

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
November 10, 2020
5:00 PM

A. CALL TO ORDER

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

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

Mr. Icenhour requested a motion to allow Ms. Sadler to participate remotely, due to an illness which did not allow her attendance.

A motion to allow Ms. Sadler to Participate Remotely was made by Ruth Larson, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

Mr. Icenhour welcomed Ms. Sadler to the meeting.

Ms. Sadler acknowledged her presence on the call.

ADOPTED

DEC 08 2020

Board of Supervisors
James City County, VA

B. ROLL CALL

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

Ms. Peg Boarman, Clean County Commission Chair, led the Board and citizens in the Pledge of Allegiance

E. PRESENTATIONS

1. Colonial Soil and Water Conservation District Report

Mr. Douglas Hall, District Representative, noted fellow District Representative Mr. Robert Lund, Jr., was unable to attend the meeting. He introduced Ms. Robyn Goad, Urban Conservationist, and Mr. James Wallace, District Manager, and gave an overview of the PowerPoint slideshow included in the Agenda Packet. In conclusion, he expressed his thanks to the Board of Supervisors and the community for their support and looked forward to a continued partnership.

Mr. McGlennon expressed his thanks to Mr. Hall for the presentation and the work that

Colonial Soil and Water Conservation District has done for the community over the years. He acknowledged changes in the ability to hold public meetings due to the COVID-19 Pandemic and expressed kudos for the amount of work done with relatively little funding, especially the farm plots located at Warhill High School.

Mr. Hall commended Mr. Wallace and his staff for their exceptional work.

Ms. Larson echoed those same comments and stressed the importance of the Turf Program.

Mr. Hipple inquired if anyone had reached out to local landscape companies regarding products used and the environment; as well as suggested a possible lunch and learn meeting.

2. Greater Williamsburg Small Business Relief Fund - Update

Ms. Sadler stated that earlier in the year when speaking with local business owners, it became obvious that financial assistance would be extremely beneficial to those experiencing economic hardships resulting from the COVID-19 Pandemic. She discussed the Board having unanimously adopted a resolution in May 2020, authorizing/appropriating \$500,000 to the Greater Williamsburg Small Business Relief Fund through the Williamsburg Community Foundation in partnership with the Virginia 30 Day Fund, to support County small businesses whose operations and revenues were negatively impacted by the Executive Order restrictions and limitations. She noted the partnership with the Virginia 30 Day Fund has provided funding to date for 110 James City County small businesses representing a diverse variety of industries. She further noted additional funds remain available and applications are still being accepted; for more information call the Office of Economic Development (OED) at 253-6690. She expressed kudos to the OED and Communications Team who put together an amazing video highlighting one of the recipients of the Virginia 30 Day Fund.

The Board members and audience watched a brief video highlighting Sweethaven Lavender of Williamsburg, the 100th recipient of the Virginia 30 Day Fund. Ms. Kerry Messer shared some of the tangible ways the grant made a difference in the business and broader community.

F. PUBLIC COMMENT

1. Ms. Boarman, 17 Settlers Lane, addressed the Board in regard to trash. She appealed to everyone to take pride in how we view our County, roadways, highways, and parking lots regarding trash that should be contained in receptacles and keeping the community clean. She referenced Veterans Day and expressed her thanks and gratitude to every veteran for their service. She recognized that the Police Department had been featuring its veterans on Facebook and expressed her thanks as they continue to protect and keep everyone safe. She applauded all the families for their sacrifices, especially the current active-duty military families and expressed her thanks to each Board member for serving the community.

G. CONSENT CALENDAR

1. Minutes Adoption

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

The motion for approval of the minutes included the following meetings:

- September 22, 2020, Work Session
- October 13, 2020, Regular Meeting
- October 26, 2020, Joint Meeting

2. Acceptance of Funds - Virginia Forfeited Asset Sharing Program - \$1,665

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

3. Grant Award - Patrick Leahy Bulletproof Vest Partnership - \$39,200

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

4. Grant Award - USC Schwarzenegger Institute's Democracy Fund Initiative - \$20,000

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

5. Olde Towne Medical and Dental Center Addition of a Development and Communications Assistant Position

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 inquired about the positions in regard to the relationship between Olde Towne and the Colonial Services Board.

Mr. Stevens felt there have been some ongoing conversations and introduced Mr. Aaron Thompson, Executive Director of Olde Towne Medical and Dental Center.

Mr. Thompson noted this is currently in the preliminary stage and briefly discussed the establishment of two working groups between the Colonial Behavioral Health Board and the Olde Towne Medical and Dental Center Board.

6. Olde Towne Medical and Dental Center Addition of a Full-Time Dental Director

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

7. Olde Towne Medical and Dental Center Addition of a Part-Time Medical Director

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

H. PUBLIC HEARING(S)

Mr. Icenhour stated Mr. Tim O'Connor was the Planning Commission Representative this evening.

1. Ordinance to Amend County Code Section 15-26

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

Mr. McGlennon inquired about any charges being filed.

Ms. Parman replied she was not presently aware of any.

Note - Continued remarks made by Ms. Parman were inaudible.

Mr. Icenhour opened the Public Hearing.

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

2. SUP-20-0016. Norge Solar Farm SUP Amendment

A motion to Approve 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

Mr. Alex Baruch, Principal Planner, gave an overview of the staff report and resolution included in the Agenda Packet.

Mr. O'Connor stated it was a unanimous vote by the Planning Commission to extend the commencement of construction expiration date by 12 months as Dominion Energy, Inc. was confident it could make the project happen in a 12-month time period.

Mr. Icenhour opened the Public Hearing.

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

3. SUP-20-0015. 3179 Chickahominy Road Family Subdivision

A motion to Approve was made by Ruth Larson, the motion result was Passed.

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

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

Mr. Baruch gave an overview of the staff report and resolution included in the Agenda Packet.

Ms. Larson referenced a previous case where driveways were an issue and wanted to make certain that would not be a concern moving forward.

Mr. Baruch replied there is an existing access easement which will be extended to this lot.

Mr. Hipple discussed another case where a family subdivision gave access for the right to come in and out, and the hardships involved when attempting to sell the property. He suggested looking down the road in case someone would want to sell their piece of the

property and discussed the potential to possibly put an advertisement on the front portion of the property. He further suggested including something in the Family Subdivision Rules and Regulations that would allow an individual the right to sell the portion of a property that legally belongs to them if so desired.

Mr. Icenhour asked Mr. Kinsman if there was anything to look at in the future regarding such a scenario. Mr. Icenhour opened the Public Hearing.

1. Mr. Payten Harcum, 3179 Chickahominy Road, addressed the Board in regard to this item. Mr. Harcum stated the location map included in the Agenda Packet did not show the access road mentioned and noted a 20-foot easement.

General discussion ensued.

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

I. BOARD CONSIDERATION(S)

1. Initiation of Consideration of Amendments to the Zoning Ordinance to Consider Contractors' Offices and Storage in Planned Unit Development Districts

A motion to Approve 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

Ms. Christy Parrish, Zoning Administrator, gave an overview of the memorandum and resolution included in the Agenda Packet.

Mr. McGlennon clarified this is not currently permitted in the Planned Unit Development; however, this would allow it to be utilized with a special use permit.

Ms. Parrish replied that has yet to be determined and is something the Planning Commission and Policy Committee would iron out.

Mr. McGlennon commented this is a question of whether or not to include this kind of use, and then the Planning Commission would consider any type of limitations on that use or how broadly the use may be in place.

Ms. Parrish replied correct.

2. Fiscal Year 2021 Budget Restoration Appropriation - \$1,796,000

A motion to Approve was made by Ruth Larson, the motion result was Passed.

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

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

Ms. Sharon Day, Director of Financial and Management Services (FMS), gave an overview of the memorandum, resolution, and PowerPoint slideshow included in the Agenda Packet. She noted the Executive Leadership Team was in attendance if the Board had any questions.

Mr. Hipple inquired about travel and training.

Mr. Stevens responded there has been regional travel as well as other travel done on a case-

by-case basis and briefly discussed a request to restore travel from Economic Development regarding future trips with the State Economic Development Team. He noted conversations with department heads in regard to training that discouraged travel outside of the Richmond and Hampton Roads area.

Ms. Day stated that details submitted from the vast majority of various departments noted virtual training being utilized due to the COVID-19 Pandemic.

Mr. Hipple noted he wanted the public to be aware that staff was not traveling and expressed kudos for doing a good job trying to save money.

Mr. McGlennon agreed a lot of credit goes to FMS staff, all the County departments, and County Administration, for the careful monitoring of funding and getting through the worst of financial impacts successfully.

Ms. Larson expressed her appreciation for doing more with less as well as her desire for organizations that are traveling to hold their conferences in James City County.

3. Establishment of One Full-Time Regular Position

A motion to Approve was made by Ruth Larson, the motion result was Passed.

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

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

Mr. Stevens gave an overview of the memorandum and resolution included in the Agenda Packet.

Ms. Larson expressed her appreciation of the time and effort Mr. Stevens put into speaking with each Board member regarding this position. She noted its importance to the County and expressed kudos to Mr. Stevens for his efforts of always working toward continuous improvement.

Mr. Icenhour extended his thanks to Mr. Stevens for his efforts working with staff and the Board.

4. Authorization of Two Percent General Wage Increase

A motion to Approve was made by Ruth Larson, the motion result was Passed.

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

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

Mr. Stevens gave an overview of the memorandum and resolution included in the Agenda Packet.

Ms. Larson inquired if the Superintendent of the schools had brought a plan before the School Board.

Mr. Stevens replied he thought she was recommending a percent and a half along with a \$500 bonus.

Ms. Larson noted realizing some savings back from the schools.

Mr. McGlennon noted a discrepancy between what is being provided to County staff and

perhaps revisiting the question of helping the schools with supplies.

5. 2021 Legislative Agenda

A motion to Approve 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

Mr. Kinsman gave an overview of the memorandum and resolution included in the Agenda Packet. He stated there were no changes from what the Board had at its work session other than he formalized them for the Board. He explained that the first three items listed under *Part I. Legislation Introduced on Behalf of the County* are carryovers and noted the last four are new items. He noted that everything listed under *Part II. Position/Legislation Supported by the County* is a carryover except for the last item.

Mr. Hipple remarked that most of the time none of these get carried over, therefore; if we get one or two we are pretty lucky. He stated perhaps more would be picked up if the list was cut down. He suggested keeping Items 1-5, 1-6, and 1-7 under Part I and keeping Items 1-3, 1-6, and 1-8 under Part II. He asked his fellow Board members for their feedback.

Mr. Icenhour relayed concerns from when this was adopted last year and then sent out to legislators. He noted there was no effort to make any direct contact with supervisors and legislators to talk about this prior to the work session.

General discussion ensued.

Mr. McGlennon stated he would like the items to remain as listed and recognized they could be prioritized in order to be on record as positions the Board can support if movement on them is seen. He discussed the question of reporting votes by precinct, noting the central absentee precinct had the vast majority of all the votes in the County and no idea of how the individual precincts actually voted in the last election. He predicted these types of issues could continue in the future with early voting periods for citizens.

Mr. Icenhour agreed and recognized that it has also become an issue with others in the Commonwealth. He discussed reaching out to members of the Electoral Board and commented he would prefer to leave it in the legislative agenda due to it affecting many individuals in the County.

Mr. Hipple referred to *Part II. Item 1-4 NONPARTISAN REDISTRICTING* and stated this had already been taken care of and could be removed from the list.

Mr. Kinsman suggested a motion to adopt the resolution with the amendment to remove 1-4 from Part II.

J. BOARD REQUESTS AND DIRECTIVES

Ms. Sadler offered her thanks to Ms. Dianna Moorman, General Registrar, and her team, for doing an amazing job with the election process in James City County. She emphasized the long hours and hard work involved, noting her appreciation for such efforts. She spoke of having missed being able to work the polls this year and seeing the citizens who came out to vote.

Mr. McGlennon mirrored Ms. Sadler's appreciation for the hard work by the election officials, starting with the Registrar, but also including all of the individuals who worked many hours to make the election successful. He noted positive comments from citizens being overwhelming in

regard to the convenience of an early voting process and options that were available. He stated he attended sessions of the Virginia Association of Counties (VACo) which held very interesting presentations. He reported positive news coming out of the analysis of the state's financial situation and commented there may be additional positive news down the line in terms of the economic recovery in the state.

Ms. Larson expressed her appreciation to all the volunteers who worked Election Day and Pre-Election Day. She discussed pondering a scenario where an Independent who perhaps is unable to "man a booth" during the days leading up to an election versus an individual who represents a party and can reach out to a voter walking into a Voting Center. She questioned the need for the number of polling facilities that were used, noting low walk-in traffic in her precinct and expense involved.

Mr. Stevens stated he did not currently have an answer, but would be happy to speak with Ms. Moorman regarding early voting in the future and include that concern as part of the conversation.

Ms. Larson acknowledged her disappointment with the legislators who did not bother to pick up any of the pieces of legislation that were offered and questioned if they gathered any legislation from other localities. She stressed the Board of Supervisors represents their community and the legislators are headed to Richmond as our representatives. She emphasized a lot of time and effort went into the legislation from the Board, the Virginia Municipal League, and VACo. She noted she was happy to follow through with the plan to reach out but questioned what to do this year if nothing gets picked up.

Mr. Hipple extended his condolences to the family of Mr. Douglas Haller on his recent passing and cited several accomplishments Mr. Haller achieved during his lifetime. He noted the Hampton Roads Bridge-Tunnel groundbreaking ceremony, acknowledging the Governor, the Secretary of Transportation, and representatives from the Virginia Department of Transportation (VDOT) presence. He promoted the viewing of VDOT's website which displays the new bridges and tunnel in an interesting video. Mr. Hipple referenced the family subdivision previously mentioned and "For Sale" signage being allowed to be put up if a member decides to sell their property.

Mr. Icenhour referenced the Chamber of Business Council and commented that all Board members received an invitation to the virtual award meeting to be held November 14, 2020. He noted eight out of 15 upcoming businesses within the James City County community had been selected for the award. He discussed being involved with the Military Affairs Committee and noted a successful fundraiser project that raised enough money to offer \$300 spending money to 16 young military enlisted individuals being sent home for Christmas. He noted the cancellation of this year's Christmas Parade. He pointed out local events occurring on November 11, 2020, such as: his afternoon guest appearance on radio station WMBG; local veterans placing flags on veterans' graves in Williamsburg Memorial Park; and a 10:30 a.m. celebration at the Bell Tower located in New Town where attendees are asked to wear a mask and social distance. Mr. Icenhour acknowledged the large amount of veterans in the community and asked the community to please thank them for their service if the opportunity should arise.

K. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens expressed his thanks to Mr. Icenhour and his fellow veterans for their services to our country. He noted that on November 11, 2020, County offices, including the Williamsburg-James City County Courthouse, would be closed in observance of Veterans Day. He stated the James City County Recreation Center, libraries, parks, and convenience

centers will be open.

Ms. Larson referenced a social media post and asked for clarification regarding the opening and/or closing of area parks.

Mr. Stevens replied it was his understanding that they would all be open, but he would clarify that information.

L. CLOSED SESSION

None.

M. ADJOURNMENT

- I. Adjourn until 4 p.m. on November 24, 2020 for the Work Session

A motion to Adjourn 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 6:14 p.m., Mr. Icenhour adjourned the Board of Supervisors.


Deputy Clerk