

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
December 11, 2018
5:00 PM

A. CALL TO ORDER

ADOPTED

B. ROLL CALL

JAN 08 2019

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

Board of Supervisors
James City County, VA

Scott A. Stevens, County Administrator
Adam R. Kinsman, County Attorney

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

Ms. Larson noted there was no Pledge person for the evening, therefore the Board led the citizens in the Pledge of Allegiance.

E. PUBLIC COMMENT

1. Ms. Peg Boarman, 17 Settlers Lane, addressed the Board with her monthly trash update in the County. She highlighted the holiday trash, such as trees, wrapping paper and packaging, and the awareness of recycling. Ms. Boarman noted some items were not recyclable, such as strings of lights. She further noted strides made in the Zero Tolerance for Litter in the County and emphasized community involvement. She also wished the Board a myriad of holiday well wishes.

2. Ms. Anne Brennan addressed the Board regarding the presentation of a proclamation at the meeting. She expressed her support of the proclamation.

Ms. Larson noted there were no proclamations on the evening's agenda, but welcomed Ms. Brennan back at a later time for that proclamation.

F. PRESENTATIONS

Ms. Larson acknowledged her distinct honor at serving as Chair to the Board of Supervisors over the past year. She noted that one duty in the Chair capacity was the honor of presenting the Chairman's Award. Ms. Larson further noted that the County was "very rich with people" and talented staff, which made it difficult to choose one person to receive the award.

1. Chairman's Awards Presentation

Ms. Larson noted Ms. Frances C. Geissler was the recipient of the Chairman's Award 2018. She welcomed Ms. Geissler to the podium for her award, noting it was a unanimous Board decision. Ms. Larson cited Ms. Geissler's accomplishments during her tenure with the County up to her current position as Director of Stormwater and Resource Protection Division.

Ms. Geissler thanked the County and the Stormwater Division, highlighting the team effort of these accomplishments.

Ms. Larson presented the Chairman's Citizen Award to Mr. Clarence A. Wilson. She noted Mr. Wilson's active involvement in the County and local groups as a "voice to those who may not have a voice." Ms. Larson stated Mr. Wilson's "philosophy of service and tireless efforts were shining examples of what we should all strive to be."

Mr. Wilson thanked everyone for the recognition. He noted the true recognition came from those people who were helped from such actions and involvement.

Ms. Larson also extended a thank you to Mr. Wilson's wife, Ms. Sue Wilson, who was also instrumental with community involvement.

2. Arts Commission Annual Report

Ms. Susan Smith, Chair of the Williamsburg Area Arts Commission (WAAC), addressed the Board and recognized several Commission members in attendance. She thanked the Board for the opportunity to update them with a PowerPoint presentation demonstrating the community's participation in the arts. The presentation highlighted how "the arts are good for us". Ms. Smith addressed funding and thanked the Board for its participation.

Mr. McGlennon thanked the WAAC members for being present at the meeting and the community involvement. He encouraged the Board to note the rate of arts activity in the community and arts in relation to tourism.

Discussion ensued.

3. Virginia Department of Transportation (VDOT) Quarterly Update

Mr. Rossie Carroll, VDOT Williamsburg Residency Administrator, addressed the Board and presented a PowerPoint presentation that highlighted the various projects and maintenance accomplishments that spanned October 1-November 31, 2018. He noted a new highway maintenance management system that went into effect October 1, 2018. Mr. Carroll highlighted the increased capacity this system provided VDOT. He noted projects were at a 62% completion rate and highlighted the tree cutting on Routes 199 and 30 and asphalt repair on Jolly Pond Road as well as several other projects as displayed in the PowerPoint presentation.

Ms. Sadler addressed enhanced citizen concerns regarding safety issues and safeguards near Stonehouse Elementary where a serious accident had occurred. She also noted a pothole near Croaker/I-64. Ms. Sadler asked Mr. Carroll to look into these areas of concern.

Mr. McGlennon thanked Mr. Carroll and VDOT for storm repair and cleanup. He thanked Mr. Hipple for his activity in securing funding for transportation projects in the County. He also thanked him for the public outreach. Mr. McGlennon asked about compaction in Lake Powell Forest.

Discussion ensued.

Ms. Larson asked if the Board would consider moving a Board Consideration item to this point in the agenda. The Item was FY 18 School Year-End Spending Plan Appropriation - \$1,857,399 and the four School administration members who were in attendance were slated for a School Board meeting later in the evening.

A motion to Move was made by James Icenhour Jr, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

4. Results of Employee Engagement Survey

Ms. Stephanie Burton, Training and Development Coordinator, Human Resources, addressed the Board regarding the 2018 Employee Engagement Survey results in a PowerPoint presentation.

Discussion ensued.

5. Annual Report Video

Mr. Stevens addressed the Board noting the County Video Team's highlights of Fiscal Year 2018. He noted the video was inclusive of the County's work during that time period.

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: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Mr. McGlennon noted that these items represented some great opportunities and successes for the County for upcoming years.

1. Minutes Adoption - November 13, 2018 Regular Meeting
2. Grant Awards - State Homeland Security Program - \$70,560
3. Dedication of the Streets in Section 4 of the Windsor Ridge Subdivision
4. Grant Award - Virginia Department of Transportation - Transportation Alternatives Grant - Clara Byrd Baker Elementary School - Safe Routes to School - \$361,949
5. Grant Award - Virginia Department of Transportation Revenue Sharing Grant - Richmond Road Bicycle/Pedestrian Accommodations, Safety and Storm Drain Improvements - \$715,894
6. Grant Award - Virginia Department of Transportation Revenue Sharing Grant - Grove Roadway Improvements - \$545,000
7. Grant Award - Virginia Environmental Endowment James River Water Quality Improvement

Fund - \$781,900

H. PUBLIC HEARING(S)

Ms. Larson noted there were none. She also recognized Ms. Judith Leveranz and Mr. Jack Haldeman of the Planning Commission in attendance at the meeting.

I. BOARD CONSIDERATION(S)

1. FY 18 School Year-End Spending Plan Appropriation - \$1,857,399

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

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

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

Ms. Sue Mellen, Director of Financial and Management Services, addressed the Board regarding the appropriation resolution as part of the City of Williamsburg-James City County contract. Ms. Mellen reiterated Ms. Larson's mention that School administration members were in attendance and available for questions.

Mr. Icenhour thanked the School administration responses to the Board's detailed list of questions, which included concerns regarding budgetary practices. He addressed funds not included in the spending plan that returned to the County. Mr. Icenhour noted he was in favor of putting that money into the account for future needs.

Discussion ensued.

Mr. Hipple addressed installation of seat belts on school buses as well as personnel transition and equipment.

Discussion ensued.

2. Approval of Guidelines for Discussion, Consideration, and Decision for Additional School Capacity/Growth

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

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

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

Ms. Larson noted that this action stemmed from the School Liaison Committee. She further noted the School Board, City Council and the Board of Supervisors were seeking a point where plans for a new school could be referenced based on needs and capacity.

Mr. Icenhour noted the constructive discussion of the School Liaison Committee and the annual review of these guidelines to allow for adjustments. He cited other factors for utilization of space, etc.

Discussion ensued.

Mr. McGlennon noted adoption of the resolution with amended language to be reviewed by the Mayor and the School Board. The language amendments were as follows:

WHEREAS, the following recommendations/guidelines were made:

- When the effective enrollment of elementary or secondary students reaches 85% of effective building capacity (using low student enrollment projections), the school division tasks the Long-Range Planning Committee with evaluating needs and potential solutions;
- When the projected elementary or secondary enrollment reaches 90% of building capacity (using low student enrollment projections), the school division shall require the Long-Range Planning Committee/Capital Development Committee to provide a recommendation for action;
- Annually, review utilization numbers versus current and projected student enrollment to determine if a more aggressive approach is needed; and

At approximately 6:39 p.m., Ms. Larson recessed the Board of Supervisors meeting for the James City Service Authority Board of Directors meeting.

At approximately 7:03 p.m., Ms. Larson reconvened the Board of Supervisors meeting.

J. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon thanked his fellow Board members for a successful year and indicated the candy cane gifts. He noted his attendance at a sign ceremony at Mainland Farm designating its historic agricultural place in the County. He also thanked County staff for their hard work during inclement weather. He expressed concern regarding underground power lines and Dominion Energy and the 2019 calendar. Mr. McGlennon extended to staff, residents and colleagues his holiday season well wishes.

Mr. Icenhour noted his gift of each Board member's rock from the New Town area and expressed his appreciation for the County's work on that project. He further noted attendance at the New Town Annual meeting and hearing from residents. Mr. Icenhour stated he attended the Mayfield Farms dedication also and gave a WMBG radio interview. He thanked Ms. Larson for her leadership as well as his fellow Board members. Mr. Icenhour expressed his thanks to staff and holiday greetings to citizens.

Ms. Sadler stated she had attended a plethora of meetings, most recently Colonial Heritage and the dog issues. She thanked Ms. Larson for her leadership. She also thanked Mr. Kinsman and Mr. Jason Purse for answering her numerous phone calls. Ms. Sadler extended holiday well wishes to all.

Mr. Hipple updated everyone on Cox Cable and Dominion Energy in his area. He thanked the Board, staff and Ms. Larson. He noted the Hampton Roads Traffic Advisory Committee (HRTAC) meeting and upcoming traffic projects. Mr. Hipple noted he would be unable to attend the County luncheon, but wished Mr. Stevens a Happy Birthday. He wished all a Merry Christmas and happy holidays.

Ms. Larson noted this was her last meeting as Chair and thanked County residents and staff for their support. She also thanked Mr. Bill Porter who had served as Interim County Administrator. Ms. Larson extended thanks to Mr. Stevens, Mr. Kinsman, Mr. Jason Purse, Ms. Teresa Fellows, Board Clerk, Ms. Ania Eckhardt, Executive Assistant to the Administrator and Ms. Renee Dallman, Public Information Officer. She also thanked her colleagues for their hard work and long hours. Ms. Larson wished staff and residents happy holidays.

K. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens highlighted the Surry Power test, the foster adoptive parent program and the recent snow storm. He thanked County staff for all their hard work. Mr. Stevens gave an update on Dominion Energy and the power outages as well as County holidays.

L. CLOSED SESSION

A motion to Enter a Closed Session was made by Michael Hipple, the motion result was Passed.

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

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

At approximately 7:21 p.m., the Board of Supervisors entered a Closed Session.

At approximately 7:55 p.m., the Board of Supervisors exited Closed Session.

1. Certification of Closed Session

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: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

2. 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 and pertaining to the Community Action Agency Board of Directors and the Historic Triangle Bicycle Advisory Commission

A motion to Appoint Individuals to Boards and Commissions was made by James Icenhour Jr, the motion result was Passed.

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

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

Mr. Icenhour made a motion to appoint Mr. Max Hlavin to fill the balance of a vacated seat on the Community Action Agency Board, which would expire on Sept. 25, 2022; and a motion to reappoint Ms. Katherine Preston to the Historic Triangle Bicycle Advisory Committee for a one year term that will expire on December 31, 2019; and to reappoint Mr. Stephen Moreland to a three year term which would expire on December 31, 2021.

3. Consultation with legal counsel pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, pertaining to Settler's Market and pursuant to Section 2.2-3711(A)(7) of the Code of Virginia

No action taken.

M. ADJOURNMENT

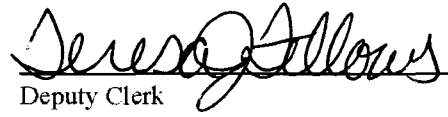
1. Adjourn until 4 p.m. on January 2, 2019, for the Organizational Meeting

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

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

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

At approximately 7:57 p.m., Ms. Larson adjourned the Board of Supervisors.


Deputy Clerk