

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY,
 VIRGINIA, HELD ON THE TWENTY-FOURTH DAY OF MAY, NINETEEN HUNDRED EIGHTY-TWO
 AT 3:00 P.M., IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY
 ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Abram Frink, Jr., Chairman, Roberts District
 Perry M. DePue, Vice-Chairman, Powhatan District
 Jack D. Edwards, Berkeley District
 Thomas D. Mahone, Jamestown District
 Stewart U. Taylor, Stonehouse District

James B. Oliver, Jr., County Administrator
 John E. McDonald, Assistant to the County Administrator
 Frank M. Morton, III, County Attorney

B. HIGHWAY MATTERS

Mr. Frank Hall, Virginia State Department of Highways and Transportation, reported that the construction on the Mooretown (Route 603) bridge should be complete by the end of the week. He also stated that the new turn lane in Norge is near completion.

Mr. DePue commended the Highway Department for the work being done on the Mooretown bridge.

Mr. Frink asked Mr. Hall if Grove Heights Avenue would be surfaced this year.

Mr. Hall replied that it would be surfaced this year.

Mr. Oliver stated that the Landfill road was in bad condition.

Mr. Hall stated that he would see to it that repairs be made.

Mr. Frink acknowledged the students from Lafayette High School visiting for Government Day.

Mr. Stokes, Government teacher at Lafayette High School stated that this was their third annual Government Day and that they were happy to be present at the Board meeting.

C. CONSENT CALENDAR

Mr. Frink asked if anyone wished to remove an item from the Consent Calendar. Mr. Mahone requested that item No. 3 be removed from the Consent Calendar. Mr. DePue moved for approval of all items except No. 3. On a roll call, the vote was AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0).

1. Case No. CUP-22-82. Ronald Dean Walters

R E S O L U T I O N
CONDITIONAL USE PERMIT

WHEREAS, it is understood that all conditions for the consideration of an application for a Conditional Use Permit have been met;

THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County that a Conditional Use Permit be granted for the placement of a mobile home on the property owned and developed by the applicant as described below and on the attached site location map.

Applicant:	Mr. Ronald Dean Walters
Tax Map I.D.:	(9-3) (4-21)
District:	Stonehouse District
Zoning:	A-1, General Agriculture
Permit Term:	N/A
Further Conditions:	None

2. Case No. SUP-2-82. Hitchens/Anthony Accessory Apartment Application Fee Refund

R E S O L U T I O N

WHEREAS, the staff has determined that a Special Use Permit is not required in the case of SUP-2-82, accessory apartment; and

WHEREAS, the applicant, Mrs. Sharon Scruggs, has paid the \$125.00 application fee;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County that the application fee of \$125.00 for Case No. SUP-2-82 be refunded to Mrs. Sharon Scruggs.

4. Certification of Warrants

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RESOLUTION
CERTIFICATION OF WARRANTS

WHEREAS, the Board of Supervisors of James City County must certify warrants under the Code of Virginia;

THEREFORE, BE IT RESOLVED, that on a motion made by Perry M. DePue and carried by a majority roll-call vote, the Board of Supervisors of James City County hereby certifies the following warrants for the month of April 1982:

GENERAL FUND	Checks	#103642-104056
	Totalling	\$1,514,706.20
GENERAL FUND PAYROLL	Checks	#206341-206904
	Totalling	\$229,061.95
SANITARY DISTRICT NO. 1	Checks	#500017
	Totalling	\$13,329.16
SANITARY DISTRICT NO. 2	Checks	#600087-600097
	Totalling	\$3,940.90
SUBDIVISION ESCROW		-0-
COMMUNITY DEVELOPMENT	Checks	#384-386
	Totalling	\$11,767.10
REVENUE SHARING	Checks	#400021
	Totalling	\$17,000.00
JCC BOND SINKING FUND		-0-

3. Change in Signature Cards - County Petty Cash

Mr. Mahone asked what names were authorized on the previous signature cards other than Mr. Johnston who has left county employment.

Mr. McDonald replied that Steve Kanehl, Mr. Oliver and himself were the three authorized to sign petty cash checks.

Mr. Mahone questioned the amount available for petty cash checks.

Mr. McDonald stated that the petty cash account has a limit of \$1,000.00 which lasts from four to six weeks. He also stated that the petty cash fund was used for stamps, travel advances, postage fees, early payments to access discounts and the purchase of immediate supplies. He went on to say that one signature was necessary for signing the checks.

Mr. Mahone stated that he thought there should be two signatures when signing checks.

Mr. Morton stated that the persons authorized to sign the checks are bonded.

Mr. DePue stated that the staff should ask the auditors if the present procedures for one signature was adequate.

Mr. McDonald stated that even though one signature is necessary on the check, the check is reviewed by more than one person prior to issue and that a "post issue" review is also conducted.

Mr. Mahone moved for approval of the resolution. On a roll call, the vote was AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0).

R E S O L U T I O N

JAMES CITY COUNTY PETTY CASH ACCOUNT

BE IT RESOLVED, by the James City County Board of Supervisors, that the following persons are hereby authorized to sign checks for the James City County Petty Cash Fund, Account Number 95-00-499 with United Virginia Bank:

James B. Oliver, Jr.

OR

John E. McDonald

OR

Darlene L. Burcham

OR

Steven R. Kanehl

whose signatures shall be duly certified to said Bank, and that no checks drawn against said Bank shall be valid unless so signed.

BE IT FURTHER RESOLVED, that this resolution shall replace any and all previous resolutions so authorized regarding this account, and that this resolution shall continue in force until written notice to the contrary is duly served on said Bank.

D. BOARD CONSIDERATIONS

1. Appropriation of Fiscal Year 1982 Section 8 Existing Supplemental Administrative Funds

Mr. Daniel R. Lynn, Jr., Assistant to the County Administrator, presented this matter before the Board, stating that the County is administering the Section 8 Rental Assistance Program which assists low income renters who live in the County. He also said that this program is funded through a contract with the Virginia Housing and Development Authority (VHDA). He went on to say that the appropriation of the \$1,200 would allow us to free an equivalent amount from the Community Development fund to do other Community Development activities.

Mr. DePue questioned whether there were other funds appropriated out of Community Development monies to augment \$7,750 in Section 8 program expenses.

Mr. Lynn explained that the total cost of the program is approximately \$10,000, and because the \$7,750 would not fund the entire program, a small amount of Community Development money is used to fund the program.

Mr. DePue moved to approve the resolution. On a roll call, the vote was AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0).

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RESOLUTION

WHEREAS, James City County operates the Section 8 Existing Rental Assistance Program on behalf of the Virginia Housing and Development Authority (VHDA), and receives funds from Virginia Housing and Development Authority to support the administration of the program; and

WHEREAS, Virginia Housing Development Authority has available supplemental funds totalling \$1,200.00 to support the County's Section 8 Operating Expenses for the remainder of this fiscal year (through June 30, 1982);

THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, that the \$1,200.00 to be received from Virginia Housing and Development Authority be appropriated to the Section 8 Existing Rental Assistance Program.

2. Invitation to Join Pamunkey River Water Committee

Mr. Daniel R. Lynn, Jr., Assistant to the County Administrator presented this matter to the Board. Mr. Lynn stated that everything we know about this committee is positive. He said that this is an opportunity to look at alternative water resources with three other counties; Hanover, King William and New Kent Counties. Mr. Lynn stressed the importance of becoming a part of the water study group. He went on to say that membership in this group will allow or even force us as a county to take a serious look at various water issues coming before the General Assembly in this coming session.

Mr. Lynn also stated that participation in the committee would make it easier to use the water from the river when needed and that compensation for use of water resources from other areas is a possibility in the near future and James City County, as a member of the group, would be likely to have to pay less than if not in the group.

Mr. Mahone asked whether it was too early to have a response to Mr. Morton's letter dated May 17, 1982.

Mr. Lynn stated that we do not have a written response but we have had a verbal response.

Mr. Oliver stated that the staff is asking the Board, if prepared, to appoint one of the members and then one of the staff people to become members of the committee so that we could become a part of the deliberations.

Mr. Frink questioned whether or not this committee appointment would hamper the Ware Creek project.

Mr. Oliver stressed the importance in becoming a member of the committee and that he did not think that it would interfere with Ware Creek. He also stated that it would give us more information in terms of making water decisions down the road.

Mr. Mahone stated that he can see this as an effort of the other counties to protect their interest against Newport News who has the clout to come in and establish themselves and take over. He assumed that Newport News was not invited to join this committee.

Mr. Taylor wanted to know why James City County was invited to become a member of this committee.

Mr. Oliver said that the committee knows that James City County is interested in water development, that our Board has shown leadership in this area, and that the County has moved ahead with similar water development planning efforts.

Mr. Oliver said becoming a member of this study would give us a very good opportunity and force us to accelerate our agenda for looking at water development issues.

Mr. Edwards stated that he would support the resolution but that we should be careful and sensitive about the possible conflicts concerning the amount of water available.

Mr. Frink was supportive of the resolution but would feel more comfortable if the Board waited for a response to Mr. Morton's letter before passing the resolution.

Mr. Taylor stated that he wanted more answers, but that it would be better to be on the inside than the outside.

The matter was deferred until the next meeting.

3. FY 1982 Budget Salary Transfers

Mr. John E. McDonald, Assistant to the County Administrator, presented this matter to the Board. Mr. McDonald stated that every year in the preparation of our budget, the staff estimates are based on expected conditions and salary levels of various departments. He stated that at the end of the year the staff has a need to adjust the salary accounts in various departments to reflect the impact of a centrally-administered pay plan.

Mr. Mahone questioned the shortfalls and/or growths in the departments of Real Estate Assessments, Fire and Recreation.

Mr. McDonald explained that in Real Estate, the staff did not foresee a turnover in a major position with the subsequent payment of accumulated leave and other associated expenses. Concerning the Fire Department, an adjustment was made in the Holiday schedule affecting overtime payments for firemen. In regard to the Recreation Department, the summer programs which the staff define by fiscal year as beginning on July 1, actually begin in mid-June.

Mr. DePue moved for approval of the resolution. On a roll call, the vote was AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0).

R E S O L U T I O N

SALARY TRANSFERS

WHEREAS, the Board of Supervisors of James City County adopts an annual budget that includes departmental allocations of salaries and fringes; and

WHEREAS, the Board of Supervisors has also adopted a centrally-administered personnel policy, creating minor discrepancies in various departmental budgets;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of James City County authorizes the following budget transfers to salary and fringe benefit budgets

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	<u>To</u>	<u>From</u>
Clerk of the Circuit Court	\$ 1,500	
Commonwealth Attorney	250	
Real Estate Assessments	6,000	
Police	2,700	
Fire	10,000	
Emergency Medical Services	3,400	
Central Dispatch	750	
Recreation	2,500	
Program Development Grants		2,000
Building and Grounds		6,000
Board of Supervisors		3,500
County Administration		5,500
Planning		8,000
Landfill		2,100
	<u>\$27,100</u>	<u>\$27,100</u>

4. Proposed Community Center

Mr. Oliver presented this matter to the Board requesting that they adopt a resolution authorizing the County Administrator to execute an architectural agreement with the City of Williamsburg and the architectural firm and the expenditure of \$6,250 in support of the joint feasibility study for the Community Center.

Mr. Mahone moved to adopt the resolution.

Mr. DePue moved that an amendment be made to the resolution, changing the wording to read "an interest in the development of a community center" instead of "a commitment to the development of a community center." He also moved to adopt the resolution as amended. The motion to amend the resolution carried by a roll call vote of AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0). The resolution, as amended, carried by a roll call vote of AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0).

R E S O L U T I O N

COMMUNITY CENTER

WHEREAS, the Board of Supervisors of James City County has previously indicated an interest in the development of a community center, and

WHEREAS, the City of Williamsburg has invited James City County to be an equal participant in a community center feasibility study,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of James City County authorizes the County Administrator to execute an architectural agreement with the City of Williamsburg and the architectural firm, and the expenditure of \$6,250 in support of said joint feasibility study.

E. MATTERS OF SPECIAL PRIVILEGE

None.

F. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Oliver asked the Board to cancel the July 12th meeting, and schedule the July 26th meeting for 7:30 P.M. due to the NACO meeting the week of July 12, 1982.

Mr. Mahone moved to pass a resolution for making these changes. On a roll call, the vote was AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0).

R E S O L U T I O N

CHANGE OF BOARD MEETING DATE

WHEREAS, Board of Supervisors of James City County in recognition of the conflict between the previously scheduled July 12th meeting and the National Convention of the National Association of Counties, has decided to cancel its meeting of July 12th in order to allow certain Board members and key staff to attend the conference;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County hereby cancels its previously scheduled meeting of July 12, 1982 at 7:30 P.M. and reschedules the meeting scheduled for July 26, 1982 from 3:00 P.M. to 7:30 P.M. to allow for evening public hearings in the month of July.

Mr. Oliver requested that the Board go into Executive Session to discuss a personnel matter according to Section 2.1-344(1) and a property matter according to Section 2.1-344(2) of the Code of Virginia 1950 as amended.

Mr. Morton explained to the Government students the purpose of the Board members going into executive sessions and that the law requires the citing of Sections from the Code book.

G. BOARD REQUESTS AND DIRECTIVES

Mr. Mahone requested that the Board members have the minutes from the previous meetings before the next meeting.

Mr. Taylor made a motion to go into Executive Session to discuss a personnel matter and a property matter pursuant to Sections 2.1-344(1) and (2) of the Code of Virginia 1950 as amended. On a roll call, the vote was AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0).

The Board convened into Executive Session at 4:10 P.M. and returned to Public Session at 4:45 P.M.

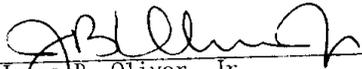
Mr. DePue moved to appoint members to the committee for the feasibility study for the community center. Appointed were Chairman of the Board of Supervisors, Chairman of the County Recreation Commission, and Recreation Coordinator. The persons currently filling those positions are Abram Frink, Jr., Barry Fratkin and Calvin Cross, respectively. On a roll call, the vote was AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0).

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Mr. Edwards moved to reappoint Dr. Neill P. Watson to the Colonial Services Board for a three-year term expiring December 31, 1984. On a roll call, the vote was AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0).

Mr. Taylor moved to adjourn. On a roll call, the vote was AYE: Frink, DePue, Edwards, Mahone, Taylor (5). NAY: (0).

The meeting ADJOURNED at 4:50 P.M.


James B. Oliver, Jr.
Clerk to the Board