

**APPROVED MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
REGULAR MEETING OF APRIL 25, 2022**

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 25th day of April 2022, beginning at 7:00 p.m. in the Board Meeting Room of the County Administration Building and via Zoom.

Agenda Item 1. CALL TO ORDER

Chairman Moren called the meeting to order.

Agenda Item 2. ROLL CALL

The members were polled:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

Agenda Item 3. MOMENT OF SILENCE

The Chairman called for a moment of silence. Vice Chair Hodges asked that the moment of silence be in honor of **Bud Swann** who passed away unexpectedly.

Agenda Item 4. PLEDGE OF ALLEGIANCE

The Chairman led the pledge of allegiance.

Agenda Item 5. REVIEW AND ADOPTION OF AMENDED MEETING AGENDA

Chairman Moren noted the addition of a Public Hearing for the VDOT Six-Year Secondary Road Plan. Supervisor Moskalski moved for the adoption of the amended agenda for this meeting with the above addition; motion was seconded by Vice Chair Hodges. The Chairman called for any discussion. The members were polled:

Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

Agenda Item 6. PUBLIC COMMENT

Chairman Moren opened the Public Comment period.
There being no speakers, the Chairman closed the Public Comment period.

Agenda Item 7. CONSENT AGENDA

Consent Agenda items were:

- a. Approval of Minutes:
 - i. March 14, 2022 Work Session Draft Minutes
 - ii. March 21, 2022 Budget Work Session Draft Minutes
- b. Approval of Expenditures - March 2022
- c. **Resolution 22-27** - Public Service Week Proclamation
- d. **Resolution 22-28** - Declaring May 2022 as Mental Health Awareness Month
- e. **Resolution 22-33** - Confirming Primary & Alternate Members to the MPJDC

Supervisor Moskalski moved for approval of the Consent Agenda; motion was seconded by Supervisor Garber. The Chairman called for any discussion. The members were polled:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

**RESOLUTION 22-27
PROCLAIMING MAY 1-7, 2022 AS PUBLIC SERVICE RECOGNITION WEEK**

WHEREAS, Americans are served every day by public servants at the federal, state, county, and city levels, who supply continuity to our democratic society; and

WHEREAS, public employees and community volunteers serve in areas such as health education, public safety, the arts, the environment, finance, public infrastructure, community planning, human services, social work, recreation, elections, and more; and

WHEREAS, the public employees of King William County are committed to exhibiting the highest standards of professional excellence, creativity, skill, and customer service; and

WHEREAS, the dedicated volunteers who serve on King William County Boards and Commissions inform and advise the Board of Supervisors and are integral to the advancement of the quality of life that we enjoy here; and

WHEREAS, the efficiency of government relies on public employees and volunteers who provide the quality of services expected by the public; and

WHEREAS, King William County recognizes the generous contributions of time and talent by public employees, Tribal members, and community volunteers and the importance of the services they render;

NOW, THEREFORE, BE IT RESOLVED the Board of Supervisors of King William County, Virginia does hereby proclaim May 1-7, 2022 as Public Service Recognition Week and calls upon all citizens to recognize and express their appreciation for the important contributions of public employees, Tribal members, and community volunteers throughout the County and the Commonwealth of Virginia.

DONE this 25th day of April, 2022.

**RESOLUTION 22-28
PROCLAIMING MAY 2022 AS MENTAL HEALTH AWARENESS MONTH**

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all Americans face challenges in life that can impact their mental health, especially during a pandemic; and

WHEREAS, prevention is an effective way to reduce the burden of mental health conditions; and

WHEREAS, there are practical tools that all people can use to improve their mental health and increase resiliency; and

WHEREAS, mental health conditions are real and prevalent in our nation; and

WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, health care provider, organization and citizen share the burden of mental health problems and has a responsibility to promote mental wellness and support prevention and treatment efforts.

NOW, THEREFORE, BE IT RESOLVED the Board of Supervisors of King William County, Virginia do hereby proclaim May 2022 as Mental Health Awareness Month and call upon the citizens, government agencies, public and private institutions, businesses, and schools in King William County to commit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

DONE this 25th day of April, 2022.

**RESOLUTION 22-33
CONFIRM PRIMARY (VOTING) AND ALTERNATE MEMBERS TO THE MIDDLE PENINSULA
JUVENILE DETENTION COMMISSION (MPJDC)**

WHEREAS, the Middle Peninsula Juvenile Detention Commission allows for one primary (voting) member and one alternate member from each locality; and

WHEREAS, King William County’s representatives were last confirmed in June of 2018 to be the County Administrator and County Attorney; and

WHEREAS, the Board of Supervisors now wishes to amend the County’s representative members;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of King William County, Virginia that the King William County Representatives to the Middle Peninsula Juvenile Detention Commission are the County Administrator as the primary (voting) member and the Deputy County Administrator as the alternate member.

DONE this 25th day of April, 2022.

Agenda Item 8. PUBLIC HEARINGS (Open for Comment and Adoption)

8.a. Ordinance 03-22 - Amend King William County Code to Conform with State Code on Dangerous Dogs - Andrew McRoberts, County Attorney

Mr. McRoberts said King William has a parallel ordinance to the state code in the County Code. Because state code was amended recently, the County Code must be amended to conform.

Chairman Moren opened the Public Hearing.

King William County Sheriff, Jeff Walton, recommended the County delete the parallel code and just follow the state code.

Jeanette Wagner of District 5 said the definition of owner in the current code should be kept. The definition says if you take care of a stray animal for ten days or more, you’re responsible.

There being no further speakers, Chairman Moren closed the Public Hearing.

Mr. McRoberts said the current state code keeps that same definition of owner. He said another public hearing would need to be held to delete the parallel ordinance from the County Code.

Supervisor Garber asked if deletion was possible. Mr. McRoberts said yes. He recommends the Board adopt the amendments now and delete the County Code in the future if they desire.

Vice Chair Hodges said he agrees with the Sheriff that the County Code should be deleted. Supervisor Greenwood said he also agrees with this. Mr. McRoberts said the County's Code is word-for-word the state code. Supervisor Moskalski said he is also fine with deleting it.

Supervisor Garber made a motion to table Ordinance 03-22 with the intention to advertise another Public Hearing to delete the County's parallel code. Vice Chair Hodges seconded the motion. The Chairman called for any discussion. The members were polled:

Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

8.b. Adoption of the Virginia Department of Transportation (VDOT) Secondary Six-Year Road Plan FY2023 through FY2028 – Ronald Peaks, Assistant Residency Administrator/Saluda

Mr. Ashcraft noted that, although this Public Hearing was properly advertised by VDOT, the County inadvertently missed it. Therefore, this Hearing would be held and the County would advertise it again to make sure all citizens were properly notified. Another Public Hearing will take place on May 9th.

Mr. Peaks went over the FY2023-2028 proposed Six-Year Plan. Roads included in the plan include:

- 1st Priority – Route 634 – summer of 2023
- 2nd Priority – Route 633, Sandy Point Rd. - 2023
- 3rd Priority – Route 617, West Spring Forest Rd. – 2024
- 4th Priority – Route 627, East Saint John's Church Rd. – 2025
- 5th Priority – Route 621, Green Level Road – 2026

Currently underway is the turn lane on Route 600, West River Road.

Mr. Peaks said VDOT self-performs these jobs therefore it's much less expensive. Any money left over from any scheduled work goes back into the plan for use on other jobs. He said engineering surveys are also included on the plan. He reminded people that this was for improvements and new construction only, not for potholes and maintenance.

Vice Chair Hodges asked if West Spring Forest Rd. would be wider. Mr. Peaks said it would be 16-17 feet wide.

Supervisor Moskalski said he'd like to add Route 627, West Saint John's Church Rd. to the plan. Mr. Peaks said it meets the criteria but will be a few years off.

Supervisor Garber asked how many unpaved roads are left in the County. Mr. Peaks said he didn't know. He was filling in for the Residency Manager, Lee McKnight, tonight and would ask him.

Supervisor Garber asked if these would be tar and chip or asphalt. Mr. Peaks said tar and chip.

Supervisor Greenwood asked the criteria used for scheduling and completing maintenance and for resurfacing an already paved road. Mr. Peaks said to see the Transportation Briefing included in the Board Information section. He said the best way to request maintenance is to call (800) FOR-ROADS. The area supervisor can then see the request on a map and schedule needed work in an area.

Chairman Moren asked how safe these funds are. Mr. Peaks said totally. It's the County's money and is based on a formula. There is no competition for the funds.

Chairman Moren asked for an explanation of tele-fees. Mr. Peaks said telecommunications companies pay the state for having their equipment in the state right-of-way.

Chairman Moren opened the Public Hearing. There being no speakers, the Chairman closed the Public Hearing.

Supervisor Greenwood said he thinks people do not know how to participate via Zoom. The Deputy Clerk said detailed instructions are on the website. It was suggested to place a reminder of Zoom procedures on the Public Hearing ads.

Agenda Item 9. OLD BUSINESS

9.a. Library Discussion - Mary Shipman, KWC Representative on the Pamunkey Regional Library (PRL) Board of Trustees

Ms. Shipman said the County is responsible for funding our share of library expenses. The library presented their budget increase to the County in December. They have increased expenses and reduced revenues. The majority of the increases are being funded by Hanover and Goochland counties. She said customers deserved to know there would be significantly reduced hours.

Supervisor Garber said he was not going to rehash all the questions already shared. He said the library's total budget request is \$5,738,047. According to Mr. Shepley, PRL Director, King William pays 10% of the total library budget. The library is asking for \$593,168. He said there is a problem with the math.

Supervisor Garber said he also said he asked Mr. Shepley how many emails went out and he could not tell him. He has since found out that 4,091 emails went out. The Board has heard from maybe 25 people which is less than 1%. The email did not mention that the County already gives the library over \$400,000.

Ms. Shipman said the library hasn't had an incremental increase and it has caught up.

Chairman Moren said the County currently funds the library in the amount of \$444,597. According to the library, the percentage of increase was 25%. If that was the case, the increase should have been \$111,149. Instead, it is \$148,571 which is a 33.42% increase. He asked if there was perhaps an

error in calculating the amount. Ms. Shipman said she's not familiar with any documents saying 25%.

Supervisor Garber asked if King & Queen County had decided on increasing their funding yet. Chairman Moren said they are meeting tonight.

Chairman Moren said the salary increases could be done incrementally. He said the library made the decision to add hot spots which were funded through ARPA and now that expense falls on the taxpayers.

Supervisor Garber said he still thinks the library should be level funded and giving them an increase after their tactics would open the door for others to do the same. Supervisor Greenwood said he agreed.

Supervisor Moskalski said the library seems to have no appreciation of the scale of a \$150,000 increase to King William County. He said this represented a two-cent tax increase and they have no appreciation of what that means to our budget. He thinks incremental increases could have been done. He doesn't know how we could ever do this. He doesn't think we should take personnel from the Sheriff's Department. There's no way for us to even make a dent and he is sad about it.

9.b. Reduction of School Tax Levy by an Additional Cent - Percy C. Ashcraft, County Administrator

Mr. Ashcraft said the Board has expressed a desire to reduce the school tax levy by an additional cent and presented the Director of Financial Services' FY '23 projected revenue modifications based on this.

Supervisor Moskalski said he thinks taking it from the school levy is the right direction because it affects different districts differently.

Supervisor Garber, Supervisor Greenwood, and Vice Chair Hodges said they were good with doing this.

9.c. Personal Property Tax Discussion - Steve Hudgins, Deputy County Administrator

Mr. Hudgins said the precise percentage to reduce vehicle personal property bills remains to be determined. The DMV download currently requires manual entry into the Edmunds software system by the Commissioner of the Revenue's office. This issue will not be corrected until June 2022. The County budget and tax rates may be adopted before the reduction percentage is determined because the projected revenues were calculated without any increase in vehicle assessed values. Once the assessed values are known, the percentage abatement will be determined to match these projected revenues.

The COR's office will use the manual entry process used by Essex County. From there, the records will be sent to JD Power to be assessed. Other localities have said that part in Edmunds works fine.

Staff understands the Board wants to keep the same tax rate but decrease the percentage assessed. They will reduce by a percentage to equalize the increase in assessed value.

Supervisor Garber asked how often JD Power assesses value. Mr. Hudgins said he is not sure.

Mr. Hudgins said the COR's office has to get information to West Point by June so they can prepare their bills. King William's information doesn't affect their tax rate or budget.

Vice Chair Hodges asked JD Power's process. Mr. Hudgins said the vehicle information comes from the DMV. The COR's office checks it for accuracy and then sends it to JD Power for values. Vice Chair Hodges asked if we did not receive the information from DMV. Mr. Hudgins said we have the information, but it has to be entered manually into Edmunds so the COR's office can check it against their records. The old system did this automatically. Edmunds is doing a summer update which will make their process automatic as well.

Supervisor Hodges asked if the information will be delayed in getting to West Point. Mr. Hudgins said no.

9.d. Budget Change for DEQ Case Requirement - Steve Hudgins, Deputy County Administrator

The budget change was determined not to be needed, therefore it was removed from the agenda.

9.e. New Positions - Percy C. Ashcraft, County Administrator

Mr. Ashcraft said the following positions were included in the recommended budget: two Sheriff's Dispatchers, a Payroll Specialist, a Utilities Meter Technician, and increasing the part-time Commonwealth's Attorney Records Manager position from part-time to full-time. Staff now recommends moving one position out of the Treasurer's office to the Finance Department to create a Reconciliation Specialist position. This person would ensure reconciliations were properly completed in a timely manner to meet audit deadlines. The salary would be \$47,000 including benefits. There would be no increase to the proposed budget.

Supervisor Moskalski confirmed that funds would be moved from one office to the other. Mr. Ashcraft said yes.

Mr. Ashcraft said staff would like a decision tonight so the budget can be adjusted accordingly before being brought back for approval.

Supervisor Moren asked Mr. Ashcraft's level of confidence in creating the Reconciliation Specialist position and moving the funds from the Treasurer's office to Finance. Mr. Ashcraft said County staff can monitor progress every day whereas that's not possible when it's done in the Treasurer's office. Ms. Joranlien, Director of Financial Services, would provide oversight plus the position will report to the Board of Supervisors and County Administrator. Mr. Ashcraft said not having a CAFRA (Comprehensive Annual Financial Report) creates stress on staff and the public. The consultant from VML/VACo is progressing on the reconciliations and has given a soft deadline of May 18th.

Supervisor Garber asked the cost of the work being done on the reconciliations. Mr. Ashcraft said \$6,000 so far for VML/VACo who is working on the schools only, and over \$40,000 for the Robert Half temporary employee used by the Treasurer's office.

Ms. Joranlien said the reconciliations hadn't been done since former Treasurer, Mr. Whitt, left. The finance department completed all reconciliations up to June 2021. This year's reconciliations have not been done.

Vice Chair Hodges made a motion to approve the five positions plus the Reconciliation Specialist. Supervisor Moskalski seconded the motion. The Chairman called for any discussion.

Supervisor Garber said he is not in favor of the five positions but does support the Reconciliation Specialist position.

Supervisor Moskalski said the Utility position is self-funded and the Dispatch office is stressed.

Supervisor Garber said the addition of the Dispatchers still won't cover staffing. Sheriff Walton said it will increase the level of service. Supervisor Garber asked if it will increase the staffing per shift. Sheriff Walton said it will guarantee full coverage all the time – three days of 12-hour shifts. He said the amount he is currently paying in overtime to cover shifts is more than a salary.

Supervisor Greenwood said he won't vote for all six.

The members were polled:

Supervisor, 3rd District: Stephen K. Greenwood	Nay
Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Nay
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

9.f. Capital Improvements - Natasha Joranlien, Director of Financial Services

Ms. Joranlien presented modifications to the FY '23 recommended Capital Improvement Plan.

Supervisor Garber asked if the convenience site work consisted of modifying the existing site. Mr. Ashcraft said this would be presented in more detail at the May 9th meeting. Mr. Hudgins is currently getting a cost estimate.

Vice Chair Hodges asked if it was the Central Garage site. Mr. Hudgins said yes. He said we need an engineering consultant. The work was never done professionally in the past. He wants to service residential as much as possible and funnel businesses to another location.

Supervisor Garber asked if this was the site off Route 30. Mr. Hudgins said yes, this is the first priority.

Chairman Moren asked if this addresses future growth. Mr. Hudgins said yes.

Agenda Item 10. NEW BUSINESS

10.a. Approval of Resolution 22-29 - Establishing the Health Insurance Plans to be Offered to King William County Employees Beginning July 1, 2022 and to Provide for the County's Contribution Thereto and Implementation by the County Administrator - Nita McInteer, Human Resources Manager

The draft Resolution was inadvertently written as 23-29. The correct number is 22-29. Ms. McInteer said funding will stay level and there are no increases from last year.

Vice Chair Hodges asked how we managed to have no increases in the last two years. Ms. McInteer said we have wonderfully healthy people and are part of a pool.

Supervisor Garber made a motion to approve Resolution 22-29; Vice Chair Hodges seconded the motion. The Chairman called for any discussion. The members were polled:

Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

RESOLUTION 22-29

ESTABLISHING THE HEALTH INSURANCE PLANS TO BE OFFERED TO KING WILLIAM COUNTY EMPLOYEES BEGINNING JULY 1, 2022 AND TO PROVIDE FOR THE COUNTY'S CONTRIBUTION THERETO AND IMPLEMENTATION BY THE COUNTY ADMINISTRATOR

WHEREAS, the County currently offers a health insurance plan to its employees as a benefit through The Local Choice Health Benefits Program offered through the Commonwealth of Virginia; and

WHEREAS, the Board has made no adjustments to the plans available beginning in FY 2023; and

WHEREAS, by adoption of the budget for FY 2023 the Board has approved funds for such purposes.

NOW, THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors this 25th day of April 2022, that the health insurance plans and contribution offered by the County to its employees beginning July 1, 2022 will be as follows:

1. The County will offer two health insurance plans to its employees:
 - a. Key Advantage 250 with comprehensive dental coverage; and
 - b. Key Advantage 500 with comprehensive dental coverage.

2. Employees may choose between the two plans.
3. The County's employer contribution shall be calculated as follows:

King William County FY 2023 Health Insurance Premiums			
Monthly Costs			
Key Advantage 250			
	Employee	Employer	Total
Subscriber	\$197.00	\$788.00	\$985.00
Subscriber + 1	\$838.12	\$983.88	\$1,822.00
Family	\$1,223.60	\$1,436.40	\$2,660.00
Key Advantage 500			
Subscriber	\$80.91	\$818.09	\$899.00
Subscriber + 1	\$515.53	\$1,147.47	\$1,663.00
Family	\$752.37	\$1,674.63	\$2,427.00

4. These two plans and the

contribution calculations will remain in effect until further action of this Board.

BE IT FURTHER RESOLVED that the Board of Supervisors authorizes the County Administrator to take all necessary steps to properly administer the program.

DONE this 25th day of April, 2022.

10.b. Approval of Resolution 22-30 - Approving a Pay and Classification and Salary Adjustment Plan for Fiscal Year 2023 - Nita McInteer, Human Resources Manager

Ms. McInteer said the plan is the same as last year's but has been updated to reflect new positions in the County since 2020.

Supervisor Moskalski made a motion to approve Resolution 22-24; Supervisor Garber seconded the motion. The Chairman called for any discussion. The members were polled:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

**RESOLUTION 22-30
APPROVING A PAY AND CLASSIFICATION AND SALARY ADJUSTMENT PLAN FOR FISCAL
YEAR 2023**

WHEREAS, on the 14th of December 2015, the King William County Board of Supervisors adopted an updated personnel policy that directs the County Administrator to provide and annually update on the adjustments needed to the class and compensation plan each fiscal year; and

WHEREAS, on the 24th of February 2020, the King William County Board of Supervisors adopted an updated Classification and Compensation Plan and anticipated salary adjustments for implementation in the Fiscal Year 2021 budget,

WHEREAS, the Classification and Compensation Plan update was initiated to address the County's pay structure, market competitiveness and internal equity within the Fiscal Year 2023 budget preparation; and

WHEREAS, the Board has been presented with an updated class and compensation plan for FY 2023 that meets the needs of the personnel compliment of the County; and

NOW, THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors this 25th day of April, 2022, that the FY 2023 Pay Plan showing the pay grades and pay ranges in the county pay system is approved; and that the County Administrator is authorized to implement the Plan of Adjustment in substantially the form as presented to this Board.

DONE this 25th day of April, 2022.

10.c. Approval of Resolution 22-31 - Adopting the Fiscal Year 2023-2027 Capital Improvements Plan as a Long-Range Planning Document for King William County, Virginia - Natasha Joranlien, Director of Financial Services

Ms. Joranlien presented the FY '23-27 Capital Improvement Plan and noted the revenue sources to be used.

Vice Chair Hodges made a motion to approve Resolution 22-31; Supervisor Garber seconded the motion. The Chairman called for any discussion. The members were polled:

Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

RESOLUTION 22-31

ADOPTING THE FISCAL YEAR 2023-2027 CAPITAL IMPROVEMENTS PLAN AS A LONG-RANGE PLANNING DOCUMENT FOR KING WILLIAM COUNTY, VIRGINIA

WHEREAS, in consideration of information received from the departments and agencies of the County and direction from the Board of Supervisors, the County Administrator has developed a Fiscal Year 2023-2027 Capital Improvements Plan; and

WHEREAS, the Capital Improvements Plan serves as a long-range planning document, subject each year to review and approval of funding by the King William County Board of Supervisors; and

WHEREAS, such review has been completed for the Fiscal Year 2023-2027 Capital Improvements Plan;

NOW, THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors that there is hereby adopted for planning purposes only (except for those projects specifically approved and

funded in the FY 2022 budget and appropriation process), the County Administrator’s Fiscal Year 2023-2027 Capital Improvements Plan as presented to the Board and attached below.

DONE this 25th day of April, 2022.

10.d. Approval of Ordinance 04-22 - Impose Property Tax Levies Upon Real Estate, Mobile Homes, Tangible Personal Property, Public Service Corporation Property, Machinery and Tools, and Aircraft for the Calendar Year 2022 - Natasha Joranlien, Director of Financial Services

Ms. Joranlien presented the Calendar Year 2022 proposed tax levies and requested a Board motion to adjust current the rate shown per the Board’s decision to reduce the School Fund Levy by an additional penny.

Chairman Moren asked if this completely funds the schools. Ms. Joranlien said yes.

Vice Chair Hodges made a motion to approve Ordinance 04-22R with the adjustment of School Fund Levy tax rates for Real Estate, Mobile Homes, Mines & Minerals, and Public Service Real Estate (draft line 22) from \$0.47 to \$0.46 per \$100 of Assessed Values. Supervisor Garber seconded the motion with the above adjustment. The Chairman called for any discussion. The members were polled:

Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

ORDINANCE 04-22R

AN ORDINANCE TO IMPOSE PROPERTY TAX LEVIES UPON REAL ESTATE, MOBILE HOMES, TANGIBLE PERSONAL PROPERTY, PUBLIC SERVICE CORPORATION PROPERTY, MACHINERY AND TOOLS, AND AIRCRAFT FOR THE CALENDAR YEAR 2022

WHEREAS, it is necessary for the Board of Supervisors to establish real estate and personal property tax levies for King William County for calendar year 2022, beginning January 1, 2022, and ending December 31, 2022; and

WHEREAS, the Board has duly advertised and held a public hearing on April 11, 2022 on the subject tax levies;

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the King William County Board of Supervisors that the following general County property tax levies be, and they hereby are, imposed on all property not exempted by law located within King William County for the calendar year 2022:

General Fund Levy

**TAX RATES PER \$100 OF ASSESSED VALUES
FOR ALL DISTRICTS**

		<u>General Fund</u>
Real Estate	\$	0.375
Mobile Home	\$	0.375
Mines and Minerals	\$	0.375
Public Service Real Estate	\$	0.375
Public Service Personal Property	\$	1.65
Personal Property	\$	1.65
Machinery & Tools	\$	1.00
Aircraft	\$	N/A

School Fund Levy – (Applies only to geographic areas of the County within the King William County School Division – does not include the Town of West Point)

TAX RATES PER \$100 OF ASSESSED VALUES

		<u>School Fund</u>	
Real Estate	\$	0.47	0.46
Mobile Home	\$	0.47	0.46
Mines and Minerals	\$	0.47	0.46
Public Service Real Estate	\$	0.47	0.46
Public Service Personal Property	\$	2.00	
Personal Property	\$	2.00	
Machinery & Tools	\$	1.25	
Aircraft	\$	1.30	

ADOPTED this the 25th day of April, 2022.

10.e. Approval of Ordinance 05-22 - Amend King William County Code §78-245 Utility Fee Schedule - Steve Hudgins, Deputy County Administrator

Mr. Hudgins said no changes had been made to the proposed fees since they were presented.

Vice Chair Hodges asked if people who already have a permit will be charged the old fees. Mr. Hudgins said whoever has already gotten their meter will be charged the old fees. Any meters given out from May 1st forward will have the new fees applied.

Supervisor Greenwood made a motion to approve Ordinance 05-22; Vice Chair Hodges seconded the motion. The Chairman called for any discussion. The members were polled:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

ORDINANCE 05-22
AMEND KING WILLIAM COUNTY CODE, CHAPTER 78 UTILITIES,
78-245 FEE SCHEDULE

WHEREAS, on February 22, 2021 the King William County Board of Supervisors adopted Ordinance 01-21 amending King William County Code Sec. 78-245 Fee Schedule which established facilities and minimum monthly charges for water and sewer service; and

WHEREAS, Hampton Roads Sanitation District (HRSD) operates the public sewer system within King William County; and

WHEREAS, certain fees pertaining to the operation of the sewer system are not charged by King William County but are controlled by HRSD; and

WHEREAS, pursuant to the authority granted by VA Code §15.2-2119 and 15.2-2122, the King William County Board of Supervisors intends to amend the King William County Code, Chapter 78 *Utilities*, 78-245 *Fee schedule* to provide for increased fees for certain water and sewer services.

WHEREAS the proposed increases have been duly advertised by the Board pursuant to §15.2-107 and a public hearing was conducted on April 11, 2022 on the proposed amendments; and

WHEREAS, the Board believe it appropriate to amend Sec 78-245 as recommended by staff and shown below; and

Sec. 78-245 – Fee Schedule

FACILITIES CHARGE SCHEDULES

5/8" Meter Size	\$4,000.00 – Proposed increase to \$4,100.00
¾" Meter Size	\$5,250.00 – Proposed increase to \$5,350.00
1" Meter Size	\$8,750.00 – Proposed increase to \$8,850.00

1.5" Meter Size	\$15,310.00 – Proposed increase to \$15,410.00
2"-6" Meter Size	No Changes
Sewer System Charges	No Changes

SERVICE RATE SCHEDULES & MISCELLANEOUS FEES
(No Change)

WHEREAS, the affected fee schedule shall be effective May 1, 2022.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, that the Board of Supervisors of King William County, Virginia, does amend King William County Code Sec 78-245, Facilities Charge Schedules, as shown above.

ADOPTED this the 25th day of April, 2022.

10.f. Approval of Resolution 22-32 - Approving Changes to the Planning Fee Schedule - Steve Hudgins, Deputy County Administrator

Mr. Hudgins said the proposed changes are not so much to increase revenues but to make it a cleaner process and to weigh the commercial a little heavier than residential.

Chairman Moren asked roughly how much time and effort is required with a Concept Plan vs. a Site Plan. Mr. Hudgins said a Concept Plan takes less time to review.

Supervisor Garber made a motion to approve Resolution 22-24; Vice Chair Hodges seconded the motion. The Chairman called for any discussion. The members were polled:

Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

RESOLUTION 22-32
AMENDING THE KING WILLIAM COUNTY PLANNING AND ZONING FEE SCHEDULE

WHEREAS, King William County, Virginia is authorized by Virginia Code §15.2-2286 to collect fees to cover the cost of making inspections, issuing permits, advertising of notices, and other expenses incident to the administration of a zoning ordinance or the filing or processing of any appeal or amendment thereto; and

WHEREAS, the costs of providing these services are greater than the fees currently charged; and

WHEREAS, modified fees as adopted herein are found to be fair and reasonable by the Board to cover a larger portion of the cost of providing such services; and

WHEREAS, the Board believes it appropriate to amend the Planning and Zoning Fee Schedule as recommended by staff and shown below; and

WHEREAS, the King William County Board of Supervisors does repeal the current fees adopted May 18, 2020 and made effective June 1, 2020; and

WHEREAS, the amended fee schedule shall be effective May 1, 2022;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of King William County, Virginia, does repeal the current fees and adopt the fees as shown below effective May 1, 2022.

ZONING	Fee Schedule	
Category	Current Fee	Proposed Fee
Comprehensive Plan Amendment	\$2,500	No Change
Zoning Text Amendment	\$2,500	No Change
Rezoning, including amendments	\$2,500	No Change
Conditional Use Permit - Commercial	\$3,500 + \$50/acre	No Change
Conditional Use Permit - Accessory Residential	\$2,500	No Change
Zoning Permit Residential	\$75	No Change
Zoning Permit-Commercial New Construction	\$150	No Change
Zoning Permit-Commercial Existing Change Use	\$250	No Change
Zoning Variance	\$1000 + Advertisement	\$1,500
Appeal Zoning Determination	\$1000 + Advertisement	\$1,500
Defer Public Hearing, By Applicant	Cost of Advertising	No Change

SITE PLAN

Category	Current Fee	Proposed Fee
Conceptual Plan Review	NA	\$30
Site Plan (1st and 2nd Submittals)	\$750 + \$10/acre	\$1000 + \$10/acre
Site Plan (3rd and subsequent submittals)	\$500	No Change
Site Plan - Revision Review	\$500	No Change

LAND DISTURBANCE

Category	Current Fee	Proposed Fee
LD Permit Residential	\$150 + \$10/acre	No Change
LD Permit Commercial	\$750 + \$10/acre	No Change
WQIA Minor	\$500	No Change
WQIA Major	\$1,000	No Change
Wetland Board	\$1,000	\$1,500
Ches Bay Exception	\$1,000	\$1,500
Annual Land Disturbance Permit Renewal	Full Fee	No Change
Inspections <5 acres-Residential	\$20.00	\$0
Inspections <5 acres-Commercial	\$20	\$25 per inspection
Inspections 5 to <10 acres- Residential	\$25	\$0
Inspections 5 to <10 acres - Commercial	\$25	\$25 per inspection
Inspections 10 to<50 acres-Residential	\$25	\$0
Inspections 10 to<50 acres-Commercial	\$75	\$75 per inspection
Inspections 50 to <100 acres-Residential	\$100	No Change
Inspections 50 to <100 acres-Commerical	\$100	\$100 + \$5/acre over 100 acres
Inspections >100 acres-Residential	\$100 + \$5/acre over 100 acres	\$100
Inspections >100 acres-Commercial	\$100 + \$5/acre over 100 acres	\$250 + \$10/acre over 100 acres
Annual Land Use permit renewal	\$750 + \$5/acre	No Change

SUBDIVISIONS, Inspections, SIGNS, MISC – No Changes

DONE this 25th day of April, 2022.

Agenda Item 11. ADMINISTRATIVE MATTERS FROM COUNTY ADMINISTRATOR

11.a. Trap-Neuter-Return Clinic for Community Cats Update - Lauri Betts, RAS Manager & Homeward Trails Animal Rescue

Alice Burton with Homeward Trails gave an update on the Trap Neuter Return work done in the County. She said they were overwhelmed with the response. The event was held at the shelter and the staff was amazing. Seventy cats were trapped and 32 were transported to Roanoke for spaying. Twenty of those cats were pregnant. She said of 32 colonies and 82 cats, 85% were caught. They worked with Indian Trails Humane Society to spay/neuter the rest of the cats and all but four were paid for by Homeward Trails. The total was \$2,957 which is \$44 per cat on average. The cats were also given rabies and distemper vaccinations, ear tipped, and chipped. They had 11 volunteers, six of which came from the shelter’s Facebook plea. She thanked the Blue Crab and Ace Hardware for their contributions. She thanked Ms. Betts and her staff and said their experience and dedication were invaluable. She said the County’s Animal Control Officers couldn’t be better and she’ll be riding along with them to identify other colonies. She also thanked Dr. Katelyn Mason for looking at all the cats. Future plans include planning and scheduling public classes to recruit volunteers and fosters

on April 30th at Tony & George's from 1:30-4pm; and the next TNR with Angels of Assisi dates are August 26-31 with a goal of 100 cats.

Vice Chair Hodges asked if RAS would create flyers for future events. Ms. Betts said yes, she will drop them off.

Supervisor Garber asked if they worked with Gina with Indian Rivers who used to do trap and neuter. Ms. Burton said yes and read a letter from them.

Ms. Betts said she looks forward to continuing to work with Administration and the Board to get a Community Cats Coordinator position at the RAS. She said Homeward Trails won't continue to come out forever.

11.b. Administration Report – Percy C. Ashcraft, County Administrator

Mr. Ashcraft went over his updated report and noted that website statistics are up. He said this continues to be the number one way we communicate with the public.

The York River and Small Coastal Basin Roundtable would like to plant a tree at the Administration Building to commemorate Eugene Rivara as a Lifetime Achievement Award Winner. Mr. Rivara was a beloved community leader in King William who received a resolution of appreciation from the Board of Supervisors for his community service not long before his death in 2020.

Supervisor Moskalski made a motion to approve the planting of a tree for Mr. Rivara at the Administration Building; Supervisor Greenwood seconded the motion. The Chairman called for any discussion. The members were polled:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

Chairman Moren said he'd like a plaque created to place by the tree recognizing Mr. Rivara.

Chairman Moren noted the Sheriff's Report shows increases in activity. Sheriff Walton said things are picking up.

Agenda Item 12. BOARD OF SUPERVISORS' COMMENTS

Supervisor Garber thanked people for coming and said he's not against the positions. It's just the environment we're in.

Supervisor Greenwood said there were not as many people in attendance and he thinks people are confused about how to participate via Zoom. He said he's not against the positions, just the cost increases. He feels and sees the impact. He thanked people for coming.

Supervisor Moskalski said not everyone got the positions they asked for in the budget. He thinks there are some significant wins with getting some things done while still being able to give back to taxpayers and meet the mission.

Vice Chair Hodges said the positions are important and it's financially sound to do it now. He said with the Dispatchers, they cannot leave a call. There will always be different opinions. He thinks it's responsible to do it now and doesn't see how not doing it benefits the citizens.

Chairman Moren said the positions are necessary and quite a few were cut. He said with the increase in the Sheriff's Department activity, the two positions offset stress. He agrees with Supervisor Moskalski. He thanked people for coming.

Agenda Item 13. CLOSED MEETING

13.a. Motion to Convene Closed Meeting

Vice Chair Hodges made a motion to convene in Closed Meeting in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia to consider a personnel matter involving the performance of specific public officers and employees and the appointment of individuals to Boards and Commissions, and in accordance with Section 2.2-3711 (A)(29) of the Code of Virginia to discuss the terms or scope of a public contract because discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Board. Supervisor Moskalski seconded the motion. The Chairman called for any discussion. The members were polled:

Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

13.b. Motion to Reconvene in Open Session

Supervisor Moskalski made a motion to reconvene in Open Session. Supervisor Greenwood seconded the motion. The Chairman called for any discussion. The members were polled:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye

Supervisor, 3rd District: Stephen K. Greenwood Aye
Supervisor, 1st District: William L. Hodges – Vice Chair Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman Aye

13.c. Certification of Closed Meeting

Supervisor Moskalski moved for adoption of Standing Resolution 1 (SR-1) in accordance with Section 2.2-3712 (D) of the Code of Virginia, 1950, as amended; the motion was seconded by Supervisor Greenwood. The Chairman called for any discussion. The members were polled:

Supervisor, 2nd District: Travis J. Moskalski Aye
Supervisor, 3rd District: Stephen K. Greenwood Aye
Supervisor, 1st District: William L. Hodges – Vice Chair Aye
Supervisor, 4th District: C. Stewart Garber, Jr. Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman Aye

**STANDING RESOLUTION – 1 (SR-1)
A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT
REGARDING MEETING IN CLOSED MEETING**

WHEREAS, the King William County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 (D) of the Code of Virginia requires a certification by the King William County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors on this 25th day of April, 2022, hereby certifies that, to the best of each member’s knowledge:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were heard, discussed, or considered in the closed meeting to which this certification resolution applies, by the King William County Board of Supervisors.
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the King William County Board of Supervisors.

DONE this the 25th day of April, 2022.

13.d. Action on Closed Meeting (if necessary)

No action was taken as a result of the Closed Meeting.

Agenda Item 14. APPOINTMENTS

14.a. Resolution 22-25 - Appointment to the Tri-River Alcohol Safety Action Program Board

Supervisor Greenwood moved for adoption of Resolution 22-25 appointing Matthew Kite to the Tri-River ASAP Board of Directors for the remainder of a three-year term ending July 31, 2024; the motion was seconded by Vice Chair Hodges. The Chairman called for any discussion. The members were polled:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

14.b. Resolution 22-26 - Appointment to the Historic Preservation and Architectural Review Board

Supervisor Greenwood moved for adoption of Resolution 22-26 appointing Steve Hudgins to the Historic Preservation and Architectural Review Board for a four-year term ending April 30, 2026; the motion was seconded by Supervisor Moskalski. The Chairman called for any discussion. The members were polled:

Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

Agenda Item 15. ADJOURN OR RECESS

Supervisor Moskalski made a motion to adjourn the meeting; seconded by Vice Chair Hodges. The Chairman called for any discussion. All were in favor with none opposing.

COPY TESTE:

Edwin H. Moren, Jr., Chairman
Board of Supervisors

Christine H. Branch
Deputy Clerk to the Board of Supervisors