

**MINUTES
KING WILLIAM COUNTY
BOARD OF SUPERVISORS
WORK SESSION OF SEPTEMBER 12, 2016**

A meeting of the Board of Supervisors of King William County, Virginia, was held on the 12th day of September, 2016, beginning at 7:00 p.m. in the Board Meeting Room of the County Administration Building.

RE: CALL TO ORDER

Chairman Greenwood called the work session to order.

RE: ROLL CALL

The members were polled:

William L. Hodges	Absent (joined meeting at 7:25 p.m.)
Travis J. Moskalski, Vice Chairman	Aye
David E. Hansen	Aye
Robert W. Ehrhart II	Aye
Stephen K. Greenwood, Chairman	Aye

The Chairman noted that Supervisor Hodges notified him that he was delayed and will join the meeting shortly.

Others in attendance:

Sanford B. Wanner, Interim County Administrator
Daniel M. Stuck, County Attorney
Bobbie Tassinari, Director of Financial Services
Stephen A. Aigner, Chief of Fire and EMS
Bobbi Langston, Deputy Clerk to the Board
Victoria Rowsey, Executive Assistant – Operations

RE: PROPOSED WORK SESSION AGENDA

By consensus of the Board, the following items were added to the agenda: item 3e – Courthouse Trail Grant and item 3f – Master Automotive.

a. Interim County Administrator Contract Approval – Ms. Tassinari noted the employment contract for Interim County Administrator, Sanford B. Wanner, has been reviewed and approved by the County Attorney. Staff is seeking Board approval of the contract and authorization for Chairman Greenwood to execute on behalf of the Board.

Supervisor Ehrhart moved for approval of the employment contract for the Interim County Administrator, Sanford B. Wanner, and to authorize the Chairman to execute the contract on behalf of the Board; motion was seconded by Supervisor Moskalski, and approved by the following roll call vote:

T. J. Moskalski Aye
D. E. Hansen Aye
R. W. Ehrhart Aye
W. L. Hodges Absent
S. K. Greenwood Aye

b. Clerk of Circuit Court Office Security Improvements – Mr. Wanner thanked the Board for the opportunity to serve as the Interim County Administrator for King William County. He has been made aware of a request by the Circuit Court Judge for security improvements, in the Circuit Court Clerk’s office area, necessary for Staff security. He visited the building with the Sheriff and has discussed proposed improvements with the Clerk; additionally Staff has met with Judge Bondurant and a contractor. He plans to move forward with these improvements within a reasonable amount of time. He pointed out specifics about the project such as bullet proof glass is not involved for the protective window therefore keeping the cost down; Staff is currently awaiting an estimate; and contingency funds will be used to construct.

Supervisor Hansen asked for an estimated cost for the requested improvements. Mr. Wanner speculated the cost of the project to be \$20,000, or less. Supervisor Hansen asked for clarification if a vote is required to move forward with this project. Mr. Wanner clarified he is moving forward with this project under his operational responsibilities to the Board.

c. Landing Road Boat Ramp – Mr. Wanner recently visited and observed the Landing Road boat ramp where he observed an unimproved access on County land, basically an area where a kayak or canoe can be launched. He feels at this time this project should compete in the Capital Improvement Program next year. Depending on how the soon to be adopted County Comprehensive Plan outlines recreational access in the plan, particularly water access is critical to our citizens, as well as our tourism economy. He has concerns with the indication of alcoholic beverage consumption on the property and significant washout areas where a vehicle could become stuck. He recently attended a meeting with the Middle Peninsula Planning District Commission Executive Director, Mr. Lewie Lawrence, and discussed any available funds through the Commonwealth, or the Federal Government, that could assist with the installation of a functional safe boat landing. The County obtained this property 50 years ago and it has not been maintained by anyone. At this

time, he proposes not to make any improvements and to chain off access to the County property.

Supervisor Moskalski asked if discussions with Mr. Lawrence included any interest the Public Access Authority may have in helping with improvements to this area. Mr. Wanner confirmed this was included in the discussion with Mr. Lawrence and noted he is willing to look at this. He pointed out that improvements at this location will require significant engineering and continual maintenance; the Department of Inland Fisheries has no interest in participating.

Supervisor Ehrhart recommended the area be restricted with a pole structure versus chains.

Supervisor Moskalski understands this area is not used much. Mr. Wanner confirmed that is the case, based on his review of comments made to the Board from interested citizens and input from the Department of Game and Inland Fisheries.

Mr. Wanner will follow up with Mr. Lawrence on any available funding. Immediate action will be taken on securing the area.

d. Middle Peninsula Juvenile Detention Commission Service Agreement – Mr. Wanner stated that the Middle Peninsula Juvenile Detention Commission serves the counties of Caroline, Charles City, Essex, Gloucester, Hanover, James City, King & Queen, King William, Lancaster, Mathews, Middlesex, New Kent, Northumberland, Richmond, Westmoreland, York and the Cities of Poquoson and Williamsburg. The Commission is proposing revisions to the Service Agreement that was adopted in 1994, when the Merrimac Center was established 22 years ago. He explained a proposed change to the Agreement involves the annual budget process for per diem charges and there are concerns that the proposed wording does not reflect the change. Under this new Agreement, the financial impact on King William County would increase by about \$20,000 for children in the facility in the next budget cycle; the process is not an issue. He recommends the entire Agreement be reviewed, with the County Attorney, before entering into a new Agreement with added focus on the maintenance and replacement reserve, which would be beyond the annual budget process; the County Attorney concurred.

Consensus of the Board is that further review of the Agreement by Mr. Wanner and Mr. Stuck is necessary for further consideration.

e. Courthouse Trail Grant discussion – Mr. Wanner noted a resolution was previously adopted authorizing the previous County Administrator to make a formal application to a grant program through VDOT for the construction of a Courthouse Trail System. The County was notified recently that funds for the Courthouse Trail System project were granted, which includes a local match and will be made available October 1, 2016. He noted a local project administration agreement between the County and VDOT is required, currently being prepared by VDOT Staff. The Board resolution allows for the County Administrator to apply for the funding but does not authorize signatory authority for the agreement. VDOT staff has offered to work with County Staff to see if the cash cost to the County could be minimized.

Supervisor Ehrhart does not support VDOT, or the Interim County Administrator, spending time and effort for something that may not even be supported by the Board. He suggested the Board give direction on how to move forward.

Supervisor Moskalski agreed with Supervisor Ehrhart.

Supervisor Hodges joined the meeting already in session.

Mr. Stuck recommended Staff prepare a resolution to signify the non-interest of the Board in pursuing this project any further, to be considered during the regular business meeting in September.

Mr. Wanner has clarified with VDOT that if the County does not accept this award we will not be penalized in future applications.

Consensus of the Board is for Staff to prepare a resolution signifying the non-interest of the Board in pursuing this project any further.

f. Discussion – Master Automotive – Supervisor Ehrhart has concerns with a business in the 5th District, Master Automotive, and whether proper permits have been obtained by the owner to operate the types of business within a historic preservation district. He also has concerns with possible zoning violations. He suggested this should be a priority of the newly hired Planning Director.

Mr. Wanner has this item on his docket for the new Director of Community Development.

Mr. Stuck became aware of this issue last week. He suggested more research be performed in order to make an assessment of what action would be appropriate.

Chairman Greenwood asked for clarification if recent questions have been resolved that were raised by Supervisor Hansen if two specific businesses in the 4th District, Jakes Automotive and Juicy Lucy, have proper permits to operate.

Supervisor Hansen considers the issues identified have been addressed.

RE: RECESS

The Chairman recessed the work session at 7:40 p.m.

The Chairman reconvened the work session at 7:45 p.m.

RE: JOINT WORK SESSION WITH THE KING WILLIAM COUNTY

SCHOOL BOARD

Mrs. Kathy Morrison, Chair, called the School Board to order and Mrs. Cathy P. Edwards, Clerk of the School Board, took roll call for the School Board. The following members were present: Mrs. Kathy H. Morrison – Chair, Mrs. Lindsay M. Robinson – Vice-Chair, Mr. Bryan K. Major and Mr. Steven M. Tupponce. Also in attendance were Dr. David O. White, Division Superintendent, and Ms. Deb Stickley, Director of Finance.

Mrs. Morrison thanked the Board, on behalf of the School Board, for the opportunity to discuss the School Board capital needs and the debt position. Staff members of the architectural firm of Ballou Justice Upton provided a detailed presentation regarding the proposed plan for expansion and renovation at Hamilton-Holmes Middle School. The information that was provided included the estimated cost of the project to be \$12.3 million; total cost of the project may change if contractor bids come in lower than the estimated cost. The proposed project, that will increase the capacity of the school, may not get underway for about two years and is expected to take about 27 months to complete. If approved, some of the renovations and construction is expected to take place while school is in session. It was explained that additions can be constructed safely while students are in school. The proposed renovations include adding seventh and eighth grade classrooms, an L-shaped sixth grade wing, and a new cafeteria. The administrative offices will be moved to the area of the current sixth grade wing where renovations will take place. There is a need for repairs to be made to the cracks in the gymnasium walls for students to continue to occupy the school.

By consensus, the Board of Supervisors agreed to accept the project and the relative cost estimates presented and authorized County staff to look at finance options for the proposed project.

Chairman Greenwood thanked the School Board and the Staff members of the architectural firm of Ballou Justice Upton for the information provided.

RE: ADJOURNMENT

The members of the King William County School Board adjourned their portion of the meeting at 8:54 p.m.

There being no other business to come before the Board of Supervisors, Chairman Greenwood adjourned the meeting at 8:55 p.m.

COPY TESTE:

Stephen K. Greenwood, Chairman
Board of Supervisors

Bobbi L. Langston
Deputy Clerk to the Board