenges in addition to the normal challenges of high school due to the COVID-19 pandemic; and

WHEREAS, the Class of 2021 Graduates made sacrifices that affected many of the traditional aspects of their senior year; and

WHEREAS, the Class of 2021 Graduates exemplified maturity, integrity, tenacity, and fortitude in successfully completing their high school career;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of King William County does, on this 14th day of June 2021, congratulate and honor the King William County High School Class of 2021 Graduates and the West Point High School Class of 2021 Graduates for their great achievements in the face of adversity; express confidence in their future success, and wish the Class of 2021 Graduates the best of luck as they enter this new phase in their lives; and

BE IT FURTHER RESOLVED that a copy of this Resolution expressing the sense of this Board of Supervisors on this matter shall be spread upon the meeting minutes of said Board of Supervisors.

Supervisor Hodges asked if a copy of the resolution would go to each school system. Mr. Hudgins said yes, upon adoption a copy would be presented to each school system.

f. Edmunds Update – Travis Wolfe, Systems Engineer

Mr. Wolfe said the go live date for taxes has been pushed back to July 6th or 7th with a final data pull on June 30th or July 1st. He noted that Edmunds has been very accommodating to our ever-changing timeline. The go live date for permitting and animal licensing is on schedule for June 30th with a final data pull on June 22nd or 23rd. While this module was originally scheduled to go live after the tax module, Mr. Wolfe made the decision to move it up in order to keep the project moving forward.

g. Director of Operations Staffing Discussion – Steve Hudgins, Interim County Administrator

Mr. Hudgins requested organizational guidance from the Board pertaining to the position of Director of Operations. Staff recommends the hiring of a new Director of Operations. With the growth in the County, projects already underway, anticipation of future projects delineated in the County's Master Utility Plan, and infrastructure implementations of ARPA funds, there is a need for a dedicated Director of Operations to oversee the Building Inspections Department, Facilities Department, and Maintenance Department. Funds from the American Rescue Plan Act (ARPA) of 2021 may fund the position in the coming fiscal year as ARPA allows use of the funds to return to previous staffing levels.

Chairman Moskalski supports the hiring of a Director of Operations and felt the Board of Supervisors should give their opinion and consent on this issue. He supports it and doesn't want to stretch people too thin. He stated that we don't know how long the current staffing situation will continue.

Supervisor Hodges asked how the position's salary would be covered. Chairman Moskalski said the position would be funded with ARPA funds for the first one or two years and then utilities revenues would support it through the County's Enterprise Fund.

Supervisor Hodges asked if the position would still be necessary once a County Administrator and Assistant County Administrator are hired. Mr. Hudgins said he and the Interim Planning Director had discussed joining the Planning and Building Departments but concluded this would not work because the Planning Department continues to be busier and they are also not fully staffed. Therefore, a Director of Operations is needed.

Supervisor Garber suggested we wait to hire a Director of Operations until a County Administrator is hired to ensure compatibility. He hoped it would not be too much longer until a County Administrator is hired.

Vice Chair Moren asked if there is currently work to be done by a Director of Operations or if some things have been dropped in the interim. Mr. Hudgins said there are issues currently in need of the attention of a Director of Operations and improvements could be made right now. Chairman Moskalski said we are asking a lot of a lot of people right now due to being understaffed.

Supervisor Garber said he thinks it's important and it will take some time to advertise and hire someone.

Supervisor Greenwood said we have other positions that need to be filled and it was his understanding the Interim County Administrator was to be performing these duties. He said he is not in favor of hiring another Director of Operations as there are other departments that need staffing as well.

Supervisor Hodges said he was hesitant to add another position because the price tag on the County Administrator position will have to go up. Chairman Moskalski reiterated the Director of Operations salary would not come out of the General Fund but out of the ARPA funds and Enterprise Fund.

Supervisor Hodges said the high end of the salary range seemed very high and close to the salary being offered for a County Administrator. Mr. Hudgins said that is the range for someone who has been in the position for a number of years. Supervisor Hodges said he could approve of it based on the funding and Mr. Hudgins' assertion that the position was necessary.

Supervisor Hodges made a motion to approve staff adding a Director of Operations. Vice Chair Moren seconded it. The chairman called for any discussion. There being none, the members were polled:

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

Agenda Item 6. BOARD OF SUPERVISOR'S REQUESTS

Supervisor Hodges said we need to deal with the split levy and satisfying that. Chairman Moskalski said a committee would be put together consisting of two Board of Supervisors, two School Board members, and 2 County staff members and asked for volunteers to go over the numbers.

Vice Chair Moren asked for clarification. Mr. Moskalski said they are trying to sort out whether money was owed to West Point from the school appropriation issues. Mr. Hudgins said he wants to hear from West Point and make sure their Board agrees with the figures.

Supervisor Hodges said he'd like to be on the committee and prefers to meet in the evenings. Chairman Moskalski said he will be on the committee as well. Vice Chair Moren said he would serve as an alternate. Chairman Moskalski said meeting virtually would be good in order to coordinate people's schedules. They will try to schedule the meeting this week.

Supervisor Greenwood thanked Travis Wolfe for getting the Zoom meeting back up and noted that constituents are telling him they can't get past the waiting room. He also said the chat/comment sidebar needs to be turned off during meetings.

Supervisor Garber said he would like to discuss prorating personal property taxes. He would like a report on the Sweet Sue Solar project. He would also like further information on the surety bond for Commerce Park Road improvements.

Vice Chair Moren said he spoke with All Points Broadband (APB) who is leading internet expansion for King William County in the future. The Economic Development Authority is no longer involved with the project at their request. APB won a grant to bring fiber to the County and are partnering with Dominion. The high-level design has been completed and they are now petitioning the FCC. They hope to start bringing fiber to homes in Spring, 2022. They also now have a partnership with Rappahannock Electric. APB has offered to present an update to the Board at a July meeting.

a. Motion to Convene Closed Meeting

Supervisor Greenwood moved to convene in Close Meeting in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia for the discussion of personnel matters. Supervisor Hodges seconded.

The chairman called for any discussion.

The members were polled:

Supervisor, 1st 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

b. Motion to Reconvene in Open Session

Having completed the Closed Meeting, Supervisor Hodges made a motion to Reconvene in Open Session, seconded by Supervisor Garber.

The members were polled:

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, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

c. Certification of Closed Meeting

Supervisor Hodges moved for adoption of Standing Resolution 1 (SR-1) in accordance with Section 2.2-3717(D) of the Code of Virginia, 1950, as amended; the motion was seconded by Supervisor Garber.

The chairman called for any discussion.

The members were polled:

Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st 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 14th day of June, 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 14th day of June, 2021.

d. Action on Closed Meeting (if necessary)

No action required.

Agenda Item 8. ADJOURN OR RECESS

Vice Chair Moren made a motion to adjourn the meeting; seconded by Supervisor Hodges. The chairman called for any discussion. There being none, the members were polled:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st 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

Christine H. Branch
Deputy Clerk to the Board of Supervisors