

**VIRGINIA: AT A SPECIAL MEETING OF THE BOARD OF SUPERVISORS HELD
IN THE POWHATAN VILLAGE BUILDING CONFERENCE ROOM, 3910 OLD
BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, ON MARCH 11, 2019,
AT 6:00 P.M.**

Board of Supervisors Present: David T. Williams, District 1
Larry J. Nordvig, District 2
Angela Y. Cabell, District 3, Chairman
Carson L. Tucker, District 5

Board of Supervisors Absent: William E. Melton, District 4, Vice Chairman

County Staff Present: Ted Voorhees, County Administrator
Bret Schardein, Assistant County Administrator
Andrew Pompei, Director of Planning
Charla Schubert, Director of Finance
Steve Singer, Fire and Rescue Chief

Constitutional Officers Present: Brad Nunnally, Sheriff

Guests Present: None

1. Call to Order

Chairman Cabell called the meeting to order at 6 p.m. Chairman Cabell stated that, with the exception of Vice Chairman Melton, all Board members are in attendance.

2. Pledge of Allegiance

Chief Singer led the Pledge of Allegiance.

3. Invocation

Chairman Cabell called for a moment of silence.

**4. Requests to Postpone Agenda Items and Additions, Deletions or Changes
in the Order of Presentation**

Mr. Williams requested that a closed session be added to the Agenda to discuss a personnel issue relating to the County Administrator.

David T. Williams, Larry J. Nordvig, Angela Y. Cabell, Carson L. Tucker voted AYE
William E. Melton is ABSENT

**VOTE 4-0
MOTION Passed**

Mr. Nordvig requested that a closed session to discuss personnel issues with the Fire Chief be added to the Agenda.

David T. Williams, Larry J. Nordvig, Angela Y. Cabell, Carson L. Tucker voted AYE
William E. Melton is ABSENT

VOTE 4-0
MOTION Passed

Chairman Cabell requested that a discussion of the scheduling of the Comprehensive Plan review be added to the Agenda under Old Business.

David T. Williams, Larry J. Nordvig, Angela Y. Cabell, Carson L. Tucker voted AYE
William E. Melton is ABSENT

VOTE 4-0
MOTION Passed

5. Formal Approval of Agenda

Mr. Tucker motioned to approve the Agenda as amended. Mr. Nordvig seconded the motion.

David T. Williams, Larry J. Nordvig, Angela Y. Cabell, Carson L. Tucker voted AYE
William E. Melton is ABSENT

VOTE 4-0
MOTION Passed

6. Public Comment (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)

Chairman Cabell opened the Public Comment period. Seeing there were no speakers, Chairman Cabell closed the Public Comment period.

7. Old Business

Comprehensive Plan Review Scheduling

This item was added to the Agenda by motion, second, and 4-0 vote.

Mr. Pompei presented a brief history of the review schedule of the Comprehensive Plan and asked the Board whether an additional public meeting can be held in late March for continued review and public comment.

The Board briefly discussed the Comprehensive Plan and land use districts, specifically the elimination of R-C zoning in the Plan, and the need for advertising the public meeting.

Mr. Williams stressed the need to include current R-C zoning in the Future Land Use Map to ensure truth in advertising, open government, and continuity with the Comprehensive Plan.

Mr. Nordvig agreed with Mr. Williams that the County's intentions regarding R-C zoning is clear to the public.

Chairman Cabell suggested that further discussion on R-C zoning be included on the Agenda for the Board's March 25, 2019, meeting.

Mr. Tucker offered a proposal of how to move forward on the decision on R-C zoning and agreed that the Board could continue the process, have further discussions, and make a decision at the March 25 meeting.

a. Answers to Board Questions

Mr. Voorhees presented documentation in response to questions the Board of Supervisors had during the March 4, 2019, meeting regarding the Budget and Capital Improvement Program and reviewed each response with the Board.

b. Board Discussion on Budget and Funding Requests

Mr. Voorhees presented and the Board of Supervisors discussed Budget and Funding requests.

Mr. Nordvig questioned the increased expenditure summary numbers for FY 2020 compared to FY 2019 and asked if every department/division had to increase for FY 2020. Mr. Voorhees replied that, fundamentally, the increases shown are a result of the 2% wage adjustment and the Compensation and Classification Plan adjustments.

Mrs. Schubert also noted that the County is taking over additional facilities, including necessary utility costs, which also contributes to the increase.

Mr. Voorhees also mentioned the new recycling contract (\$110,323) as a major expense to the Public Works budget.

8. New Business

a. Fire and Rescue Service Presentation

Mr. Voorhees and Chief Singer presented and the Board of Supervisors discussed the Fire and Rescue Service presentation and proposals.

Mr. Voorhees reported that, for fire calls, the County's response goal is to get six personnel on the fire ground within 14 minutes 80% of the time; for EMS calls, the goal is to get first responders on scene within 10 minutes and 30 seconds 90% of the time.

Mr. Nordvig questioned the response times volunteers have to respond to a call. Chief Singer stated that, when a call comes in, volunteers have five minutes to respond before the call is sent to another fire company.

There was further discussion about response times for volunteers and the possibility of the Board needing to revisit the time requirements set by the Board.

Mr. Nordvig stated that Powhatan has historically had a very proud volunteer force.

Mr. Voorhees stated that he is planning to bring to the Board Meeting on March 25 a request for authorization to activate a second ALS unit for the remainder of the Fiscal Year. Mr. Williams asked what the plan would be for subsequent years; and Mr. Voorhees stated that there is nothing in the budget to fund the additional unit at this point.

Chief Singer stated that ALS providers, in Powhatan and all neighboring jurisdictions, are difficult to obtain, which is a major obstacle for staffing Fire and Rescue Stations.

Mr. Voorhees stated that one of the proposals is to staff three people per shift at Company One, three people per shift at Company Two, and two people per shift at Company Four in order to provide 24/7 coverage at the stations. This staffing would add nine people at a cost of approximately \$607,000.

The phasing in of a fire district tax to cover 24/7 EMS and Fire services in the County at all stations was discussed by the Board.

Mr. Williams thanked staff and volunteers of the County's Fire and Rescue Department for their service to Powhatan and stated that the Board has to manage resources to ensure the Department has what is needed to serve the County's citizens. Mr. Williams reiterated that public safety is the County's number one priority.

Mr. Williams stated that the Board could have been better prepared to consider options for supplying the necessary emergency services funding if the information provided at this meeting had been shared prior to Budget preparation.

Mr. Nordvig commented that, if the fire district tax was initiated, it would be a tax rate of over 91 cents and agreed with Mr. Williams that good planning could have allowed the Board time to anticipate the increase. Mr. Nordvig expressed concern that the Board did not have the opportunity to compare Fire and EMS needs to other projects during the Budget season.

Mr. Nordvig asked that Mr. Voorhees supply the Board with the following information:

- How many volunteers the County had in 2015 and how many there are now;
- How are response times and missed calls tabulated before it was changed and they are tabulated now;
- Comments from exit interviews of volunteers who have left;
- Meeting comments from all-hands meetings held within the Fire and EMS system.

Mr. Nordvig requested that Mr. Voorhees contact the Chiefs of the Fire Stations and generate an anonymous survey of the volunteers.

Mr. Williams stated that when bonds were issued in October, 2018, he was assured that the County would not have to raise taxes.

Mr. Tucker asked the following questions:

- Are we convinced that the proposal presented tonight is valid?
- Do we have the courage to address it?
- How fast do we want to address it if we choose to address it?
- How do we fund it and minimize the tax increase?

Mr. Tucker stated that the Board has to decide whether it wants to address the proposal.

Mr. Williams stated that he would like to have other proposals for the Board to consider that will allow for phasing in of taxes if necessary while still providing the public safety services needed.

Mr. Voorhees will explore additional options for the Board's consideration.

Mr. Voorhees asked if the Board wished to take action on securing an ALS contractor to cover Monday through Thursday evenings when there is currently no second unit available in the County.

Mr. Tucker asked Chief Skinner what the consequences would be if the contract is not secured. Chief Skinner stated that in the past month there have been three calls that were received that took responders over 45 minutes to arrive on the scene because there was no second unit available.

Mr. Williams motioned to approve the securing of the ALS contractor. Mr. Tucker seconded the motion.

David T. Williams, Larry J. Nordvig, Angela Y. Cabell, Carson L. Tucker voted AYE
William E. Melton is ABSENT

VOTE 4-0
MOTION Passed

9. Public Comment (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)

Chairman Cabell opened the Public Comment period.

Bill Cox, 1405 Giles Bridge Road, asked whether the tax increase, if initiated, would cover maintaining the County's current level of Fire and EMS service or an increased level of service.

Stevie Barham, 3492 Richards Run, commended first responders for their work in Powhatan. Mr. Barham stated that the Board should have been aware of the Fire and EMS situation and added that the Board should be able to find money in the budget for the funding.

James Merritt, a resident of Powhatan County, stated that public safety is the most important thing Powhatan offers its citizens and agreed that the Board should have been made aware of the problems earlier. Mr. Merritt commented that the people who volunteer dedicate their time and have to go through extensive training.

Mark Robinson, 3571 Calvins Trail, thanked the staff and volunteers of Powhatan's Fire and EMS system and stated that something has to be done to increase the level of service they are able to provide.

Jeffrey Wallace, President of the Powhatan Local 288 Union, stated that Powhatan is the only local jurisdiction that still have a volunteer staff. Mr. Wallace stated that the volunteers desperately need help; and paid staff is what is needed to provide the level of service needed.

Susanne Earnhardt, 2495 Judes Ferry Road, stated that EMS personnel have been to her residence and she appreciates the work that they all do. Ms. Earnhardt stated that she would expect to receive a bill if ambulance transport was necessary in an emergency situation.

Seeing there were no other speakers, Chairman Cabell closed the Public Comment period.

In response to Mr. Cox's question, Chief Singer stated that the tax increase would allow for an elevated level of service.

In response to Ms. Earnhardt's question, Mr. Nordvig stated that the County does bill for transport services. Chief Singer stated that a separate billing company sends out the invoices to patients.

10. County Attorney Comments

The County Attorney was not in attendance.

11. County Administrator Comments

Mr. Voorhees stated that he will research answers to the questions and concerns that were mentioned during the meeting.

12. Board Comments

Chairman Cabell stated that she will not be seeking re-election to the Board of Supervisors.

13. Certification of Closed Meeting as authorized by the Code of Virginia, Section 2.2-3711(A)

The Board entered Closed Session at 8:46 p.m. to discuss personnel issues regarding the County Administrator and Fire and Rescue personnel.

14. Certification of Closed Meeting

Chairman Cabell reconvened this Regular Meeting of the Powhatan County Board of Supervisors in open meeting at 9:00 p.m. and requested the Clerk of the Board to conduct a roll call certification vote of the Supervisors, to be included in the minutes of this meeting.

Mr. Voorhees, Clerk of the Board, asked to the best of each Supervisor's knowledge, do they certify that:

- (1) the only matters discussed in the closed meeting were public business matters lawfully exempted from open meeting requirements; and
- (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting just conducted?

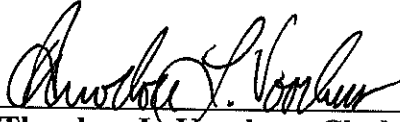
Mr. Voorhees conducted the roll call vote so the Supervisors could so certify:

Mr. Williams	<u>Aye</u>
Mr. Nordvig	<u>Aye</u>
Mrs. Cabell	<u>Aye</u>
Mr. Melton	<u>Absent</u>
Mr. Tucker	<u>Aye</u>


13. Adjournment

The meeting adjourned at 9:02 p.m.

These minutes were approved at the April 24, 2019, meeting with a 5/0 vote.



Theodore L. Voorhees, Clerk Date
Powhatan County Board of Supervisors 4/24/19



Angela Y. Cabell, Chairman Date
Powhatan County Board of Supervisors 5-2-19