

**MINUTES  
KING WILLIAM COUNTY  
BOARD OF SUPERVISORS  
MEETING OF MAY 23, 2016**

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 23<sup>rd</sup> day of May, 2016, beginning at 7:00 p.m. in the Conference Room of the County Administration Building, with the following present:

Stephen K. Greenwood, Chairman  
Travis J. Moskalski, Vice-Chairman  
William L. Hodges  
David E. Hansen  
Robert W. Ehrhart II

K. Charles Griffin, County Administrator  
Daniel M. Stuck, County Attorney

**RE: CALL TO ORDER**

The Chairman called the meeting to order at 7:00 p.m. The members were polled:

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

**RE: REVIEW OF MEETING AGENDA**

There was general discussion of the meeting agenda items.

The Board recessed and moved to the Board Meeting Room of the County Administration Building to continue the meeting.

The Chairman called the meeting back to order at 7:30 p.m.

**RE: MOMENT OF SILENCE**

Chairman Greenwood called for a moment of silence.

**RE: PLEDGE OF ALLEGIANCE**

Chairman Greenwood led the pledge of allegiance.

**RE: ADOPTION OF MEETING AGENDA**

Supervisor Ehrhart moved for the adoption of the agenda for this meeting as presented by the County Administrator with the following changes: under the Consent Agenda item 8a meeting minutes of March 28, 2016 were amended and meeting minutes of April 4, 2016 were amended; and item 8e now becomes item 11e under New Business; under Old Business item 10b is revised to read Resolution 16-34(R) and item 10c page 153 of the Board packet was revised; and under New Business

item 11d is revised to read Resolution 16-40(R); 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 II	Aye
W. L. Hodges	Aye
S. K. Greenwood	Aye

**RE: PUBLIC COMMENT PERIOD – SPEAKERS: ONE OPPORTUNITY OF 3 MINUTES PER INDIVIDUAL OR 5 MINUTES PER GROUP ON NON-PUBLIC HEARING MATTERS**

Chairman Greenwood opened the Public Comment Period. He noted that two public hearings are scheduled to be heard tonight.

1. Charles Piersa, of the 2<sup>nd</sup> District, spoke about the cuts to the convenience centers and feels the cuts should be made at the centers in the 4<sup>th</sup> and the 5<sup>th</sup> districts because the Supervisor's representing those districts pushed the for cuts. In his opinion, the impacts should be felt in those two districts to show that cuts to the budget affects people.

The Chairman closed the Public Comment Period.

**RE: CONSENT AGENDA**

Supervisor Moskalski moved for approval of the items on the Consent Agenda as amended; motion was seconded by Supervisor Ehrhart.

Chairman Greenwood called for any discussion.

There being no discussions the consent agenda was approved by the following roll call vote:

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

a. Minutes:

i. Regular Meeting of March 28, 2016, amended

ii. Public Hearings for proposed FY 2017 Budget and Tax Levies for Calendar Year 2016 of April 4, 2016, amended

b. Claims against the County for the month of May, 2016, in the amount of \$1,109,345.37 as follows:

(1) General Fund Warrants #82193-82284 in the amount of \$301,057.66; ACH Direct Payments #7647-7719 in the amount of \$327,572.09; Direct Deposits #22056-22173 in the amount of \$191,933.93; and Electronic Tax Payment in the amount of \$114,470.38.

(2) For informational purposes, Social Services expenditures for the month of May, 2016, Warrants #310960-310990 in the amount of \$27,857.88; ACH Direct Payments #1713-1736 in the amount of \$27,857.88; Direct Deposits #3738-3757 in the amount of \$32,595.62; and Electronic Tax Payment in the amount of \$18,817.22.

(3) For informational purposes, Comprehensive Services Act Fund expenditures for the month of May, 2016, Warrants #82285-82290 in the amount of \$18,402.37; and ACH Direct Payments #7720-7723 in the amount of \$57,862.63.

(4) There were no tax refunds for the month of May, 2016.

c. Resolution 16-31 as follows:

Resolution 16-31  
A RESOLUTION DIRECTING THE  
TREASURER OF KING WILLIAM COUNTY  
TO ISSUE A PROPERTY TAX REFUND  
DUE TO ERRONEOUS ASSESSMENT ON  
LIGHTING EQUIPMENT

WHEREAS, the Commissioner of the Revenue has determined an erroneous personal property tax assessment has been made on certain lighting equipment that was properly included in the value of the real estate as a permanent fixture and certified the same to this Board; and

WHEREAS, the Commissioner of the Revenue has determined that the taxpayer paid all taxes due on the erroneous assessment and is entitled to a refund of excess taxes paid for the year 2015 in the amount of \$1,221.00, together with interest, and such refund has been consented to by the County Attorney, all as provided for in Section 58.1-3981 of the Code of Virginia; and

WHEREAS, the Board is required to direct the Treasurer to issue a property tax refund together with the appropriate amount of interest calculated to the time of refund on the overpayment;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of King William County this 23rd day of May, 2016, directs the Treasurer to issue a refund of \$1,221.00, together with interest to the time of refund, calculated in accordance with law, to the taxpayer, Crestmark Equipment Finance, Inc.

d. Resolution 16-33 as follows:

Resolution 16-33  
A RESOLUTION DIRECTING THE  
TREASURER OF KING WILLIAM COUNTY  
TO ISSUE A PROPERTY TAX REFUND  
DUE TO ERRONEOUS ASSESSMENT ON THE PRIMARY RESIDENCE OF A  
DISABLED VETERAN

WHEREAS, the Commissioner of the Revenue has determined an erroneous real property tax assessment has been made on the primary residence of a disabled veteran and certified the same to this Board; and

WHEREAS, the Commissioner of the Revenue has determined that the taxpayer paid all taxes due on the erroneous assessment and is entitled to a refund of excess taxes paid for the years 2013 (partial), 2014, and 2015 in the amount of \$10,879.43 together with interest from May 2, 2016, and such refund has been consented to by the County Attorney, all as provided for in Sections 58.1-3981 and 58.1-3219.5 of the Code of Virginia; and

WHEREAS, the Board is required to direct the Treasurer to issue a property tax refund together with the appropriate amount of interest calculated to the time of refund on the overpayment;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of King William County this 23rd day of May, 2016, directs the Treasurer to issue a refund of \$10,879.43 together with interest to the time of refund, calculated in accordance with law, to the taxpayers, Larry G. Herrel and Lois H. Herrel.

e. Resolution 16-32 – A resolution to adopt the Middle Peninsula All Hazards Mitigation Plan – this item was moved from the Consent Agenda and now becomes item 11e under New Business for further discussion.

**RE: BOARD PRESENTATIONS**

a. Introduction of Ms. Anita Powell, External Affairs Manager State and Local Affairs with Dominion Virginia Power, for King William County – Ms. Powell gave an overview of Dominion Power communication tools. She noted hurricane season begins in June and runs through November. Partnerships are strengthened continually with department managers and jurisdictional leaders by conducting daily conference calls during storms with the emergency operations center coordinators. Prior to the storms they conduct management data sharing and exercises using simulated scenarios to establish procedures in case of an actual storm event. It is important to identify critical service facilities, so in preparation emergency operation managers are asked to help identify these facilities. During her presentation she reviewed some of the tools that Dominion has put into place that will help improve communications between the localities and their constituents. The outage map functionality has been improved on their website, customers are able to report and check outages, they can search specific addresses and get specific outage information which includes the estimated time of restoration. Customers can also get specific information to the Middle Peninsula, information is updated every 15 minutes. The main interest of customers is when their power will be restored. The plan is to restore

power first to hospitals, fire and rescue, 911 centers, and water treatment centers; lines leading the largest number of customers are then worked on. To protect the public, Dominion Power focuses on calls reporting wires down. They make the area safe by flagging with either yellow or orange caution tape indicating that the appropriate utility has been notified and repairs will be made as soon as possible. Safety is important both during and after a storm and safety tips are shared via media partners such as: the Dominion customer care line, Dominion mobile web, Dominion storm center, news releases and local media updates, Facebook, Twitter, YouTube, and text alerts.

Supervisor Ehrhart asked for the percentage of customers in King William that are served by underground versus overhead service.

Ms. Powell noted a strategic program is in place for undergrounding. She did not have specifics on how many customers have underground service available but will report back with that information. She reviewed the number of projects currently underway in King William and said the most critical are worked on first.

b. Introduction of new 4-H Agent, Rachael Winston by Tracy Porter, Unit Coordinator for King William VCE Office – Mr. Porter introduced Ms. Rachael Winston, the new 4-H Agent for King William County. Ms. Winston is working on the Junior 4-H camp, August 15 through 19 this year that has a zombie theme. She said a day camp program is also scheduled, with a CSI theme on forensic science. She is very excited to be working with the students this coming fall.

Mr. Porter provided a written quarterly report for the extension office that covered goals and accomplishments for the time period of January 1<sup>st</sup> through April 30<sup>th</sup>. His primary responsibility is the budget for his office and communication between the local, state and federal agencies that pertain to County programs.

c. Introduction of new Director of Financial Services, Bobbie Tassinari – Mr. Griffin suggested this item be moved to the June 27<sup>th</sup> meeting agenda.

**RE: NEW BUSINESS**

a. Public hearing and intent to adopt proposed Resolution 16-30 – VDOT Six Year Secondary Road Plan for Fiscal Years 2017 through 2022 for King William County and the Secondary System Construction Budget for Fiscal Year 2016-2017 –

i. Presentation – Joyce McGowan, Residency Administrator – Ms. Joyce McGowan, Saluda Residency Administrator, with the Virginia Department of Transportation, reviewed the proposed FY-2017 through FY-2022 Six Year Secondary Road Plan and the FY-2017 Budget. She explained the six year plan for this year follows the priorities established last year. She briefly reviewed the funding sources available to apply to projects, each year a portion of the funding is allocated to unpaved roads. There are two unpaved priorities with the first being Route 1003 in the Town of West Point; the second is Route 613, Dunluce Road, expected to go to construction this summer. She noted that Route 608, Hazelwood Road, was adopted last year during a Board of Supervisors work session for inclusion in the six year plan; funding will be applied for this project in the years 2019-2021. The paved priority is Route 600, West River Road, to add a right turn lane at Route 360 west at the intersection. Design is nearing completion so construction can move forward with this project.

In closing, she stated the plan presented is only for improvements and new construction and does not include maintenance work such as patching potholes, pulling ditches, snow removal or repaving roads. The business at hand is to consider the adoption of the plan presented.

Supervisor Hodges asked for a start date for the Route 1003 project.

Ms. McGowan projects work will begin on Route 1003 in the Spring of 2017; dependent on the bridge replacement.

Supervisor Ehrhart mentioned the paving of Route 608 has been on the drawing books for a long time.

Ms. McGowan is not aware of Route 608 being officially adopted on the priorities list prior to last year. She recommends the Board has priorities set aside for future consideration.

Supervisor Moskalski noted funding is slow coming in for some of the projects on the priority list and sometimes takes years to complete.

ii. Public Comments (3 minutes per individual; 5 minutes if representing an organization or group) – Chairman Greenwood called the public hearing to order.

1. Eugene Campbell, Jr., of the 2<sup>nd</sup> District, suggested consideration of Route 637, White Oak Landing Road, be added to the six year plan.

2. Thomas Jasinowski, of the 5<sup>th</sup> District, asked that Route 607, Millwood Road, be added to the plan for paving or improvements. He would like to see improvements made so school buses can drive closer to the houses on this road; currently some children are walking about a mile to the bus stop.

There being no other persons to speak for or against this matter Chairman Greenwood closed the public hearing.

iii. Consideration of Resolution 16-30 –

Supervisor Moskalski moved for approval of Resolution 16-30; motion was seconded by Supervisor Hodges.

Chairman Greenwood called for any further discussions.

There being no other discussions Resolution 16-30 was approved by the following roll call vote:

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

Resolution 16-30  
ADOPTION OF THE  
VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT)  
SECONDARY SIX-YEAR ROAD PLAN  
FY 2017 THROUGH 2022

WHEREAS, Sections 33.2-331 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan; and

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2017 through 2022) as well as the Construction Priority List (2017) on May 23, 2016 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, the Residency Administrator of the Virginia Department of Transportation, appeared before the board and recommended approval of the Six-Year Plan and budget for Secondary Roads (2017 through 2022) and the Construction Priority List (2017) for King William County,

NOW, THEREFORE, BE IT RESOLVED that since said Plan and budget appears to be in the best interests of the Secondary Road System in King William County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2017 through 2022) and Construction Priority List (2017) are hereby approved as presented at the public hearing and are hereby included in the meeting minutes.

**SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)**

Board Approval Date:		2017-18 through 2021-22										
Route	Road Name	Estimated Cost	Previous Funding	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS						Balance to complete	Traffic Count
PPMS ID	Project #				2016-17	2017-18	2018-19	2019-20	2020-21	2021-22		Scope of Work
Accomplishment	Description		SSYP Funding									FWHA #
Type of Funds	FROM		Other Funding									Comments
Type of Project	TO		Total									
Priority #	Length	Ad Date										
RT 1003	Chelsea Ave.	PE \$10,000										
106180	1003050P13	RW \$0	\$25,982		\$0	\$0	\$0	\$0	\$0	\$0		Resurfacing
STATE	ROUTE 1003 - SURFACE TREAT	CON \$90,000	\$74,018		\$0	\$0	\$0	\$0	\$0	\$0		6005
No Plan	0.37 Mi. N. Rte. 1014	Total \$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
000100	ESM											
	0.0											
		7/1/2018										
RT 0613	Dunluce Road	PE \$2,000										
101407	663050575	RW \$0	\$55,406		\$60,898	\$47,720	\$0	\$0	\$0	\$0	11,091	Reconstruction w/o Added Capacity
STATE	RTE 613 Dunluce Road	CON \$223,626	\$72,693		\$0	\$0	\$0	\$0	\$0	\$0		6004
No Plan	RTE 618	Total \$225,626	\$128,099	\$97,527	\$60,898	\$47,720	\$0	\$0	\$0	\$0		
000200	1.0 MI ERTE 618											
	1.0	8/1/2016										
RT 0600	West River Road	PE \$170,000										
106179	060050589	RW \$10,038	\$258,267		\$8,246	\$49,986	\$71,721	\$49,986	\$49,294	\$0		Reconstruction w/o Added Capacity
RAAP CONTRACT	ROUTE 600 - TURN LANE	CON \$228,962	\$12,500		\$0	\$0	\$0	\$0	\$0	\$0		6004
Minimum Plan	Int. Rte 360 WBL	Total \$500,000	\$270,767	\$229,233	\$8,246	\$49,986	\$71,721	\$49,986	\$49,294	\$0		
000300	0.076 Mi. North Int. Rte 360 WBL											
	0.1	7/1/2019										
RT 4005		PE \$0										
99950	204005	RW \$0	\$9,000		\$0	\$0	\$29,950	\$49,673	\$692	\$0	0	Preliminary Engineering
S	COUNTYWIDE ENGINEERING & VARIOUS LOCATIONS IN VARIOUS LOCATIONS IN COUNTY	CON \$250,000	\$0	\$241,000	\$0	\$0	\$0	\$0	\$0	\$0	6015	MINOR SURVEY & PRELIMINARY ENGINEERING FOR BUDGET ITEMS AND INCIDENTAL TYPEWORK.
000500		Total \$250,000	\$9,000		\$0	\$0	\$29,950	\$49,673	\$692	\$0		
		3/1/2011										
RT 4007		PE \$0										
99737	204007	RW \$0	\$58,471		\$0	\$1,080	\$1,080	\$1,080	\$1,080	\$51,066	0	Safety
S	COUNTYWIDE TRAFFIC VARIOUS LOCATIONS IN VARIOUS LOCATIONS IN COUNTY	CON \$250,000	\$0	\$191,529	\$0	\$0	\$0	\$0	\$0	\$0	6021	TRAFFIC SERVICES INCLUDE SECONDARY SPEED ZONES, SPEED STUDIES, OTHER NEW SECONDARY SIGNS
000600		Total \$250,000	\$58,471		\$0	\$1,080	\$1,080	\$1,080	\$1,080	\$51,066		
		3/1/2011										
RT 4008		PE \$0										
99892	204008	RW \$0	\$9,243		\$0	\$0	\$0	\$0	\$69,745	\$69,745	0	Right of Way
S	COUNTYWIDE RIGHT OF WAY VARIOUS LOCATIONS IN VARIOUS LOCATIONS IN COUNTY	CON \$250,000	\$0	\$240,757	\$0	\$0	\$0	\$0	\$0	\$0	6016	USE WHEN IMPARTIAL TO OPEN A PROJECT. ATTORNEY FEES and ACQUISITION COST.
000700		Total \$250,000	\$9,243		\$0	\$0	\$0	\$0	\$69,745	\$69,745		
		1/30/2011										
RT 0608		PE \$0										
New UPC TBD	RTE 608	RW \$0		\$185,000	\$0	\$0	\$0	\$0	\$0	\$0		Bridge Replacement w/o Added
	Hazelwood Road	CON \$0			\$0	\$0	\$0	\$0	\$0	\$0		6011
		Total \$185,000			\$0	\$0	\$0	\$0	\$0	\$0		
		11/13/2012										

c. Public hearing on proposed Ordinance 16-02 – Owner, Manquin Properties, LLC request an amendment to the proffers approved with rezoning request Z-03-06 to R-1(C) Suburban Residential; concerning properties known as ta maps 28-2H and 28-22J, being approximately 24.25 acres. The proposed amendment would reduce the number of lots, reduce the minimum house size and amend construction materials, among other non-material changes –

i. Presentation – Bret Schardein, Director of Community Development – Bret Schardein, Director of Community Development, gave a brief history and summary of a request to amend previously accepted proffered conditions for tax map parcels 28-22H and 28-22J. The owner is now finalizing subdivision construction plans to complete the West Liberty Farms subdivision and believes a change in market conditions, since 2006, require the proffers to be amended.

The property was rezoned from A-C Agricultural Conservation to R-1 Suburban Residential (Conditional) in 2006 by rezoning case Z-03-06. At that time, the previous owner/developer was also completing two other adjacent projects: Marle Hill Section IV and the proposed Liberty Hill subdivision. Thereafter, the property was foreclosed on by Union Bank, who is the current owner through the LLC. Union Bank is currently finalizing improvements to Marle Hill Section IV and home construction is

underway in the subdivision. Union downzoned the Liberty Hill project back to its original agricultural zoning and it was sold back to its original owner who returned it to farming. The proposed amended proffers would still require construction of homes with a greater minimum square footage and design standards as compared to Marle Hill Section IV. The addition of landscaping for each lot should result in a more attractive development than what current proffers require.

The Planning Commission at their meeting of December 1, 2015, voted unanimously 4 to 2 to recommend the Board accept the proffers as proposed. After the Planning Commission action, the applicant revised the proffers to increase the minimum house size to attempt to address the concerns of the dissenting votes. Staff recommends the Board accept the Planning Commission's recommendation of approval and amendment of the proffered conditions described.

Supervisor Ehrhart has concerns with changing the requirement of a full brick foundation. He feels a full brick foundation is more palatable.

Mr. Schardein does not recall the Planning Commission had any concerns with the change in the requirement of the full brick foundation.

Supervisor Moskalski also shares concerns with the change to the foundation requirement.

Attorney, Meade Spotts, representing the applicant, explained the West Liberty main entrance is shared with Marle Hill Section IV, which has no proffers, and makes it difficult for builders to compete. The proffers restrict no exposed block on the rear of the building, a finish such as stucco would have to be applied. The desire of the builders is to make the entrance as nice as possible; they have recently purchased all of the lots in Marle Hill Section IV.

Supervisor Ehrhart feels the table provided for the number of children for the house size is low and should be updated to the State numbers.

Supervisor Moskalski believes standardizing this number would work better.

Mr. Schardein advised this is something that can be developed and worked on through the comprehensive plan.

ii. Public Comments (3 minutes per individual; 5 minutes if representing an organization or group) – Chairman Greenwood called the public hearing to order.

1. Brian Hodges, of the 2<sup>nd</sup> District, feels a strategic plan needs to be looked at to match any growth in the schools with the additional homes being built. He also feels infrastructure planning discussions need to take place for any growth.

There being no other persons to speak for or against this matter Chairman Greenwood closed the public hearing.

iii. Consideration of Ordinance 16-02 –

Supervisor Moskalski moved for the adoption of Ordinance 16-02; motion was seconded by Supervisor Ehrhart.

Chairman Greenwood called for any further discussions.

There being no other discussions Ordinance 16-02 was adopted by the following roll call vote:

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

ORDINANCE 16-02  
ZONING CASE NO. Z-03-06  
WEST LIBERTY FARMS  
AMENDMENTS TO PROFFERED CONDITIONS

WHEREAS, the Board of Supervisors of King William County, Virginia, has received a request (Case No. Z-03-06) by Manquin Properties, LLC (“the Owner”) to amend proffered conditions related to approximately 24.25 acres of land being the entirety of Tax Map Parcels 28-22H and 28-22J (“the Property”); and

WHEREAS, the Property was rezoned from A-C Agricultural Conservation to R-1 Suburban Residential (Conditional) by rezoning case Z-03-06, approved by the Board of Supervisors on May 22<sup>nd</sup> 2006, which included the acceptance of twelve (12) proffered conditions; and

WHEREAS, the Owner states that changes in market conditions and demand for housing in the area require the proffered conditions be amended, to allow smaller minimum house sizes, among other non-material changes; and

WHEREAS, the King William County Planning Commission conducted a public hearing on December 1<sup>st</sup> 2015, and voted 4-2 to recommend the Board of Supervisors approve the request; and

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, that the Board of Supervisors of King William County does hereby repeal the twelve (12) proffered conditions accepted on May 22<sup>nd</sup> 2006 and accept the thirteen (13) conditions as follows.

1. Cash Proffer. For each residential dwelling unit constructed on the Property, a specific amount shall be paid to the County prior to the issuance of a

certificate of occupancy. The cash proffer amount shall be \$8,574 for the year 2016 and any certificate of occupancies issues after December 31<sup>st</sup> 2016 shall be adjusted annually by the cumulative rate of change in the Consumer Price Index. In the event that the County adopts a standard proffer schedule allowing for a lower proffer amount, the cash proffer contained herein will automatically be modified to such amount.

2. Lot Yield. There shall be no more than 20 homes constructed on the Property.
3. House Size. Lots subdivided from the Property shall be improved with homes having minimum finished floor area of 1800 square feet for two (2) story house and 1600 square feet for a ranch style house; provided, however, a two story house may have a minimum finished floor area of 1700 square feet so long as the house has an attached garage containing not less than 400 square feet and a ranch style house may have a minimum finished floor area of 1400 square feet as long as the house has an attached garage containing not less than 400 square feet. Minimum finished floor area shall be measured along the exterior walls of the structure and shall not include breezeways, garages, porches and open decks.
4. Construction Materials. Only the following materials shall be allowed as exterior construction materials for all houses and outbuildings: brick, stone, synthetic stucco, premium vinyl siding and concrete based clapboard siding. No exposed cinder block, cement block, solite block or shingle siding shall be permitted for the finished exterior of any structure. The exterior foundation of houses on the side(s) facing or readily visible from the public street shall be of brick or stone (veneer) construction unless the house is constructed of synthetic stucco, in which case the foundation may be of like material. There shall be no cantilevered chimneys; all chimneys/flues shall have base foundations.
5. Architecture. Homes constructed on the Property shall be in substantial conformance with the architectural elevations attached hereto labeled as "Exhibit A".
6. Driveways. All driveways for homes shall be constructed of either asphalt or concrete.
7. Restrictive Covenants. Prior to or concurrent with the recordation of a subdivision plat approved by the County and before the conveyance of any portion of the Property covered by said subdivision plat (other than for the dedication of easements, roads or utilities) a document shall be recorded in the Clerk's Office of the Circuit Court of King William County, Virginia, setting forth reasonable controls on development and maintenance of the Property including mailbox design, fences, inoperable motor vehicles, truck parking, open burning and pet controls.
8. Establishment of Homeowner's Association. Concurrent with the recordation of a subdivision plat for the development, a homeowner's association shall be established, to consist of the present and future owners of the dwelling lots on the Property. The homeowner's association shall have responsibilities for monitoring and enforcing compliance with the covenants and restrictions on the use of individual dwelling lots.
9. Roads Standards and Right-of-Way Dedication. The roads in the subdivision shall be constructed to the state secondary road standards and dedicated to the Commonwealth of Virginia for maintenance.
10. Transportation. Property Owner shall, prior to the issuance of the first (1st) residential building permit for the Property, contribute Twenty-Five Thousand Dollars (\$25,000.00) into a transportation fund, to be managed by

King William County, designated for the purpose of funding traffic and transportation improvement projects needed to serve the Property.

11. Entrances. The existing boulevard-type entrance to the Property from Manfield Road (Rt. 605) shall be maintained.
12. Tree Preservation. There shall be no removal of trees having a five-inch (5") or larger caliper (measured at four (4) feet from the ground) in the rear or side yard of each building lot, with the exception of dead or diseased trees. This, however, shall not prevent the removal of trees necessary for construction of improvements, roads, entrance features, driveways, utility easements, drainfields, drainage facilities, wells or recreation areas.
13. Landscaping. For each residential dwelling unit constructed on the Property, the front yard of the lot shall be landscaped with at least one deciduous tree, at least two inches in caliper measured six inches from the ground when planted, with branching no closer than five feet to the ground, or one evergreen tree, at least six feet in height when planted, for each 50 feet of lineal frontage; as well as at least one shrub, at least 18 inches in spread when planted, for each 30 feet of lineal frontage, planted and maintained at 24 inches in height or lower; and other ground cover reasonably dispersed throughout the buffer. Required landscaping shall be installed prior to the issuance of a Certificate of Occupancy. When the planting of landscaping is in conflict with the planting season, a Certificate of Occupancy may be issued subject to the owner or developer providing surety in an amount approved by the Zoning Administrator for any remaining plantings. The owner or developer shall provide a development agreement which sets a deadline by which the plantings will be installed to be approved by the Zoning Administrator. The surety and agreement must both be in a form approved by the County Attorney.

b. Consideration of Resolution 16-39 – A resolution requesting that Chelsea Road, Route 1003, From: 0.37 miles north of Route 1014 to dead end, be designated a rural rustic road – Joyce McGowan, Residency Administrator for VDOT – Ms. McGowan explained that in order to build Chelsea Road, included in the six year secondary road plan approved earlier, a resolution is required to allow VDOT to build to rural rustic standards. The resolution before the Board for consideration spells out the details and specifics.

Chairman Greenwood called for any discussions.

Supervisor Moskalski moved for approval of Resolution 16-39; motion was seconded by Supervisor Hodges.

Chairman Greenwood called for any further discussions.

There being no other discussions Resolution 16-39 was approved by the following roll call vote:

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

Resolution 16-39  
A RESOLUTION REQUESTING THAT CHELSEA ROAD, ROUTE 1003,  
FROM: 0.37 MI N OF RTE 1014 TO DEAD END,  
BE DESIGNATED A RURAL RUSTIC ROAD

WHEREAS, Section 33.1-70.1 of the *Code of Virginia*, permits the improvement and hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1500 vpd; and

WHEREAS, the Board of Supervisors of King William County, Virginia ("Board") requests that Chelsea Road, Route 1003, From: 0.37 Mi. N of RTE 1014 To: Dead End be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, this road is in the Board's six-year plan for improvements to the secondary system of state highways; and

WHEREAS, the general public and particularly those citizens who own land abutting this road have been made aware that this road may be paved with minimal improvements as is consistent with the development of a rural rustic road project; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics;

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right of way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Residency Administrator for the Virginia Department of Transportation.

Supervisor Ehrhart asked for an update on a recent request he made to repair potholes on Edgar Road.

Ms. McGowan will follow up on this request. She also noted the paving project on Route 30 will continue on both ends of the County for completion this year.

**RE: OLD BUSINESS**

a. Consideration of Resolution 16-29 – A resolution amending the King William County Board of Supervisors adopted monthly meeting schedule for 2016, specifically the policy of the meeting room location for regular meetings and work sessions for the Board –

Supervisor Moskalski moved for approval of Resolution 16-29, with change to begin with the Board of Supervisors Work Session of June 13, 2016. He clarified that

with this change all Board meetings will begin and be conducted in the Board Meeting Room of the Administration Building. The motion was seconded by Supervisors Hodges.

Chairman Greenwood called for any further discussions.

There being no other discussions Resolution 16-29 was approved by the following roll call vote:

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

Resolution 16-29  
Amending the King William County Board of Supervisors  
Adopted Monthly Meeting Schedule for 2016  
Specifically the Policy of the Meeting Room Location for  
Regular Meetings and Work Sessions of the Board

WHEREAS, during the annual adoption of the Board of Supervisors monthly meeting schedule for 2016 the following policy was included:

*“Regular meetings are held on the 4<sup>th</sup> Monday of each month, except for November and December, when the meeting will be held on the 3<sup>rd</sup> Monday in November because of the Thanksgiving holiday and the 3<sup>rd</sup> Monday in December because of the Christmas holiday.*

*Work sessions are held on the 2<sup>nd</sup> Monday of each month, except for October and November, when the work sessions are set on the 1<sup>st</sup> Monday because of conflicting meetings or holidays. No work session is scheduled for the month of December.*

*Regular meetings begin at 7:00 p.m., in the County Administration Office Conference Room in the King William County Administration Building where the Board considers modifications to the monthly meeting agenda. The meeting then moves to the Board Room in the King William County Administration Building.*

*The Board meets at 7:00 p.m. in the County Administration Office Conference Room for work sessions.*

*Regular meetings and work sessions, except those portions lawfully closed under the Virginia Freedom of Information Act, are open to the public.*

*The County Administration Office Conference Room and the Board Room are located in the King William County Administration Building, 180 Horse Landing Road, King William, Virginia 23086.*

*All requests to place a matter on a regular meeting agenda should be submitted in writing and received by the County Administrator’s Office at least ten (10) calendar days prior to said regular meeting”.*

WHEREAS, the Board of Supervisors deem it is appropriate to conduct all meetings of the Board in the Board Room, in the King William County Administration Building, beginning with their meeting of June 13, 2016.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors does hereby amend the meeting schedule policy for 2016 to specify that all meetings will begin in the Board Room and not in the County Administration Office Conference Room.

b. Consideration of Resolution 16-34(R) – FY 2017 Appropriations

Resolution – Mr. Griffin explained this resolution is reflective of the adopted budget and appropriates the funds.

Supervisor Ehrhart moved for approval of Resolution 16-34(R), motion was seconded by Supervisor Moskalski.

Chairman Greenwood called for any discussions.

There being no discussions Resolution 16-34(R) was approved by the following roll call vote:

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

R E S O L U T I O N 16-34(R)  
APPROPRIATING FUNDS FOR  
THE FISCAL YEAR BUDGET  
BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017  
FOR KING WILLIAM COUNTY, VIRGINIA

WHEREAS, in the manner prescribed by law, the Board of Supervisors of King William County, Virginia, has heretofore prepared and, on April 25, 2016, adopted a budget for informative and fiscal planning purposes for the fiscal year beginning July 1, 2016; and,

WHEREAS, it is now necessary to appropriate sufficient funds for the contemplated expenditures contained in the Budget and to set forth the Board's desired administration of those funds;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of King William County, Virginia, this 23<sup>rd</sup> day of May, 2016:

SECTION 1. GENERAL FUND. That the amounts herein named aggregating \$22,933,325 are hereby appropriated in the General Fund for the following functions subject to the conditions hereinafter set forth in this resolution for the fiscal year beginning July 1, 2016 and ending June 30, 2017, as follows:

General Fund:

General Government	\$	1,535,145
Judicial Administration		591,980
Public Safety		4,998,465
Public Works		1,660,120
Health & Welfare		918,656
Parks, Recreation & Cultural		566,410
Community Development		398,665
Education		10,590,250
Miscellaneous		613,474
Capital/Debt Service		1,060,160

Total General Fund:

**SECTION 2. SCHOOL OPERATING FUND.** That a local appropriation to the School Operating Fund in the amount of \$10,590,250 is hereby made, with \$2,221,506 of that funding allocated as a transfer to the debt service fund, and an additional appropriation in the amount of \$14,064,250 is hereby made for the fiscal year beginning July 1, 2016 and ending June 30, 2017, subject to and contingent upon the availability of funding from the Federal government in the amount of \$857,670 and from the Commonwealth in the amount of \$13,062,080, and from other local revenues in the amount of \$144,500. All of such appropriations are subject to the conditions hereinafter set forth in this resolution.

**SECTION 3. SCHOOL RESERVE FUND.** That an appropriation to the School Reserve Fund in the amount of \$322,000 is hereby made for the fiscal year beginning July 1, 2016 and ending June 30, 2017, subject to and contingent upon the availability of funding from the school fund balance. Such appropriation is subject to the conditions hereinafter set forth in this resolution.

**SECTION 4. SCHOOL CAFETERIA FUND.** That an appropriation to the School Cafeteria Fund in the amount of \$985,500 is hereby made, subject to and contingent upon the availability of funding from the Federal government in the amount of \$505,000, and from the Commonwealth in the amount of \$9,500, and from charges for services in the amount of \$461,000, and from recovered costs in the amount of \$10,000. Such appropriation is subject to the conditions hereinafter set forth in this resolution.

**SECTION 5. SPECIAL REVENUE FUNDS.** That the amounts hereinafter named aggregating \$2,555,476, or so much thereof as may be necessary, are hereby appropriated to the various Special Revenue Funds subject to the conditions hereinafter set forth in this resolution, and subject to and contingent upon the availability of funding from the sources hereinafter shown for each fund, for the fiscal year beginning July 1, 2016 and ending June 30, 2017, as follows:

Special Revenue Funds:

	Source of Funds	Appropriation
Virginia Public Assistance Fund:		
Recovered Cost	\$ 3,703	
State Support	294,520	
Federal Support	556,320	
Local Support (Transfer from General Fund)	<u>301,285</u>	
Total VPA Fund:		\$ <u>1,155,828</u>

	Source of Funds	Appropriation
Regional Animal Shelter Fund:		
Charges for Services	\$ 7,600	
Donations	14,350	
Recovered Cost (King and Queen County/Restitution)	132,500	
State Support	200	
Local Support (Transfer from General Fund)	<u>127,500</u>	
Total RAS Fund:		\$ <u>288,150</u>

	Source of Funds	Appropriation
Asset Forfeiture Funds:		
State Support	\$ <u>6,000</u>	
Total AF Fund:		\$ <u>6,000</u>

	Source of Funds	Appropriation
Victim Witness Fund:		
Recovered Cost (King and Queen County)	\$ 3,503	
State Support	103,242	

Local Support (Transfer from General Fund)	3,503	
Total VW Fund:		\$ <u>110,248</u>
Comprehensive Services Act Fund:		
	Source of Funds	Appropriation
Charges for Services	\$ 20,000	
State Support	412,395	
Local Support (Transfer from General Fund)	<u>379,605</u>	
Total CSA Fund:		\$ <u>812,000</u>
EMS Billing Fund:		
	Source of Funds	Appropriation
Charges for Services	\$ 126,250	
Total EMS Billing Fund:		\$ <u>126,250</u>
Fire Programs Fund:		
	Source of Funds	Appropriation
State Support	\$ 39,000	
Total Fire Programs Fund:		\$ <u>39,000</u>
4 -for- Life Fund:		
	Source of Funds	Appropriation
State Support	\$ 18,000	
Total Fire Programs Fund:		\$ <u>18,000</u>
		\$ <u>2,555,476</u>

**SECTION 6. CAPITAL PROJECTS FUND.** That the amounts herein named aggregating \$270,000 or so much thereof as may be necessary, are hereby appropriated to the Capital Project Fund subject to the conditions hereinafter set forth in this resolution for the purposes hereinafter mentioned for the fiscal year beginning July 1, 2016 and ending June 30, 2017, as follows:

Capital Project Funds:		
	Source of Funds	Appropriation
Capital Improvement Plan:		
Transfer from General Fund	\$ <u>270,000</u>	
Total CIP Fund:		\$ <u>270,000</u>
Total Capital Project Funds:		\$ <u>270,000</u>

**SECTION 7. DEBT SERVICE FUND.** That the amounts herein named aggregating \$3,212,376 or so much thereof as may be necessary, are hereby appropriated to the Debt Service Fund subject to the conditions hereinafter set forth in this resolution for the purposes hereinafter mentioned for the fiscal year beginning July 1, 2016 and ending June 30, 2017, as follows:

Debt Service Fund:		
	Source of Funds	Appropriation
Gen. Gov. Debt transfer from General Fund	\$ 790,160	
Utility Debt transfer from Utility Funds	200,710	
Gen Gov. Debt transfer from School Fund	<u>2,221,506</u>	
Total Debt Service Fund:		\$ <u>3,212,376</u>

**SECTION 8. PROPRIETARY FUNDS.** That the amounts herein named aggregating \$555,660 or so much thereof as may be necessary, are hereby appropriated to the Proprietary Funds subject to the conditions hereinafter set forth in this resolution for the purposes hereinafter mentioned for the fiscal year beginning July 1, 2016 and ending June 30, 2017, as follows:

Proprietary Funds:

Water Utility Fund:	Source of Funds	Appropriation
Charges for Services	\$ 220,510	
Total WU Fund:		\$ <u>220,510</u>
Sewer Utility Fund:	Source of Funds	Appropriation
Interest on Investments	\$ 1,000	
Charges for Services	100,000	
Local Support (Transfer from County)	96,955	
Total SU Fund:		\$ <u>197,955</u>
Parks and Recreation Program Funds:	Source of Funds	Appropriation
Charges for Services	\$ 137,695	
Total Internal Service Fund		\$ <u>137,695</u>
Total Proprietary Funds:		\$ <u>556,160</u>

**SECTION 9.** Monies are hereby appropriated for the fiscal year 2017 in the various funds for the purpose of liquidating encumbered purchase transactions and for continuing capital and special projects as of June 30, 2016, not to exceed the applicable fund balance/net assets/net position as recorded in the County’s audited accounting records. The County Administrator shall advise the Board of Supervisors in writing of the allocation of all such appropriations.

**SECTION 10.** Additional funds received for the following items are hereby appropriated for the purposes and to the programs for which received:

- a) Insurance recoveries and other payments received for damage to County vehicles or property;
- b) Refunds or reimbursements made to the County for which the County has expended funds directly related to that refund or reimbursement;
- c) Contributions and donations received for specific programs or purposes.

**SECTION 11.** All of the monies appropriated as shown by the items contained in Section 1 through Section 10 are appropriated upon the following terms, conditions and provisions:

(A) All appropriations are declared to be maximum, conditional and proportionate appropriations, the purpose being to make the appropriations payable in full in the amounts named herein only in the event the revenues collected from the anticipated non-local sources are sufficient to pay the appropriations in full; otherwise, said appropriation shall be deemed to be payable only in an amount equal to actual non-local revenue received. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds only as needed up to the amounts budgeted, or in accordance with any existing bond resolutions that specify the manner in which transfers are to be made.

(B) No department, agency or individual receiving an allocation of the appropriations made by this resolution shall exceed the amount of such allocation except with the prior consent and approval of the Board of Supervisors or, as set forth in paragraph (D) of this Section 11, the County Administrator where so authorized.

(C) Nothing in this resolution shall be construed as authorizing any reduction to be made in the amount appropriated in this resolution for the payment of interest on or

the retirement of any debt of King William County, including debt incurred for school purposes.

(D) The County Administrator is authorized to redistribute appropriations within, but not between, the several funds under the control of the Board of Supervisors as may be necessary to best meet the needs and interests of King William County, except that transfers of funds from payroll items to non-payroll items or vice versa and transfers of capital projects funds between individual projects as set forth in the approved Capital Improvements Program may only be made by the Board of Supervisors.

(E) Annual appropriated contributions to non-governmental entities in excess of \$25,000 shall be disbursed on a quarterly basis in July, October, January, and April with the amount disbursed not to exceed one-quarter of the total appropriation unless otherwise agreed by the Board.

(F) The County Treasurer, upon receipt of a written order from the County Administrator, is authorized to advance monies between the several County Funds under his custody provided, however, that the total advanced to any particular fund, plus the amount of monies disbursed from that fund, does not exceed the annual appropriation for said fund.

(G) To the extent such authorization is required, the County School Board is authorized to create such additional funds as it may deem necessary to account for its operations and to transfer the monies appropriated by this resolution for school purposes to such additional funds. Any such transfers shall not affect the status of such monies at year end or the reversion thereof as otherwise provided by law.

SECTION 12. The County Administrator and specific employees designated by him in writing are hereby authorized as signers of drafts on the Petty Cash account available to allow for emergency/immediate expenditures, not to exceed \$5,000, necessary in daily County operations.

SECTION 13. In accordance with the provisions of Senate Bill 488 which was adopted by the General Assembly of the Commonwealth of Virginia during the 2014 regular session and signed by the Governor of Virginia which created a special school tax district and established the taxing and appropriation authority of the King William County Board of Supervisors with respect to such special tax district and the county school division, the Board of Supervisors hereby designates the following local sources and amounts for the support of county school division operations and debt for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Special school tax district property tax levies (Including penalties and interest)	\$ 8,000,000
Prior year fund balance from property levies	0
County share of Local 1% Sales Tax	871,000
Motor vehicle license tax	370,000
Communication services sales taxes	385,000
Rolling Stock taxes	19,250
Bank net capital taxes	80,000
Business license taxes	315,000
Food and beverage taxes	275,000
Consumer Utility Tax	230,000
Utilities Gross Receipts	45,000
Total school appropriation (Includes school debt transfer from Gen. Fund)	\$10,590,250

The designation of these specific revenue sources for FY 2017 shall in no way restrict the Board of Supervisors in future appropriations. The appropriation of prior year funds to the King William School Division derived from property taxes in the special tax

district is not a part of the current year appropriation unless an amount from such source is specifically shown in the above listing. Should total receipts from the sources listed in this section exceed the amount estimated above, the excess shall be deemed to be property tax receipts. Such revenues shall be retained as fund balance for the special tax district and will be available for future appropriation by the Board of Supervisors for school operation or capital purposes. Should total receipts from the sources listed in this section be less than the amount estimated above, the Board will appropriate additional funds from sources designated in a future resolution as necessary to cover any gap in local funding. The appropriation of state or federal revenue is not addressed as such revenues are not local revenues covered by Senate Bill 488.

SECTION 14. All resolutions and parts of resolutions inconsistent with the provisions of this resolution are hereby repealed.

c. Consideration of Resolution 16-35 – FY 2017 Capital Improvement Program – Mr. Griffin explained that each year a Capital Improvement Program is developed and presented for planning purposes as part of the annual budget process. The budget adoption and appropriation process only commits and establishes authority of expenditure for projects in the FY 2017 Capital Improvement Plan. The remainder of the plan is for short to mid-range planning purposes only and documenting future capital needs serves as a guide.

Supervisor Moskalski moved for approval of Resolution 16-35; motion was seconded by Supervisor Hodges.

Chairman Greenwood called for any discussions.

Supervisor Ehrhart has concerns with the amount of increase suggested for FY 2018 and the appearance of spending money with no revenue source dedicated.

Supervisor Hansen also has concerns with the projected numbers suggested for FY 2019, 2020 and 2021. He feels this is inappropriate based on revenues we do not have at this time.

Supervisor Moskalski noted this plan is reviewed and adopted on a yearly basis. The resolution for consideration is for needed projects within the current fiscal year budget, which was adopted and duly appropriated. In his opinion, identifying projects in a reasonable amount of time is part of good governance. He supports this resolution.

Chairman Greenwood noted the Sheriff's Office Records Management and CAD system has to be replaced and is projected in FY 2018.

There being no other discussions Resolution 16-35 was approved by the following roll call vote:

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

Resolution 16-35  
A RESOLUTION ADOPTING THE FISCAL YEAR 2017-2021  
CAPITAL IMPROVEMENTS PROGRAM AS A LONG RANGE PLANNING  
DOCUMENT FOR KING WILLIAM COUNTY, VIRGINIA

WHEREAS, in consideration of information received from the departments and agencies of the County and direction from the Board of Supervisors, the County Administrator has developed a Proposed Fiscal Year 2017-2021 Capital Improvements Program; and

WHEREAS, the Capital Improvements Program serves as a long range planning document, subject each year to review and approval of funding by the King William County Board of Supervisors; and

WHEREAS, such review has been completed for the Fiscal Year 2017-2021 Capital Improvements Program;

NOW, THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors this 23<sup>rd</sup> day of May, 2016, that there is hereby adopted for planning purposes only (except for those projects specifically approved and funded in the FY 2017 budget and appropriation process), the County Administrator's Proposed Fiscal Year 2017-2021 Capital Improvements Program as previously presented to the Board and included in the agenda materials of this meeting.

d. Consideration of Resolution 16-36 – FY 2017 Pay and Classification

Plan – Mr. Griffin said consist with the adopted budget, a pay and classification plan has been developed for Board consideration.

Supervisor Moskalski moved for approval of Resolution 16-36; motion was seconded by Supervisor Hodges.

Chairman Greenwood called for any discussions.

Supervisor Hansen has concerns with the change made to the pay classification for the position of the Manager of the Regional Animal Shelter, specifically making the increase retroactive back to February 2016. He understands the authority of the County Administrator but feels this was inappropriate.

Mr. Griffin explained that the personnel policy allows him to make adjustments in salaries where warranted. He researched comparable positions in the region and found King William County was considerably lower than our competitors. Discussions were had with the County Administrator and the Finance Director of King and Queen County, they were in accord with the change. He reiterated the recently adopted budget reflects the salary put in place February 1, 2016, for this position.

Supervisor Hodges asked for clarification of the total amount of the increase in the salary for this position.

Mr. Griffin confirmed the total increase for this position is \$7,100 for the full year; half of the cost being covered by King and Queen County.

Mr. Stuck clarified the pay scale presented has not changed since 2015, except for the listed changes in the summary. He further noted an overall analysis of the compensation plan for the County has not been performed in about 14 years; further explaining these studies are necessary but are very expensive. The Board has the option to make changes to the recommended changes.

Supervisor Ehrhart also has concerns with making the change retroactive to February 1, 2016. His main concern being that the change was based on anticipated future regulations that may or may not occur.

Mr. Griffin expressed the number of long hours required of this position to get the job done. In his opinion, the additional compensation is fair, appropriate and well deserved.

Supervisor Moskalski feels the regulations expected to come soon will have drastic changes. In his opinion, the County Administrator has identified and preemptively corrected a glaring case.

Chairman Greenwood called for any further discussions.

There being no other discussions Resolution 16-36 was approved by the following roll call vote:

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

Resolution 16-36  
A RESOLUTION APPROVING A PAY AND CLASSIFICATION AND SALARY  
ADJUSTMENT PLAN FOR FISCAL YEAR 2017

WHEREAS, on the 25<sup>th</sup> of April, 2016, the King William County Board of Supervisors approved the annual budget for 2017 that included funding for adjustments to the County's pay and classification system and employee compensation; and

WHEREAS, the Board directed the County Administrator to develop and submit a proposed plan to implement adjustments within the available funding; and

WHEREAS, the recommendations of the County Administrator have now been presented to and reviewed by the Board, all as included in the agenda material for this meeting;

NOW, THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors this 23<sup>rd</sup> day of May 2016, that the FY 2017 Pay Plan showing the pay grades and pay ranges in the county pay system is approved; that the FY 2016 position classifications in the pay system are modified as shown on the FY 2017 Job Classification List of Current Allocated Positions; and that the County Administrator is authorized to implement the Plan of Adjustment in substantially the form as presented to this Board.

e. Consideration of Resolution 16-37 – A resolution amending subsection 5-2, Conduct of the Board, in the By-laws and Rules of Procedures of the Board of Supervisors of King William County, Virginia – Mr. Griffin noted that additional suggested changes to the By-laws and Rules of Procedures of the Board of Supervisors, by Supervisor Ehrhart, were received since publication of the packet. Those changes were presented to the Board for consideration.

Supervisor Moskalski asked for clarification on the suggested change under Section 5-2 Conduct of the Board – Board Member Actions, specifically related to press releases and ad-hoc events. He feels delineation of Board action and the act of an individual Board member is necessary.

Supervisor Ehrhart considers attendance of meetings on behalf of the Board should be vetted to the whole Board. He spoke of a recent advertisement in the *Country Courier* and feels the information provided gave the appearance of Board action without prior Board knowledge.

Chairman Greenwood clarified he was asked by the editor of the *Country Courier* to speak on the good things going on in the County, he considers that is what he did.

Supervisor Moskalski moved for approval of Resolution 16-37 as presented in the original packet; motion was seconded by Supervisor Ehrhart.

Chairman Greenwood called for any further discussions.

There being no other discussions Resolution 16-37 was approved by the following roll call vote:

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

Resolution 16-37  
A RESOLUTION AMENDING SUBSECTION 5-2, CONDUCT OF THE BOARD, IN  
THE BY-LAWS AND RULES OF PROCEDURE OF THE BOARD OF SUPERVISORS  
OF KING WILLIAM COUNTY, VIRGINIA

WHEREAS, the King William County most recently adopted By-laws and Rules of Procedure of the Board of Supervisors on January 25, 2016; and

WHEREAS, the King William County Board of Supervisors wishes to amend subsection 5-2, Conduct of the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of King William County that the following policy is established as Section 5.2 of its By-Laws and Rules of Procedure to govern any member's conduct on the Board:

#### Section 5-2, Conduct of the Board

##### Interactions w/ Staff

- (1) No one member of the Board of Supervisors shall direct the County Administrator or any staff member to take any action on behalf of the Board without a majority consensus of the Board.
- (2) No Board member shall unduly burden County employees with requests or contacts outside of normal working hours or meetings. Email requests made to staff should also be copied to the County Administrator and Board chair (at a minimum).

##### Board Agendas

- (1) When possible, any additions to the agenda should be requested through the County Administrator and Board chair seven (7) days prior to the meeting.
- (2) Not less than 24 hours in advance of the meeting, Board members should review the draft minutes and offer any comments, corrections, additions via email to the County Administrator and Board chair.
- (3) Revisions to the agenda can be offered any time prior to start of the meeting.

##### Conferences and Conventions

- (1) Any funds designated for Board member attendance will be allocated to each member on a pro rata basis. Each member shall make the sole determination as to which county related conference they will attend.
- (2) Any Board member who consented to attend a conference shall be responsible to take reasonable and timely action to cancel any required registration fees or hotel deposit. If the member does not take such action, they shall reimburse to the County a sum equal to the non-refundable fee/deposit.

##### Adherence to Confidentiality & Public Information Requirements

- (1) No Board member shall disclose privileged information to any individual, organization, corporation, or the like.
- (2) Any Board member responding to a citizen's request for public information (i.e. FOIA) should also copy the County Administrator and all other Board members on the response.

f. Consideration of Resolution 16-38 – A resolution to support amendment of the articles of incorporation and bylaws of the Tidewater RC&D Council, Inc. to facilitate its repurposing into the Middle Peninsula Economic Development Resource Organization and to appoint a representative to serve on the Board of Directors of the Middle Peninsula Economic Development Resource Organization, and to appropriate \$5,000 to the Middle Peninsula Economic Development Resource Organization –

Supervisor Hodges moved for approval of Resolution 16-38; motion was seconded by Supervisor Moskalski.

Chairman Greenwood called for any discussions.

Supervisor Hansen does not feel it is appropriate at this point to apply \$5,000 to this organization without a full and extensive idea of what this is all about.

Supervisor Ehrhart feels this is conceptually a good idea. He does not support joining the organization without revenue sharing.

Supervisor Hodges feels the County needs to get in the game and not set on the sidelines. He also spoke of the importance for this to be a regional effort.

Supervisor Moskalski has been involved since the inception of this organization. He feels economic development is important and a regional approach is the way to go. He is against attending the meetings of this organization without a voice or a vote.

Chairman Greenwood is comfortable with the \$5,000 joining fee. The County is not locked into the contract and can withdraw after the first year without approval of the entire membership.

Chairman Greenwood called for any further discussions.

There being no other discussions Resolution 16-38 was approved by the following roll call vote:

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

#### Resolution 16-38

A RESOLUTION TO SUPPORT AMENDMENT OF THE ARTICLES OF INCORPORATION AND BYLAWS OF THE TIDEWATER R C & D COUNCIL, INCORPORATED TO FACILITATE ITS REPURPOSING INTO THE MIDDLE PENINSULA ECONOMIC DEVELOPMENT RESOURCE ORGANIZATION, AND TO APPOINT A REPRESENTATIVE TO SERVE ON THE BOARD OF DIRECTORS OF THE MIDDLE PENINSULA ECONOMIC DEVELOPMENT RESOURCE ORGANIZATION, AND TO APPROPRIATE \$5,000 TO THE MIDDLE PENINSULA ECONOMIC DEVELOPMENT RESOURCE ORGANIZATION

WHEREAS, the Tidewater R C & D Council, Incorporated has prepared articles of amendment and restatement and amended bylaws in order to repurpose it as the Middle Peninsula Economic Development Resource Organization ("MPEDRO"); and

WHEREAS, King William County hereby indicates that it wishes to become a member of the MPEDRO; and

WHEREAS, the Bylaws of the MPEDRO permit each member jurisdiction to appoint one natural person to serve on the Board of Directors; and

WHEREAS, the MPEDRO will continue to be operated exclusively for charitable, religious, educational, and scientific purposes as described in Section 501(c)(3) of the Internal Revenue Code of 1986; and, specifically, to (a) secure technical, educational, monetary, and other services necessary in carrying out a plan of action for the orderly development and full utilization of the area's human and natural resources; (b) develop and carry out such a plan of work for the area in an effort to improve economic conditions; (c) cooperate and assist in implementation of plans of other similar organizations and agencies; and (d) create a general awareness of need for improvement of the environment by consideration and orderly development of resources for the area; and

WHEREAS, King William County desires to continue to support the charitable purpose of the MPEDRO.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of King William County, that King William County supports amendment of the articles of incorporation and bylaws of the Tidewater R C & D Council, Incorporated to facilitate its repurposing into the Middle Peninsula Economic Development Resource Organization, and appoints Supervisor Travis Moskalski as its representative to serve on the board of directors of the Middle Peninsula Economic Development Resource Organization for the term of one year, and appropriates \$5,000 to the Middle Peninsula Economic Development Resource Organization.

g. Reduction in days of operation of VPPSA Convenience Center sites, continuation of May 9, 2016 discussions – Mr. Griffin stated the recently adopted budget incorporates cuts to funding requested by the Virginia Peninsulas Public Service Authority (VPPSA). The only place to achieve these cuts are in the hours of operations at the convenience centers, which would require a reduction of 2 days. He recommends eliminating one day from one of the two northern centers, Epworth or King William Transfer, and one day from one of the two southern centers, the VFW Road or Landfill, with both days being on Wednesday.

Chairman Greenwood called for any discussions.

Supervisor Ehrhart said cuts were not made to the funding request made by VPPSA, and considers they were level funded. In his opinion, staffing could be cut at the King William Transfer site to achieve the necessary cuts.

Mr. Griffin has explored suggested options. VPPSA feels that given the volume at the King William Transfer cuts should not be made for that location. He noted the space and equipment is in need of expansion at this location; staffing is adequate for the volume.

Supervisor Ehrhart moved to approve closing the Landfill and Epworth convenience centers on Wednesdays; motion was seconded by Supervisor Moskalski.

Chairman Greenwood called for any further discussions.

There being no other discussions the motion was approved by the following roll

call vote:

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

**RE: NEW BUSINESS CONTINUED**

d. Consideration of Resolution 16-40(R) – King William County policy for compensation of County Board and Commission members – Mr. Griffin explained a question was brought up by a Board member regarding compensation for members appointed to County Boards and Commissions. He suggested establishing a consistent policy that provides compensation to defer the cost of meeting attendance for the boards to which it provides compensation for attendance. Currently compensation is provided to members of the King William County Planning Commission, the King William Board of Zoning Appeals, and the King William Social Services Board. The adopted budget includes compensation for each. The resolution for consideration proposes compensation to members appointed to the Social Services Board, the BZA and the Planning Commission for meetings attended. The resolution also proposes no compensation to Board of Supervisor members serving on any County appointed Board or Commission. Proposed effective date for change is May 23, 2016.

Chairman Greenwood called for any discussions.

Supervisor Hodges be consistent and recommends compensation be set at \$250 a quarter for the appointed members on the boards and commissions currently receiving compensation; Supervisor Moskalski agrees.

There was a brief discussion regarding the current and proposed compensation for appointed members, which included no compensation for appointed Board of Supervisors members, serving on the mentioned boards and commissions.

Supervisor Moskalski moved for approval of Resolution 16-40(R)(1) setting the compensation for members of the King William Planning Commission, the King William Board of Zoning Appeals and the King William County Social Services Board at \$83.33 per meeting, for attendance, with an effective date of May 23, 2016, Board of

Supervisor members serving on these boards and commissions shall not receive compensation for meetings attended; motion was seconded by Supervisor Hodges.

Chairman Greenwood called for any further discussions.

There being no other discussions Resolution 16-40(R)(1) was approved by the following roll call vote:

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

Resolution 16-40(R)(1)  
 KING WILLIAM COUNTY  
 POLICY FOR COMPENSATION OF  
 COUNTY BOARD AND COMMISSION MEMBERS

WHEREAS, the Board of Supervisors currently provides compensation to defer the cost of attendance for the following county boards only: the King William Planning Commission, the King William Board of Zoning Appeals and the King William Social Services Board; and

WHEREAS, the Board of Supervisors has fixed this compensation at \$250.00 per quarter per member of the King William Social Services Board; and

WHEREAS, the Board of Supervisors has fixed this compensation at \$100.00 per meeting per member of the King William Planning Commission and the King William Board of Zoning Appeals; and

WHEREAS, the King William Social Services Board on April 26, 2016, voted that “if it becomes necessary to cancel a Board of Social Services meeting, the King William Board of Social Services will meet on the following Thursday at 5:30 p.m. in the King William County Social Services Board Room. If it is necessary to cancel the meeting on the following Thursday and there will be no meeting held in that month there will be no Board compensation received for that month”; and

WHEREAS, it is already the practice that when there will be no meeting held in that month there will be no compensation received for that month for the King William Planning Commission nor the King William Board of Zoning Appeals; and

WHEREAS, the King William County Board of Supervisors wishes to establish a consistent policy that provides compensation to defer the cost of meeting attendance for the boards to which it provides compensation for attendance.

NOW, THEREFORE, BE IT RESOLVED, that the King William County Board of Supervisors adopts a policy that compensation of \$83.33 per meeting is provided for attendance of board members of the King William Social Services Board and \$83.33 per meeting for the King William Planning Commission and the King William Board of Zoning Appeals.

BE IT FURTHER RESOLVED that the King William County Board of Supervisors provides compensation for attendance to board members of the King William Planning Commission, the King William Board of Zoning Appeals and the King William Social Services Board only when there is a meeting held in the month.

BE IT FUTHER RESOLVED that members of the King William County Board of Supervisors shall not receive compensation for service on any board or commission beyond their salary as a member of the Board of Supervisors.

BE IT FURTHER RESOLVED that the King William County Board of Supervisors sets the effective date of this resolution as: May 23, 2016.

BE IT FURTHER RESOLVED that a copy of this resolution shall be made a part of the meeting minutes of said Board of Supervisors.

e. Resolution 16-32 – A resolution to adopt the Middle Peninsula All

Hazards Mitigation Plan update –

Supervisor Ehrhart moved to table this item until the June business meeting; motion was seconded by Supervisor Hansen.

Chairman Greenwood called for any further discussions.

Mr. Griffin noted there is a little time left to make a decision on this matter and the next meeting should be sufficient.

There being no other discussions this item was tabled by the following roll call vote:

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

**RE: ADMINISTRATIVE MATTERS – K. CHARLES GRIFFIN, COUNTY**

**ADMINISTRATOR** – Mr. Griffin said he is in discussions for potential broadband solutions and expects to come back to the Board very soon with additional information for further direction.

**RE: BOARD OF SUPERVISORS COMMENTS**

Chairman Greenwood opened the Board of Supervisors comment period.

Supervisor Hodges thanked all for attending the meetings and he strives to represent the entire County and not just one district.

Supervisor Moskalski is appreciative the Board was able to get through the extensive amount of items on the agenda tonight in a short amount of time. He is grateful for the support in joining the Regional Economic Development Organization. He asked that during the Memorial Day holiday we all remember the men and women who have given their lives for the freedom that we all exercised here tonight.

Supervisor Hansen appreciates the large turnouts at the meetings of the Board. He urged citizens to review the all hazards plan available on the County website.

Supervisor Ehrhart shared that he and Supervisor Moskalski will be attending a regional meeting hosted by HRSD on water reuse and sustainability. He looks forward

to meeting and working with the newly hired Director of Financial Services. He participated in the interview panel for the emergency manager position and feels some very qualified candidates were interviewed. He looks forward to a joint meeting with the Planning Commission to move ahead with the comprehensive plan.

Chairman Greenwood thanked everyone for attending the meeting and wished everyone a happy Memorial Day. He too has the interests of the entire County and not just one district or a particular party.

**RE: APPOINTMENTS**

No appointments were considered by the Board.

**RE: ADJOURNMENT**

There being no other business to come before this Board, Chairman Greenwood adjourned the meeting at 9:45 p.m.

COPY TESTE:

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Stephen K. Greenwood, Chairman  
Board of Supervisors

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Bobbi L. Langston  
Deputy Clerk to the Board