

*Shown below is a preliminary summary of the actions taken by the Hanover County Board of Supervisors on May 13, 2015. Minutes in final form will be presented to the Board for approval at a future date.*

# **HANOVER COUNTY BOARD OF SUPERVISORS**

## **DRAFT SUMMARY MINUTES**

### **Hanover County Administration Building Board Room**

**May 13, 2015**

VIRGINIA: At a regular meeting of the Board of Supervisors for Hanover County held in the Board Room of the Hanover County Administration Building on the 13<sup>th</sup> day of May, 2015, at 2:00 p.m.

Present: Mr. Wayne T. Hazzard, Chairman  
Mr. Aubrey M. Stanley, Vice-Chairman  
Mr. Sean M. Davis  
Mrs. Angela Kelly-Wiecek  
Mr. W. Canova Peterson  
Mr. G.E. "Ed" Via, III  
Mr. Elton J. Wade, Sr.  
Mr. Cecil R. Harris, Jr., County Administrator  
Mr. Sterling E. Rives, III, County Attorney

#### **I. Call to Order**

Mr. Hazzard called the meeting to order at 2:00 p.m. All Board members were present. He announced that Mr. Davis would be making comments in recognition of National Police Week. Mr. Davis announced that in 1962, May 15<sup>th</sup> was proclaimed National Peace Officers' Day. National Police Week, also created in 1962, pays special recognition to law enforcement officers who have lost their lives in the line of duty. A moment of silence was observed.

- A. The invocation was given by Mrs. Kelly-Wiecek.
- B. The Pledge of Allegiance was led by Mr. Wade.

C. Approval of Minutes

Mr. Davis made a motion to approve the Board of Supervisors meeting minutes of March 11, March 25 and April 8, 2015, seconded by Mr. Via.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion Approved.

**II. Consideration of Agenda Amendments**

The Chairman asked if there were any agenda amendments. Hearing none, moved to citizens' time.

**III. Citizens' Time**

The Chairman opened citizens' time and offered to anyone who wanted to address the Board of Supervisors for up to five minutes on any matter within the scope of the Board's authority that is not on the agenda for that meeting to come forward.

Seeing no others come forward, citizens' time was closed.

**IV. Consent Agenda**

Mr. Stanley made a motion to approve the consent agenda, seconded by Mr. Via.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**IV. A. – Adoption of Proclamation –Central Virginia Waste Management Authority 25<sup>th</sup> Anniversary**

Board Sheet Background:

It is requested that the Board of Supervisors adopt the attached proclamation recognizing the Central Virginia Waste Management Authority for 25 years of service to the region.

Recommended Action:

A motion to adopt the attached proclamation

**IV. B. - Adoption of Proclamation – Eagle Scout Thomas Gene Haynie, Jr., Chickahominy Magisterial District, Boy Scout Troop 503**

Board Sheet Background:

It is requested that the Board of Supervisors adopt the attached proclamation congratulating Thomas Gene Haynie, Jr., in attaining the rank of Eagle Scout on December 15, 2014, the highest award granted by the Boy Scouts of America.

Recommended Action:

A motion to adopt proclamation.

**IV. C. - Adoption of Proclamation – Older Americans Month**

Board Sheet Background:

It is requested that the Board of Supervisors adopt the attached proclamation proclaiming May as Older Americans Month in the County of Hanover, Virginia.

Recommended Action:

A motion to adopt the proclamation.

**IV. D. - Request for Adoption of Resolution – Acceptance of Streets into the Secondary System of Highways – Morning Glory Subdivision - (Cold Harbor Magisterial District)**

Board Sheet Background:

Morning Glory is a 31 lot subdivision recorded on May 9, 2012. The Virginia Department of Transportation – Ashland and the Departments of Planning and Public Works recommend processing for acceptance of streets in the resolution into the State Secondary System.

Recommended Action:

Adopt the attached Resolution requesting the Virginia Department of Transportation to accept Harver Way and Morning Breeze Drive in the Morning Glory Subdivision into the Secondary System of State Highways.

**V. Employee Service Awards**

Mrs. Janet Lawson, Director of Human Resources, came forward to give an overview of the awards to be presented. She began by recognizing the passing of Frank Leslie, who would have been celebrating 40 years of service this year. Mr. Leslie's contributions to the County were detailed.

Mr. Hazzard, on behalf of the Board, thanked the employees for their time and hard work.

Employees were recognized for their years of service and presented with a celebration kit (certificate, service pin, and gift brochure). Presentations were made for 15, 20, 25, 30 and 35 years of service by Mrs. Lawson along with Ms. Amy Ash and Ms. Darla Ludwig-Bolton with Human Resources.

Service awards for five years of service and ten years of service will be presented to recipients at the departmental recognition events, scheduled in May and June.

Following the presentations, Mr. Harris closed the ceremony by thanking the employees for their dedication and hard work.

The Chairman announced a brief recess at 3:16 p.m.

The meeting was reconvened at 3:24 p.m.

**VI. Presentation - Other Post-Employment Benefits (OPEB) Plan Amendments**

Mrs. Kathy Seay, Director of Finance and Management Services, came forward to give this presentation to the Board. Mrs. Seay explained that the Hanover County Other Post-Employment Benefits Plan established in 2007 offers Hanover retirees the opportunity to maintain their medical benefits upon retirement. The County as well as the participants contribute to a separate investment trust account to help fund the Plan. The proposed amendments to the Plan document will result in cost reductions as identified during the County's most recent actuarial valuation. The proposed changes to the OPEB Plan Document were described.

Plan amendments are being proposed to include the following:

- 1) Amendment 1 – Section VII – Termination of Coverage and Subsidy Upon Medicare

Eligibility

a. Amend Plan so that any individuals who are eligible to remain in the Plan over age 65 must also apply for Medicare upon qualifying for it, generally in reaching age 65. For existing retirees who retired prior to October 1, 2007 and who are age 65 or older as of July 1, 2015, the County will pay the associated penalty fees for late entry into Medicare if applicable.

2) Amendment 2 – Section V – Subsidy

a. Limit the subsidies so that a retiree can only receive a subsidy for their own participation, but no additional subsidies for their spouses or dependents. Subsidies for existing retirees remain unchanged.

The related savings for the amendments are as follows:

	<b>FYE 2015 ARC</b>	<b>Increase/ (Decrease)</b>	<b>Accrued Liability</b>	<b>Increase/ (Decrease)</b>
<b>Baseline</b>	\$ 555,000	N/A	\$ 8,238,000	N/A
<b>Amendment 1</b>	\$ 315,000	(\$ 240,000)	\$ 4,892,000	(\$ 3,346,000)
<b>Amendment 2</b>	\$ 370,000	(\$ 185,000)	\$ 6,839,000	(\$ 1,399,000)
<b>Amendments 1 &amp; 2</b>	\$ 130,000	(\$ 425,000)	\$ 3,493,000	(\$ 4,745,000)

Following the presentation, Mrs. Seay and Mr. Harris offered clarification on how the changes may impact individuals whose primary care physicians will not participate with or agree to bill Medicare. The Board members had a detailed discussion on the potential impacts of the changes.

Mr. Via, seconded by Mr. Wade, moved to approve the proposed amendments to the OPEB Plan Document.

	<b>Vote:</b>
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	No
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**VII. Budget Transfer and Appropriation to the Capital Improvements Program Fund – (\$873,635)**

Mrs. Seay presented the details of this request. The FY15 Capital Improvements Program budget includes funding for implementation of a core financial system as well as a payroll and time management system. The systems currently under evaluation will serve both the County and Schools. A single human resource and time management system for County and Schools will complement the current consolidated payroll structure. The new software systems are integrated in such a manner that requires the purchase of the entire Human Resources system to get full functionality, compliance and to fully integrate with the payroll system. Additional funds beyond the current budget were anticipated in Capital Assignments in order to obtain a complete set of systems that will meet the Schools and County’s functional requirements. The Budget Supplement and Appropriation of \$725,000 from the Capital Assignment is for the full project scope including the identified human resource system needs.

To provide for roofing and repaving repairs due to continued wear and deteriorating conditions, General Services is requesting the transfer of \$148,635 to the Capital Improvements Fund (\$88,000 from Reserve for Contingencies and the remaining \$60,635 from operating savings within the General Services Department). The remaining balance in Reserve for Contingencies after this transfer is \$380,038.

Mr. Peterson made a motion to approve the budget appropriation to the General Fund and Capital Improvements Program Fund for the Financial and Human Resources System (\$725,000 from the General Fund Capital Assignment), seconded by Mr. Via.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

Mrs. Kelly-Wiecek made a motion to approve the budget transfer from the General Fund to the Capital Improvements Program Fund for Roofing and Paving Repairs (\$88,000 from Reserve for Contingencies and \$60,635 from General Services operational savings), seconded by Mr. Via.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**VIII. Budget Transfer of Reserve for Contingencies – Pamunkey Regional Jail Authority – \$375,000**

Mrs. Seay presented the details of this request. The Pamunkey Regional Jail Authority operates a regional jail for the Counties of Hanover and Caroline and the Town of Ashland. The participating member localities are charged a per diem prisoner fee by the Jail sufficient to pay its operating and debt service costs. The average inmate population for the County is greater than the FY15 budgeted amount. An additional \$375,000 is requested from Reserve for Contingencies to cover the County’s proportion of the Jail’s operating and debt service costs. After approval of this transfer, there will be \$380,038 remaining in the Reserve for Contingencies.

After the presentation, Mrs. Seay answered questions from Board members regarding the contingency fund.

Mr. Via made a motion to approve the Budget Transfer of Reserve for Contingencies – Pamunkey Regional Jail Authority – \$375,000, seconded by Mrs. Kelly-Wiecek.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

## **IX. Presentation - Quarterly Financial Reports**

Mr. Jacob Sumner, Accounting Division Director, came forward and presented the operating results for the County's General Fund, the Department of Public Utilities, and the School Division for the nine months ending March 31, 2015 and a projection for the fiscal year ending June 30, 2015.

Mr. Sumner provided the General Fund detailed statement of revenues, expenditures and changes in fund balance. Total year revenues are projected to be approximately \$208.2 million or approximately \$900K higher than the appropriated budget. Total year expenditures and transfers are projected to be \$208.9 million or approximately \$7.7 million lower than the appropriated budget. The total projected operating balance is approximately \$8.6 million which is primarily planned for use in the FY16 County and School budgets.

Year to date revenues and expenses are consistent with the results that were expected for this period and are consistent with the prior year. YTD operating revenues through March 31<sup>st</sup> totaled \$134.8 million. Approximately 65% of the total year expected revenues have been collected. YTD expenditures and transfers totaled \$153.1 million, or 70.7% of the appropriated budget.

Fiscal year 2015 revenues are projected to be approximately \$900K or .4% higher than the appropriated budget.

- General property taxes are projected to be favorable to budget by approximately \$1.2 million. This includes an increase of approximately \$230,000 for machinery and tools tax, \$200,000 for merchant's capital, and \$1.0 million for personal property taxes. These are offset by third quarter adjustments for delinquent taxes of \$230,000.
- Other local taxes are projected to be approximately \$389,000 lower than budget due to a decrease in the budget to actual projection for the recordation tax of approximately \$550,000 and a decrease in communication sales tax of \$150,000. However, these are offset by an increase in lodging tax of \$120,000 and an increase in sales tax of \$130,000.

Fiscal year 2015 expenditures are projected to be approximately \$7.7 million or 3.5% less than the appropriated budget. The positive variance reflects estimated personnel savings of approximately \$1.4 million, operating expenditure savings of approximately \$2.3 million and estimated expenditure savings from the School Board of \$4.0 million.

A detailed statement of revenues, expenses and changes in net position for Public Utilities was provided. The total balance in net position, excluding depreciation, is projected to increase by \$12.2 million which is \$4.2 million above budget.

- Projected revenues are expected to be \$30.7 million or approximately \$3.5 million higher than the appropriated budget. Increases are primarily in charges for services (which is based on water consumption and wastewater flow; \$1.1 million), water and sewer capacity fee revenues (\$700K) and in donated assets (\$1.6 million). Year to date revenues total \$20.4 million, approximately 75.2% of projected revenues.
- Total expenses for the year are projected to be \$18.5 million or approximately \$700,000 lower than the appropriated budget. Public Utilities anticipates savings in Personnel costs (\$220,000), Contract services (\$99,000), and other charges such as power, fuel and chemicals (\$335,000). Year to date expenses total \$12.1 million, approximately 63.1% of appropriated budget.

A detailed statement of revenues, expenditures and changes in fund balance for the School Division Operating Fund was provided.

- At this point in the year, the School Division anticipates a positive variance to the local appropriation of approximately \$4 million that will be returned to the County's General Fund.
- FY2015 expenditures, net of year-end encumbrances and reappropriations, are anticipated to be \$7.1 million less than the approved budget. The variance reflects savings in pupil transportation (primarily in fuel and utilities) and savings in the Instruction category for salaries and benefits due to vacancy savings.

## **X. Presentation - Economic Development Strategic Plan**

Mr. Edwin Gaskin, Director of Economic Development, came forward and gave this presentation to the Board. He gave a brief overview of the proposed mission statement and the process for the development of the proposed plan. The six goals were reviewed along with the next steps.

### **Goals:**

1. Enhance Business Climate
2. Increase Business Investment
3. Create High Quality Jobs
4. Expand Existing Businesses
5. Form New Businesses

## 6. Promote Tourism

### Next Steps:

- Develop Operating Plan
- BOS Approval
- Draft Metrics
- Edit Draft Plan
- EDA / BOS Feedback

Mrs. Kelly-Wiecek made a motion to approve the Economic Development Strategic Plan as presented, seconded by Mr. Wade.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

## XI. Final Legislative Update for 2014 Session of the Virginia General Assembly

Mr. Sterling Rives, County Attorney, came forward and provided the legislative update to the Board. He updated the Board on the bills pertaining specifically to Hanover County's Legislative Agenda:

### **HB 1364 Fees for testing and monitoring of land application of industrial wastes. PASSED**

Allows localities to adopt ordinances that provide for the testing and monitoring of the land application of solid or semisolid industrial wastes. The bill requires the State Water Control Board (the Board) to adopt regulations no later than January 1, 2016, requiring persons that land-apply industrial wastes to collect a fee from the generator of the industrial wastes and remit the fee to the Department of Environmental Quality (DEQ). The bill sets the fee at \$5 per ton until altered by the Board. The bill requires the Board's regulations to include procedures for (i) collection of the fees by DEQ, (ii) deposit of the collected fees into the Sludge Management Fund (the Fund), and (iii) disbursements from the Fund to localities for the testing and monitoring of the industrial wastes. The Department of Environmental Quality is required to establish and implement a program to train the employees of the

localities who will be responsible for testing and monitoring the land application of industrial wastes. The bill specifies the minimum instructional elements of the training program.

**HB 1363 Land application of industrial wastes. FAILED**

Makes it unlawful to apply industrial wastes to land located in the County of Hanover, King William, or New Kent. The bill contains an emergency clause.

**HJ 506 Study; short- and long-term impact of biosolids and industrial waste; report. FAILED**

Requests the Virginia Institute of Marine Science and the Department of Mines, Minerals, and Energy's Division of Geology and Mineral Resources' Virginia geological survey, in consultation with the United States Geological Survey's Toxic Hydrology Regional Contamination Investigation Program, to study the short- and long-term effects of the storage and land application of industrial wastes and sewage sludge on public health, residential wells, and surface and ground water.

**SJ 271 Study; long-term impact of biosolids and industrial waste; report. FAILED**

Requests the Secretary of Natural Resources, the Secretary of Health and Human Resources, and the Secretary of Agriculture and Forestry to convene a joint task force to review and evaluate existing scientific literature on the impact of biosolids and industrial residuals on human health and the environment.

**HB 1865 Local fiscal impact bills; first day introduction. FAILED**

Requires local fiscal impact bills to be introduced no later than the first day of the session.

**HB 1280 Elections; primary elections; date of June primary elections. FAILED**

Changes the date of primary elections held in the month of June from the second Tuesday in June to the third Tuesday in June and changes candidate filing deadlines to reflect that change of date.

**HB 1889 Airport charges on ground transportation providers. FAILED**

Places limits on charges imposed on ground transportation providers by the governing body of Richmond International Airport.

Mr. Rives provided updates on the following legislation that was passed: SB 1448, HB 1626 (Vetoed), SB 1062, HB 1924/SB 1341, SB 969, SB 1109, SB 1129, SB 1133, HB1570/SB 1168, HB 2083/SB 1041, HB 1849, SB 1272, SB 1435, HB 1553, HB 2081, HB 1608 (Vetoed), HB 1721, HJ 597, SB 872, HB 1593 and SB 965. Information was also provided on a number of bills that failed.

There was discussion and Mr. Rives offered clarification about the specifics and/or potential impacts of several of the bills.

**XII. Closed Session – Va. Code Section 2.2-3711(A)(7) – Consultation with legal counsel and staff regarding proposed contract for utility services with Doswell Limited Partnership**

Mr. Stanley moved that the Board of Supervisors go into Closed Session pursuant to the following: Section 2.23711(A)(7) – Consultation with legal counsel and staff regarding proposed contract for utility services with Doswell Limited Partnership. The motion was seconded by Mrs. Kelly-Wiecek.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

Board members entered Closed Session at 4:49 p.m. At the conclusion of the Closed Session, all Board members returned to the Board room, and the Chairman called the regular meeting back to order at 5:03 p.m.

**Certification of Closed Session**

Mr. Stanley moved that the Board of Supervisors certify that during the Closed Session only public business matters lawfully exempted from the open meeting requirement of the Freedom of Information Act and only such public business matters as were identified in the motion for the Closed Session were discussed. The motion was seconded by Mrs. Kelly-Wiecek.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

Mr. Stanley made a motion that the board of Supervisors approve the proposed Water Service Agreement between Doswell Limited Partnership and Hanover County. The motion was seconded by Mr. Wade.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

### **XIII. Recess for Tannerite demonstration and dinner at Training Academy with Sheriff's Office**

The meeting was recessed at 5:04 p.m. The Board members traveled to the Training Academy for a Tannerite demonstration and dinner.

The meeting was reconvened at 7:00 p.m. Mr. Davis was not present.

### **Citizens' Time**

The Chairman opened citizens' time and offered to anyone who wanted to address the Board of Supervisors for up to five minutes on any matter within the scope of the Board's authority that is not on the agenda for that meeting to come forward.

Seeing no one come forward, citizens' time was closed.

### **XIV. Presentation of Proclamations**

- **Hanover Concert Band**

Mr. Canova Peterson called members of the Hanover Concert Band forward and presented them with the proclamation. Ms. Carla Bloom, Director, accepted on behalf of the band.

- **Older Americans Month**

Mr. Wayne Hazzard called Ms. Thelma Watson and Ms. Marjoria Sims with Senior Connections, along with Ms. Lisa Atkins with Hanover County Community Resources forward and presented them with the proclamation.

**XV. Public Hearing – Ordinance 15-06 – Taxicab Access Fees**

Mr. Frank Harksen, Deputy County Administrator, came forward and provided the Board with information on the proposed ordinance. On March 31, 2015, the Capital Region Airport Commission ("Commission") approved an amended access fee schedule for public ground transportation vehicles using the Richmond International Airport facilities to service Airport patrons. The Commission adopted new rates and a new methodology for assessing the rates.

The Commission requested that Hanover County as well as the other localities represented on the Commission take the necessary action to amend the access fee schedule for public ground transportation vehicles using the Richmond International Airport facilities to conform with the Commission's action.

Under its current rate structure, an access fee of \$2.00 or \$2.60 is imposed on all taxis having a contractual relationship with the Commission. Under the proposed structure, all taxis having a contract with the Commission will be charged the same, or \$2.30, for each carriage originating at the Airport.

Mr. Harksen introduced Mr. Doug Bloom, Chief Financial Officer, Richmond International Airport. Mr. Bloom provided further explanation on the request. Following the presentation, the Board members had a discussion about the fee change and Mr. Bloom offered clarification on the medium duty shuttle fees.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

On motion of Mr. Via, seconded by Mr. Wade, the members of the Board of Supervisors voted to approve Ordinance 15-06 – Taxicab Access Fees, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Absent
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

**XVI. Public Hearing – Department of Public Works – TMDL Action Plan - General Permit for Small Municipal Separate Storm Sewer Systems (MS-4)**

Mr. Mike Flagg, Director of Public Works, came forward and presented the Board with the information on the TMDL Action Plan. In accordance with applicable state and federal rules, Hanover County must comply with the Virginia Stormwater Management Program (VSMP) for Small Municipal Separate Storm Sewer Systems (MS4). To meet these requirements, Hanover County is eligible to file a registration statement for coverage under a general permit. The general permit includes State stormwater management requirements mandated by Section 402 of the Federal Clean Water Act. One of the general permit special conditions requires Hanover County to establish a Chesapeake Bay Total Daily Maximum Load (TMDL) action plan by July 1, 2015.

The Commonwealth in its Phase I and Phase II Chesapeake Bay TMDL Watershed Implementation Plans (WIP) committed to a phased approach for MS4s, affording MS4 operators up to three full five-year permit cycles to implement necessary reductions. This plan in accordance with the general permit is consistent with the Chesapeake Bay TMDL and the Virginia Phase I and II WIPs to meet the first permit cycle 5.0% reduction requirement for existing developed lands. Conditions of future plans will be consistent with the TMDL or WIP conditions in place at the time of permit issuance. Hanover County's Chesapeake Bay TMDL Action Plan was formatted in accordance with Part VI of The Department of Environmental Quality's Action Plan Guidance (draft rev. 3/19/2015).

Mr. Flagg explained that the hearing allows the public to comment on the County's proposed TMDL Action Plan. In addition to the hearing, the public may submit comments on the proposed TMDL Action plan to the Department of Public Works until close of business June 15, 2015.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward.

Ms. Meredith Dash, Chickahominy Magisterial District, came forward and spoke in favor of the Plan. She requested that more detail be provided on how streams are going to be restored and how they will be maintained. Ms. Dash commended Mike Flagg and Public Works for the efforts they have made.

Mr. Flagg returned forward and offered clarification on the stream restorations.

Seeing no others come forward, the Chairman closed the public hearing.

**XVII. Public Hearing – Human Resources – Ordinance No. 15-05, Amendment to Hanover County Code, Chapter 2, Administration, Article I, Section 2-4, Review of criminal history record information of applicants for County employment.**

Mrs. Janet Lawson, Director of Human Resources, came forward to provide the Board with information on this proposed ordinance. In the interest of public welfare and safety, Hanover County conducts investigations of all applicants for whom a conditional offer of employment is made or recommended. The investigation includes a review of the candidate’s criminal history (if any) to determine if the past criminal conduct of an applicant with a conviction record would be compatible with the nature of employment under consideration, in accordance with Virginia Code Section 15.2-1505.1, as amended. Candidates for employment with Hanover County are required to submit fingerprints to be processed through the Virginia State Police Central Criminal Records Exchange and the Federal Bureau of Investigation to obtain criminal history record information from those databases.

Proposed is a revision of Hanover County Code Section 2-4 of Chapter 2, Administration, Article I that removes the requirement for applicants for the position of Officer of Election with the County’s Office of the General Registrar to submit to fingerprinting. This is in recognition of (1) the limited nature of the services the officers of election perform for the County and (2) the relative inconvenience of undergoing fingerprinting. The officers of election will continue to be required to provide personal descriptive information, however, which will be forwarded through the Central Criminal Records Exchange for the purpose of obtaining criminal history record information. This proposed revision has been reviewed by the County Attorney’s Office.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

On motion of Mrs. Kelly-Wiecek, seconded by Mr. Stanley, the members of the Board of Supervisors voted to approve Ordinance No. 15-05, Amendment to Hanover County Code, Chapter 2, Administration, Article I, Section 2-4, Review of criminal history record information of applicants for County employment, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Absent
Angela Kelly-Wiecek	Aye

W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

**XVIII. Planning Public Hearing - SE-10-15 – Montpelier Enterprises, Inc.,** Requests a Special Exception Permit in accordance with Section 26-131.7 of the Hanover County Zoning Ordinance to permit seasonal promotional activities on GPIN 7822-41-8400, consisting of approximately 5.6 acres, zoned B-3, General Business District, and located on the north line of Mountain Road (U.S. Route 33), approximately 700 feet west of its intersection with W. Patrick Henry Road (State Route 54) in the **Beaverdam Magisterial District**

Planning Analysis:

- This request would allow a seasonal concession trailer to locate at the Montpelier Feed and Seed
  - Trailer size 8.5' x 12'/102 sq. ft.
  - Hours of operation are from 12:00 pm to 9:00 pm daily
  - Operate during the months of April-September

Recommendation:

- Approval subject to the conditions outlined in the staff report

Mr. David Maloney, Director of Planning, came forward to give this presentation to the Board.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

On motion of Mr. Stanley, seconded by Mr. Wade, the members of the Board of Supervisors voted to approve SE - 10-15 – Montpelier Enterprises, Inc., as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Absent
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

**XIX. Public Hearing – Department of Public Works – VDOT FY 16-21 Secondary Six-Year Plan**

Mr. Joe Vidunas, Department of Public Works, came forward to address the Board. He explained that the Secondary Six-Year Plan (SSYP) outlines planned spending for road projects on the secondary system over the next six (6) years. The plan establishes a prioritized list of projects throughout the County that the Board of Supervisors selects to receive funding.

**Estimated Secondary Construction allocations**

<b>Fiscal Year</b>	<b>CTB Formula – Unpaved State</b>	<b>Formula Secondary State</b>	<b>Secondary Unpaved Roads</b>	<b>TeleFee</b>	<b>Residue Parcel</b>	<b>Total</b>
2016	\$0	\$0	\$0	\$289,073	\$0	\$289,073
2017	\$0	\$0	\$0	\$289,073	\$0	\$289,073
2018	\$0	\$0	\$0	\$289,073	\$0	\$289,073
2019	\$0	\$0	\$0	\$289,073	\$0	\$289,073
2020	\$0	\$0	\$0	\$289,073	\$0	\$289,073
2021	\$0	\$0	\$0	\$289,073	\$0	\$289,073
<b>Totals</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,734,438</b>	<b>\$0</b>	<b>\$1,734,438</b>

**Plan Update Changes**

***Completed Projects:***

<b>Priority #</b>	<b>Description</b>	<b>Completed</b>
<b>3.01</b>	<b>Creighton Rd – Paved Shoulder &amp; Overlay</b>	<b>April ‘13</b>
<b>3.03</b>	<b>Georgetown Rd – Bridge Replacement</b>	<b>July ‘14</b>
<b>3.05</b>	<b>Pole Green Rd/ Rural Point Rd – Turn Lanes</b>	<b>Dec. ‘14</b>

*New Projects:*

Priority #	Description	Status
3.09	Mechanicsville Tpke – Widening	CN Pending
3.10	Bell Creek Rd - Relocation	CN Pending

Following the presentation, Mr. Vidunas answered questions from Board member and provided an explanation of the balance to complete on the Georgetown Road project.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

On motion of Mr. Peterson, seconded by Mr. Via, the members of the Board of Supervisors voted to adopt the Resolution - Virginia Department of Transportation FY 16-21 Secondary Six-Year Plan and FY 16 Construction Budget, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Absent
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**XX. Request for Appropriation – Department of Public Works - \$3,737,000 - Atlee Road Extended Project (Chickahominy Magisterial District)**

Mr. Vidunas provided the details of this requested appropriation to the Board. In April 2010, the Board of Supervisors authorized staff to enter into an agreement with VDOT to design and construct a 0.45 mile extension to Atlee Road from its terminus in Rutland to the intersection and Atlee Station Road and Warren Avenue. The project is currently in the right-of-way acquisition phase and construction is planned to begin in 2017. The total cost of the project has risen to \$16,162,500. To account for the increase in cost, a budget amendment is necessary to appropriate \$3,737,000 in existing and programmed VDOT and Transportation Planning Organization (TPO) state and federal allocations.

In addition, Appendix A to the VDOT project agreement will need to be amended to account for these funds.

Following the presentation, Mr. Vidunas answered questions from Board members and offered clarification on the cost estimates for the arch in the proposed tunnel.

On motion of Mrs. Kelly-Wiecek, seconded by Mr. Wade, the members of the Board of Supervisors voted to approve the appropriation in the amount of \$3,737,000 and authorize the County Administrator or designee to execute the amendment to Appendix A, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Absent
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

**XXI. Announcements**

There were no announcements.

**XXII. Adjournment**

At 8:01 p.m. the Chairman adjourned the meeting to May 27, 2015 – Hanover County Administration Building – 6:00 p.m.