

**MINUTES
KING WILLIAM COUNTY
BOARD OF SUPERVISORS
WORK SESSION OF AUGUST 10, 2015**

A meeting of the Board of Supervisors of King William County, Virginia, was held on the 10th day of August, 2015, in the Board Meeting Room of the County Administration Building, with the following present:

Terry S. Stone, Chairman
Stephen K. Greenwood, Vice-Chairman
C. Thomas Redd III
Travis J. Moskalski

K. Charles Griffin, County Administrator
Daniel M. Stuck, County Attorney
Bret Schardein, Director of Community Development
Amanda Six, Director of Financial Services
Christopher Bruce, Emergency Management Coordinator
Alison Fox, Parks and Recreation Manager
Bobbi Langston, Deputy Clerk to the Board
Victoria Rowsey, Executive Assistant – Operations

RE: CALL TO ORDER

Chair Stone called the work session to order at 7:00 p.m. The members were polled:

C. T. Redd III Aye
T. J. Moskalski Aye
S. K. Greenwood Aye
O. O. Williams Absent
T. S. Stone Aye

Mr. Williams arrived at 7:15 p.m. and joined the meeting already in session.

RE: WORK SESSION AGENDA

a. July 2015 Report on Fire and EMS Response – Chris Bruce, Emergency Management Coordinator, gave a brief update on the status of fire and EMS dispatched calls, responses, and response times for the month of July. He summarized the results in the attached chart.

	1st Due Disp	1st Due Resp	2nd Due Resp	3rd Due Resp	Dive Team	Mutual Aid	Response Avg to Calls in First Due Area	Avg Enroute Time for 1st Due
King William Rescue	41	32					78%	6.1
King William Fire	17	15	2				88%	4.8
Mangohick Fire	2	2	3				100%	18
Walkerton Fire	2	2	3	2			100%	6
Mattaponi Rescue	8	7	12		1		88%	9.2
West Point Rescue	49	49				8	100%	1.7
West Point Fire	10	10				1	100%	3.9
LifeCare	21	21	2				100%	2.7

He noted that the recently added LifeCare service is working well and a definite improvement has been seen. He said the interaction with the LifeCare staff and volunteers appears to be well received.

Chair Stone feels this is a definite improvement in the emergency services provided.

Mr. Redd thanked Mr. Bruce for a good job done.

b. Parks & Recreation – King William Little League use of fields – Alison Fox, Parks and Recreation Manager, briefly reviewed the King William Little League (KWLL) proposed offer to the county, back in February, to make improvements to several ball fields at the county park. She said as a result of the proposal and direction from the Board, the County Attorney prepared and submitted a draft improvement permit to the legal representative for KWLL for review. She feels there is some confusion with the language in the draft improvement permit and the current user agreement with KWLL; confusion being with the exclusive use of certain fields by KWLL. Staff's understanding, from the discussions that were had by the Board of Supervisors and KWLL, in February, is that KWLL expects heavy use of the fields during little league season and wishes to have exclusive use during that time. It is also understood that KWLL is required to reserve the fields with the Parks and Recreation office and any interest in use of the fields by other organizations, during the little league season, will be coordinated through the Parks and Recreation office.

Ms. Fox asked the Board for further clarification and direction on this matter.

The County Administrator noted the extensive time spent by county staff maintaining the ball fields at the county park and the importance of moving forward with the proposed improvement permit to free staff time for the many other county facility needs.

A discussion was had on the proposed improvement permit and current annual user agreement with King William Little League. Particulars of the contents that should be included in the permit and agreement were mentioned such as the county has control of the ball fields; no blanket reservations for any users; user fees are set

for all users; travel ball teams should be addressed in agreement; and responsibility should codes on the locked gates to the fields are shared with unauthorized users.

Supervisor Moskalski and the Parks and Recreation Manager will coordinate discussions on the expectations of both parties for the annual user agreement between the County and King William Little League.

c. Proposed Resolution 15-38 – Budget Amendment for Mangohick Volunteer Fire Department Equipment – Mr. Griffin presented the need for Mangohick Volunteer Fire Department to purchase certain medical equipment for the expansion of emergency medical transport services the department is to provide to area citizens. He explained the funding source for this budget amendment is proffer funding submitted to the county that can be used to expand and support fire and rescue services.

Ms. Six, Director of Financial Services, briefly reviewed the proposed resolution.

Mr. Greenwood asked for clarification if the proffer fund balance will cover the request.

Ms. Six confirmed proffer funds are available for the request.

Chair Stone stated this request is an appropriate use for these funds.

Mr. Williams added that this equipment will assist the department with inspections and training needed to move forward with expanded services.

C. T. Redd III moved for approval of Resolution 15-38; motion was seconded by T. J. Moskalski and approved by the following roll call vote:

T. J. Moskalski	Aye
S. K. Greenwood	Aye
T. S. Stone	Aye
C. T. Redd III	Aye
O. O. Williams	Aye

RESOLUTION 15-38
AMENDING THE FISCAL YEAR 2016 BUDGET
BY \$42,700 TO PURCHASE EMERGENCY MEDICAL EQUIPMENT
FOR THE MANGOHICK VOLUNTEER FIRE DEPARTMENT

WHEREAS, the Mangohick Volunteer Fire Department is expanding its service in order to provide much needed additional emergency medical transport services to the citizens of King William County; and

WHEREAS, in order to be a licensed emergency medical transport entity certain criteria must be met prior to the approval of the license by the Commonwealth's Office of Emergency Medical Services; and

WHEREAS, a cardiac monitor is a required component in order to obtain licensing by the Commonwealth of Virginia and this action appropriates \$28,200 to purchase this equipment; and

WHEREAS, a chest compression system is highly recommended by the Operational Medical Director and this action appropriates \$14,500 to purchase this equipment. This device assists emergency medical technicians in performing the compression aspect of cardiopulmonary resuscitation and is extremely valuable considering limited staff and long transport times; and

WHEREAS, the funding source for this budget amendment is proffer funding submitted to the County that can be used to expand and support Fire and Rescue Services,

NOW, THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors this 10th day of August, 2015, that the FY 2016 budget is amended to reflect the changes summarized below:

CAPITAL FUND

Source

<u>Miscellaneous Revenue</u>	
Cash Proffers	\$ 42,700
Department Total	\$ 42,700
Total Source:	<u>\$ 42,700</u>

Use

<u>Fire and Rescue Equipment</u>	
Equipment to Outfit Expansion Ambulance	\$ 42,700
Department Total	\$ 42,700
Total Use:	<u>\$ 42,700</u>

d. Community Development – Bret Schardein, Director of Community Development, briefly reviewed and gave updates on the following items.

i. Update on pet crematory conditional use permit – Mr. Schardein stated he requested the applicant attempt to meet with the opposed neighbors to try to address any concerns; the applicants have stated they have reached out but have received no response. He said he met with the applicant for an illustration of exactly where the structure would be placed and he feels the structure would not be easily visible from the road at the proposed location. He said if the structure was visible at all it would be highly obscured due to a hill and trees and would look like any other shed. Lastly, the applicant provided information on the weight of the vehicles to be used for the business. In his opinion, the applicant has provided all information asked of them.

Mr. Redd asked if the issue that was brought up about the deed for the road has been resolved.

The County Attorney stated there is nothing in the deed to prevent this type of business and added that there are other businesses being operated in this development. He said the deed does not address maintenance of the road or how

funds are collected. He stated by-laws were created for the development and all property owners have deeds for ingress/egress to their property.

Mr. Schardein added that this particular large parcel backs up to a junk yard and that the applicant will have a large upfront investment.

Chair Stone feels enough information has been provided on this matter. Staff was directed to include this item in the next regular meeting for Board consideration.

ii. Conditional use permit fee waiver request – Mr. Schardein advised the Board of a conditional use permit fee waiver request that was received.

The County Attorney advised staff should perform additional research on this matter for possible further review at a later date.

iii. Update on stormwater program changes – Mr. Schardein gave a brief update on the State requirement for localities to adopt a Virginia Stormwater Management Program. A stakeholder advisory group has been formed to identify how these laws can be harmonized and coordinated. He noted Lewie Lawrence, Director of the Middle Peninsula Planning District Commission, has been assigned to this advisory group. The results of any consensus recommendations will not be available until later this year, with a goal of further revisions to statutes being presented and reconsidered by the General Assembly in its 2016 session.

iv. Board of Zoning Appeals membership status – Mr. Stuck explained that appointments of members of the King William County Board of Zoning Appeals are recommended by the Board of Supervisors to the Circuit Court. Staff requires direction from the Board to write a formal notice to a member who has not and is not participating as an appointed member to the BZA.

By consensus the Board of Supervisors directed staff to prepare and send formal notification, by registered mail, to the member in question requesting their resignation from the BZA.

v. Central Crossing buffer exception request – Mr. Schardein asked for Board direction on a buffer exception request for the Central Crossing Section 2 subdivision. He noted the county ordinance allows the Planning Commission to approve reductions in the buffer area.

Consensus of the Board does not support eliminating the Buffer.

vi. Solar Farms – Matthew Meares, with Virginia Solar LLC, gave some examples of ideal property sizes for solar farms. He said the reason for the rise in interest is Verizon recently released a report that shows King William as having relatively flat land and that is a main driver for solar panels. Virginia Solar is the company that will be soliciting for a conditional use permit for this purpose if the ordinance is revised to permit the use in A-C zoning.

After a brief discussion and by consensus of the Board staff was directed to move forward with drafting an amendment to the Zoning Ordinance for this purpose.

e. Regional Animal Shelter – State Inspection Report – Mr. Griffin stated the Regional Animal Shelter received a 100% clean bill of health from the state inspector in her annual written report. He noted the contractor hired to repair the septic issue did a good job and came in under budget. He also noted that staff has been advised verbally by the inspector that the pea gravel for the outside fenced exercise yard is to be replaced with a non-porous material. This will likely be a future written citation, if not addressed. Funding for this project is being explored so the shelter stays in compliance.

Chair Stone once again suggested reaching out to Nestle Purina for potential grant funds.

f. Pamunkey Indian Tribe's recent announcement of Federal Recognition – Proposed congratulatory letter from King William County –

By consensus, the Board agreed the County Administrator should proceed with the preparation of a congratulatory letter to the Pamunkey Indian Tribe congratulating them on their recently announced federal recognition.

g. County assigned cell phones – Mr. Griffin made mention of a recent analysis compiled by staff regarding monthly cell phone charges paid by the county. As a result of the information received and comparisons made he recommends the county continue with the current arrangements for cell phones assigned to key personnel.

h. Courthouse Trail update – Mr. Griffin informed the Board the grant application for the proposed Three Courthouse Trail was hand delivered by staff last week to the agency in Richmond for their consideration.

RE: CLOSED MEETING

Motion was made by C. T. Redd III, seconded by O. O. Williams, that the Board enter Closed Meeting pursuant to § 2.2-3711(A)(7) of the Code of Virginia, to consider a personnel matter involving the performance of a specific public employee. The members were polled:

S. K. Greenwood	Aye
O. O. Williams	Aye
C. T. Redd III	Aye
T. J. Moskalski	Aye
T. S. Stone	Aye

Having completed the closed meeting, Chair Stone called the meeting back to order in open session.

Chair Stone 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, C. T. Redd III 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; motion was seconded by O. O. Williams.

Chair Stone announced the motion was properly moved and properly seconded; she called for any discussion. There being no discussion among Board members the SR-1 was adopted. The members were polled:

O. O. Williams	Aye
C. T. Redd III	Aye
T. J. Moskalski	Aye
S. K. Greenwood	Aye
T. S. Stone	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 10th day of August, 2015, 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.

No action was taken by the Board.

RE: ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:00 p.m. by Chair Stone.

COPY TESTE:

Terry S. Stone, Chair
Board of Supervisors

Bobbi L. Langston
Deputy Clerk to the Board