

**MINUTES**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**July 10, 2018**  
**5:00 PM**

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**A. CALL TO ORDER**

**ADOPTED**  
**AUG 14 2018**

**B. ROLL CALL**

Michael J. Hipple, Powhatan District  
P. Sue Sadler, Stonehouse District  
James O. Icenhour, Jr., Vice Chairman, Jamestown District  
John J. McGlennon, Roberts District  
Ruth M. Larson, Chairman, Berkeley District-Absent

William C. Porter, Interim County Administrator  
Adam R. Kinsman, County Attorney

**C. MOMENT OF SILENCE**

**D. PLEDGE OF ALLEGIANCE**

1. Pledge Leader - Jamie Henderson, II, a rising 9th-grade student at Jamestown High School and a resident of the Berkeley District, led the Board and citizens in the Pledge of Allegiance

**E. PUBLIC COMMENT**

1. Mr. Jay Everson, 103 Branscome Boulevard, addressed the Board in regard to cash control.
2. Mr. Rob Till, 88810 Pocahontas Trail, addressed the Board in regard to Grove community gardening events, road study, lighting and Route 60 stoplight in Grove area.
3. Mr. Thomas McCormick, Jr., 1634 Skiffes Creek Circle, addressed the Board in regard to his support of the Grove project.
4. Ms. Julie Smith, 704 Jamestown Road, introduced herself to the Board and community as a new staff member in the office of Congressman Scott Taylor, and stated that 40% of her work was community outreach and 60% was constituent service work in the 2nd Congressional District.

**F. PRESENTATIONS**

1. WATA Presentation

Mr. Andrew Trivette, Chair of Williamsburg Area Transit Authority (WATA) Board of Directors, presented a Resolution of Appreciation to Mr. Doug Powell, General Manager of James City Service Authority. Mr. Powell expressed his gratitude in being part of the WATA

partnership and the service provided to the community.

#### **G. CONSENT CALENDAR**

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

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr

Absent: Larson

1. Minutes Adoption
2. Establishment of a Petty Cash Fund (Police)
3. Grant Award - Chesapeake Bay Restoration Fund Grant - \$6,000
4. Resolution of Support for Smart Scale Transportation Funding Applications
5. Tourism Contingency Transfer Request for Supplemental Funding to Williamsburg Area Destination Marketing Committee
6. Resolution of the Board of Supervisors of James City County, Virginia, Declaring its Intention to Reimburse Itself from the Proceeds of One or More Financings for Certain Costs of Capital Improvements

#### **H. PUBLIC HEARING(S)**

1. Amendment to County Code Section 20-14. Transient Lodging Tax, Tax Levied

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

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr

Absent: Larson

Mr. Icenhour recognized Ms. Julia Leverenz, Planning Commission Representative, in the audience.

Ms. Elizabeth Parman, Assistant County Attorney, gave an overview of a memorandum and Ordinance included in the Agenda Packet.

Mr. McGlennon noted that originally Senate Bill 942 would have eliminated this tax. He further noted the Governor amended the proposal to exempt groceries from the increased sales tax and provided for it to be split between localities and the tourism advertising fund.

Mr. Icenhour opened the Public Hearing.

As there were no registered speakers, Mr. Icenhour closed the Public Hearing.

2. SUP-0004-2018. 3021 Ironbound Road Tourist Home

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

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr  
Absent: Larson

Ms. Tori Haynes, Planner, gave an overview of the staff report and Resolution included in the Agenda Packet.

Mr. McGlennon inquired about the adjacent tourist home.

Ms. Haynes replied that the adjacent tourist home was currently owned by a different applicant and was approved by the Board in January 2018.

Mr. Icenhour expressed his gratitude to Mr. Kinsman for answering a previous question regarding this property having an existing Special Use Permit (SUP) for a day care center. He stated that Mr. Kinsman explained this new SUP would allow this operation, but the old one was still active and could be reverted to a day care center at the applicant's desire.

Ms. Leverenz stated there were no objections to this item at the June 2018 Planning Commission meeting and it was passed unanimously for approval.

Mr. Icenhour opened the Public Hearing.

As there were no registered speakers, Mr. Icenhour closed the Public Hearing.

Mr. McGlennon briefly discussed his general observation of applications for tourist homes.

3. AFD-04-86-1-2017. Pates Neck Renewal

A motion to Approve was made by John McGlennon, the motion result was Passed.  
AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1  
Ayes: Hipple, McGlennon, Sadler, Icenhour Jr  
Absent: Larson

Ms. Roberta Sulouff, Senior Planner, gave an overview of the staff report and Resolution included in the Agenda Packet.

Ms. Leverenz stated the Planning Commission unanimously approved this item at its June 2018 meeting.

Mr. Icenhour noted staff had been working on the process of getting Agricultural and Forestal Districts (AFDs) on the same schedule for approximately 12 years.

Mr. Icenhour opened the Public Hearing.

As there were no registered speakers, Mr. Icenhour closed the Public Hearing.

Mr. McGlennon discussed AFD policy issues to include: consolidation, term length and conservation easement.

Ms. Sulouff replied that an AFD program, conservation easement and land value taxation all overlap with similar purposes. She stated participation in an AFD provided additional protection to land, such as eminent domain or nuisance Ordinances.

General discussion ensued regarding AFD renewal term length.

Mr. Icenhour opened the Public Hearing.

As there were no registered speakers, Mr. Icenhour closed the Public Hearing.

## I. BOARD CONSIDERATION(S)

### 1. James City County Child Health Initiative Grant Award - \$250,000

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

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr

Absent: Larson

Ms. Rebecca Vinroot, Director of Social Services, gave an overview of the memorandum and Resolution included in the Agenda Packet.

Mr. McGlennon stated that it was a great opportunity and expressed his gratitude to the Williamsburg Health Foundation. He inquired if the City of Williamsburg had success with this partnership.

Ms. Vinroot replied yes and explained details of the program.

### 2. Contract Award - Request for Replacement Voting Equipment - \$285,571

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

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr

Absent: Larson

Ms. Dianna Moorman, Director of Elections and General Registrar, gave an overview of the memorandum and Resolution included in the Agenda Packet.

Mr. McGlennon inquired if these machines would continue to have scanned paper ballots available for inspection should any issue arise.

Ms. Moorman replied yes; the only change would be the vendor that printed the ballots and noted they will at no time be connected to the internet or to telephones.

### 3. Contract Award - Warhill Sports Complex Artificial Turf Repair, Replacement and Maintenance Service - \$2,943,737

A motion to Approve was made by Michael Hipple, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr

Absent: Larson

Mr. John Carnifax, Director of Parks and Recreation, gave an overview of the memorandum and Resolution included in the Agenda Packet.

Ms. Sadler inquired what type of sports were attracted to the fields.

Mr. Carnifax replied they served local citizens and visitors, and currently the larger tournaments were soccer, lacrosse and field hockey.

4. Fort Eustis Joint Land Use Study

A motion to Approve was made by John McGlennon, the motion result was Passed.  
AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1  
Ayes: Hipple, McGlennon, Sadler, Icenhour Jr  
Absent: Larson

Mr. Icenhour acknowledged Col. Jennifer S. Walkawicz, Col. Keith Morrow, Pandora Howell and Harry McCord in the audience.

Ms. Ellen Cook, Principal Planner, gave an overview of the memorandum and Resolution included in the Agenda Packet.

Mr. McGlennon expressed his appreciation to Fort Eustis in its leadership as well as to Mr. Ray Greer, Consultant for the Department of Defense, for being active seekers of information, ideas and suggestions.

5. Pocahontas Trail Corridor Study

A motion to Approve was made by John McGlennon, the motion result was Passed.  
AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1  
Ayes: Hipple, McGlennon, Sadler, Icenhour Jr  
Absent: Larson

Mr. Alex Baruch, Senior Planner, gave an overview of the memorandum and Resolution included in the Agenda Packet.

Mr. McGlennon expressed his appreciation to the groups that worked on this project and stated this will improve the character of the area and make it safer and more appealing as well as address traffic congestion.

Mr. Icenhour stated that he was impressed with the work session film and the level of participation from the community.

**J. BOARD REQUESTS AND DIRECTIVES**

Mr. McGlennon stated that Will Barnes Day, June 14, was a great success and noted he attended three high school graduation ceremonies.

Ms. Sadler stated she attended a Community Action Agency Board of Directors meeting and noted it was actively fund raising. She further stated that on Monday evenings throughout July, it was "\$7 Steak Dinner" night at Baker's Crust, with a portion of the proceeds going to the Community Action Agency. She noted she and Ms. Larson met with the County Administrator, Board Chair and Director of Planning from New Kent County to discuss a proposed combat range to be located in New Kent County. She stated she attended the Warhill High School graduation and noted it was an honor and a very moving experience. She commented she previously had concerns regarding speeding on Racefield Drive and stated Chief Rinehimer would be checking into this issue. She noted a citizen remarked that James City Service Authority drivers were wonderful with their speed and safety.

Mr. Hipple stated he was reelected Chair of the Hampton Roads Transportation Accountability Commission for another year.

Mr. Icenhour stated he attended Will Barnes Day as well as a high school graduation. He commented the Peninsula Council for Workforce Development was undergoing an extensive reorganization connecting employers with potential employees and noted it was getting the program on a more regional basis. He extended his appreciation to the Police and Fire Departments for their joint responses to the City of Williamsburg regarding the helicopter accident and discussed the horrendous nature of such a mishap. He expressed his condolences to the family and friends of Ms. Jean Danylko, who was killed in the accident and had worked as the Friday Receptionist at the Lounge in the Recreation Center.

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

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

Mr. Porter stated one lane was closed July 5 on both sides of the bridge at Jolly Pond Road with expectations of options for repair and length of time for repairs in the near future. He noted that social media relayed the information, and schools as well as businesses whose trucks frequently used the bridge had been notified. He noted Neighborhood Forum was to be held July 11 at the Recreation Center, with Police Chief Rinehimer as the featured speaker. He further noted the Clean Water Grant was currently open for applications and briefly discussed the grant categories. He stated that a Grant Application PDF form could be submitted by September 28, 2018, via email, printed or handed in to the office.

#### **L. CLOSED SESSION**

##### **1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-3711(A)(1) of the Code of Virginia**

Mr. Icenhour stated the Board agreed the appointments of individuals to County Boards and/or Commissions originally scheduled for a Closed Session could be handled in Open Session.

##### **2. Appointment - Colonial Behavioral Health Board of Directors**

A motion to Appoint Individuals to Boards and Commissions was made by John McGlennon, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr

Absent: Larson

Mr. McGlennon made a motion to appoint Teresa Christin to the Colonial Behavioral Health Board beginning immediately and expiring on June 30, 2021; and Sue Mellen (staff appointee) to a new term beginning immediately and expiring on June 30, 2021.

At approximately 6:10 p.m., Mr. Icenhour recessed the Board of Supervisors in order to conduct the James City Service Authority Board of Directors meeting.

At approximately 6:15 p.m., Mr. Icenhour reconvened the Board of Supervisors.

#### **M. ADJOURNMENT**

##### **1. Continue until 7:45 a.m. on July 13, 2018, at the Law Enforcement Center**

A motion to Continue was made by Michael Hipple, the motion result was Passed.  
AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1  
Ayes: Hipple, McGlennon, Sadler, Icenhour Jr  
Absent: Larson

At approximately 6:16 p.m., Mr. Icenhour recessed the Board of Supervisors.

**Continued Meeting of the Board of Supervisors**

**Law Enforcement Center**

**4600 Opportunity Drive, Williamsburg, VA**

**July 13, 2018**

**8:00 a.m.**

At 8:00 a.m., Ms. Larson called to order the continued meeting of the Board of Supervisors from July 10, 2018.

A motion to Enter a Closed Session, for the consideration of a personnel matter, the interview and discussion of candidates for the position of County Administrator, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia, was made by Michael Hipple and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0  
Ayes: Hipple, McGlennon, Sadler, Icenhour, Larson

At 8:01 a.m. the Board entered into Closed Session.

At 6:07 p.m., the Board reentered Open Session.

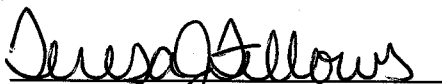
A motion to Certify the Closed Session was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0  
Ayes: Hipple, McGlennon, Sadler, Icenhour, Larson

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

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0  
Ayes: Hipple, McGlennon, Sadler, Icenhour, Larson

At 6:08 p.m., Ms. Larson adjourned the Board until the Work Session scheduled for July 24, 2018 at 4 p.m.

  
Deputy Clerk