

THE RECESSED MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE TWENTY-SIXTH DAY OF MARCH, NINETEEN HUNDRED EIGHTY-FOUR AT 3:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

**A. ROLL CALL**

Stewart U. Taylor, Chairman, Stonehouse District  
 Jack D. Edwards, Vice-Chairman, Berkeley District  
 William F. Brown, Roberts District  
 Perry M. DePue, Powhatan District  
 Thomas D. Mahone, Jamestown District

James B. Oliver, Jr., County Administrator  
 Darlene L. Burcham, Assistant County Administrator  
 Frank M. Morton, III, County Attorney

**B. MINUTES** - March 8, 1984  
 March 12, 1984 - Work Session  
 March 12, 1984 - Regular Meeting

Mr. Mahone made the motion to approve the Minutes as presented.

On a roll call, the vote was AYE: Brown, Edwards, Mahone, DePue, Taylor (5). NAY: (0).

**C. HIGHWAY MATTERS**

Mr. Frank N. Hall, Resident Engineer, reported that prices are being secured for the right turn lane at Strawberry Plains and Ironbound Roads. Mr. Hall reported the work should commence by the end of April.

Mr. Brown requested an update on cutting back the shoulders and brush at the two curves on Route 60 East. Mr. Hall reported that the bank is laid back as far as the right-of-way. When development in the area across from Carter's Grove is completed, alterations may be made to the bank.

Addressing Mr. Brown's request for additional left turn lanes at various locations, Mr. Hall reported that because of right-of-ways and budgetary restrictions, such lanes are not possible at this time.

Mr. DePue requested that the grass be cut at the exit at the 7-11 Store in Norge, across from the Producers' Cooperative.

Mr. Taylor reported that members of the Board would be present at the Preallocation Hearing for the Suffolk District of the Department of Highways and Transportation, in Suffolk, Virginia, March 29, 1984.

**D. PUBLIC HEARING**

1. FY 1985 Budget

John E. McDonald, Director of Financial and Management Services, summarized the FY 1985 Proposed Budget for the Board.

Mr. Taylor opened the public hearing.

Dr. John E. Allen, Superintendent of the Williamsburg-James City County Public Schools, reported the impact of the County Administrator's recommended budget on school operations. Dr. Allen requested that the Board of Supervisors consider the County Administrator's recommendation for the Schools as the absolute minimum for funding, and that where possible, funds be restored to accomplish the School Board's plan for a quality school program.

As there were no other persons wishing to speak, the public hearing was closed.

Mr. DePue commended County staff on preparing a budget which followed the Board's goal and indicated that the Board will try to mold the proposed County Administrator's budget into a Board budget.

Mr. Mahone expressed disappointment at the lack of participation by citizens at the Public Hearing on the Proposed Budget. He read a portion of one letter from a citizen objecting to new positions.

Mr. Taylor invited public participation at the work sessions on the proposed budget.

**E. CONSENT CALENDAR**

Mr. Taylor asked the Board members if they wished to have any items removed from the Consent Calendar.

Mr. Taylor made the motion to approve the items on the Consent Calendar.

On a roll call, the vote was AYE: Brown, Edwards, Mahone, DePue, Taylor (5). NAY: (0).

1. Set-Off Debt Collection Act.

RESOLUTION

SET-OFF DEBT COLLECTION ACT

WHEREAS, the Board of Supervisors of James City County may participate in a collection of outstanding claims through the State Department of Taxation under the Set-Off Debt Collection Act;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County hereby authorizes the County Treasurer to participate in the State Department of Taxation Set-Off Debt Collection program; appoints Frances Whitaker, Treasurer, as coordinator for James City County; and directs the County Administrator to so advise the State Department of Taxation.

2. FY 1985 Budget Requests to the State Compensation Board.

RESOLUTION

IN SUPPORT OF FY 1985 BUDGET REQUESTS  
STATE COMPENSATION BOARD

WHEREAS, the Board of Supervisors of James City County has determined that the budget requests submitted by the Sheriff, Treasurer, and Commissioner of Revenue are both reasonable and well-justified.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County does hereby endorse and recommend for your favorable consideration the following:

1. The James City County Treasurer has requested approval of \$118,221.00 in salaries, \$34,201.00 in office expenses, \$810.00 in mileage and \$440.00 in rental equipment for the upcoming fiscal year; said salaries to include \$19,070.00 for two positions which heretofore have been totally funded by James City County.
2. The James City County Sheriff has requested approval of \$93,387.00 in salaries, \$2,720.00 in office expenses and \$12,000.00 in mileage.
3. The James City County Commissioner of the Revenue has requested approval of \$124,086.00 in salaries, \$32,710.00 in office expenses and \$800.00 in mileage; said salaries to include \$10,974.00 for a full-time Account Clerk I to replace a seasonal

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part-time clerk typist who assists the public in preparing State Income Tax returns, personal property tax forms, and aids in typing and filing all office correspondence.

RESOLUTION

REGIONAL JAIL BUDGET REQUEST  
STATE COMPENSATION BOARD

WHEREAS, the County of James City and the City of Williamsburg jointly operate a regional jail under the direction of the Sheriff of the City of Williamsburg; and

WHEREAS, the service area for the Williamsburg Regional Jail includes both the City and the County, with a combined population, according to the 1982 provisional data of the Tayloe-Murphy Institute of 34,400 persons;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County strongly urges the State Compensation Board to establish the salary of the Sheriff of the City of Williamsburg in recognition of the full service area served by the Williamsburg Regional Jail and in a manner fully consistent with the stated objectives of the General Assembly in codifying a salary scale for Constitutional Officers under Section 14.1-73 of the Code of Virginia.

RESOLUTION

COMPENSATION BOARD - COMMONWEALTH'S ATTORNEY

WHEREAS, the Board of Supervisors of James City County, in review of the budget for the Commonwealth's Attorney as proposed to the State Compensation Board, concurs in the proposed request; and

WHEREAS, the Commonwealth's Attorney serves both the City of Williamsburg and James City County whose respective populations were 10,100 and 24,300 (for a combined total of 34,400) according to provisional 1982 data released by the Tayloe-Murphy Institute,

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors strongly urges that the State Compensation Board consider favorably the proposed budget, as follows:

Salaries	\$ 33,107
Office Expenses	<u>1,855</u>
Total	<u>\$ 34,962</u>

AND BE IT FURTHER RESOLVED that with the combined City of Williamsburg and James City County population soon to reach 35,000, (the required minimum population to be considered a full-time office), that the Compensation Board accept an amended request as soon as data from the Tayloe-Murphy Institute becomes available (probably in June, 1984) to document this population level.

3. Crime Line Donations.

RESOLUTION

CRIME LINE DONATIONS

WHEREAS, the James City County Board of Supervisors did create the "Donation Trust Fund" on September 13, 1982 for the purpose of providing a means of depositing and disbursing donations in accordance with the instructions of the donor;

NOW, THEREFORE, BE IT RESOLVED by the James City County Board of Supervisors that the Donation Trust Fund be designated to accept donations and make disbursements for the County's "Crime Line" program, and

BE IT FURTHER RESOLVED that interested civic clubs, commercial establishments and citizens are encouraged to contribute to this program in an effort to offer incentives for information on major crimes.

- 4. Sanitary District #2 - Tarleton Bivouac - Newport News Water Extension.

RESOLUTION

SANITARY DISTRICT NO. 2  
TARLETON BIVOUAC - NEWPORT NEWS WATER EXTENSION

WHEREAS, 25% of the property on Tarleton Bivouac is without public water; and

WHEREAS, this is an area where individual wells have failed and where new dwellings are being constructed, and

WHEREAS, Newport News has charged approximately \$10.00 per linear foot for water main extensions.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors authorizes execution of Newport News Water Extension Agreement No. 26-1984, and

BE IT FURTHER RESOLVED that an availability charge of \$1,000 per lot shall be applied to the 12 lots abutting this water main extension.

- 5. James Terrace Water - FmHA Loan Application.

RESOLUTION

SANITARY DISTRICT NO. 1 - JAMES CITY COUNTY  
JAMES TERRACE WATER IMPROVEMENTS

WHEREAS, for many years the James Terrace area has experienced serious water quality problems and the citizens have urged the Board to provide good quality water; and

WHEREAS, the James City Service Authority plans to purchase the existing private water system serving James Terrace, to extend a water supply main from the Authority's system to James Terrace, and to serve the James Terrace area with Authority water,

THEREFORE, BE IT RESOLVED that the Sanitary District No. 1 Board hereby authorizes the James City Service Authority to acquire, own, and operate the water system serving James City County Sanitary District No. 1, to extend a new water supply main within the Sanitary District No. 1 and to provide Authority water service within the Sanitary District for a period of not less than 40 years from date of acquisition, using fees and charges as may be required to defray expenses and amortize capital improvements.

IT BEING UNDERSTOOD that final approval for the Authority to serve water to James Terrace is contingent upon the Authority's ability to provide the necessary funds to acquire, construct, and operate the water system to serve the James Terrace area.

- 6. Appropriation to the Social Services Department.

RESOLUTION

APPROPRIATION TO THE SOCIAL SERVICES DEPARTMENT

WHEREAS, the State Board of Social Services has provided a 100% funding to render additional services to the local Department of Social Services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County that \$1,500 in Revenues from the Commonwealth be appropriated for employment services, such appropriations to be

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designated as carried forward appropriations beyond the fiscal year if not entirely expended.

7. Set a Joint Public Hearing for Water and Sewer Utility Rates.

John E. McDonald, Director of Financial and Management Services, requested that the Board of Supervisors establish a joint public hearing on Water and Sewer Utility Rates, Budget, and the Operating Policy at 7:00 p.m., Monday, April 9, 1984. A work session on the proposed rates, policy, and budget was set at 5:00 p.m. on April 9th, preceding the public hearing.

8. Amendment to Housing Rehabilitation Policies and Procedures.

R E S O L U T I O N

HOUSING REHABILITATION POLICIES AND PROCEDURES

WHEREAS, the Housing and Community Development Act of 1974, as amended, provides James City County, Virginia with assistance in the form of Community Development Block Grant Funds to carry out eligible activities including housing rehabilitation; and

WHEREAS, a Policies and Procedures Manual necessary to implement the housing rehabilitation program was adopted by the Board of Supervisors on the 28th day of June 1982; and

WHEREAS, the Board of Supervisors desires to amend said Policies and Procedures Manual;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors adopt the amended Policies and Procedures Manual dated March 26, 1984 for use in the housing rehabilitation program and that they authorize the County Administrator to revise the processing handbook used in the administration of the housing rehabilitation program to incorporate said amended Policies and Procedures.

**F. BOARD CONSIDERATIONS**

Mr. DePue made the motion to approve the items on Board Considerations.

On a roll call, the vote was AYE: Edwards, Mahone, DePue, Taylor (4). NAY: (0). ABSTAIN: Brown (1).

1. Case No. SP-13-84. Kingsmill Club House Addition.

R E S O L U T I O N

SITE PLAN APPLICATION

CASE NO. SP-13-84. KINGSMILL CLUB HOUSE ADDITION

WHEREAS, it is understood that all conditions for consideration of this application have been met;

THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County that approval be granted for the proposed development of property owned by the applicant as described below and as detailed in the attached memorandum.

Applicant:	Mr. Norman Mason on behalf of Busch Properties, Inc.
District:	Roberts
Zoning:	R-4, Residential Planned Community
Further Conditions:	None

2. Case No. SP-15-84. Archers Mead, Phase III.

R E S O L U T I O N

S I T E P L A N A P P L I C A T I O N

CASE NO. SP-15-84. ARCHERS MEAD PHASE III

WHEREAS, it is understood that all conditions for consideration of this application have been met;

THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County that approval be granted for the proposed development of property owned by the applicant as described below and as detailed in the attached memorandum.

Applicant:	Mr. Norman Mason on behalf of Busch Properties, Inc.
District:	Roberts
Zoning:	R-4, Residential Planned Community
Further Conditions:	None

**G. MATTERS OF SPECIAL PRIVILEGE**

None

**H. REPORTS OF THE COUNTY ADMINISTRATOR**

**1. Addition to the Grove Fire Station.**

Mr. Oliver and Mrs. Burcham presented this matter to the Board. The need for public meeting space in the Grove area was identified last year during the Capital Improvements Program tour. Construction of the addition to the Grove Fire Station was deferred until now to provide for an evaluation of the feasibility of adding additional space for public meetings/poll activities.

After discussion, the Board agreed to employing an architect to prepare a site plan and estimate project costs.

**L. BOARD REQUESTS AND DIRECTIVES**

Mr. Taylor reported that the James City/Bruton District Volunteer Fire Department requested an opportunity to make a presentation to the Board concerning the request for a telescoping aerial truck in the FY 1985 Budget process. The April 9, 1984 public hearing was suggested as the appropriate time.

Mr. DePue suggested the Board send another letter to Newport News City Council, with copies of previous letters on the same subject, asking for a firm commitment on the part of Newport News to allow the return of the Newport News water line on Route 199 to lower the cost of running a water line to James Terrace.

Mr. Brown commented on the lengthy and impressive list of Recreation offerings for the Spring 1984.

Mr. Taylor reported that Mayor Walker had called him and asked if the County was interested in building a new Courthouse.

Mr. Oliver suggested a feasibility approach with technical people making a report in six months. Also, an assessment could be made of the roof on the present Courthouse to determine the action necessary to repair/replace.

Mr. Brown suggested the County wait until we get an official request from the City.

Staff was requested to prepare a report on the condition of the roof.

Mr. Mahone requested that a copy of the FY 1985 proposed budget be sent to the Williamsburg-James City Public Library.

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Mr. Mahone requested that mail addressed to the Board of Supervisors (not to a specific person) be opened and copies made and distributed to all members of the Board.

Mr. Mahone informed the Board of concerns he had from a few constituents regarding the utility tax charged by VEPCO for the City of Williamsburg. Apparently there is some confusion over City and County residents due to zip codes.

Mr. Mahone requested that the County staff investigate a potential wetlands violation on Neck-O-Land Road. He reported that earth is being dumped off the end of Discovery Lane in the Powhatan Shores subdivision, at least 35 loads.

Mr. Wayland Bass, Director of Public Works, reported on his investigation of the complaint.

Mr. Taylor requested that the Board convene into Executive Session to discuss personnel issues, pursuant to Section 2.1-344(a)(1) and a legal matter, pursuant to Section 2.1-344(a)(6) of the Code of Virginia, 1950, as amended.

On a roll call, the vote was AYE: Brown, Edwards, Mahone, DePue, Taylor (5). NAY: (0).

The Board convened into Executive Session at 4:20 p.m. and returned to Public Session at 5:03 p.m. (Mr. DePue was not present for this portion of the meeting). Mr. Edwards nominated Mr. Ingo Keilitz to the Colonial Services Board to fill an unexpired term.

On a roll call, the vote was AYE: Brown, Edwards, Mahone, Taylor (4). NAY: (0).

Mr. Brown moved the nomination of Douglas L. Johnson to the Parks and Recreation Commission for a two-year term.

On a roll call, the vote was AYE: Brown, Edwards, Mahone, Taylor (4). NAY: (0).


Mr. Mahone moved the reappointment of Barry Fratkin to the Parks and Recreation Commission to serve another two-year term.

On a roll call, the vote was AYE: Brown, Edwards, Mahone, Taylor (4). NAY: (0).

Mr. Taylor made the motion to recess until 7:00 p.m., March 28, 1984.

On a roll call, the vote was AYE: Brown, Edwards, Mahone, Taylor (4). NAY: (0).

The Board of Supervisors **RECESSED** at 5:05 p.m. until March 28, 1984 at 7:00 p.m.

  
James B. Oliver, Jr.  
Clerk to the Board

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