

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 28, 2023
1:00 PM

A. CALL TO ORDER

Mr. Hipple called the meeting to order at approximately 1:02 p.m. following the James City Service Board of Directors, Business Meeting.

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

ADOPTED

APR 25 2023

**Board of Supervisors
James City County, VA**

C. PRESENTATION

1. Proclaiming April 2023 as Child Abuse Prevention Month in James City County

Ms. Rebecca Vinroot, Director of Social Services, addressed the Board noting April is recognized throughout Virginia as Child Abuse Prevention month annually. She noted the County participated in the Child Abuse Prevention Coalition of Greater Williamsburg. Ms. Vinroot mentioned a Child Abuse Prevention event would take place at the King of Glory Lutheran Church on Thursday, March 30 from 5:30 to 7:30 p.m. She noted the event was a family friendly function with various community partners and activities for the children. Ms. Vinroot further noted Friday, April 7, 2023, was Wear Blue Day. She encouraged the community to participate for support and awareness purposes. Ms. Vinroot stated the pinwheel gardens would be planted again this year. She recognized County personnel: Ms. Juliet Heishman, Chair of the Child Abuse Prevention Coalition of Greater Williamsburg, Ms. Gennie Bellas, Police Officer, and Ms. Courtney Thomas, Care Team Coordinator, for all their hard work in coordinating these events.

Mr. Hipple read the proclamation included in the Agenda Packet. He presented the proclamation to Ms. Vinroot.

2. Proclaiming March 2023 as Family Services Specialist Appreciation Month

Ms. Vinroot addressed the Board noting March is recognized as Family Services Specialist Appreciation Month. She mentioned various duties of the Family Services Specialist such as

child abuse prevention, incident response, etc. Ms. Vinroot spoke about the numerous County programs implemented to make sure individuals and families were safe and cared for. She mentioned the importance of the Family Service Specialist role to ensure the wellbeing of children, elderly, and individuals with disabilities within the community. Ms. Vinroot recognized and commended her staff in attendance.

Mr. Hipple read the proclamation included in the Agenda Packet.

The Board and audience applauded.

Mr. Hipple thanked Ms. Vinroot and her staff for all their efforts to protect County citizens.

3. Proclamation - Vietnam War Veterans Day

Mr. Hipple presented the proclamation to Mr. Icenhour to read as the Board's veteran.

Mr. Icenhour read the proclamation included in the Agenda Packet. He thanked Mr. Hipple for the opportunity to read the proclamation.

Mr. Hipple thanked Mr. Icenhour for his service.

Mr. Icenhour mentioned there were approximately 60 veterans currently who had signed up to receive Congressional Certificates of Recognition from the Honorable Congress Wittman's Office. He anticipated approximately 125 to 150 veteran attendees. Mr. Icenhour encouraged the public to attend the celebration of National Vietnam War Veterans Day on Wednesday, March 29 at 1 p.m. at Veterans Park. He mentioned Major General Celia Adolphi would be the speaker for this event.

4. VDOT Quarterly Update

Mr. Rossie Carroll, Virginia Department of Transportation (VDOT) Williamsburg Residency Administrator, addressed the Board to provide a quarterly update from December 2022-February 2023 timeframe. He reported 445 maintenance work orders had been submitted, adding 383 of those work orders were completed, which left 62 outstanding work orders resulting in an 86% completion rate. Mr. Carroll discussed various maintenance accomplishments for the quarter which included cleaning 14 drop inlets and repairs, approximately 20,000 linear feet of ditching, 313 pothole patching, six lane miles of sweeping, pipe culvert cleaning and repairs approximately 7,700 feet, approximately four tons of roadway patching, approximately 28 feet of pipe culvert replacement, brush cutting approximately six shoulder miles, and picked up 139 Adopt-a-Highway bags of litter. He touched on the 2023 mowing and litter cycle schedule which was included in the Board's Agenda Packet. Mr. Carroll mentioned the Longhill Widening Project was anticipated to be completed in April. He noted underdrain and storm drain mitigation maintenance was currently being conducted, adding once completed the installation of curbs and gutters would be the final task. Mr. Carroll discussed completion of bridge repairs, patching, waterproofing and epoxy overlays on Route 5, Route 199, and Route 31. He spoke about the HITS Guardrail Contract noting a total of 60 guardrail hits within the County of which all were repaired. Mr. Carroll touched on the Sidewalk and Bikeway Project on Route 60 from Croaker Road to Old Church Road, adding an approximate 0.4-mile sidewalk and bike lane to increase pedestrian and bikeway connectivity. He anticipated a completion date of October 31, 2024. Mr. Carroll stated the Latex Modified Seal Project had been awarded and the fixed

completion date was October 22, 2023. He highlighted the list of routes in the County which would be serviced. He discussed the Plant Mix Contract had been awarded and the fixed completion date was November 22, 2023. Mr. Carroll touched on the various routes which would be serviced. He mentioned a tree and brush removal project forthcoming on April 3-7, 2023, on Route 199 ramps at Route 60 and Route 143. He indicated work would be conducted at night with ramp closures, adding traffic detours would be in place during ramp closures. Mr. Carroll spoke about a bridge replacement over Diascund Creek was under construction with a completion date of April 7, 2025. He mentioned a temporary bridge would be built to ensure traffic flow would not be impacted during replacement of the existing bridge. Mr. Carroll discussed the Virginia Highway Safety Improvement Program (HSIP) for Unsignalized Intersection Improvements Project which had been awarded. He mentioned the scope of work included new signage, replacing some of the existing signage, placing stop bars, and adding reflective tape on stop signposts at 11 identified secondary intersections within the County. Mr. Carroll noted a Sidewalk Repair Project on Route 614 (Greensprings Road). He further noted the contractor would complete slab replacement at the end of April and then the project would commence. Mr. Carroll highlighted various completed projects within the County. He touched on upcoming projects such as the Longhill Road Shared Use Path, Croaker Road Four Lane Widening from James City County Library to Route 60, Pocahontas Trail Reconstruction, Jamestown Transfer Bridge Hydraulic Lift System, and HSIP Unsignalized Intersection Improvements. Mr. Carroll noted advertisement dates would be forthcoming. He stated there was also the Williamsburg Residency Full Depth Reclamation Project which had been awarded; however, readvertisement had to be conducted, adding further information would be available in April. Mr. Carroll discussed the Fiscal Year (FY) 2023 County Safety Projects such as the West Providence Road Crossdrain Replacement Project which had been awarded and construction commenced as of Monday, March 27, 2023. He spoke about the New Town Avenue/Watford Lane Sidewalk Repairs Project which had been advertised. Mr. Carroll mentioned the Windsor Forest Drop Inlet Spray in Place Lining Project, adding advertisement had not yet been conducted. He noted the Ironbound Road Sidewalk Repair Project had been awarded. Mr. Carroll further noted Route 143 Crossdrain Structural Failure Spray Liner Project had not been awarded yet, in addition to the Goodrich Durfey Capital Improvements Project (CIP). He highlighted various County Safety Projects for FY24. Mr. Carroll moved on to discuss traffic studies conducted such as the Grove Area Illegal Littering Signage. He noted based on the study installation of Littering signage would be recommended in various locations. Mr. Carroll spoke about the Intersection Safety Review for Route 613 (News Road) and Route 615 (Ironbound Road) and based on the review; no additional traffic control devices were recommended. He touched on the HSIP Unsignalized Intersection for Route 612 (Longhill Road) and based on the review the following recommendations were recommended: install Advanced Warning Intersection sign; install crosswalk pavement markings across the Glenburnie Road approach connecting the curb ramps; and install Double Arrow sign facing Glenburnie Road. Mr. Carroll spoke about the Safety Review for Route 632 (Cranston's Mill Pond Road) and based on the review; the following recommendations was recommended: upsize the existing Advanced Warning Winding Road signs with supplemental 35 MPH Advisory Speed plaques; install two additional upsized Advanced Warning Winding Road signs with supplemental 35 MPH Advisory Speed plaques; refresh centerline pavement markings within the study segment of Route 632; pursue shoulder and drainage rehabilitation; and pursue shoulder widening and paving for Roadside Fixed-Object Collisions mitigation. He spoke about the Route 606 (Riverview Plantation Drive Speed Study which no additional recommendations were made based on the review as 25 MPH Speed Limit signs were already in place. Mr. Carroll touched on the Route 632 School Bus Stop Ahead Sign Request which were recommended to be installed on Route 632 northbound and southbound. He discussed the Speed Study on Route 60 (Richmond Road) Toano and based on the review of the included speed data, roadway characteristics, and reported crash history Traffic Engineering does not recommend a change in the posted 45 MPH speed limit on this segment of Route 60. Mr. Carroll discussed Intersection Sign Reviews for Route 606 to Route 749 (Sherwood Forest) and based on the

intersection sight distance and other various factors Yield signs would be recommended in several locations. He touched on the Route 60 and Route 199 Safety Review and based on the review recommendations were to install dual oversized Watch for Stopped Vehicles supplemented with Ahead Advanced Warning signs westbound on Route 60. Mr. Carroll spoke about the Route 614 Virginia Capital Trail Safety Review and based on the review no obstructions or conflicts were noted during the field review; however, it was recommended to install Do Not Block Trail signs to the existing No Motor Vehicle signs at the intersections of John Tyler Highway, Greensprings Road, Jamestown Road, and Eagle Way. Mr. Carroll highlighted Land Use updates. He concluded the quarterly update and welcomed any questions and/or comments the Board might have.

Mr. Icenhour thanked Mr. Carroll for the efforts in rectifying the issue in Powhatan Secondary.

Mr. McGlennon thanked Mr. Carroll for the work performed in Kingspoint. He mentioned roadway concerns in the Rolling Woods subdivision. Mr. McGlennon inquired if resurfacing would be conducted in the near future or if road patching could be accommodated.

Mr. Carroll replied he would need to get back to him on that.

Mr. McGlennon expressed his concerns with the particular area of Route 199 from Kingsmill to Route 5 area. He mentioned a recent accident involving a pickup truck and a school bus. He asked if there were any recommendations for that particular area of Route 199.

Mr. Carroll mentioned he was recently made aware of that accident; however, he noted a traffic study would need to be conducted and other various factors would need to be considered prior to any action taken.

Mr. McGlennon noted the Project Pipeline team would be attending the Board's April 25, 2023, Business Meeting to discuss the study and findings. He asked if there was a process to involve the public at large or should individuals be focused strictly on the Business Meeting.

Mr. Carroll replied the public should focus on the Business Meeting. He noted the presentation would include recommendations based on the final study conducted.

Mr. Carroll further noted at that point it was at the Board's discretion whether or not to implement the recommendations. He mentioned these recommendations were made based on increased traffic.

Mr. McGlennon suggested potential detours to alleviate some of the traffic congestion in this particular area. He mentioned a fence alongside Peppertree was taken out due to a tree. Mr. McGlennon asked if VDOT was responsible for resolving that issue.

Mr. Carroll confirmed yes. He mentioned the contractors looked at it; however, he noted long lead times for the materials.

Mr. McGlennon asked if there was a temporary solution until materials arrived.

Mr. Carroll replied no, the contractors would fix the issue as soon as materials were available.

Mr. McGlennon asked about some concerns with relation to Gatehouse Farms on Neck-O-Land Road.

Mr. Carroll confirmed VDOT was looking into that, he noted it was a drop inlet concern.

Mr. McGlennon expressed from his understanding it was a severe issue.

Mr. Carroll noted he had not witnessed it himself; however, VDOT maintenance staff had. He further noted he thought there might be some separation or a crack that had occurred allowing material to pass through. He suggested potential cleaning and internal sealing to resolve the issue.

Mr. McGlennon asked if there was a completion date for the sinkhole on Goodrich Durfey.

Mr. Carroll replied it was in VDOT's FY23 plan.

Mr. McGlennon stated June 30.

Mr. Carroll confirmed.

Ms. Larson relayed thanks from Mr. Dorsey Smith for the roadway safety improvement efforts regarding Jamestown Road and Neck-O-Land Road. Ms. Larson encouraged consideration with regard to noise impacts for the future Project Pipeline. Ms. Larson asked about the location of the Do Not Block Trail signs.

Mr. Carroll indicated those signs would be installed on the Virginia Capital Trail as there was already signage at nearby intersections.

Ms. Larson asked if there was an alternative to the security bollards regarding the intersection of Route 614, Centerville Road, and Route 5. She explained the bollards get knocked over frequently and there had been an increased number of turns. She asked if there was a temporary alternative to keep vehicles from turning at that prohibited turn.

Mr. Carroll replied VDOT's Traffic Engineer designed that area, so any concerns based on that design would need to be referred to the Traffic Engineer. He advised with relation to the bollard concerns to submit a work request and VDOT would take care of the issue.

Ms. Larson thanked Mr. Carroll. She mentioned she received speeding concerns from constituents with relation to residential neighborhoods. She wondered if there was any way to reduce the speed limit in a residential neighborhood below 25 mph.

Mr. Carroll replied no, not typically.

Ms. Larson requested Mr. Carroll to elaborate based on his response.

Mr. Carroll replied there were rare instances and flexibility within the Virginia Code to accommodate in extreme circumstances.

Ms. Larson expressed her frustration regarding drainage issues within the County. She mentioned Saint Georges Hundred subdivision as an example. Ms. Larson indicated there was approximately 13 outstanding drainage issues. She asked about funding opportunities in order to rectify these concerns.

Mr. Carroll replied if it was a priority project for the Board, he recommended RevShare and Secondary Six-Year Plan that these types of projects could be submitted to. Mr. Carroll mentioned these were not just maintenance concerns as there were other factors such as utilities, relocation aspect, etc. involved.

Ms. Larson expressed she felt this situation was a catch-22. She hoped all parties involved could work towards a solution to resolve this matter.

Ms. Sadler stated when she traveled Route 60 going west towards Toano near Greystone there was a crossover and she had exhibited multiple vehicles pulling out in front of oncoming traffic where the speed changes from 45 mph to 55 mph. She asked if there was any VDOT reason for that crossover.

Mr. Carroll replied he was unsure if there were any connecting roads on the other side or for U-turn purposes. He noted he would need to look into that.

Ms. Sadler expressed safety concerns. She thanked Mr. Carroll.

Mr. Hipple thanked Mr. Carroll for his prompt response with addressed issues. He noted there was a sink area getting off Route 60 onto Olde Towne Road coming from Lightfoot Road.

Mr. Carroll asked if it was on Olde Towne Road.

Mr. Hipple replied no it was on Route 60 going into the turn lane to go to Olde Towne Road coming from Lightfoot Road. He also mentioned a sink hole area on Longhill Road near the C&F Bank.

Mr. Carroll asked if the sink hole on Longhill Road was near the shoulder of the lane.

Mr. Hipple confirmed.

He thanked Mr. Carroll for efforts on Cranston's Mill Pond Road. He asked if VDOT recouped funds for the HITS Guardrail Contract.

Mr. Carroll replied yes.

Mr. Hipple thanked Mr. Carroll.

D. CONSENT CALENDAR

Mr. Hipple asked if any Board member wished to pull an item. As no Board member requested an item be pulled, Mr. Hipple sought a motion on the Consent Calendar's approval.

1. Appropriation of Funds for an Unsolicited Proposal

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

2. Contract Award - \$514,224 - Chickahominy Riverfront Park Fishing Pier Replacement Project

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. Dedication of the Streets in Sections 2 and 3 of the Scott's Pond Subdivision.

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. General Wage Increase

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. 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:

- February 14, 2023, Regular Meeting
- February 28, 2023, Business Meeting
- March 10, 2023, Retreat

6. Resolution of Chesapeake Bay Preservation Ordinance Violation at 118 Pinepoint

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

E. BOARD DISCUSSIONS

1. Dispatch Update

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. Brad Rinehimer, Assistant County Administrator, addressed the Board noting he would discuss the County's Emergency Communications Center (ECC) and consolidation. He noted prior to his discussion Fire Chief Ryan Ashe would discuss the current situation with the County's ECC and the recent incident which had occurred.

Chief Ashe stated on February 22, 2023, a contractor was performing work related to the installation of a second backup generator at the ECC and caused an increased voltage that went through the building and damaged a number of electrical components. Chief Ashe highlighted various damaged items and created a list for necessary replacements. Chief Ashe mentioned based on supply chain issues parts were not expected to arrive until July-August timeframe. Chief Ashe anticipated August timeframe to return to the ECC. Chief Ashe stated an Electrical Engineer assessed the site for a general overview and recommendations of having all equipment tested prior to utilizing that facility as a permanent operation. Chief Ashe noted some of the surge systems had been replaced, identified temporary solutions for generator power, relocated some server equipment, etc. for mitigation purposes.

Ms. Larson asked when a situation like this occurred what was the process in place to recoup funds.

Chief Ashe stated a separate account code was created regarding the incident and chargeback

opportunity would be pursued as repairs were conducted. He noted collaborative efforts with the County Attorney's Office, Risk Management, and the insurance company to work through the responsible party aspect of things.

Ms. Larson thanked Chief Ashe.

Mr. Rinehimer mentioned for litigation purposes he did not want to elaborate too much on that subject. He anticipated the insurance provider would cover most, if not all costs associated with the incident. Mr. Rinehimer touched on potential consolidation as there had been several discussions in the past on the topic. He noted in 2018 a study was conducted to look at consolidating the ECC with the Cities of Williamsburg, Poquoson, and York County. Mr. Rinehimer further noted the study confirmed consolidation would be feasible and financially beneficial to the County. He stated at that time the Board of Supervisors chose not to consolidate for County personnel and questions about service delivery. He mentioned he was the County's Police Chief at that time, and he was not in support of the consolidations as there was no improvement component. Mr. Rinehimer touched on the current staffing issues within the County. Mr. Rinehimer noted a meeting was held this morning with County Dispatchers to discuss the potential consolidation and the possibility of losing current County personnel to other localities based on this decision if it were pursued. He mentioned possible grants available if consolidation was decided. Mr. Rinehimer spoke about current operations with the shared facility, and it seemed to be working effectively. He touched on various points such as County personnel, service expectations, and other factors regarding consolidation. Mr. Rinehimer noted collaborative efforts with the County's Human Resources Department to find placement in alternative positions for current County personnel should they choose an alternative course of action based on the decision. He further noted USI Insurance Services had conducted a study on benefits offered between James City County and York County and the findings determined the benefits of both localities were very comparable. He stated the County was committed to keeping County personnel whole. Mr. Rinehimer encouraged the Board to approve the resolution included in its Agenda Packet authorizing the County Administrator to enter into an agreement with York County for consolidation of the County's ECC. He added approval of the resolution would also authorize the County Administrator to utilize funding previously approved in the CIP for a Computer-Aided Dispatch (CAD) system replacement for initial costs and equipment related to such consolidation, primarily licensing agreements and related software, equipment costs, and building renovations. Mr. Rinehimer concluded the presentation and welcomed any questions the Board might have.

Mr. Stevens expressed his desire to make a few comments. He mentioned the meeting held this morning with ECC staff, adding currently there were 22 employees which included on-call staff. Mr. Stevens noted County staff expressed concerns that the level of service to the community would lessen if consolidation was pursued, in addition to first responder safety for various reasons. He touched on staffing challenges within the County and noted the challenges specifically for the Dispatcher role as there was extensive training required prior to starting the job. Mr. Stevens commented that was the main reason consolidation was being considered as there was uncertainty in the ability to operate and maintain the level of service to the community. He noted if the Board approved the resolution there would be various considerations made prior to an agreement to ensure public and personnel input was taken into consideration. Mr. Stevens further noted once input was obtained, he would bring it to the Board's attention for further consideration. He stated York County policies were different, adding there were concerns of noise.

Ms. Larson asked if this resolution would allow an agreement to be executed without coming back before the Board.

Mr. Stevens confirmed yes.

Ms. Larson expressed hesitancy on that approach. She requested he provide a report prior to an agreement being executed.

Mr. Stevens replied he could accommodate that.

Ms. Larson asked if there were any issues regarding response to calls currently.

Mr. Rinehimer replied it was going smoothly for the circumstances. He noted County Dispatchers mentioned some concerns at the facility; however, there had not been any feedback from the Police or Fire Department regarding response to calls.

Mr. McGlennon stated the Board had been reluctant to approve the consolidation in the past. He asked if the County was willing to find other placement for the current Dispatchers and/or if current County personnel chose to pursue employment at York County what effect would that have on the ECC Department. Mr. McGlennon mentioned the trending staffing challenges.

Mr. Rinehimer replied the County was willing to make the necessary accommodations for alternative placement positions for current personnel based on various factors. He mentioned discussions with York County and its willingness to welcome personnel who chose to pursue employment there.

Mr. McGlennon asked the reason why York County did not seem to have recruitment and retention issues.

Mr. Rinehimer replied he could not speak to that. He stated to his knowledge York County had maybe one vacancy, if not fully staffed. Mr. Rinehimer mentioned York County counted its trainees in its staffing numbers. He noted the County had 22 personnel within the ECC Department, which also included trainees. Mr. Rinehimer further noted trainees and the possibility of departure; however, if consolidation occurred it would allow for additional personnel.

Mr. McGlennon requested additional information regarding strategies York County has utilized to recruit and retain personnel. He questioned if similar circumstances happened at the York County facility what alternative options the County would have.

Mr. Rinehimer replied the County would maintain some operational readiness at the County's ECC facility as a backup solution once repairs were completed. He mentioned York County had contemplated a long-term backup facility within the new Sheriff's Office being built. Mr. Rinehimer indicated if York County chose that route the County's ECC facility could be utilized for other purposes.

Mr. McGlennon thanked Mr. Rinehimer.

Ms. Sadler asked if York County was fully staffed, and consolidation occurred what would that mean for current County personnel.

Mr. Rinehimer explained York County dispatchers answered calls for York County and the Cities of Williamsburg and Poquoson, adding if consolidation occurred County dispatchers would aid with the increased call volume and various tasks.

Ms. Sadler asked how long County ECC personnel had been working out of the York County facility.

Mr. Rinehimer replied 5 weeks as of today.

Ms. Sadler asked about County personnel feedback regarding working in the York County facility and if County ECC personnel were in training currently.

Mr. Rinehimer replied there were some County ECC personnel in training, specifically new hires. He mentioned according to Ms. Rebecca Cyr, Assistant Director of Emergency Communications Division, operations were running smoothly. He stated there was not a significant decrease in service which was the main concern of not previously consolidating.

Ms. Sadler asked if the County had utilized the York County's facility prior to this event.

Mr. Rinehimer replied yes, but not to this length of time.

Ms. Sadler asked if County ECC personnel chose to leave their current position but stay employed within James City County would an alternative position be at a comparable pay scale.

Mr. Rinehimer replied he was not certain of the positions available, and the County would not create new positions for the circumstance; however, it varied on the position being applied for and the associated pay scale for that position.

Mr. Stevens stated from a community response perspective County personnel felt it was good; however, County ECC personnel feedback may be different in various aspects such as noise, policies, etc.

Mr. McGlennon inquired if York County was willing to reduce the noise levels within its facility.

Mr. Rinehimer replied discussions would be had with relation to that subject prior to an agreement. He indicated that the County would be a part of the regional Virginia 9-1-1 Services Board which would help establish some criteria for the facility. Mr. Rinehimer stated ultimately it was York County's facility so various criteria could not be changed; however, depending on the issue there might be some flexibility.

Mr. Icenhour asked if the Cities of Williamsburg and Poquoson ever had independent facilities and how long have the Cities of Williamsburg and Poquoson been consolidated with York County.

Mr. Rinehimer replied both Cities had independent facilities at one point. He mentioned consolidation occurred several years ago.

Mr. Icenhour asked if the Cities of Williamsburg and Poquoson used their old facilities as a backup facility.

Mr. Rinehimer replied both Cities do not have a backup facility.

Mr. Icenhour asked how many personnel York County had at its Emergency Communications facility.

Mr. Rinehimer replied approximately 60-70.

Mr. Icenhour remarked the County had 22 ECC personnel.

Mr. Rinehimer confirmed.

Mr. Icenhour asked the highest number of ECC personnel the County had.

Mr. Rinehimer replied to his knowledge 28 was the maximum.

Inaudible discussion.

Mr. Icenhour expressed his concern of service to the community. He questioned the current backup facility for York County as the County's facility was out of commission at this time.

Mr. Rinehimer stated York County had a temporary backup facility at the York County Public Works Building. He mentioned once repairs were made to the County's ECC facility that could serve as the backup facility; however, York County's desire was to create its own long-term backup facility.

Mr. Icenhour expressed challenges with level of service for both the consolidation and/or independent aspect especially if the County did not have the manpower to operate its own facility. He agreed with Ms. Larson's point of having a review process come before the Board prior to an agreement made.

Ms. Sadler asked if the County's ECC facility was being utilized as a backup facility would the County's current system be used or would York County's system be implemented.

Mr. Rinehimer replied the County's current system would be utilized.

Ms. Sadler remarked it was vital to have personnel who could operate that system.

Mr. Rinehimer confirmed.

Chief Ashe stated the only difference between systems were the CAD systems.

Ms. Larson remarked this was a very difficult decision to have to make. She reiterated her earlier point of requesting a review process prior to an agreement made.

Mr. McGlennon inquired about the financial arrangement if consolidation were to be pursued.

Mr. Rinehimer replied he did not have the answer for that today; however, once further information was available it would be provided to the Board.

Mr. Hipple agreed that this was an extremely difficult decision to make. He noted the relationships between the Fire Department, Police Department, and the ECC were very close-knit. Mr. Hipple further noted his support to remain independent, however, he discussed the staffing concerns and the impact it could have on the level of service to the community. He explained as a Board it had an obligation to the County citizens to explore all options to ensure the right solution for the circumstances was made.

Ms. Larson asked for clarity regarding verbiage if the resolution before the Board was approved at this evening's meeting.

Mr. Hipple suggested removing "execute" out of the resolution.

Mr. Stevens commented if the Board desired to leave the verbiage as is he would certainly bring it back before the Board for discussion prior to executing an agreement or if the Board voted on the subject with a verbiage change that would be ok too.

Ms. Larson stated she preferred verbiage to include bring it back to the Board of Supervisors to review prior to the County Administrator executing.

Ms. Sadler agreed.

Mr. Icenhour recommended removing “and execute” out of the resolution it would still allow the County Administrator to negotiate and bring it back before the Board for authorization purposes.

Mr. Hipple asked Mr. Kinsman if that covered the technical aspect.

Mr. Kinsman confirmed.

2. FY 2024 Budget Review

Ms. Cheryl Holland, Budget Manager, addressed the Board to discuss the Proposed Fiscal Year (FY) 2024 Budget. She noted the proposed budget was on the County’s website. Ms. Holland stated the FY24 Proposed Budget was \$330.2 million, which was a 42.7% increase from last year’s budget, adding she would discuss those specifics in greater detail momentarily. She referenced the All Funds Summary slide on the PowerPoint presentation for financial comparison purposes of the adopted FY23 Budget and the FY24 Proposed Budget. Ms. Holland stated the main increases in the proposed budget related to the General Fund and the Capital Projects Fund. She highlighted various expenditures for the General Fund on the PowerPoint presentation. Ms. Holland touched on the revenue aspect for the \$14 million increase in the General Fund which included an anticipated increase in general property taxes of \$7.4 million. She noted there were no changes to the real estate or personal property tax rates. Ms. Holland further noted FY24 was a non-reassessment year, adding this increase primarily relates to anticipated growth and development in the County and assessed values of existing property. She mentioned other local taxes were anticipated to increase by \$5 million and relates to trends observed in sales, lodging, and meal tax revenues. Ms. Holland spoke about charges for services which was anticipated to increase by \$0.9 million essentially for the James City County Recreation Center fees, Before & After School Program fees, and Medic Transport Recovery fees. She moved on to discuss the Capital Projects Fund totaling \$95.5 million, adding annual costs varied depending on volume and magnitude of projects. Ms. Holland discussed the proposed projects for FY24 which included a General Services Administration Building, Pre-K Space, and design costs for the future County Government Center and the costs associated with those projects. She spoke about unfunded requests which included a breakdown on the PowerPoint slide to indicate items by fund. Ms. Holland noted Financial and Management Services (FMS) collaborated with the various County Departments to determine essential and/or mandated needs for FY24. She further noted some cuts would result in delay in maintenance and/or necessary replacements to aid in addressing some of the more pressing needs. Ms. Holland mentioned staff was working to determine which unfunded items could be purchased in FY23 with expenditure savings. She referenced a PowerPoint slide which provided further details on some unfunded items that various County departments were working on funding in FY23. Ms. Holland highlighted several upcoming budget meetings on the PowerPoint presentation for public notification purposes. She concluded the presentation and welcomed any questions the Board might have.

Mr. McGlennon asked about the unfunded item pertaining to the Virginia Public Assistance.

Ms. Holland replied it was in relation to personnel requests, adding no new positions were funded in the Proposed FY24 Budget.

Ms. Larson inquired about salary studies explaining the studies were conducted; however, the County could not fund it, and then a new salary study was required to stay up to date. She

asked what the plan was for future salary studies.

Mr. Stevens stated it was removed from next year's request; however, it was on the unfunded items list for Board discussion. He remarked if the Board provided authorization to utilize additional revenues from FY23 it could be pursued. Mr. Stevens noted reviews and small-scale adjustments were being conducted regularly, adding according to other Chief Administrative Officers within the region this was currently a common practice. He explained the challenges with recruiting with current entry level salary wages. Mr. Stevens recommended an updated comprehensive salary study to determine the need and to justify salary adjustments and other factors to ensure positions were being filled. He stated the County's salary wages were considered average; however, the cost-of-living aspect was not. Mr. Stevens expressed his belief based on his own comparison of other localities and their salary ranges the County's salary wages offered were not competitive.

Ms. Larson expressed the challenges currently and she was interested to see how a comprehensive study would be conducted with the various concerns.

Mr. Stevens replied confirmed, adding it was a difficult market to keep up with. He noted the concerns were not just at entry level salary wages but at the higher end also. Mr. Stevens mentioned the Capital Projects Coordinator position which had been advertised for over a year with a salary wage on the high-end with no applicants. He added a head-hunter was hired for proactive purposes with no success. Mr. Stevens expressed the challenges of even filling the high-end positions. He spoke about the various projects that took priority over the study.

Ms. Larson asked about the necessary vehicle replacements.

Ms. Holland stated the vehicles replacements were recently purchased and received, adding at this time the Police Department and Fleet and Equipment Division no longer needed that request.

Ms. Larson thanked Ms. Holland.

Mr. Stevens thanked Ms. Holland for all her efforts during the budget process.

F. BOARD CONSIDERATION(S)

None.

G. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon mentioned Ms. Sadler had requested last meeting for the Board to initiate a policy regarding a development process in relation to solar farms. He stated he received an email from one of the Planning Commissioners suggesting considerations on data centers as well. Mr. McGlennon asked Mr. Stevens if that scope of work could be expanded to include data centers.

Ms. Sadler stated she was receiving email complaints from County citizens regarding the Norge Solar Farm and potential noncompliance issues. She thanked Mr. Jason Purse, Assistant County Administrator, for taking her call regarding the matter. Ms. Sadler mentioned for public notification purposes that the concerns addressed were being investigated.

Mr. Icenhour advised he wished to make a statement in recognizing Ms. Isabella Strumke, a

9-year-old County citizen runner who set a new state record. He expressed his desire to publicly recognize her accomplishments.

Ms. Larson expressed her condolences on the passing of Ms. Margaret Stockton. She noted her husband Mr. Carlton Stockton served on the County's Economic Development Authority. Ms. Larson further noted both Mr. and Mrs. Stockton were very active members of the community. She stated she and Ms. Sadler participated in a tour of the Eastern State Hospital property on Friday, March 24, 2023. Ms. Larson recognized Mr. Scott Turner, Interim Director of Community Outreach at Eastern State Hospital, for the extensive tour he provided, adding it was very informative. Ms. Larson thanked Mr. Icenhour for encouraging Eastern State staff to allow the opportunity. She noted she had conducted a presentation for the Virginia Association of Counties (VACo) Supervisor Certification class with Mr. Greg Dowell, Chairman of the Williamsburg-James City School Board last week. Ms. Larson stated she attended the Williamsburg Tourism Council meeting last week. She mentioned for public notification purposes the upcoming Budget Adoption would be held on May 9, 2023, Regular Meeting. Ms. Larson noted as a reminder the County's Board meetings were public in addition to finance meetings. She encouraged the public to attend if interested.

Mr. Hipple stated he and Mr. Stevens participated in the Eastern State Hospital tour. He recognized Mr. Turner for the outstanding tour conducted, adding he looked forward to future collaborations regarding projects in the future.

Ms. Larson commented it was an information sharing opportunity to allow for better communication and operations moving forward.

Mr. Hipple agreed, adding there was communication with the County's Fire Department as well. He expressed it was nice to see two organizations collaborating to ensure efficiency. Mr. Hipple mentioned Mr. Stevens and Mr. Turner would discuss more regarding County interaction at a future date.

H. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens stated he would follow-up on that discussion with Eastern State Hospital as he and Mr. Turner had not yet connected on that aspect but would be forthcoming. He asked for specific instances from Interim Chief of Police Dallman and Fire Chief Ashe to relay to Mr. Turner for communication improvements. He stated he looked forward to the partnership and the beneficial components. Mr. Stevens spoke about the James City County Marina, adding the demolition of the existing boat slips was being conducted ahead of schedule and operations were going smoothly. He mentioned he received complaints regarding the existing boat ramp and its conditions. Mr. Stevens stated as of March 27, 2023, the boat ramp had closed for removal of existing concrete boat ramp to replace it with another existing concrete boat ramp. He anticipated the boat ramp would reopen by April 20, 2023. Mr. Stevens explained the boat ramp would have new concrete to rectify pavement damage concerns. He mentioned citizens who had boat passes could use them at Chickahominy Riverfront Park as an alternative option while maintenance was being conducted, adding the rest of the County Marina operations in terms of rentals of kayaks, canoes, bikes, etc. was not impacted.

Mr. McGlennon mentioned he received notification from the National Park Service that Colonial Parkway would be closed for the Pedal the Parkway event in early May. He asked if those participating in the event would be required to pay the entrance fee.

Mr. Stevens stated he reached out to the Parks Superintendent to get clarification; however,

he had not yet received a response. He expressed his belief that if the Colonial Parkway was closing operations to host the event participants would not be required to pay the entrance fee. Mr. Stevens indicated the fee was in relation to walking, access to the beach, etc.; however, he would continue to obtain clarity on that point.

I. CLOSED SESSION

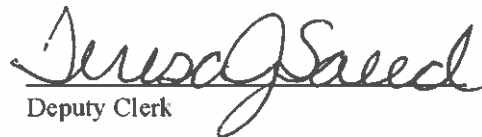
None.

J. ADJOURNMENT

- I. Adjourn until 5 pm on April 11, 2023 for the Regular 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 2:55 p.m., Mr. Hipple adjourned the Board of Supervisors.


Deputy Clerk