

**MINUTES**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
County Government Center Board Room  
101 Mounts Bay Road, Williamsburg, VA 23185  
November 14, 2017  
5:00 PM

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**A. CALL TO ORDER**

**B. ROLL CALL**

**ADOPTED**  
**DEC 12 2017**

Ruth M. Larson, Vice Chairman, Berkeley District  
Michael J. Hipple, Powhatan District  
P. Sue Sadler, Stonehouse District  
John J. McGlennon, Roberts District  
Kevin D. Onizuk, Chairman, Jamestown District

Bryan J. Hill, County Administrator  
Adam R. Kinsman, County Attorney

**C. MOMENT OF SILENCE**

**D. PLEDGE OF ALLEGIANCE**

1. Pledge Leaders - Arrow of Light Scouts from Pack 414 in Norge

**E. PUBLIC COMMENT**

There were no speakers for Public Comment.

**F. PRESENTATIONS**

1. VDOT Quarterly Update

Mr. Rossie Carroll, Virginia Department of Transportation (VDOT) Residency Administrator, gave an overview of a two-month update that is included in the Agenda Packet.

Mr. Hipple inquired about the right-turn on red at Harris Teeter on Centerville Road, commenting that the sign is located next to the light and frequently is not noticed by drivers and asked if a sign could be put on a pole.

Mr. Carroll responded that a traffic engineer will review this issue.

Mr. Hipple inquired about the possible traffic light at Jolly Pond and Centerville Roads.

Mr. Carroll replied that a signalization study was completed and it was warranted, but funding has not been established. He stated that perhaps it is something that can be put

in the Revenue Sharing Program or Secondary Six-Year Plan funding.

Mr. Hipple inquired about putting a "Slow" sign on the "S curve" area of Jolly Pond Road.

Ms. Sadler thanked Mr. Carroll for attending the VDOT meeting and explaining everything to everyone.

Mr. McGlennon also expressed his thanks to Mr. Carroll for his participation at the Skiffes Creek Connector meeting and noted that there were a lot of good comments and questions from citizens. He questioned details on the upcoming November 16 workshop and inquired if it will be an organized session with exercises.

Mr. Carroll replied that it will be a location study, community information meeting.

Mr. McGlennon inquired if someone is unable to attend the meeting, will they be able to make comments.

Mr. Carroll replied yes, it will be open for electronic comment until a certain cut-off time which he currently did not know.

Mr. McGlennon expressed his thanks for the work on Chestnut Drive, asking if Mr. Carroll feels this solved the drainage and erosion issue.

Mr. Carroll replied yes.

Mr. McGlennon inquired about a sinkhole on Route 143.

Mr. Carroll stated that a Cured-In Place Pipe procedure was done that fixed the issue.

Mr. Onizuk expressed his delight regarding Monticello Woods Phase II being paved and noted the only concern in the Jamestown District is the area of WindsorMeade; however, he is aware of VDOT working on that issue. He noted that this is his last VDOT Quarterly Update and stated that it has been a pleasure working with Mr. Carroll.

Mr. Carroll expressed his appreciation to the service Mr. Onizuk has provided.

## 2. James City County Parks and Recreation Accreditation

Mr. John Carnifax, Director of Parks & Recreation, expressed kudos to James City County employees, commenting that in September the County earned national accreditation through the Commission of Accreditation of Parks and Recreation Agencies (CAPRA), and the National Recreation and Parks Association. He stated that CAPRA accreditation is the only national accreditation for parks and recreation agencies and it is a major measure of an agency's overall quality of operation, management and service to the community. He further stated that this mark of distinction indicates an agency has met rigorous standards related to the management and administration of lands, facility, resources, programs, safety and services. He noted that the County met 100% of the standards of accreditation and gave an overview of the process of accreditation. He remarked that the County received a Gold Metal Award in 2012 and noted that the County was the fourth locality in the state to ever achieve both accreditation and win a national Gold Metal Award. He expressed his thanks to the

Board for its continued leadership and also to the administrative staff and Executive Leadership Team for their continued support. He recognized in the audience: Ms. Cheryl Sonderman, Ms. Julie Northcott-Wilson, Ms. Joan Etchberger, Ms. Carla Brittle, Ms. Pauline Milligan, Ms. Arlana Fauntleroy, Mr. Alister Perkinson, Mr. Rob Insley, Ms. Kelley Herbert, Ms. Tracy Newsome, Ms. Nancy Ellis and Ms. Angie Sims giving them a round of applause and joining them as they took a group photo with the Board.

Mr. Onizuk expressed his and his fellow Board member's gratitude to the Parks and Recreation staff for the jobs they all do.

### 3. Government Finance Officer's Association Distinguished Budget Award

Mr. Aaron McCoy, Executive Board Member of the Virginia Government Finance Officers' Association, presented the Distinguished Budget Presentation Award to James City County, Virginia. He stated that the Distinguished Budget Presentation Award Program has been in operation since 1984, with the purpose of the program being to encourage governments to prepare budget documents of the highest quality for the benefit of citizens and other parties with a vital interest in the budget process. He further stated that James City County had to substantially conform to the programs demanding criteria which incorporated the guidelines of the National Advisory Council on state and local budgeting. He remarked that the receipt of this award reflects the professionalism and commitment of numerous individuals and hard work and also reflects a high degree of dedication and leadership on the part of the County's Board of Supervisors.

Mr. Onizuk thanked Mr. McCoy for attending the meeting as well as Mr. Hill, Ms. Sue Mellen, Director of Financial and Management Services and the entire finance team. He commented that James City County, the leadership team with the Board and the financial staff have worked very diligently to uphold the commitment to fiscal responsibility and further commented that he is pleased the County was recognized for transparency for financial dealings.

Mr. Hill expressed his thanks to Mr. Onizuk for his leadership and having been given the opportunity to go forward under the leadership of Ms. Mellen and Ms. Sharon Day, Assistant Director of Financial and Management Services. He further expressed his gratitude to Ms. Stephanie Lahr and Mr. Jeff Wiggins, under the leadership of Ms. Mellen and Ms. Day, for putting this together and extended his thanks to the entire financial team.

### 4. Introduction of New Police Officers

Chief Brad Rinehimer, Police Chief, introduced Officer Peter Jones and Officer Ryan Ellis to the Board and citizens and gave a brief biography of both officers.

Mr. Hill thanked Chief Rinehimer and also congratulated Mr. Wiggins on the recent birth of his son.

Mr. Onizuk commented to the new Police Officers that they both had impressive resumes and welcomed them to the James City County Police Department and noted his appreciation on the jobs they have done in the past and are presently doing.

Ms. Sadler thanked them both for their service.

**G. CONSENT CALENDAR**

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Larson, Hipple, Sadler, McGlennon, Onizuk

1. Minutes Adoption
2. Resolution to Request a Seat on the Peninsula Airport Commission
3. Grant Award - Commonwealth Attorney - Victim's Witness Program - \$179,667
4. Virginia Department of Transportation, Transportation Alternatives Program – Fiscal Years 2019-2020
5. Grant Award - Naloxone for Law Enforcement - \$2,025
6. Contract Award - Oxford Road Stream Restoration - \$120,760
7. Dedication of the Streets in the Forest Heights Subdivision
8. Contract Award - Annual Architectural Services
9. FY18 DEQ Litter Grant - \$12,389
10. Grant Award - General Services Stormwater Division - Virginia Stormwater Local Assistance Fund - \$1,145,052

**H. PUBLIC HEARING(S)**

1. Ordinance to amend and reordain Chapter 20, Taxation, Article I, In General, Section 20-7.3, Correction of assessment.

Ms. Liz Parman, Assistant County Attorney, stated that after further discussion with the Commissioner of the Revenue earlier in the day, it has been decided to take a second look at this section and bring the revised ordinance back in January with other proposed amendments to Chapter 20.

Mr. Onizuk opened the Public Hearing.

As no one wished to speak, Mr. Onizuk closed the Public Hearing.

2. SUP-0010-2017. The Kensington School

Mr. Onizuk stated that since advertised, the applicant has withdrawn the application.

Mr. Onizuk opened the Public Hearing.

As no one wished to speak, Mr. Onizuk closed the Public Hearing.

## **I. BOARD CONSIDERATION(S)**

### **1. Legislative Agenda**

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Larson, Hipple, Sadler, McGlennon, Onizuk

Mr. Kinsman stated that included in the Agenda Packet is the 2018 Proposed Legislative Program and commented that these are the same items the Board discussed at its most recent work session; therefore, he would not go through each individual item. He noted two direct requests for Legislative changes, explaining that the first request is from last year at the County, as one of the localities that may regulate inoperative motor vehicles pursuant to Section 152-905, remarking that this is one of those odd sections in the Virginia Code that lists out a number of localities by name and explained that we are asking to be added to that list of names. He remarked that the second request is to amend Virginia Code 36-105.3 to further explain what it means when a residential plan is confidential and not subject to the Freedom of Information Act. He further remarked that he wants to make sure that does not mean it is confidential to County employees needing to see those particular plans, commenting that it would hopefully not be a big deal and just a clarification. He further commented that the first request last year suffered a pretty quick death in the General Assembly, but we will give it another run. He further stated that the rest of the pages are really the positions supported by the County and will therefore not go through each one; however, he is happy to discuss any of them that the Board requests. He further commented that he recommends adoption of the resolution that is included in the Agenda Packet.

Mr. McGlennon stated that he and Ms. Larson attended the Virginia Association of Counties (VACo) conference this past weekend. He further stated that there is some interest in revisiting this issue, but feels that requesting a study commission is not what is needed at this point and advises that the item be dropped from the Legislative Agenda for now.

## **J. BOARD REQUESTS AND DIRECTIVES**

Mr. Onizuk recognized Ms. Mona Foley, Clerk of the Circuit Court and Mr. Jim Icenhour, Board member-elect, in the audience.

Ms. Larson stated that earlier she accepted a Go Green Award on behalf of the Board and congratulated staff. She congratulated Mr. McGlennon, commenting that recently he had led the High Growth Coalition meeting and was unanimously chosen to continue as its Chair. She mentioned that she attended a lot of good workshops recently at the VACo conference. She congratulated York County for its recent winning of an Achievement Award. She mentioned that she sent all the Board members an email regarding the Economic Development Authority retreat and noted that it will be held on December 14. She congratulated Mr. Hipple and Mr. Icenhour, remarking that she looked forward to working with them and expressed her congratulations to everyone.

who ran in the recent election.

Mr. Hipple stated that the Neighborhood Forum was well attended and commented that the County does a wonderful job, noting that the Police and Fire Departments were all well represented. He mentioned that he attended a meeting at Skiffes Creek for VDOT and looked forward to the interchange coming into the community. He remarked that he and Mr. Hill attended a banquet for the James City-Bruton Volunteer Fire Department and noted that it was a farewell to the Volunteer Fire Department's Fire Chief David Nice. He expressed his gratitude from the Board and the community for the work and dedication Chief Nice has put into the Volunteer Fire Department for the citizens of James City County. He thanked the citizens for entrusting him to another four years and stated that James City County is heading in the right direction with good things ahead.

Ms. Sadler expressed her congratulations to Mr. Hipple and Mr. Icenhour for their election wins. She stated that she attended the Social Services Open House, which was an opportunity for the public to have input on the Strategic Plan. She thanked Ms. Barbara Watson and her staff for their commitment to the department and providing an excellent display for the public at the meeting. She stated that she attended the Skiffes Creek Connector Study and commented that Mr. Holt guided her through various displays. She remarked that she is looking forward to attending the Community Action Agency Community Cultivation Breakfast and that the Arrow of Light Scouts will be joining her on a tour of the water facilities at Five Forks. She asked Mr. Hill if there is a list of projects in regards to the Consent Calendar Item No. 10 Grant Award.

Mr. Hill replied:

- The Foxes Stream Restoration in the Jamestown District, \$202,689
- Cooley Road Stream Restoration in the Jamestown District, \$222,500
- Oxford Road Stream Restoration in the Jamestown District, \$154,863
- Toano West Stormwater Conveyance and Best Management Practice in the Stonehouse District, \$565,000

Ms. Sadler inquired if it is possible to receive an update regarding calls the Police have responded to in her area of the County, in order to be kept abreast of what is going on.

Mr. McGlennon extended his congratulations to Mr. Hipple and Mr. Icenhour, commenting that he looks forward to working with them over the next four years and offered his appreciation to all candidates. He mentioned that at the VACo meeting he heard from a number of state legislators and got a sense that they are interested in equalizing the taxing authority of cities and counties. He remarked that it is felt that the mood at the General Assembly will be more supportive and is hopeful that there will be an opportunity to look at a wider range of revenue collections, alleviating the need to rely so heavily on real estate taxes. He stated that he will be attending a meeting at the School of Education, sponsored by the Williamsburg Community Health Foundation, focused on housing in the County and the Historic Triangle. He expressed his condolences to the family of Mr. Sasha Digges, Sr., on his recent passing.

Mr. Onizuk stated that he has had several opportunities to represent the County in the past few weeks and highlighted the Grand Opening of the Billsburg Brewery at the Jamestown Marina and mentioned area holiday celebrations.

## **K. REPORTS OF THE COUNTY ADMINISTRATOR**

### **1. County Administrator's Report**

Mr. Hill stated that he did not have any reports for this meeting, but expressed his gratitude to the Board for allowing him to address some family matters. He further stated that when this meeting is adjourned it will be until 4 p.m. on November 28, 2017, for the regularly scheduled work session.

**L. CLOSED SESSION**

A motion to Enter a Closed Session was made by Sue Sadler, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Larson, Hipple, Sadler, McGlennon, Onizuk

At approximately 5:53 p.m., the Board entered into Closed Session.

At approximately 6:43 p.m., the Board re-entered Open Session.

**1. Closed Session Certification**

A motion to Certify the Closed Session was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Larson, Hipple, Sadler, McGlennon, Onizuk

**2. Consideration of a personnel matter involving the performance review of the County Administrator pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia**

A motion to Authorize was made by Kevin Onizuk, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Larson, Hipple, Sadler, McGlennon, Onizuk

Mr. Onizuk made a motion to authorize an increase to the salary and the deferred compensation by 4% for County Administrator Bryan Hill, and that this increase would be retroactive to July 1, 2017.

**3. Consideration of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position of the public body, pursuant to Section 2.2-3711 (A)(3) of the Code of Virginia**

**M. ADJOURNMENT**

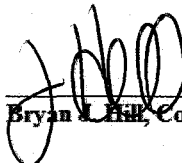
**1. Adjourn until 4 p.m. on November 26, 2017 for the Work Session**

A motion to Adjourn was made by Sue Sadler, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Larson, Hipple, Sadler, McGlennon, Onizuk

At approximately 6:44 p.m., Mr. Onizuk adjourned the Board.

  
Bryan L. Hill, County Administrator