

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
February 23, 2021
1:00 PM

A. CALL TO ORDER

B. ROLL CALL

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

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

Mr. Hipple noted Mr. Kinsman asked an additional agenda item be added under Closed Session.

A motion to Amend the Agenda 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

C. PRESENTATION

1. CIP Project Update

Mr. Shawn Gordon, Chief Civil Engineer, addressed the Board noting he was joined by Mr. Mark Abbott, Operations Project Coordinator, to discuss a Capital Improvements Program (CIP) update on recently completed projects. He noted the PowerPoint presentation was divided in half with the first highlighting horizontal improvements which included site improvements and stream restorations. He further noted the second half addressed vertical construction which included building facilities and restoration projects. Mr. Gordon noted the Columbia Drive restoration project in the PowerPoint presentation. He further noted the correction maintenance to the roadway for the Virginia Department of Transportation's (VDOT) acceptance into the secondary road system. Mr. Gordon noted the project cost \$171,200 and was completed in April 2020.

Mr. Hipple asked about the items with failures and the details of the failures. He noted if it was a construction item that could be addressed sooner.

Mr. Gordon noted some items had been reviewed under preventative maintenance measures. He further noted learning from past failures when implementing new designs as corrective measures for the future. Mr. Gordon continued the presentation with the Veterans Park pickle ball courts, which involved demolition of existing tennis courts. He noted the project cost \$236,059 and was completed in April 2020. Mr. Gordon noted the next project was the Freedom Park pervious lot, which involved removal of the existing failing pervious paver lot and installation of new asphalt. He further noted the project cost \$40,350 and was completed

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in September 2020. Mr. Gordon noted the improvement assisted in handicapped accessibility and drainage issues.

Mr. McGlennon asked how the project improved drainage. He noted the pervious lot seemed to be helpful.

Mr. Gordon noted in this case, the existing pervious lot was so compacted it was creating drainage issue. He further noted the paver lot allowed a better directional drainage flow. Mr. Gordon noted the asphalt aided in snow removal where the pervious lot had not. He further noted the next project was the Chickahominy Riverfront Park Living Shoreline which addressed stabilization of eroding steep banks, regrading, and offshore rock sills and breakwaters. Mr. Gordon noted the project cost \$1,457,948 with a 50% grant funding from the James River Water Quality Improvement Fund. He further noted estimated completion was in May 2021. Mr. Gordon continued the presentation noting the Woodland Farms Stream restoration project which addressed restoration of 2,468 linear feet of eroded stream channel. He noted the project was \$1.65 million with almost 50% funded through the Stormwater Local Assistance Fund (SLAF) Grant with completion in December 2020. Mr. Gordon noted he would show a video of before and after footage from a drone flyover during the project work. He further noted the footage was courtesy of Mr. Chris Williams and the County's video staff. Mr. Gordon noted plantings had been done so in several years the landscape would look as it had prior to the construction.

Ms. Sadler asked Mr. Gordon if he could explain to citizens the importance of these types of projects.

Mr. Gordon noted stream restorations help the water quality and soil stabilization.

Ms. Sadler asked if the restorations could potentially help with flooding.

Mr. Gordon replied yes. He noted the next project was the James City County Library Idea Studio which focused on renovation of the children's area including new carpet, paint, LED lighting and other items. He further noted the project cost \$377,550 with almost \$250,000 allocated by the Library. Mr. Gordon noted completion was in September 2020.

Mr. Abbott continued the presentation addressing the vertical construction of seven projects which were funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act money. He noted the first project was the James City County Recreation Center Cardio Renovation which included the former Sentara Hospital physical therapy space to a class studio, personal training studio, stretching and toning workout area. The project cost \$282,000 with completion in May 2020. Mr. Abbott noted the next project was the Human Services Center with the Social Services wing of that building. He further noted conversion of six existing offices to 12 new offices, conversion of a conference room and an open area for 10 new office spaces. Mr. Abbott noted this project was funded by the CARES Act at \$85,000 with completion in December 2020. He highlighted the renovations in the PowerPoint presentation. He continued the presentation noting the renovations at the General Services administrative building which created three new offices. He noted CARES Act funding of \$36,000 with completion in December 2020. Mr. Abbott further noted the next project was Building A at the Government Complex. He noted renovations to the front desk lobby area included glass partitions for safety and card access at the lobby doors for employee only access to the building's interior. He further noted CARES Act funding of \$34,845 with completion in December 2020. Mr. Abbott noted Building D at the Government Complex had office renovations which included creation of a new office for both the Administrative Office and the Attorney's Office, relocation of two office doors for separation, and installation of window blind kits in all office doors. He further noted CARES Act funding of \$48,165 with completion in December 2020. Mr. Abbott noted the next project was Building E front desk

lobby upgrades similar to those in Building A with glass partitions for safety and card access for employees. He further noted this project was also CARES Act funding of \$49,410 with completion in December 2020. He continued with the Building F office renovation project which included Human Resources, Financial and Management Resources, and Real Estate lobby areas as well as relocation of the Mailroom. Mr. Abbott noted the project included additional structural support for new lobby glass partitions, paint, carpet, LED lighting, and furniture. He further noted the project cost \$159,648.15 with \$99,980 CARES Act funding and was completed in December 2020.

Ms. Larson noted the administrative offices being used, but asked about use of the library's children's area and the Recreation Center room due to possible COVID-19 lockdown.

Mr. Gordon noted the ribbon-cutting for the library had been planned just prior to the pandemic outbreak. He further noted some of the displays, which were already in place, would not be used until later. Mr. Gordon noted the Recreation Center use was limited with disinfectant protocol being followed.

Ms. Larson noted she was glad the new area was being used. She noted the previous cover and possible discussion on long-term alternatives to its use.

Mr. Gordon noted the industry standard was moving toward was forced concrete. He further noted its use at schools.

Ms. Larson thanked them for the update. She noted the visual presentation on the stream restoration was great. She further noted work done throughout the County and the great purpose it served.

Mr. Gordon clarified an early response to Ms. Sadler regarding the removal of phosphorus and nitrates, not sulfate.

Mr. McGlennon noted the use of the CARES Act money for safer work areas with the barrier installations. He further noted the additional security measures that had been implemented. Mr. McGlennon thanked staff for forward thinking in combining those aspects.

D. BOARD DISCUSSIONS

None.

E. CONSENT CALENDAR

Mr. Hipple asked if any Board member had any item to pull.

Ms. Larson noted the Animal Control Officer was not in attendance.

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 Minutes Approved for Adoption included the following meeting:

-January 12, 2021, Regular Meeting

2. Appointment of Animal Control Officer Nancy Anderson

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. Acceptance of Funds - Federal Asset Forfeiture Program - \$1,780

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. Contract Award - Waste Industries USA, Inc./GFL Environmental - \$156,957

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. Contract Award - Jolly Pond Turnaround Project - \$99,388

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

6. Contract Award - James City County Stormwater Facility PC108 Retrofit - \$159,966

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

F. BOARD CONSIDERATION(S)

None.

G. BOARD REQUESTS AND DIRECTIVES

Ms. Sadler expressed her appreciation of the CIP update and the great presentation. She noted her recent attendance at the Virginia Peninsula Regional Jail Authority and the Economic Development Authority meetings. Ms. Sadler thanked Mr. Jason Purse, Assistant County Administrator, for his help with the VDOT addressing local flooding issues from recent rain.

Mr. Icenhour noted a Zoom presentation with a question and answer session with the Capital Club at Williamsburg on February 16, 2021. He further the question and answer session dealt with County government workings in addition to COVID-19-related issues. Mr. Icenhour noted receiving good feedback on the progress being made in that area. He further noted on February 18, 2021, he attended Zoom meetings for the Hampton Roads Transportation Planning Organization (HRTPO) and Hampton Roads Planning District Commission (HRPDC). Mr. Icenhour noted the HRTPO information on the 2045 long-range transportation plan he sent to his fellow Board members. He further noted the funding projects that were identified and suggested Mr. Holt address the Board about some of these projects and the funding, as well as existing County commitments to traffic projects. Mr. Icenhour noted some of those current projects included I-64 Phase 3 and Longhill Road Phase 1, which are under construction and nearing completion. He further noted \$12.3 million committed funding for Croaker Road, \$18.6 million for Skiffes Creek connector, and \$27.4 million for the Pocahontas State Trail Reconstruction project. Mr. Icenhour noted two projects added included Mooretown Road extension and Longhill Road Phase 2. He further noted the HRPDC representation and communication with other leaders across the state and Governor

Northam's staff. Mr. Icenhour noted an application for a Community Block Grant with the HRPDC as well as a roadway flooding sensor program. He further noted this program set sensors in areas that flood along the highway which would link to the application WAZE and provide traffic diversion around flooded areas.

Ms. Larson noted VDOT and addressing flooding problems at the end of Centerville Road and Route 5. She further noted a tourism live podcast, also on Facebook live, would occur on March 5 with Ms. Renee Dallman, James City County Public Information Officer, as the host. Ms. Larson noted Ms. Vicki Cimino from Visit Williamsburg will join to discuss visitation now and in the future, as well as Mr. Chris Johnson, Director of Economic Development. She thanked staff for all their work over the past few weeks with the Virginia Department of Health (VDH) and vaccinations. Ms. Larson noted communication from some venues regarding capacity limitations and hopes to increase capacity.

Mr. Stevens noted he had heard some discussion may be taking place regarding capacity changes, but added he had no official or quantitative information to share.

Mr. McGlennon noted he represented the Board on the Scattered Site Housing Grant, which was another \$1 million to address poor quality housing in the County either by rehabilitating or replacing housing. He further noted a number of houses had been evaluated for rehabilitation or replacement. Mr. McGlennon acknowledged Housing and Social Services staff for their diligence in securing housing for qualified applicants during these challenging times. Mr. McGlennon referenced the earlier CIP presentation and noted the importance of funding from the Virginia Environmental Endowment, which receives funding from Dominion Energy and the SLAF program. He noted Parks and Recreation's FidoFest coverage in the local news.

Mr. Hipple noted as a point of transparency regarding a grant received this past year by Ms. Dianna Moorman, General Registrar, and Voter Registration. He further noted this was not reflective of Ms. Moorman nor Voter Registration. Mr. Hipple noted the grant was under the COVID-19 relief direction, and later it was discovered to be a privately-funded grant. He further noted Ms. Moorman would research future grants to determine the funding sources were not private.

H. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens noted a vaccination distribution update in the community over the past six weeks. He further noted the ongoing work with other peninsula localities which has resulted in significant progress. Mr. Stevens noted that over 20,000 James City County residents or approximately 25% of the County population have received their first dose as of today, compared to the statewide 13% number. He further noted there was frustration, but progress was being made in this part of Virginia. Mr. Stevens noted the VDH had launched a state registration system. He encouraged anyone who wanted the vaccination to visit the site, <https://vaccinate.virginia.gov/>, and register. Mr. Stevens noted if an individual had registered locally, then you are in the Virginia system and should have received an email in the last week. He encouraged everyone to register, adding the VDH had a call center to assist also. Mr. Stevens noted the call center number was 877-829-4682. He further noted more distribution points were emerging, but the different entities had separate priority criteria and were not connected to the VDH, thus creating confusion. Mr. Stevens noted vaccine supplies continue to increase in Virginia and the County was working with the local health district director to ensure vaccination equity throughout the peninsula. He further noted the federal program working with Walgreen's and CVS pharmacies that increased doses by an additional 52,000 per week into Virginia. Mr. Stevens noted collaboration with the City of Williamsburg to establish the vaccination clinic at the Colonial Williamsburg Visitor Center and established a local call line. He further noted the clinic had the capacity to provide 3,000 doses daily based

on availability. Mr. Stevens noted the VDH was scheduling appointments for the clinic using its registered list, dependent on amount of vaccine and location of your name on the list. He further noted if anyone had questions, call the VDH at 877-829-4682 or the local information line at 877-724-1954.

Mr. Hipple noted President Biden had ordered the United States flags to be flown at half staff as more than 500,000 people in the United States had passed away due to COVID-19. He further noted a moment to silence to recognize those lost to the tragedy.

I. CLOSED SESSION

A motion to Enter a Closed Session 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

At approximately 1:46 p.m., the Board entered Closed Session.

At approximately 1:56 p.m., the Board re-entered Open Session.

A motion to Certify the Board only spoke about those items indicated that it would speak about in 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

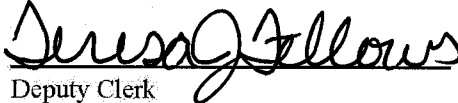
1. Consultation with legal counsel employed by the Board of Supervisors regarding specific legal matters requiring the provision of legal advice by such counsel; in particular, submitting a request for an opinion of the Attorney General, pursuant to Section 2.2-3711(A)(7) of the Code of Virginia.

J. ADJOURNMENT

1. Adjourn until 5 p.m. on March 9, 2021 for the Regular Meeting

A motion to Adjourn 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

At approximately 1:56 p.m., Mr. Hipple adjourned the Board of Supervisors.


Deputy Clerk